



## COUNCIL MEETING AGENDA

Date: Tuesday, May 11, 2021  
Time: 9:00 AM  
Location: <https://www.rockyview.ca/>

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### Pages

**A. CALL MEETING TO ORDER**

**B. UPDATES/APPROVAL OF AGENDA**

**C. APPROVAL OF MINUTES**

1. April 27, 2021 Council Meeting Minutes

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**D. FINANCIAL REPORTS**

**E. PUBLIC HEARINGS / APPOINTMENTS**

The following public hearings were advertised on April 13, 2021 and April 20, 2021 on the Rocky View County website in accordance with the *Municipal Government Act* and *Public Notification Bylaw C-7860-2019*.

**MORNING PUBLIC HEARINGS / APPOINTMENTS 9:00 AM**

1. Divisions 4, 5, and 6 - Bylaw C-8164-2021 - Wheatland County and Rocky View County Intermunicipal Development Plan

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File: 1011-100

2. Division 2 - Adoption of Proposed Bylaw C-8111-2020 (Elbow View Area Structure Plan)

62

File: 1013-220

**F. GENERAL BUSINESS**

1. All Divisions - Appointment of Returning Officer and Substitute Returning Officer

330

File: N/A

2. All Divisions - Letter to Government of Alberta – Consultation on 1976 Coal Development Policy

332

File: N/A

3. All Divisions - Letter of Support – Century Downs Racetrack and Casino

338

File: N/A

4. All Divisions - Late Tax Payment Penalty Cancellation, Policy C-204

341

File: N/A

5.	All Divisions - Circulation and Notification Standards, Policy C-327	351
	File: N/A	
6.	All Divisions - Board and Committee Term Length Review	373
	File: N/A	
7.	All Divisions - Correction of March 9, 2021 Council Meeting Minutes	378
	File: N/A	
8.	All Divisions - Environmental Site Assessments	396
	File: N/A	
<b>G.</b>	<b>BYLAWS</b>	
1.	Division 8 - Borrowing Bylaw C-8165-2021 – Blazer Water System Acquisition	398
	File: 5050-350	
2.	Division 9 - Borrowing Bylaw C-8166-2021 – Horse Creek Water & Waste Water Services Inc.	407
	File: 4060-275 / 5051-700	
3.	Division 5 - Borrowing Bylaw C-8180-2021 - Local Improvement Tax for Water System Upgrades in the Prince of Peace Development	415
	File: N/A	
<b>H.</b>	<b>UNFINISHED BUSINESS</b>	
<b>I.</b>	<b>COUNCILLOR REPORTS</b>	
1.	All Divisions - Calgary Metropolitan Region Board (CMRB) Update	423
	File: N/A	
2.	All Divisions - City of Chestermere - Rocky View County Intermunicipal Committee Terms of Reference	560
	File: N/A	
<b>J.</b>	<b>MANAGEMENT REPORTS</b>	
1.	All Divisions - 2021 Council Priorities and Significant Issues List	563
	File: N/A	
<b>K.</b>	<b>NOTICES OF MOTION</b>	
<b>L.</b>	<b>PUBLIC PRESENTATIONS</b>	
<b>M.</b>	<b>CLOSED SESSION</b>	



**1. RVC2021-12 - Road Renaming Endorsement**

**THAT Council move into closed session to consider the confidential item "Road Renaming Endorsement" pursuant to the following sections of the Freedom of Information and Protection of Privacy Act:**

Section 21 – Disclosure harmful to intergovernmental relations

Section 24 – Advice from officials

**2. RVC2021-15 - 2020 Audit Results**

**THAT Council move into closed session to consider the confidential item "2020 Audit Results" pursuant to the following sections of the Freedom of Information and Protection of Privacy Act:**

Section 23 – 2020 Audit Results

Section 24 – Advice from officials

**N. ADJOURN THE MEETING**



## ROCKY VIEW COUNTY

### **COUNCIL MEETING MINUTES**

Tuesday, April 27, 2021

9:00 AM

Held Electronically in accordance with the Meeting Procedures (COVID-19 Suppression) Regulation,  
Alberta Regulation 50/2020

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**Present:** Reeve D. Henn  
Deputy Reeve K. McKylor  
Councillor M. Kamachi (participated electronically)  
Councillor K. Hanson (participated electronically)  
Councillor A. Schule (participated electronically)  
Councillor J. Gautreau (participated electronically) (arrived at 9:03 a.m.)  
Councillor G. Boehlke (left at 5:30 p.m. and did not return)  
Councillor S. Wright (participated electronically) (arrived at 9:01 a.m.)  
Councillor C. Kissel (participated electronically)

**Also Present:** K. Robinson, A/Chief Administrative Officer  
B. Riemann, Executive Director, Operations  
G. Kaiser, Executive Director, Community and Business  
B. Beach, A/Executive Director, Community Development Services  
B. Woods, Manager, Financial Services  
D. Kazmierczak, Manager, Planning Policy  
G. Nijjar, Manager, Planning and Development Services  
S. Seroya, Manager, Utility Services  
S. Hulsman, Manager, Transportation Services  
B. Bateman, Supervisor Treasury, Financial Services  
S. MacLean, Supervisor Planning & Development, Planning & Development  
Services  
C. Lombardo, Planner, Planning & Development Services  
L. Cox, Planner, Planning & Development Services  
O. Newman, Planner, Planning & Development Services  
S. Thompson, Planner, Planning & Development Services  
X. Deng, Planner, Planning & Development Services  
D. Dimopoulos, FCSS Coordinator, Recreation, Parks and Community Support  
K. Tuff, Legislative Officer, Legislative Services  
M. Mitton, Legislative Officer, Legislative Services  
T. Andreasen, Legislative Officer, Legislative Services

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#### **A Call Meeting to Order**

The Chair called the meeting to order at 9:00 a.m. with all members present, with the exception of Councillor Wright who arrived to the meeting at 9:01 a.m. and Councillor Gautreau who arrived to the meeting at 9:03 a.m.



**B Updates/Approval of Agenda**

MOVED by Deputy Reeve McKylor that the April 27, 2021 Council meeting agenda be amended as follows:

- Remove item E-2 - Bylaw C-8113-2021 - Redesignation Item – Residential and Agricultural Uses

Carried

MOVED by Deputy Reeve McKylor that the April 27, 2021 Council meeting agenda be approved as amended.

Carried

**C-1 April 13, 2021 Council Meeting Minutes**

**C-2 April 20, 2021 Special Council Meeting Minutes**

MOVED by Deputy Reeve McKylor that the April 13, 2021 Council meeting minutes be approved as presented;

AND THAT the April 20, 2021 special Council meeting minutes be approved as presented.

Carried

**E-1 Division 2 - Bylaw C-8093-2020 - Residential Redesignation**  
**File: PL20200107 (04718006)**

MOVED by Deputy Reeve McKylor that the public hearing for item E-1 be opened at 9:17 a.m.

Carried

Person(s) who presented: Paul and Barb Viergutz (Applicant)

The Chair called for a recess at 9:29 a.m. and called the meeting back to order at 9:34 a.m. with all previously mentioned members present.

Pre-recorded audio/video presentations in support: Eric Lowther

Pre-recorded audio/video submissions in opposition: None

The Chair made the final call for email submissions and called for a recess at 9:40 a.m. The Chair called the meeting back to order at 9:46 a.m. with all previously mentioned members present and declared email submissions closed.

Email submissions in support: Donald and Michele Curry

Email submissions in opposition: None



The Chair called for a recess at 9:47 a.m. and called the meeting back to order at 9:52 a.m. with all previously mentioned members present.

Person(s) who presented rebuttal: None

MOVED by Deputy Reeve McKylor that the public hearing for item E-1 be closed at 9:59 a.m.  
Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8093-2020 be amended in accordance with Attachment C.  
Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8093-2020 be given second reading, as amended.  
Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8093-2020 be given third and final reading, as amended.  
Carried

**D-1 All Divisions - 2020 Year End Financial Statements**  
**File: 0630**

Councillor Hanson left the meeting at 10:22 a.m. and returned to the meeting at 10:25 a.m.

MOVED by Deputy Reeve McKylor that Council move into closed session at 10:42 a.m. pursuant to the following sections of the *Freedom of Information and Protection of Privacy Act*:

- Section 24 – Advice from officials
  - Section 25 – Disclosure harmful to the economic or other interests of a public body
- Carried

Council held the closed session for item D-1 with the no additional people in attendance.

MOVED by Councillor Hanson that Council move into open session at 11:46 a.m.  
Carried

MOVED by Councillor Boehlke that the 2020 Audited Financial Statements be approved as presented in Attachment 'A'.  
Carried



- G-6    Division 9 - Bylaw C-8159-2021 - First Reading Bylaw – Residential Redesignation**  
**File: PL20210016 (06826038)**
- G-7    Division 5 - Bylaw C-8160-2021 - First Reading Bylaw – Redesignation**  
**File: PL20210028 (05307009)**
- G-8    Division 5 - Bylaw C-8162-2021 - First Reading Bylaw – Redesignation**  
**File: PL20210031 (05308010)**
- G-9    Division 7 - Bylaw C-8167-2021 - First Reading Bylaw – Redesignation**  
**File: PL20210034 (06518002)**

MOVED by Deputy Reeve McKylor that the following Bylaws receive first reading:

- Bylaw C-8159-2021
- Bylaw C-8160-2021
- Bylaw C-8162-2021
- Bylaw C-8167-2021

Carried

The Chair called for a recess at 11:55 a.m. and called the meeting back to order at 1:00 p.m. with all previously mentioned members present.

- E-3    Division 1 - Bylaw C-8028-2020 - Redesignation Item – Residential, Rural District (R-RUR p4.0) to Residential, Rural District (R-RUR)**  
**File: PL20190206 (03912039)**

MOVED by Councillor Kamachi that the public hearing for item E-3 be opened at 1:03 p.m.

Carried

Person(s) who presented: Kimberley French (Applicant)

Pre-recorded audio/video presentations in support: None

Pre-recorded audio/video submissions in opposition: None

The Chair made the final call for email submissions and called for a recess at 1:11 p.m. The Chair called the meeting back to order at 1:15 p.m. with all previously mentioned members present, with the exception of Councillor Hanson, and declared email submissions closed.

Email submissions in support: None

Email submissions in opposition: None

Person(s) who presented rebuttal: None



MOVED by Councillor Kamachi that the public hearing for item E-3 be closed at 1:16 p.m.

Carried

Absent: Councillor Hanson

Councillor Hanson returned to the meeting at 1:17 p.m.

MOVED by Councillor Kamachi that Bylaw C-8028-2020 be amended in accordance with Attachment C.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8028-2020 be given second reading, as amended.

Carried

MOVED by Councillor Kamachi that Bylaw C-8028-2020 be given third and final reading.

Carried

**E-4 Division 5 - Bylaw C-8106-2020 - Redesignation Item – Special Use**  
**File: PL20200149 (05320006)**

MOVED by Councillor Gautreau that the public hearing for item E-4 be opened at 1:22 p.m.

Carried

Person(s) who presented: Steve Grande, Terradigm Development Consultants Inc. (Applicant)

Pre-recorded audio/video presentations in support: None

Pre-recorded audio/video submissions in opposition: None

The Chair made the final call for email submissions and called for a recess at 1:35 p.m. The Chair called the meeting back to order at 1:40 p.m. with all previously mentioned members present and declared email submissions closed.

Email submissions in support: None

Email submissions in opposition: None

Person(s) who presented rebuttal: None

MOVED by Councillor Gautreau that the public hearing for item E-4 be closed at 1:43 p.m.

Carried

MOVED by Councillor Gautreau that Bylaw C-8106-2020 be given second reading.

Carried

MOVED by Councillor Gautreau that Bylaw C-8106-2020 be given third and final reading.

Carried



**E-5 Division 1 - Bylaw C-8004-2020 - Redesignation Item – Agricultural, General District to Direct Control**

**File: PL20190198 (04834011)**

MOVED by Councillor Kamachi that the public hearing for item E-5 be opened at 1:48 p.m.

Carried

Person(s) who presented: Phil Dack, Mediated Solutions (Applicant)  
Vaughn Reid (Owner)

Pre-recorded audio/video presentations in support: None

Pre-recorded audio/video submissions in opposition: None

The Chair made the final call for email submissions and called for a recess at 2:22 p.m. The Chair called the meeting back to order at 2:27 p.m. with all previously mentioned members present and declared email submissions closed.

The Reeve left the meeting and vacated the Chair at 2:22 p.m. Deputy Reeve McKylor assumed the Chair.

Email submissions in support: None

Email submissions in opposition: None

Person(s) who presented rebuttal: Phil Dack, Mediated Solutions (Applicant)

MOVED by Councillor Kamachi that the public hearing for item E-5 be closed at 2:30 p.m.

Carried

Absent: Reeve Henn

MOVED by Councillor Kamachi that Bylaw C-8004-2020 be amended in accordance with Attachment D.

Defeated

Absent: Reeve Henn

MOVED by Councillor Boehlke that further consideration of Bylaw C-8004-2020 be tabled sine die and that the Applicant be directed to resume negotiations with Alberta Transportation on the road closure issue on Township Road 245A.

Carried

Absent: Reeve Henn

The Chair called for a recess at 2:41 p.m. and called the meeting back to order at 2:45 p.m. with all previously mentioned members present, with the exception of Councillor Boehlke.



**F-1 Division 1 - Development Permit: Film Production Facility / Listed DC Use, with no Variances**  
**File: PRDP20211333 (04912004)**

MOVED by Councillor Kamachi that the applicant be allowed to address Council in accordance with section 79 of the Procedure Bylaw.

Carried  
Absent: Reeve Henn  
Councillor Boehlke

Councillor Boehlke returned to the meeting at 2:47 p.m.

MOVED by Councillor Hanson that Development Permit No. PRDP20211333 be approved with the conditions noted in Attachment 'A', as recommended by Administration.

Defeated  
Absent: Reeve Henn

Reeve Henn returned to the meeting at 3:14 p.m.

Main Motion:

MOVED by Councillor Gautreau that Development Permit No. PRDP20211333 be approved with the conditions noted in Attachment 'B', as recommended by the Applicant.

Amending Motion:

MOVED by Councillor Wright that the main motion be amended as follows:

THAT Development Permit No. PRDP20211333 be approved with the conditions noted in Attachment 'B', as recommended by the Applicant, **with the following additional amendments:**

25. That this development permit shall be valid for ~~10~~ **3** YEARS from the date of issuance.

Defeated

Amending Motion:

MOVED by Councillor Boehlke that the main motion be amended as follows:

THAT Development Permit No. PRDP20211333 be approved with the conditions noted in Attachment 'B', as recommended by the Applicant, **with the following additional amendments:**

That the redlines strikeout of conditions 2 and 25 be removed, resulting in the condition remaining.

Carried





The Chair then called for a vote on the main motion as amended.

Main Motion as Amended:

MOVED by Councillor Gautreau that Development Permit No. PRDP20211333 be approved with the conditions noted in Attachment 'B', as recommended by the Applicant, with the following additional amendments:

That the redlines strikeout of conditions 2 and 25 be removed, resulting in the condition remaining.

Carried

The Deputy Reeve vacated the chair and the Reeve reassumed the Chair.

The Chair called for a recess at 3:36 p.m. and called the meeting back to order at 3:45 p.m. with all previously mentioned members present, with the exception of Councillor Schule.

**F-2    Division 4 - Langdon Public Library Business Case**  
**File: N/A**

Councillor Schule returned to the meeting at 3:46 p.m.

MOVED by Councillor Schule that the Langdon Library Business Case be received as information.

Carried

MOVED by Councillor Schule that Administration be directed to pursue development of a library in the hamlet of Langdon, and to prepare a formal plan, including all cost implications, for Council's consideration.

Carried

**F-3    All Divisions - Gravel Road Maintenance Update**  
**File: 4050-100**

MOVED by Councillor Hanson that the Gravel Road Maintenance update report be received as information.

Carried

**F-4    All Divisions - Snow and Ice Control Update**  
**File: 4050-100**

Councillor Gautreau left the meeting at 4:37 p.m. and returned to the meeting at 4:39 p.m.

MOVED by Councillor Hanson that the Snow and Ice Control Update report be received as information.

Carried



**F-5 Division 5 - Conrich Water Pipeline Extension**  
**File: N/A**

MOVED by Councillor Gautreau that the Budget Adjustment for the Conrich Waterline Extension be approved as described in Attachment 'A'.

Carried

**F-6 All Divisions - Circulation and Notification Standards, C-327**  
**File: N/A**

MOVED by Councillor Hanson that Administration bring Circulation and Notification Standards, C-327 to the May 11, 2021 Council Meeting.

Carried

**M-1 Closed Session Item - Environmental Site Assessments**  
**File: RVC2021-11**

MOVED by Councillor Boehlke that Council move into closed session at 4:55 p.m. to consider the following item under the following sections of the *Freedom of Information and Protection of Privacy Act*:

M-1 – Environmental Site Assessments

- Section 24 – Advice from officials
- Section 25 – Disclosure harmful to the economic or other interests of a public body

Carried

Council held the closed session for confidential items M-1 with the following additional people in attendance:

Rocky View County: K. Robinson, Interim Chief Administrative Officer  
B. Riemann, Executive Director, Operations  
G. Kaiser, Executive Director, Community and Business  
B. Beach, Executive Director, Community Development Services  
B. Scott, Executive Coordination

MOVED by Deputy Reeve McKylor that Council move into open session at 5:12 p.m.

Carried

**M-1 Closed Session Item - Environmental Site Assessments**  
**File: RVC2021-11**

Council rose from closed session without report.



**G-1    All Divisions - Bylaw C-8169-2021 - 2021 Tax Rate Bylaw**  
**File: 0785**

MOVED by Councillor Boehlke that Bylaw C-8169-2021 be given first reading. Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8169-2021 be given second reading. Carried

MOVED by Councillor Hanson that Bylaw C-8169-2021 be considered for third reading. Carried

MOVED by Councillor Gautreau that Bylaw C-8169-2021 be given third and final reading. Carried

**G-2    All Divisions - Bylaw C-8170-2021 - 2021 Langdon Special Tax Rate Bylaw**  
**File: 0785**

MOVED by Councillor Schule that Bylaw C-8170-2021 be given first reading. Carried

MOVED by Councillor Schule that Bylaw C-8170-2021 be given second reading. Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8170-2021 be considered for third reading. Carried

MOVED by Councillor Schule that Bylaw C-8170-2021 be given third and final reading. Carried

**G-3    Division 7 - Bylaw C-8173-2021 - First Reading Bylaw – Balzac East Area Structure**  
**Plan Amendments**  
**File: 1011-325**

MOVED by Deputy Reeve McKylor that Bylaw C-8173-2021 be given first reading. Carried

**G-4    Division 7 - Bylaw C-8174-2021 - First Reading Bylaw – Highway 1 East Area**  
**Structure Plan**  
**File: 1013-380**

MOVED by Councillor Schule that Bylaw C-8174-2021 be given first reading. Carried



**G-5 Division 4 - Bylaw C-8172-2021 - First Reading Bylaw – Shepard Industrial Area Structure Plan**  
**File: 1015-450**

Councillor Boehlke left the meeting at 5:30 p.m. and did not return.

MOVED by Councillor Schule that Bylaw C-8172-2021 be given first reading.

Carried  
Absent: Councillor Boehlke

**I-1 All Divisions - Calgary Metropolitan Region Board (CMRB) Update**  
**File: N/A**

The Calgary Metropolitan Region Board (CMRB) Update for April 13, 2021 was provided as information.

**J-1 All Divisions - 2021 Council Priorities and Significant Issues List**  
**File: N/A**

The 2021 Council Priorities and Significant Issues List for April 27, 2021 was provided as information.

**N Adjourn the Meeting**

MOVED by Deputy Reeve McKylor that the April 27, 2021 Council Meeting be adjourned at 5:36 p.m.

Carried  
Absent: Councillor Boehlke

\_\_\_\_\_  
Reeve or Deputy Reeve

\_\_\_\_\_  
Chief Administrative Officer or Designate



## PLANNING POLICY

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<b>TO:</b>	Council	
<b>DATE:</b>	May 11, 2021	<b>DIVISION:</b> 4, 5, & 6
<b>TIME:</b>	Morning Appointment	
<b>FILE:</b>	1011-100	<b>APPLICATION:</b> N/A
<b>SUBJECT:</b>	Bylaw C-8164-2021 Wheatland County and Rocky View County Intermunicipal Development Plan	

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### POLICY DIRECTION:

Direction for the preparation of this Intermunicipal Development Plan (IDP) came from the *Municipal Government Act (631)*, which required municipalities with shared boundaries to develop an IDP and mandated the minimum requirements of an IDP. In December 2019, Bill 25 was introduced which amended the MGA section 631 by providing municipalities the option to opt-out of developing an IDP if both municipalities agreed. Rocky View County and Wheatland County decided to proceed with developing an IDP as it affirms the relationship between the municipalities and strengthens governance over land use along the shared boundary. Wheatland County and Rocky View County Councils adopted the Terms of Reference (TOR) on June 26, 2018 to guide the preparation of the IDP.

### EXECUTIVE SUMMARY:

Administration is presenting for Council's consideration the Wheatland County and Rocky View County. The IDP aims to minimize land use and development conflicts, facilitate collaboration and communication, and outline resolution processes for issues that may arise within the 1.6 kilometre area adjacent to the shared municipal boundary.

The IDP was prepared in accordance with the *Municipal Government Act*, the Calgary Metropolitan Region Interim Growth Plan (IGP), the County Plan (2013), and the Terms of Reference (2018). Administration considers the proposed IDP to be in alignment with these documents.

In the process of developing the IDP, public engagement was completed to ensure comprehensive feedback was collected and incorporated. The resulting proposed IDP establishes the policy framework to guide collaborative planning for lands on either side of the shared municipal boundary.

### ADMINISTRATION RECOMMENDATION:

Administration recommends approval in accordance with Option #1.

### OPTIONS:

- |            |           |   |
|------------|-----------|---|
| Option #1: | Motion #1 | THAT Bylaw C-8164-2021 be given second reading.   |
|            | Motion #2 | THAT Bylaw C-8164-2021 be referred to the Calgary Metropolitan Region Board for approval. |
| Option #2: |           | THAT application Bylaw C-8164-2021 be refused.  |
| Option #3: |           | THAT alternative direction be provided.   |



## BACKGROUND:

The IDP has been prepared in accordance with Section 631 of the *Municipal Government Act*, which allows municipalities with shared boundaries to decide whether to develop an IDP and outlines the minimum requirements of the IDP contents. Wheatland County and Rocky View County decided to proceed with developing the IDP in June 2018; both Councils approved a Terms of Reference to guide the preparation of the plan. The IDP was prepared jointly by Rocky View County and Wheatland County, and received oversight from a review committee consisting of Councillors and senior administration from both municipalities. On March 23, 2021 Rocky View County Council granted first reading to Bylaw C-8164-2021 and Wheatland County Council granted first reading to the Bylaw on April 20, 2021; no changes have been made since that time.

## PLAN PREPARATION:

The IDP was prepared over a series of four stages with input from Wheatland County and Rocky View County administration, review from the joint Intermunicipal Review Committee (IMC) at each stage, and input from the public.

The four stages included:

- Stage 1: Research, analysis, and stakeholder input
- Stage 2: Draft IDP and review of the IDP by the Review Committee
- Stage 3: Public review of the IDP to receive suggestions and representations
- Stage 4: IDP approval process

The IDP is undergoing stage 4 as Administration seeks Council's consideration of the IDP and Bylaw C-8164-2021 for second reading and referral to the CMRB for review.

## PUBLIC ENGAGEMENT:

To support to development of the IDP, the County conducted initial stakeholder consultation. The consultation included engagement sessions with Councils from each County and meetings with the IMC. Adjacent landowners were notified of the IDP and all residents who provided feedback were contacted by administration to discuss the process, purpose, and anticipated outcomes. This feedback was used to ensure the IDP presented a unified vision that would reflect the needs of Wheatland County and Rocky View County Councils' and residents.

Once a comprehensive draft IDP was completed, Wheatland County and Rocky View County sent notices to all affected landowners informing them of the draft IDP and encouraging feedback. The draft IDP was made available to the public through the County's website to allow residents to thoroughly review the document, ask questions, and provide comments on the draft document.

In Rocky View County, notification of the draft IDP was circulated to 480 adjacent landowners with one response received. The response has been included in Attachment 'B.' The IDP was also circulated to internal and external agencies; no adverse comments were received.

## POLICY DIRECTION AND SUPPORT:

### ***Municipal Government Act (MGA)***

The IDP was prepared in accordance with Sections 631, 636, and 638.1 of the MGA. Section 631(2) allows neighbouring municipalities to decide whether to adopt an IDP; Rocky View County and Wheatland County decided to develop an IDP to formalize the relationship between the municipalities and provide a framework for collaborative planning. Should municipalities decide to prepare and adopt an IDP, the MGA mandates that the IDP address the following items:



- Future land use;
- Future development;
- The provision of transportation systems;
- Intermunicipal co-ordination of physical, social, and economic programs;
- Environmental matters; and
- Provisions of services.

The IDP addresses these items and aligns with the MGA through specific policies to guide land use, development applications, transportation, the environment, and servicing within the IDP area. More generally, the IDP addresses the requirements of the MGA by providing a framework to support consultation and coordination, to address land use concerns, and outline a process for dispute resolution.

Sections 636 and 638.1 outline the requirements for statutory plan preparation and the consistency of plans respectively; the Wheatland County and Rocky View County IDP aligns with these requirements.

### ***Interim Growth Plan***

The proposed IDP was prepared in accordance with the Calgary Metropolitan Region Board's (CMRB's) Interim Growth Plan.

The IDP has been drafted to provide a mechanism to guide development that aligns with the three principles of the IGP, which are to:

1. Promote the integration and efficient use of regional infrastructure;
2. Protect water quality and promote water conservation; and
3. Encourage efficient growth and strong and sustainable communities.

**Section 3.2 of the IGP provides region-wide policies that apply to all development types and regionally significant corridors.** This section promotes collaboration between adjacent municipalities through different methods such as joint planning circulation and review of technical studies, structured engagement, and mediation or dispute resolution where necessary. Section 3.2 also includes policies to protect regionally significant assets such as source water, wetlands, and regional infrastructure, services, and facilities.

The IDP recognizes these region-wide requirements and others in the IGP and establishes a framework for Wheatland County and Rocky View County to collaborate to ensure regionally significant assets are addressed to the benefit of all parties.

Note that CMRB approval of the IDP is required prior to adoption. As such, if Council grants second reading, the document will need to return for third reading following any CMRB approval.

### ***County Plan***

The County Plan provides a framework of goals, policies, and actions that aim to balance the County's rural and agricultural character with residential, recreational, and business opportunities. Given the largely agricultural nature of the area, the IDP has been drafted to enhance the communication and collaboration between Wheatland County and Rocky View County, and considerations regarding growth and development have been deferred to the existing Municipal Development Plans as currently adopted by both Counties.

The County Plan establishes six principles to guide development in the County: *Growth and Fiscal Sustainability, Environment, Agriculture, Rural Communities, Rural Service, and Partnerships*. The IDP



respects these principles by allowing both municipalities to “retain local autonomy for decision making within their municipal jurisdiction” while agreeing to operate in an open and transparent manner.

The IDP recognizes the importance of balancing local expertise with the needs of the residents in each County and includes policies to guide joint use servicing agreements within the IDP area. This aligns with section 27 *Intergovernmental Relationships*, which aims to foster positive relationships and effective communication with adjacent municipalities, and to work together to “extend the range of facilities and services available to residents.”

#### **PLAN CONTENT:**

The Wheatland County and Rocky View County IDP provides the policy framework to guide collaborative planning and decision making regarding lands along the common border between the two municipalities. The IDP outlines procedures that will provide clarity between Wheatland County and Rocky View County administration to ensure the planning processes and implementation requirements are understood and executed.

The IDP aims to achieve the following goals:

1. Maintain the local autonomy of each municipality responsible for decision making within their municipal jurisdiction;
2. Ensure the long-term compatibility of future land uses within both municipalities;
3. Recognize the importance of agricultural land uses in both municipalities and continue to support the preservation of agricultural land except where statutory plans support non-agricultural uses;
4. Establish plan administration, amendment, and dispute resolution procedures to ensure the plan is amended and implemented fairly as both municipalities evolve; and  
Identify items of importance to both municipalities and any items that may be mitigated through the policies of this Plan. Significant items include:
  - agricultural activities
  - economic development
  - the environment
  - resource extraction
  - industrial development
  - energy development
  - transportation and infrastructure.

The IDP benefits municipalities and their residents by:

1. Reinforcing and protecting both municipalities’ development philosophies and goals while mitigating the potential for future intermunicipal conflict;
2. Ensuring development for both municipalities occurs in an orderly, economic, efficient, and harmonious manner that is sustainable by considering existing development conditions and future municipal goals; and

Ensuring that any land-use changes and development are discussed between the counties and landowners to achieve mutually beneficial solutions.





**ADDITIONAL CONSIDERATIONS:**

None at this time.

Respectfully submitted,

"Brock Beach"

---

Acting Executive Director  
Community Development Services

RE/sl

Concurrence,

"Kent Robinson"

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Acting Chief Administrative Officer

**ATTACHMENTS**

ATTACHMENT 'A': Bylaw C-8164-2021 and Schedule 'A'

ATTACHMENT 'B': Public Submissions



# BYLAW C-8164-2021

A bylaw of Rocky View County, in the Province of Alberta, to adopt the Wheatland County and Rocky View County Intermunicipal Development Plan.

The Council of Rocky View County enacts as follows:

## Title

- 1 This bylaw may be cited as *Bylaw C-8164-2021*.

## Definitions

- 2 Words in this Bylaw have the same meaning as those set out in the *Land Use Bylaw* and *Municipal Government Act* except for the definitions provided below:
- (1) **“Council”** means the duly elected Council of Rocky View County;
  - (2) **“Land Use Bylaw”** means Rocky View County Bylaw C-8000-2020, being the *Land Use Bylaw*, as amended or replaced from time to time;
  - (3) **“Municipal Government Act”** means the *Municipal Government Act*, RSA 2000, c M-26, as amended or replaced from time to time; and
  - (4) **“Rocky View County”** means Rocky View County as a municipal corporation and the geographical area within its jurisdictional boundaries, as the context requires.

## Effect

- 3 THAT Schedule A of Bylaw C-8164-2021 is adopted as the “Wheatland County and Rocky View County Intermunicipal Development Plan”, to provide a policy framework to minimize land use and development conflicts, provide opportunities for collaboration and communication, and outline a process for resolution of issues that may arise within the areas adjacent to the municipal boundary.

## Effective Date

- 4 Bylaw C-8164-2021 is passed and comes into full force and effect when it receives third reading and is signed in accordance with the *Municipal Government Act*.



ROCKY VIEW COUNTY

READ A FIRST TIME this \_\_\_\_\_ 23 day of March, 2021PUBLIC HEARING HELD this \_\_\_\_\_ 11 day of May, 2021READ A SECOND TIME this \_\_\_\_\_ 11 day of May, 2021

READ A THIRD AND FINAL TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Reeve\_\_\_\_\_  
Chief Administrative Officer or Designate\_\_\_\_\_  
Date Bylaw Signed



**WHEATLAND COUNTY**  
Where There's Room to Grow



# INTERMUNICIPAL DEVELOPMENT PLAN

Between

**ROCKY VIEW COUNTY**

And

**WHEATLAND COUNTY**

Draft Version 4.1  
Spring 2021

DRAFT

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## 1.0 Introduction

### 1.1 Purpose of the Plan

The purpose of the Rocky View County and Wheatland County Intermunicipal Development Plan (IDP) is to foster a collaborative planning approach for lands along the common border between the two municipalities (see Map 1: Municipal Boundaries). The Municipal Government Act (MGA) mandates municipalities that share common boundaries to develop an Intermunicipal Development Plan. Municipalities are mandated to work together to adopt IDPs to:

- promote consultation, coordination and cooperation regarding planning matters of joint interest within a defined planning area;
- provide a framework for addressing land use concerns with regard to joint planning matters;
- establish a procedure for dealing with development proposals within a defined planning area; and
- address any other matters relating to development considered necessary within a joint planning area.

An IDP is a planning tool that can provide numerous benefits to participating municipalities, which may include, but are not limited to the following:

- reinforcing and protecting both municipalities' development philosophies and goals while mitigating the potential for future intermunicipal conflict; and
- ensuring development for both municipalities occurs in an orderly, economic, efficient, and harmonious manner that is sustainable by considering existing development conditions and future municipal goals.

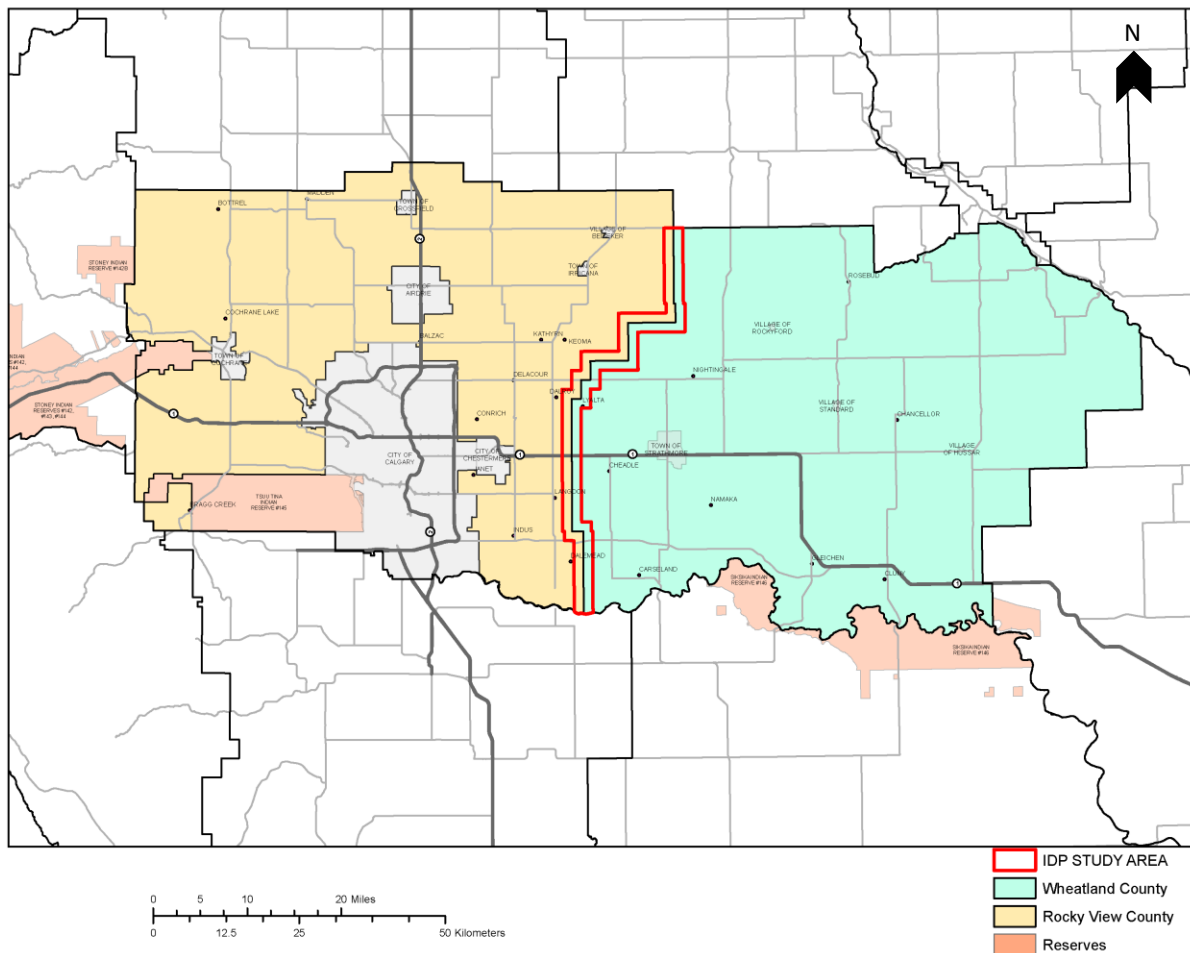
The Plan contains policy that is to be used as a framework for working cooperatively, communicating, and making decisions in each municipality. As such, the IDP must also provide for the following:

- conflict Resolution Procedures;
- a process to amend or repeal the Plan; and
- documentation for administration of the Plan.

These procedures will provide more clarity between the partnering municipalities to ensure the administrative functions required through the Plan are understood. Each municipality is ultimately responsible for making decisions within their own municipal jurisdiction.



## MAP 1: Municipal Boundaries



## 1.2 Goals

1. Maintain the local autonomy of each municipality responsible for decision making within their municipal jurisdiction.
2. Ensure long-term compatibility of future land uses within both municipalities.
3. Recognize that agriculture continues to be an important use of land in the IDP area and support the preservation of agricultural land except where statutory plans support non-agricultural use.
4. Establish plan administration, amendment, and dispute resolution procedures.
5. Identify items that are of importance to the municipalities, and items that may be mitigated through the policies of this Plan. These include:
  - Agricultural Activities
  - Economic Development

- The Environment
- Resource Extraction
- Industrial Development
- Energy Development
- Transportation and Infrastructure

### 1.3 Municipal Profiles

#### ***Wheatland County***

Wheatland County encompasses an area approximately 460,000 hectares (1.1 million acres) in size and has a population of 8,788 (Census Canada 2016). Wheatland County surrounds four urban municipalities, twelve hamlets and a number of other communities not officially designated as hamlets. The County is bordered by six rural municipalities, one urban municipality, and Siksika Nation to the south. A portion of Wheatland County that surrounds the Town of Strathmore is within the Calgary Metropolitan Region Board jurisdiction. The economy of the Wheatland County is based on agriculture and energy resource development. The Red Deer River and Bow River are the major watercourses within the County.

#### ***Rocky View County***

Rocky View County encompasses an area approximately 393,463 hectares (972,264 acres) in size and has a population of 39,407. Seven urban municipalities and thirteen hamlets are contained within the County. Rocky View County also shares borders with five rural municipalities, one Special Area, and two First Nations. The economy of Rocky View County is based on agriculture, energy resource development, services, and manufacturing. Two rivers, the Bow and the Elbow, are the major watercourses within the County.

### 1.4 Legislative Framework

Intermunicipal Development Plans (IDPs) are now mandatory for all municipalities to complete with their municipal neighbours. However, Bill 25 amended Section 631 of the Municipal Government Act (MGA) to include a new subsection that states if the two municipalities that are mandated to enter into an IDP agree they do not require one, they are not required to enter into one.

#### ***Municipal Government Act (MGA)***

The Intermunicipal Development Plan was prepared in accordance with the requirements of Sections 631, 636, and 638.1 of the *Municipal Government Act* (MGA). The MGA mandates that when an IDP is completed between neighbouring municipalities, the document must address the following items:

- i. *the future land use within the area,*
  - ii. *the manner of and the proposals for future development in the area,*
  - iii. *the provision of transportation systems for the area, either generally or specifically,*
  - iv. *the co-ordination of Intermunicipal programs relating to the physical, social and economic development of the area,*
  - v. *environmental matters within the area, either generally or specifically,*
  - vi. *any other matter related to the physical, social or economic development of the area that the councils consider necessary, and*
- b) *must include*

- i. a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,
- ii. a procedure to be used, by one or more municipalities, to amend or repeal the plan, and
- iii. provisions relating to the administration of the plan.

#### *South Saskatchewan Regional Plan (SSRP)*

The South Saskatchewan Regional Plan, established under the Land Use Framework and the Alberta Land Stewardship Act, creates a long-term vision for the South Saskatchewan Region. The SSRP aligns provincial policies at the regional level to balance Alberta's economic, environmental and social goals. The regional plan also includes strategies for responsible energy development, sustainable farming and ranching, recreation, forest management, and nature-based tourism. As Rocky View County and Wheatland County are within the SSRP area boundaries, both municipalities are required to align with the direction and policies of the document to achieve the goals and strategies of the Land Use Framework and the Alberta Land Stewardship Act.

#### *Calgary Metropolitan Regional Board (CMRB)*

The Calgary Metropolitan Region Board was established

- to promote long term sustainability of the Calgary Metropolitan Region;
- to ensure environmentally responsible land-use planning, growth management, and efficient use of land;
- to develop policies regarding the coordination of regional infrastructure investment and service delivery; and
- to promote the economic well-being and competitiveness of the Calgary Metropolitan Region.

To fulfill this mandate, the CMRB is developing a long-term Growth Plan and Servicing Plan. While the long-term Plans are being completed, an Interim Growth Plan has been adopted to provide guidance on land-use, growth, and infrastructure planning matters. The Interim Growth Plan enables development to proceed prior to the adoption of the long-term Growth Plan and Servicing Plan.

Any statutory plan passed or amended by member municipalities must conform with the Interim Growth Plan until the Growth Plan and Servicing Plan are approved and adopted. Statutory plans and amendments approved under the Interim Growth Plan will remain in full effect once the Growth Plan and Servicing Plan are approved and adopted. Rocky View County is a member municipality within the CMRB and is therefore subject to the requirements of this plan. Only a portion of Wheatland County, around the Town of Strathmore, is within the CMRB. The Rocky View County and Wheatland County Intermunicipal Development Plan has been drafted in consideration of the principles of the Interim Growth Plan.

## **2.0 Plan Area**

### **2.1 Plan Preparation Process**

The Intermunicipal Development Plan was jointly prepared by Rocky View County and Wheatland County. The project received oversight from a Review Committee consisting of Councillors and Senior Administration from both municipalities. The plan was developed through four stages:

Stage 1: Research, analysis, and stakeholder input

Stage 2: Draft IDP and review of the IDP by the Committee

Stage 3: Public review of the IDP to receive suggestions and representations

Stage 4: IDP approval process

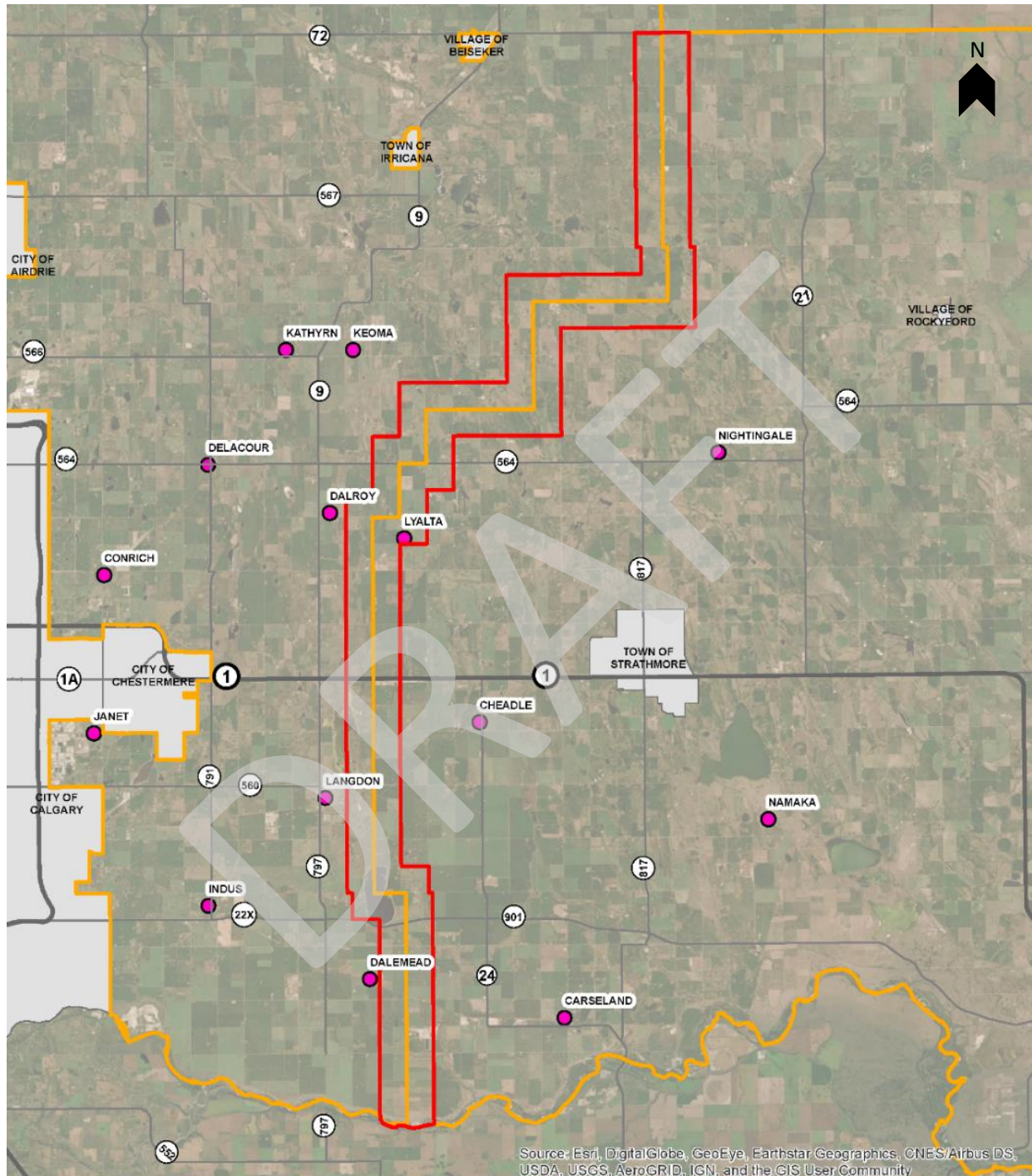
## 2.2 Intermunicipal Development Plan Area

The Plan Area consists of an area approximately 1.6 km (1 mile) on either side of the shared municipal boundary. The Plan Area is approximately 27,690 hectares (68,424 acres) in size (see Map 2).

To determine the extent of the Plan Area, the municipalities considered a number of opportunities and constraints within the Plan Area, including:

- Residences and Developed Areas
- Existing and Potential Land Use
- Development Potential
- Growth Potential along the Highway 1 corridor
- Environmentally Significant Areas
- Transportation Corridors
- Oil and Gas Activity
- Confined Feeding Operations (CFOs)
- Existing and Potential Areas of Aggregate Extraction
- Historical Resource Value (HRV) Sites

MAP 2: IDP Area



0 2.75 5.5 11 Miles  
0 4 8 16 Kilometers

- IDP STUDY AREA
- Municipal Boundary
- Hamlets

### 3.0 Land Use Policies

#### 3.1 General Land Use Policies

The land use policies contained in this Plan are intended to provide direction to Rocky View County and Wheatland County administrations, subdivision and development authorities, and Councils to encourage and manage the future development of lands contained within the Plan Area.

##### *Policies*

- 3.1.1 The municipalities shall strive to engage in effective dialogue when considering land use in the Plan Area, while still maintaining complete jurisdiction on lands within their own boundaries.
- 3.1.2 The municipalities agree to jointly discuss ways to cooperate with provincial and federal agencies and utility providers to help facilitate the efficient delivery of infrastructure and services that are of a mutual benefit.
- 3.1.3 The municipalities shall strive, to the best of their ability and knowledge, to refer all notices of government projects within the Plan Area to the adjacent municipality.
- 3.1.4 Non-agricultural development within the Plan Area shall be aligned with each municipality's Municipal Development Plan (MDP) or other statutory plans (e.g. Area Structure Plans).
- 3.1.5 The municipalities agree to jointly discuss ways to cooperate with provincial and federal agencies and utility providers to help facilitate the efficient delivery of infrastructure and services that are of a mutual benefit.

#### 3.2 Highway Growth Area Land Use Policies

##### *Objective*

The Plan Area contains multiple highway corridors that provide development opportunities. Both municipalities recognize the need to collaborate in these areas in order to avoid potential development conflicts.

##### *Policies*

- 3.2.1 The municipalities recognize the future growth potential of the lands adjacent to Highway 1. Applications within the Plan Area adjacent to Highway 1 should be considered in accordance to local statutory plans and the policies of this plan.
- 3.2.2 Applications within the Plan Area adjacent to Highway 1 should consider using the natural land features, sight lines, setbacks, innovative building design, and high quality landscaping and signage to achieve a high quality appearance.

### 3.3 Agriculture

#### *Objective*

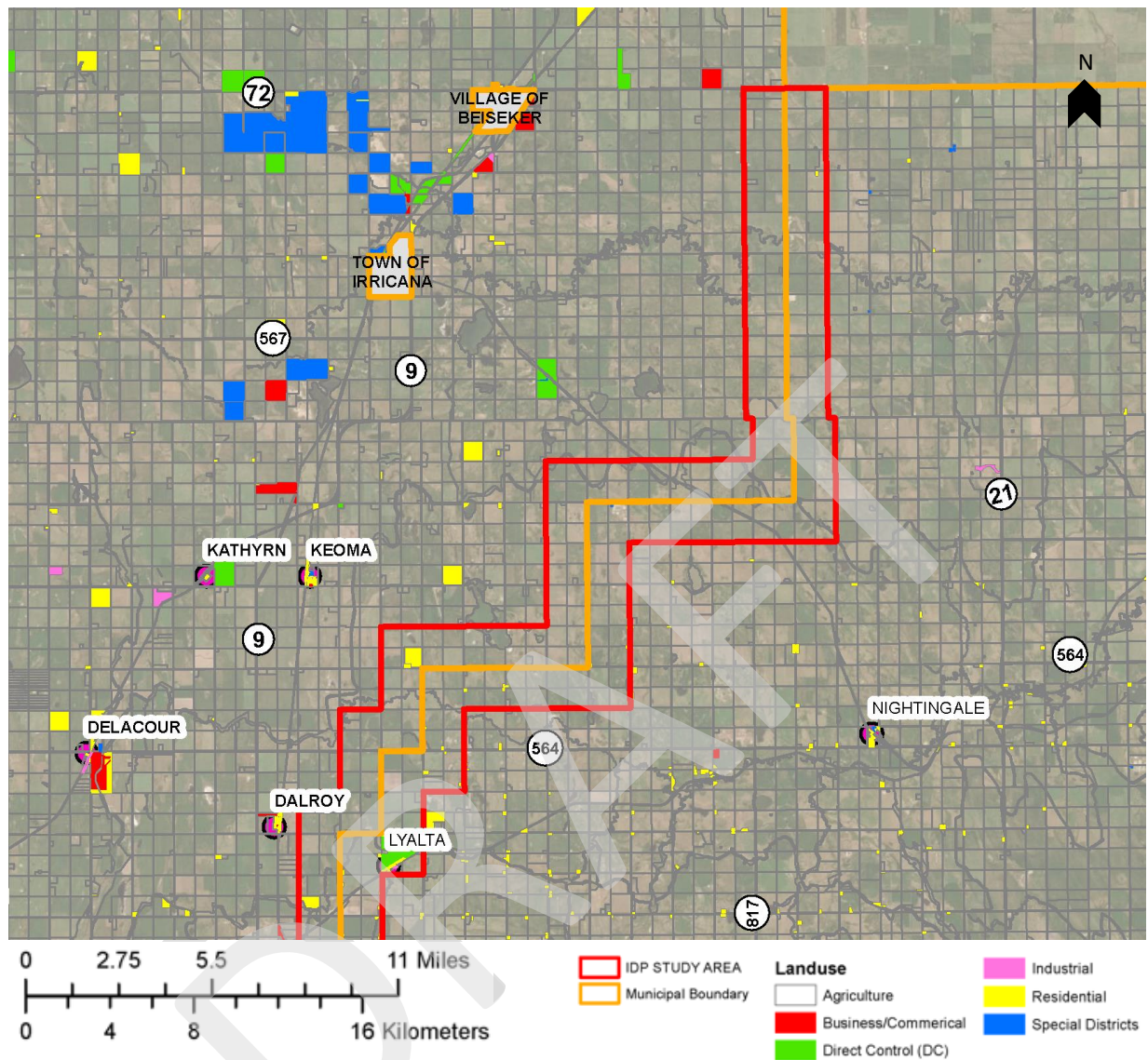
Promote and support agricultural development within the Plan Area and encourage the use of transition land uses or buffers to avoid potential conflicts between agricultural and non-agricultural uses.

#### *Policies*

- 3.3.1 Applications for non-agricultural development within the Plan Area should consider interface or transition tools such as fencing, controlled access and site design, environmental stewardship, and environmental education.
- 3.3.2 Both municipalities will encourage awareness of the best farming practices for dust, weed, and insect control adjacent to developed areas, in accordance with the Agricultural Operations Practices Act.
- 3.3.3 Applications for new or expanded CFOs within the Plan Area shall be referred to the adjacent municipality.

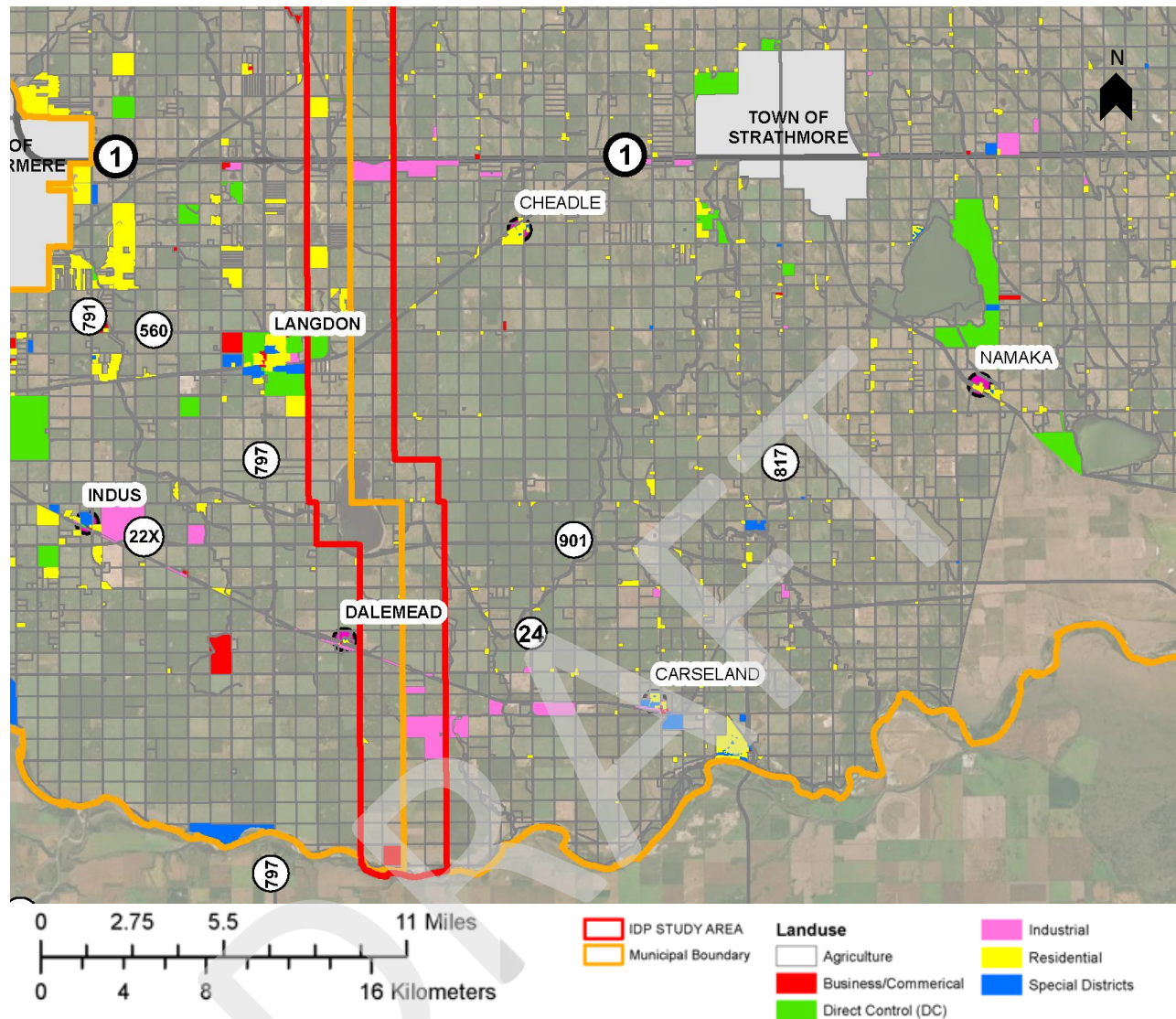


MAP 3a: Land Use – North

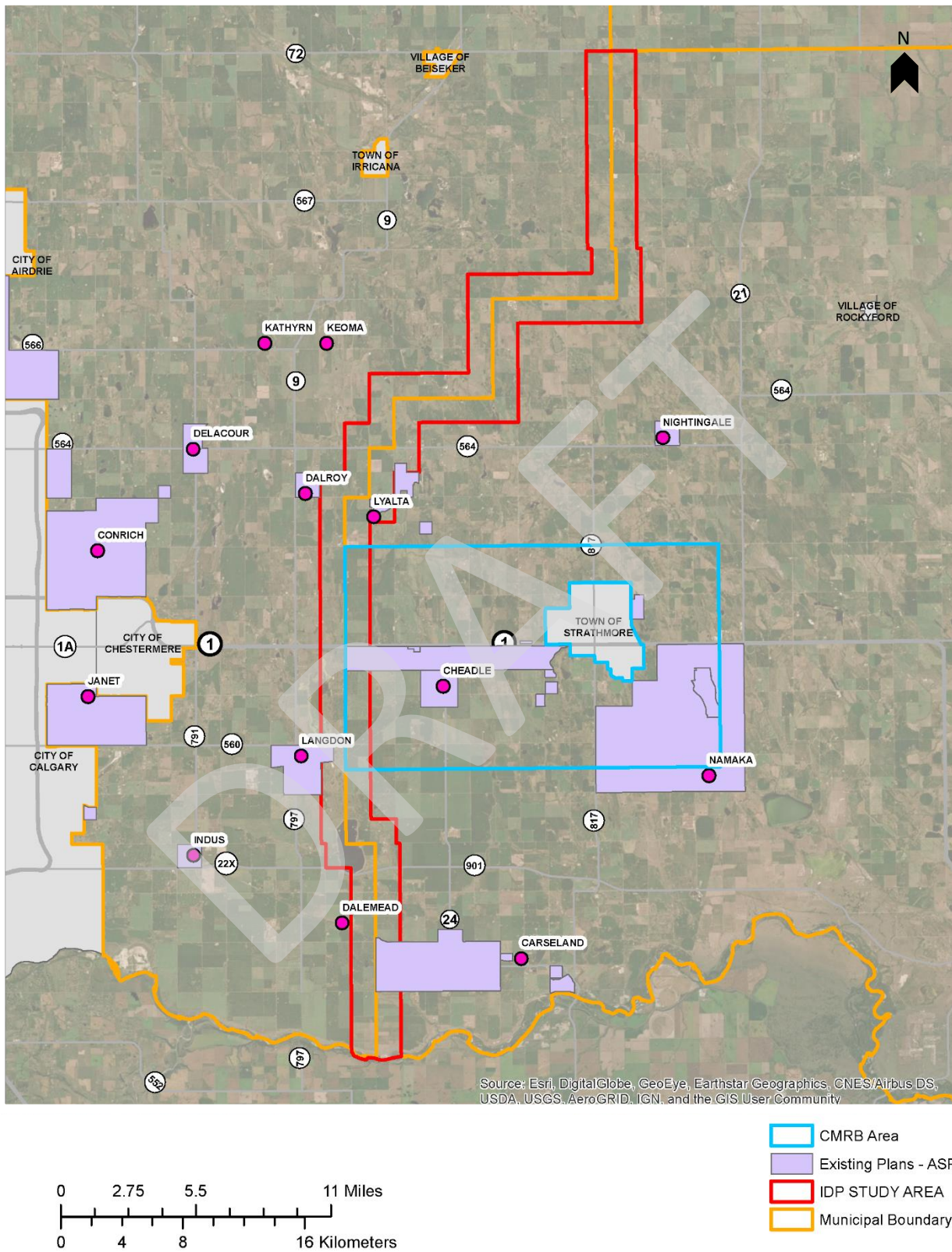




MAP 3b: Land-Use – South

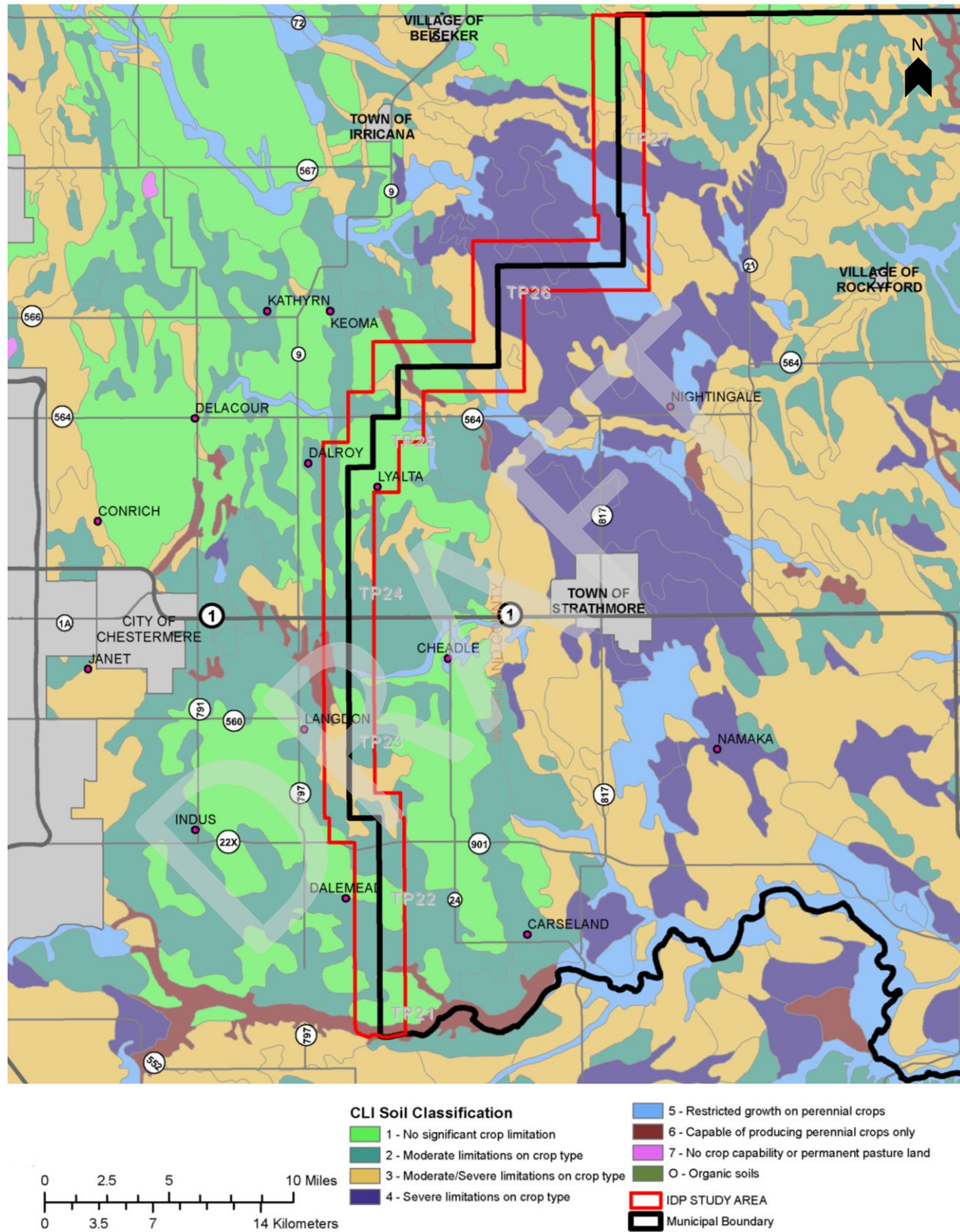


MAP 4: Existing Statutory Plans





MAP 5: Soil Classifications



### 3.4 Environmental & Open Space Policies

#### *Objective*

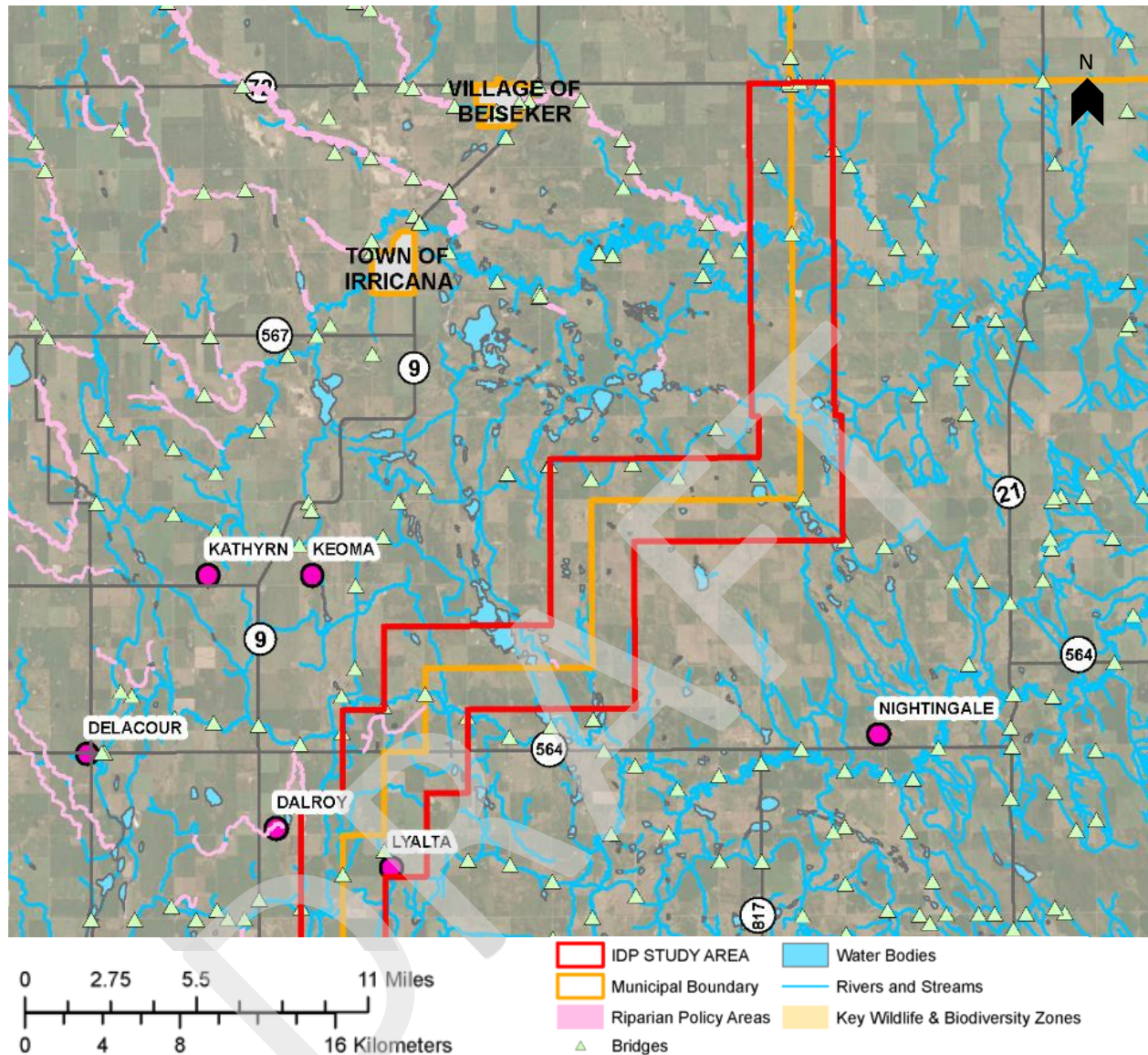
The Red Deer River and Bow River watershed are both located within the Plan area. They provide a multitude of ecological and aesthetic value for both municipalities and their residents. Both municipalities recognize the connection between the natural environment and quality of life and strive to protect, preserve, and enhance natural systems and environmentally significant areas where appropriate.

#### *Policies*

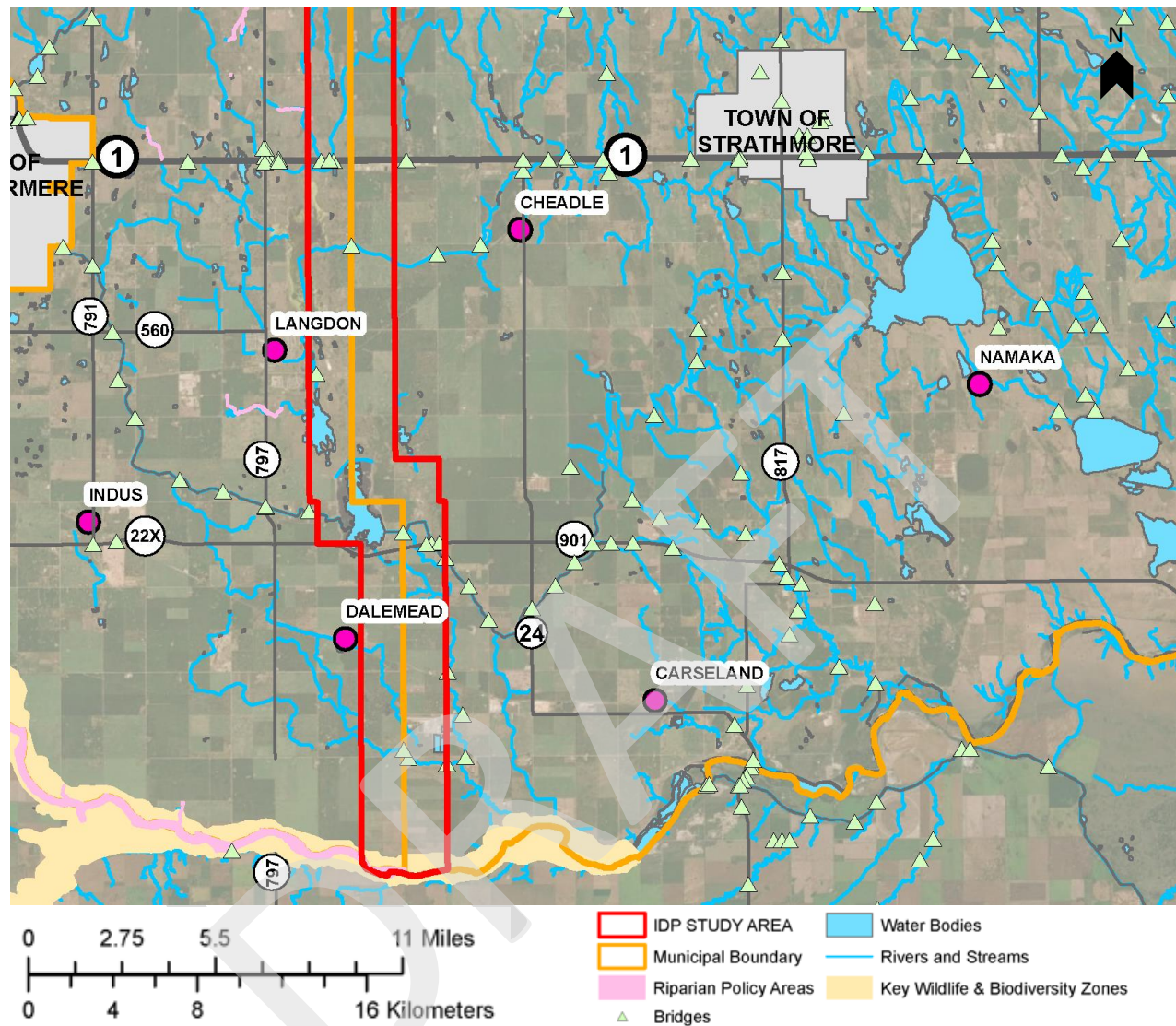
- 3.4.1 Both municipalities should consider the provincial Wetland Policy when making land use decisions in the Plan Area with the goal of sustaining the environmental benefits provided by wetlands.
- 3.4.2 The use of Environmental Reserves, Environmental Reserve Easements, Conservation Easements, or other appropriate tools in the Plan Area is encouraged to protect or preserve environmentally significant or sensitive areas.
- 3.4.3 Each municipality should consider and support the alignment and connection of wildlife corridors, regional active transportation plans, and open spaces.



MAP 6a: Hydrology – North



MAP 6b: Hydrology – South



### 3.5 Utilities, Resource Extraction, & Energy Development

The demand for energy, resource extraction, and telecommunication development is important to the local economy, but needs to be balanced with the needs of residents by addressing potential impacts within the Plan Area on the adjacent municipality.

#### ***Objective***

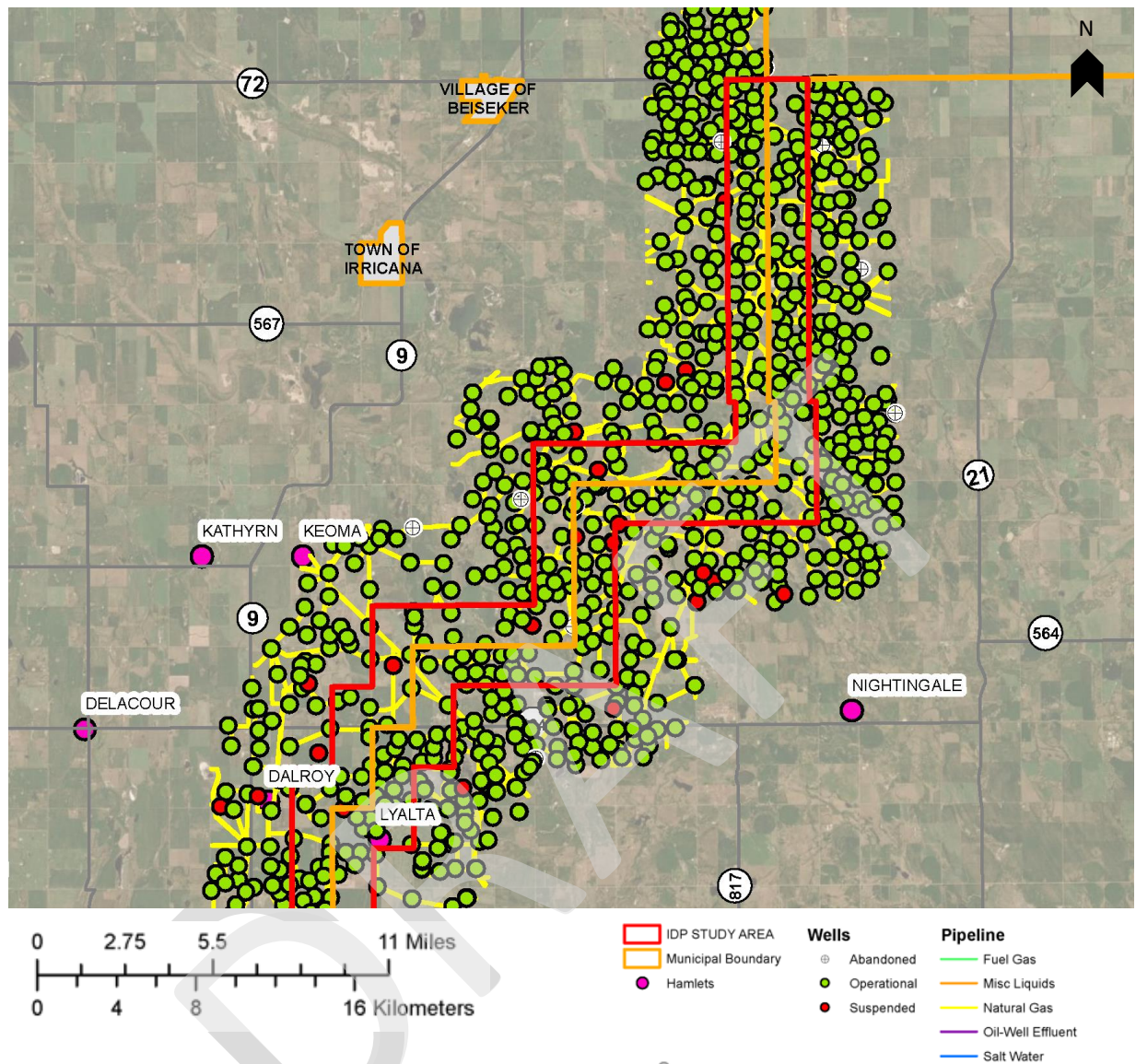
To give each municipality the ability to provide comments to applicants and approving authorities/agencies regarding applications for utilities, resource extraction, and energy development within the Plan Area and municipality.

#### ***Policies***

- 3.5.1 Applications for a new or expanded aggregate extraction operation within the Plan Area shall be referred to the adjacent municipality.
- 3.5.2 Applications for a new or expanded aggregate extraction operation that will result in access being required from a road under the other municipality's jurisdiction shall be referred to that municipality.
- 3.5.3 Either municipality may require an agreement regarding the construction, repair, and maintenance of any municipal roads that may be impacted by an aggregate extraction operation when development requires access from a road under the other municipality's jurisdiction.
- 3.5.4 Applications for a new or expanded renewable energy development within the Plan Area shall be referred to the adjacent municipality. Examples include, but are not limited to, solar power structures and facilities, wind power structures and facilities, and hydroelectric facilities. Small scale renewable energy developments that either do not require a development permit or are listed as a permitted use in the applicable Land Use Bylaw do not require referral to the other municipality.
- 3.5.5 Applications for new or expanded telecommunications towers within the Plan Area shall be referred to the adjacent municipality.
- 3.5.6 Applicants shall be requested to co-locate telecommunications facilities on existing towers where feasible.

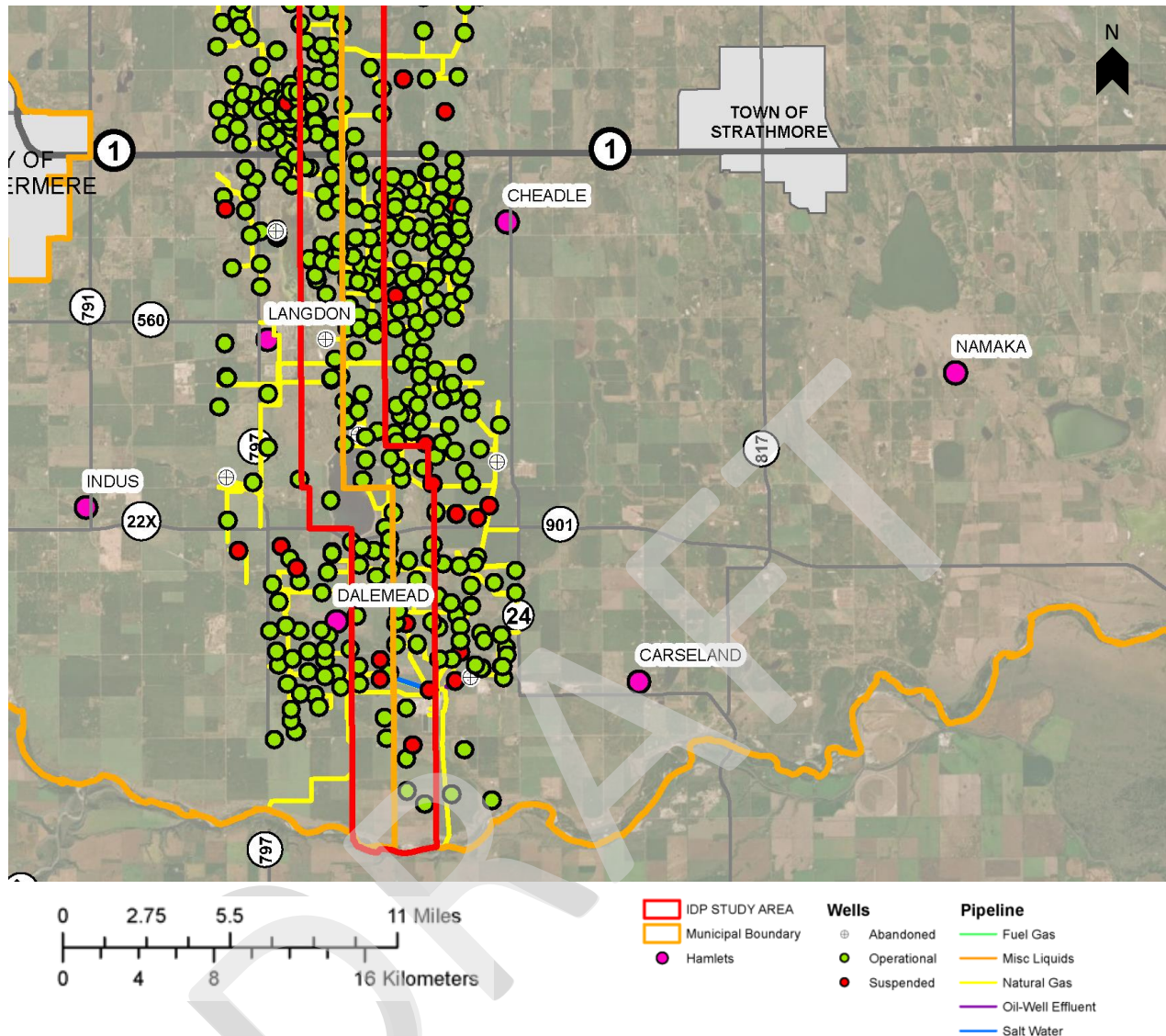


MAP 7a: Oil and Gas – North

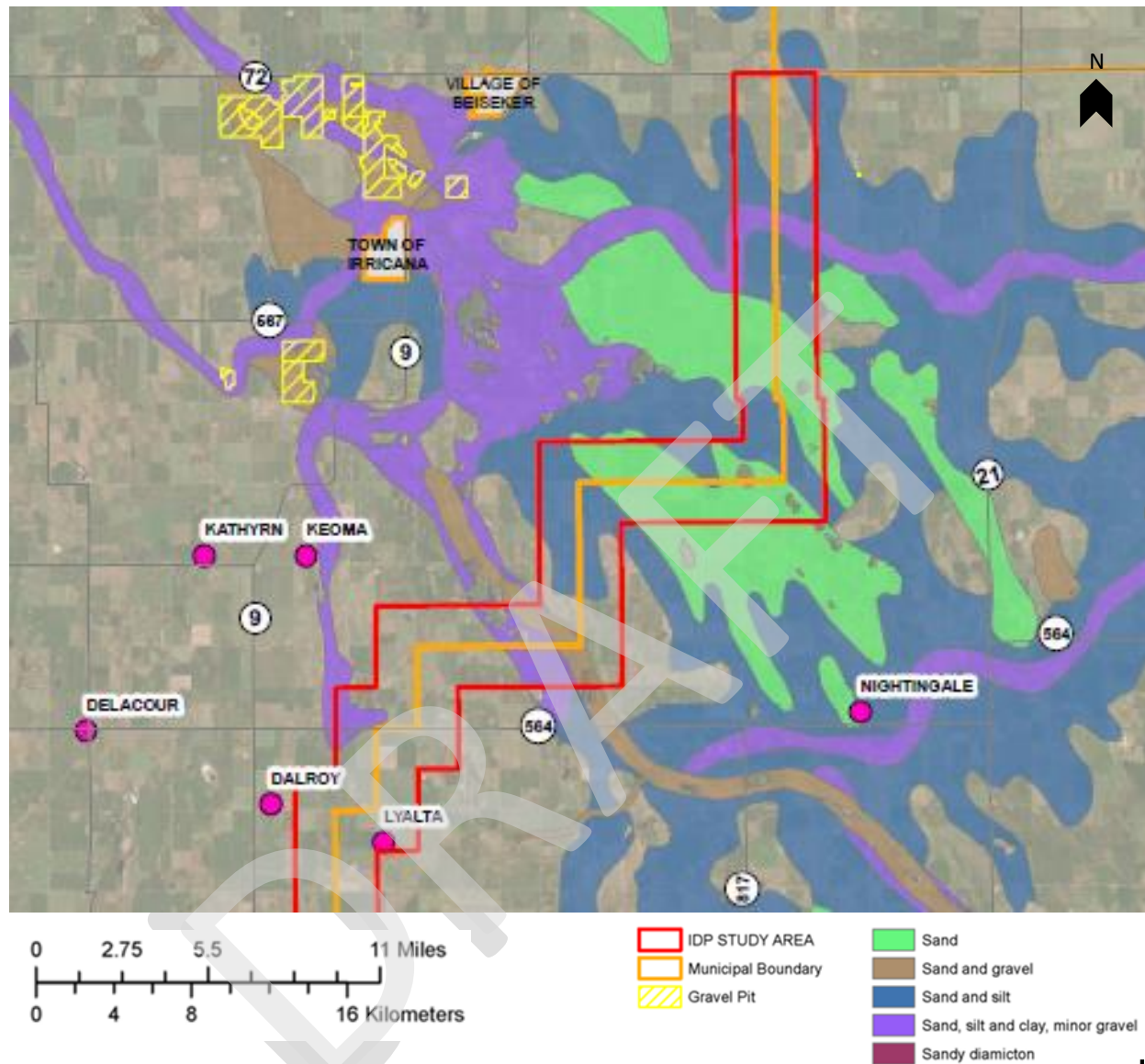




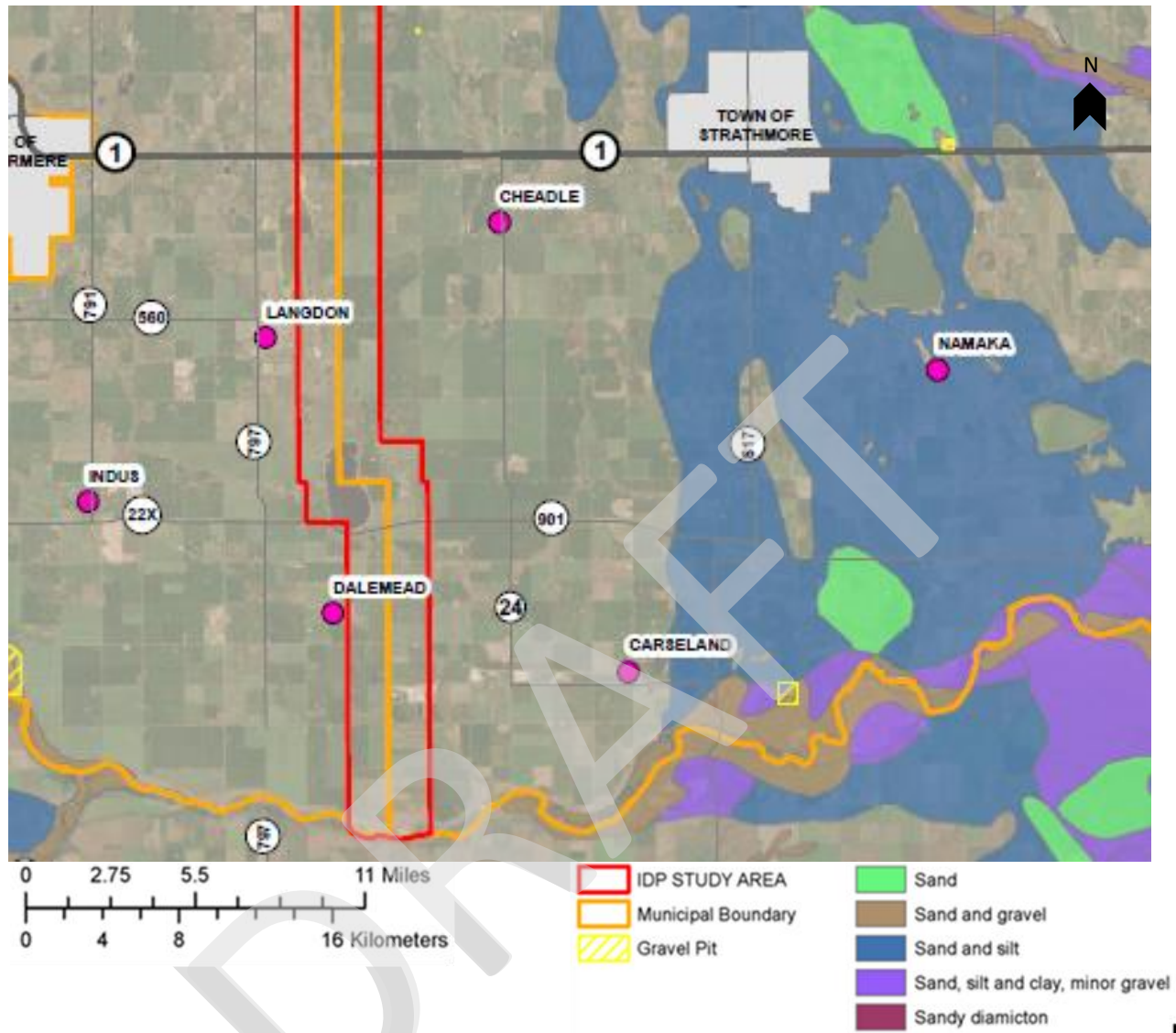
MAP 7b: Oil and Gas – South



MAP 8a: Sand and Gravel – North



MAP 8b: Sand and Gravel – South





### 3.6 Transportation Policies

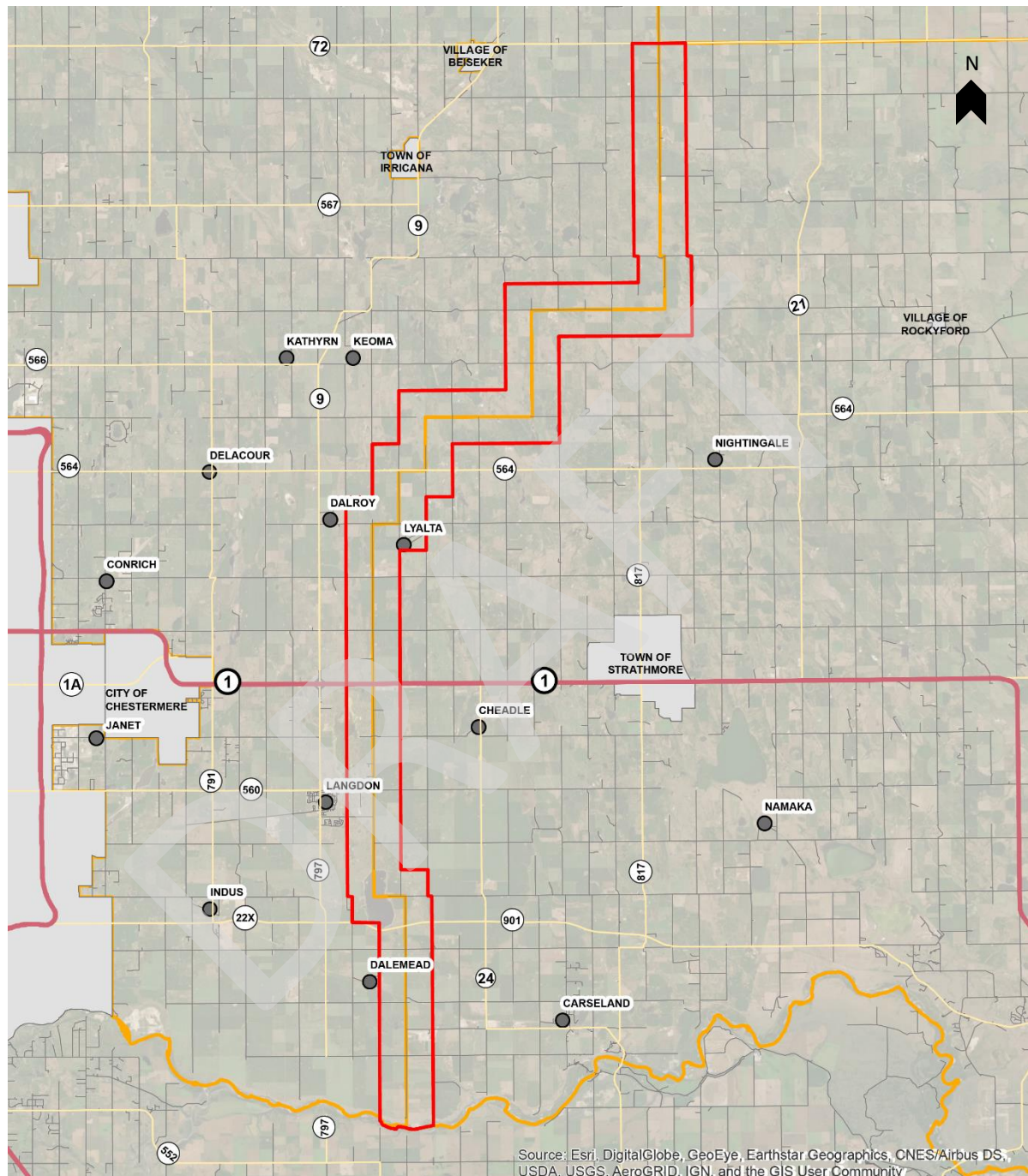
#### *Objective*

Each municipality should assess the impact of development on provincial highways and municipal roads located within the Plan Area and strive to mitigate development impacts on transportation infrastructure.

#### *Policies*

- 3.6.1 Land use redesignation, subdivision, or development applications proposing access directly to a roadway under the jurisdiction of the adjacent municipality should not be approved without the written consent of the affected municipality.
- 3.6.2 In order to mitigate concerns such as dust control, traffic generation, and road maintenance, either municipality may require that a developer proposing land use redesignation, subdivision, or development applications enter into a Road Use Agreement if:
  - a) Direct access to the development is required from a road within its jurisdiction;
  - b) Primary access to the development utilizes a road within its jurisdiction; or
  - c) A proposed haul-route utilizes roads within its jurisdiction.
- 3.6.3 Each municipality shall be notified of any road closure or development of an undeveloped road that will result in access being increased, decreased, or removed for a road under its control or jurisdiction. The affected municipality may request to obtain any associated traffic studies and must give its comments in writing within the notification period. If comments are not received within the notification period, it will be determined that the municipality has no comments.
- 3.6.4 The road network shall be maintained by the municipality having jurisdiction, unless a separate agreement specifies joint maintenance, maintenance swap, or any other terms acceptable to both municipalities.
- 3.6.5 Both municipalities are encouraged to collaborate on future regional public transit opportunities that may arise. This may include cooperation on public communications, routing and network analysis, or location of transit stops.
- 3.6.6 Both municipalities are encouraged to collaborate on future active transportation opportunities that may arise. This may include cooperation on regional pathways, maintenance, or other infrastructure.

MAP 9: Transportation



0 2.75 5.5 11 Miles  
0 4 8 16 Kilometers

- IDP STUDY AREA
- Municipal Boundary
- Major Highway/Expressway
- Secondary Highway
- Roads

## 4.0 Plan Administration & Implementation

The administration and implementation of policies contained in this Plan are intended to assist Rocky View County and Wheatland County administrations, subdivision and development authorities, and Councils with the initial and ongoing execution of this Plan over its lifespan and define the roles of each municipality in the Plan execution.

### 4.1 Interpretation

#### ***Objective***

To ensure the policies of this Plan are interpreted in the manner in which they were intended.

#### ***Policies***

- 4.1.1 All references to a specific agency, body, or department were accurate at the time of writing this Plan. All references throughout the Plan shall therefore be considered applicable to the current relevant agency, body, or department.
- 4.1.2 Unless otherwise required by the context, words used in the present tense include the future tense; words used in the singular include the plural; and the word person includes a corporation as well as an individual. Unless otherwise stipulated, the *Interpretation Act, Chapter I-8, RSA 2000* as amended, shall be used in the interpretation of this bylaw. Words have the same meaning whether they are capitalized or not.
- 4.1.3 The relative boundaries or any variable presented on the maps contained in this Plan, except for the boundaries of the Plan Area, shall be interpreted as an approximation and not a precise depiction of its actual or full extension.

### 4.2 Intermunicipal Committee

#### ***Objective***

To ensure an ongoing process for maintaining the IDP and keeping it applicable through the creation of a committee with joint representation to promote active cooperation and conflict resolution through a consensus-based approach.

#### ***Policies***

- 4.2.1 For the purposes of administering and monitoring the IDP, Rocky View County and Wheatland County shall establish an Intermunicipal Committee ("the Committee").
- 4.2.2 Membership of the committee shall be composed of an even number of members from each municipality.
- 4.2.3 Rocky View County and Wheatland County agree that the main functions of the Committee are to:
  - a) create a forum for dialogue on issues of common concern and interest;
  - b) address concerns regarding the policies of the Plan;

- c) address proposed amendments to the Plan;
  - d) address redesignation applications, subdivision applications, changes to the land use by laws, statutory plans, or other policy or regulatory amendments affecting the Plan Area;
  - e) address issues in relation to the implementation of Plan policies;
  - f) engage in resolving any conflicts or disputes which arise from this Plan – both municipalities will equally share costs associated with using outside assistance to resolve a dispute; and
  - g) address any other land use issues deemed appropriate, but which are not explicitly identified in the Plan.
- 4.2.4 Meetings of the Committee shall be held on an “as needed basis”, or at the request of either municipality. Committee meetings should be held as soon as possible if any conflict arises, or if any matter is brought before it.
- 4.2.5 A municipality may call a meeting of the Committee at any time upon not less than five (5) days' notice of the meeting being given to all members of the Committee and support personnel, stating the date, the time, purpose and the place of the proposed meeting. The five (5) days' notice may be waived with three quarters of the Committee members' agreement noted.
- 4.2.6 The municipality that called the meeting of the Committee shall host and chair the meeting and is responsible for preparing and distributing agendas and minutes.
- 4.2.7 At least one (1) member of each municipality's administrative staff should attend each meeting in the capacity of technical, non-voting advisor.
- 4.2.8 Both Councils agree the Committee is not a decision making body and that the Committee shall issue a written response in the form of comments and/or recommendations to the appropriate and relevant decision making body within 10 business days from the Committee meeting date.
- 4.2.9 Any changes to the Committee format, composition, roles, responsibilities or any aspect of its existence or operation may be requested by either municipality.
- 4.2.10 Where a matter has been referred to the Committee and a resolution cannot be found, the Dispute Resolution Process in Section 5 of this Plan shall be adhered to.

### 4.3 Intermunicipal Referral Policies

#### ***Objective***

Ensure that a clear and consistent notification and communication process is in place for all applications within the Plan Area.

**General Policies**

- 4.3.1 Where an intermunicipal referral is required by the MGA or the policies contained in this Plan, each municipality agrees to provide the other municipality with the required landowner information for the circulation area.
- 4.3.2 Where a plan or bylaw, including amendments, or application requires notifications to be sent to a municipality that is external to this Plan, the referring municipality shall follow the referral requirements outlined in the MGA, or where applicable, those contained in a relevant Intermunicipal Development Plan.
- 4.3.3 Administrative staff or representatives for Rocky View County and Wheatland County are encouraged to discuss, with one another, forthcoming Statutory Plans and Land Use Bylaws, including amendments or redesignation of lands, which may impact the Plan Area.
- 4.3.4 Administrative staff or representatives for Wheatland County and Rocky View County are encouraged to refer to the other municipality notices for community consultation events (e.g. open houses) regarding draft Statutory Plans and Land Use Bylaws, including amendments, which may impact the Plan Area.
- 4.3.5 Administrative staff or representatives for Wheatland County and Rocky View County are encouraged to discuss with one another forthcoming subdivision and development applications that may have significant impact on lands within the Plan Area.

**Response Timelines**

- 4.3.6 The responding municipality shall, from the date of notification, either by postal mail or electronic mail, have the following timelines to review and provide comment on intermunicipal referrals:
- a) 15 calendar days for all 'complete' development permit applications;
  - b) 21 calendar days for all 'complete' subdivision applications; and
  - c) 30 calendar days for all other intermunicipal referrals.
- 4.3.7 In the event that either municipality does not reply within, or request an extension by, the response time for intermunicipal referrals stipulated in this Section, it is presumed that the responding municipality has no comment or objection to the referred planning application or matter.

**Statutory Plans**

- 4.3.8 A newly proposed Municipal Development Plan or an amendment to a Municipal Development Plan shall be referred to the other municipality for comment prior to a public hearing.
- 4.3.9 A newly proposed statutory plan or amendment to a plan (e.g. Intermunicipal Development Plans, Area Redevelopment Plans and Area Structure Plans) shall be referred to the other municipality for comment prior to a public hearing.



**Non-Statutory Plans**

Non-statutory plans are those plans that are adopted by a resolution of Council; these may include outline plans, area concept plans, conceptual schemes, or similar plans.

- 4.3.10 All non-statutory plans or amendments to a non-statutory plan in support of proposed development located within the Plan Area shall be referred to the adjacent municipality for comment prior to approval.
- 4.3.11 Notices for community consultation events pertaining to non-statutory plans or amendments are encouraged to be referred to the adjacent municipality.

**Land Use Bylaws**

- 4.3.12 A newly proposed Land Use Bylaw in either municipality shall be referred to the other municipality for comment prior to a public hearing.
- 4.3.13 All Land Use Bylaw amendments pertaining to the Plan Area shall be referred to the other municipality prior to a public hearing.

**Subdivision and Development Permit Applications**

- 4.3.14 All subdivision applications for lands within the Plan Area shall be referred to the other municipality for comment prior to a decision being rendered.
- 4.3.15 All Development Permit Applications for discretionary uses within the Plan Area where no approved Area Structure Plan, Area Redevelopment Plan, or Local Plan (Area Concept Plan, Conceptual Scheme, Master Site Development Plan) is in place shall be referred to the adjacent municipality for comment prior to a decision being issued.
- 4.3.16 Both municipalities are encouraged to share with the other municipality, the results of all publicly available technical analyses required by a Subdivision and Development Authority as part of an application.

**Consideration of Responses**

- 4.3.17 Comments from the responding municipality regarding proposed Municipal Development Plans, other statutory plans, and Land Use Bylaws, or amendments to any of those documents, shall be included in the information package provided to the approving authority considering the application as part of the public hearing and shall be given due consideration by the Council when making their decision.
- 4.3.18 Comments from the responding municipality regarding subdivision and development permit applications shall be considered by the approving authority in the municipality in which the application is being proposed, prior to a decision being rendered on the application.

## 4.4 Intermunicipal Services

### ***Objective***

To ensure a coordinated approach and efficient delivery of services for water, wastewater, stormwater, solid waste, emergency services, and recreation in alignment with any adopted Intermunicipal Collaboration Framework (ICF).

### ***Policies***

- 4.4.1 Matters pertaining to service agreements shall be assessed in accordance with the requirements of the Intermunicipal Collaboration Framework adopted by Rocky View County and Wheatland County.

## 4.5 Adoption, Amendment, & Repeal Process

### ***Objective***

Provide requirements for on-going monitoring of the IDP once adopted by both municipalities. Additionally, the policies include the process for periodic review, amendments, and eventual appeal that may be required.

### ***Policies***

- 4.5.1 The policies of this plan apply to lands located within the Plan Area.
- 4.5.2 This plan comes into effect following adoption by the respective Councils of Rocky View County and Wheatland County.
- 4.5.3 Amendment of the IDP shall receive direction from both Councils prior to proceeding and shall be jointly prepared by the Administrations.
- 4.5.4 Amendments to the plan shall not come into force until they are adopted by the Councils of both municipalities, in accordance with the requirements of the MGA.
- 4.5.5 A Bylaw to repeal this IDP may be considered by both Councils if:
- a) The repealing Bylaw considers a new IDP; or
  - b) If the repealing Bylaw complies with Provincial legislation.
- 4.5.6 In the case where only one municipality wishes to repeal the Plan, 120 days' notice shall be given to the other municipality stating the intent and reasons for repealing the Plan. Both Councils shall pass the bylaw repealing the Plan and adopting a new IDP for the repeal to take effect.
- 4.5.7 Should only one municipality wish to repeal the Plan, the dispute resolution process in Section 5.0 shall be initiated.
- 4.5.8 A joint Administrative review of the IDP shall be scheduled no later than four (4) years from the date of adoption and shall be steered by the Intermunicipal Committee.

- 4.5.9 Aside from the Intermunicipal Committee, administrative staff of both municipalities are strongly encouraged to review the policies of the Plan and any legislative changes annually and discuss land use matters, issues, and concerns on an on-going basis. Administrative staff may make recommendations to their respective Councils for amendment to the Plan to ensure the policies remain relevant and continue to meet the needs of both municipalities.
- 4.5.10 The municipalities agree to comply with the adopted regional plan strategies and are of the opinion this Plan aligns with the South Saskatchewan Regional Plan.
- 4.5.11 Rocky View County is a member municipality in the Calgary Metropolitan Regional Board, and is therefore subject to the requirements of the CMRB and the Interim Growth Plan and any subsequent Growth Plan. A portion of Wheatland County is within the CMRB Plan Area, and as such the lands within this area are subject to the requirements of the CMRB and the Interim Growth Plan and any subsequent Growth Plan.

## **5.0 Dispute Resolution**

### ***Objective***

To establish a dispute resolution process that facilitates communication and cooperation among the municipalities.

To acknowledge that each municipality has the right to make decisions within its boundaries while recognizing that these decisions can have an impact beyond the borders of one municipality.

In order to ensure that the relationship between the two municipal neighbours remains strong, Rocky View County and Wheatland County agree to the following:

- (a) The municipalities respect the right to maintain jurisdiction over decisions made within their boundaries.
- (b) The municipalities understand the potential for those decisions to impact the adjacent municipality.
- (c) The municipalities understand the importance of notification and communication with the adjacent municipality in order to ensure that potential concerns are addressed.

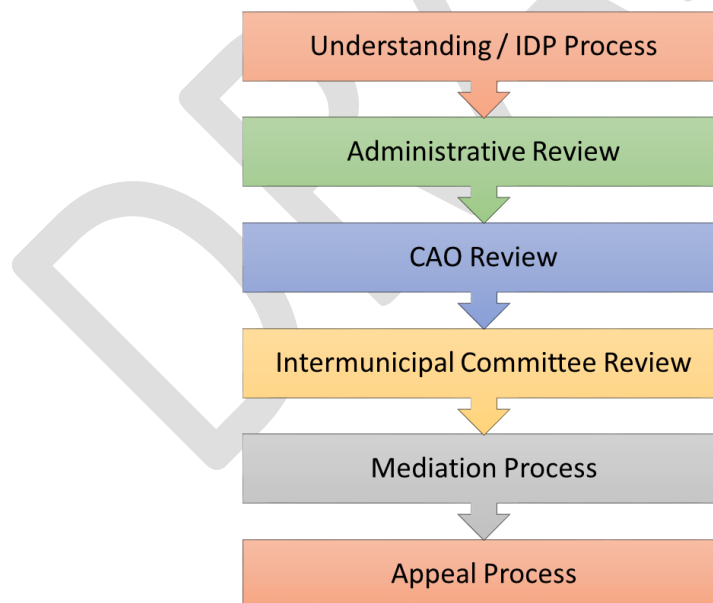
## **5.1 Dispute Resolution Process**

While both municipalities are committed to a positive relationship, this plan recognizes that disputes may arise. In such an event, the following process should be used in order to reach a solution:

- 5.1.1 Should either municipality identify a potential concern related to an application referral provided through the policies of this plan, written notification shall be provided at the administrative level.
- 5.1.2 The municipalities should provide additional clarification, technical documents, or other information as required in order to satisfy the concerns of the adjacent municipality. Meetings or further discussion may be required.

- 5.1.3 Should the matter fail to be resolved, each municipality should escalate the matter to their respective Chief Administrative Officer (or designate) for further guidance.
- 5.1.4 Should the matter fail to be resolved administratively, a municipality may request that the matter be referred to the Intermunicipal Committee.
- 5.1.5 Should the matter fail to be resolved by the Intermunicipal Committee, formal mediation may be initiated.
- a) A mutually agreed upon Mediator shall be named to facilitate resolution of the disagreement within thirty (30) days of the written request to enter a mediation process.
  - b) The municipalities shall share equally in the cost of mediation, including any remuneration, travel, and lodging expenses associated with the mediation.
- 5.1.6 Should a dispute involve an application subject to Section 690(1) of the MGA, the municipalities may submit an appeal to the Municipal Government Board within 30 days of adoption, in order to maintain the right to appeal.
- 5.1.7 Notwithstanding (above), the appeal may be withdrawn prior to the Municipal Government Board hearing should an agreement be reached to the satisfaction of the municipalities.

## 5.2 Dispute Resolution Process Summary



## Appendix A

### Definitions

**Adjacent Land(s):** Land that abuts or is contiguous to the parcel of land that is being described and includes land that would be contiguous if not for a highway, road, lane, walkway, watercourse, utility lot, pipeline right-of-way, power line, railway or similar feature and any other land identified in a land use bylaw as adjacent for the purpose of notifications under the *Municipal Government Act, Revised Statutes of Alberta 2000, M-26* with amendments.

**Agricultural Operation:** If not defined in the municipality's Land Use Bylaw, it is an agricultural activity conducted on agricultural land for gain or reward or in the hope or expectation of gain or reward, and can include, but is not limited to:

- a) the cultivation of land;
- b) the raising of livestock, including game-production animals within the meaning of the "*Livestock Industry Diversification Act*" and poultry;
- c) the raising of fur-bearing animals, pheasants or fish;
- d) the production of agricultural field crops;
- e) the production of fruit, vegetables, sod, trees, shrubs and other specialty horticultural crops;
- f) the production of eggs and milk;
- g) the production of honey (apiaries);
- h) the operation of agricultural machinery and equipment, including irrigation pumps on site;
- i) the application of fertilizers, insecticides, pesticides, fungicides, and herbicides, including application by ground and aerial spraying, for agricultural purposes;
- j) the collection, transportation, storage, application, use transfer and disposal of manure;
- k) the abandonment and reclamation of confined feeding operations and manure storage facilities.

**Alberta Land Stewardship Act (ALSA):** The *Alberta Land Stewardship Act Statutes of Alberta, 2009 Chapter A-26.8*, as amended.

**Area Structure Plan (ASP):** A statutory plan in accordance with the Municipal Government Act (MGA) for the purpose of providing a framework for subsequent subdivision and development of an area of land in a municipality. The Plan typically provides a design that integrates land uses with the requirements for suitable parcel densities, transportation patterns (roads), stormwater drainage, fire protection and other utilities across the entire Plan Area. For the purposes of this IDP the definition of an Area Structure Plan also includes Area Redevelopment Plan (ARP) as defined within the MGA.

**Biophysical Impact Assessment:** means the assessment of the biological and physical elements for the purpose of reducing the potential impacts of the proposed development on the natural environment. The report details specific components of the environment such as topography, geology, hydrology, soils, vegetation, wildlife, and biodiversity (terrestrial and aquatic) for a specific development area. Mitigation measures are suggested to minimize or eliminate potential environmental concerns.

**Calgary Metropolitan Region Board (CMRB):** The board established by the Calgary Metropolitan Region Board regulation (Alberta Regulation 190/2017).

**Calgary Metropolitan Region:** The lands lying within the boundaries of the participating municipalities of the Calgary Metropolitan Region Board.

**Conservation Easement:** A voluntary agreement between a landowner and a conservation organization or government agency. The intent of the Conservation Easement is to protect the ecological, scenic, and or agricultural values of the land. The agreement is placed on title, and the landowner continues using the land subject to the specific restrictions in the easement.

**Conservation Reserve:** As defined by the Municipal Government Act and used for the purpose of conserving environmentally significant features that cannot be required to be provided as environmental reserve.

**Council(s):** The Council of Rocky View County and the Council of Wheatland County in the Province of Alberta.

**Development:** As defined by the *Municipal Government Act* in Part 17, section 616, means

- a) an excavation or stockpile and the creation of either of them;
- b) a building or an addition to or replacement or repair of a building and the construction or placing of any of them on, in, over or under land;
- c) a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building; or
- d) a change in the intensity of the land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building.

**Discretionary Use:** The use of land or a building in a land use district for which a development permit may be approved at the discretion of the Development Authority with or without conditions.

**Energy Industry or Energy Development:** Industry that uses some form of alternative energy either as the source of its operation or the result of its operation, such as, but not limited to, wind farms, solar farms, hydroelectric dams among others.

**Environmental Reserve:** Regulated through the Municipal Government Act (MGA), it is the transference of land from the landowner to the municipality through the subdivision process. The lands can consist of water bodies, steep slopes, gullies, or drainage courses, and would be required to remain in its natural state.

**Environmental Reserve Easement:** Similar to an Environmental Reserve, the ERE however allows the title to remain under the landowner, instead of with the municipality. Similar restrictions apply with an easement, such that the land would be left in its natural state.

**Environmentally Significant Area (ESA)** means an area defined as an Environmentally Significant Area within the applicable land use bylaw of the approving municipality.

**Historical Resource Value (HRV):** Lands that contain or are believed to contain historic resources, including primarily archeological and paleontological sites, Aboriginal traditional use sites of a historic resource nature, and historic structures.

**Intermunicipal Development Plan (IDP):** A statutory document, adopted by bylaw in accordance with section 631 of the *Municipal Government Act*, which is used by municipalities as a long-range planning tool.

**Intermunicipal Development Plan Committee (the Committee):** The members assigned by each respective Council for the purposes of administering and monitoring the Intermunicipal Development Plan.

**May:** Is an operative word that means that there is a choice, with no particular direction or guidance intended.

**Municipalities (the Municipalities):** The municipalities of Rocky View County and Wheatland County.

**Municipal Government Act (MGA):** The Municipal Government Act Revised Statutes of Alberta 2000, Chapter M-26, as amended.

**Municipal Development Plan (MDP):** A statutory plan, adopted by bylaw in accordance with section 632 of the *Municipal Government Act* and used by municipalities as a long-range planning tool.

**Permitted Use:** The use of land or a building in a land use district for which a Development Authority shall issue a development permit with or without conditions providing all other provisions of the Bylaw are conformed with.

**Plan:** Rocky View County and Wheatland County Intermunicipal Development Plan.

**Plan Area:** The lands defined in this document on Map 2 noted as “Plan Area” (approximately 1 to 1.5 miles on either side of the shared border) to which the policies of this document pertain.

**Provincial Highway:** A road development as such by Ministerial Order pursuant to the *Highway Development and Protection Act*, Alberta Regulation 326/2009.

**Renewable Resource/Energy:** A natural resource or form of energy that can replenish on its own with time.

**Shall:** Is an operative word that means the action is mandatory.

**Should:** Is an operative word that means that in order to achieve the Plan’s objectives, it is strongly advised that the action be taken.

**Soil Classifications:** The classification of soils in accordance with the Canadian Land Inventory on the basis of soil survey information, and are based on intensity, rather than kind, of their limitations for agriculture.

**South Saskatchewan Regional Plan (SSRP):** The Regional Plan and regulations for the South Saskatchewan Regional Plan area established by Order of the Lieutenant Governor in Council Pursuant to the *Alberta Land Stewardship Act*.

**Stakeholder:** A person with an interest or concern in matters pertaining to this Plan.

**Statutory Plan:** As per Part 17 of the *Municipal Government Act*, is an intermunicipal development plan, a municipal development plan, an area structure plan, or an area redevelopment plan adopted by a municipality under Division 4 of the *Municipal Government Act*.

**Subdivision and Development Authority:** Within the boundary of Rocky View County means Rocky View County Subdivision and Development Authority, and within the boundary of the Wheatland County means the Wheatland County Subdivision and Development Authority.

**From:** [Trymer Morrow](#)  
**To:** [Robyn Erhardt](#)  
**Subject:** [EXTERNAL] - RE: Wheatland County and Rocky View County IDP  
**Date:** Wednesday, April 7, 2021 9:51:19 AM

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Do not open links or attachments unless sender and content are known.

I have a few questions regarding this IDP

1. How will this benefit the people who live within the mile zone as we have an acreage within the area on the Wheatland side?
2. Will the tax rate stay the same or will there be and extra raised tax?

Thank-youi

Trymer Morrow

[REDACTED]



**From:** [Trymer Morrow](#)  
**To:** [Robyn Erhardt](#)  
**Subject:** [EXTERNAL] - IDP  
**Date:** Wednesday, April 7, 2021 10:24:46 AM

---

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Sorry to bother you again, I read the draft and have another question.

Will you be looking at allowing more commercial development in the corridor. and will you be changing the zoning.

Will you be allowing the land to be sub-divided to allow such.

Thus if we looked at buying land would the process go through fairly smoothly or would it be stalled in approvals.

Thank-you

Trymer Morrow

[REDACTED]

**From:** [Trymer Morrow](#)  
**To:** [Robyn Erhardt](#)  
**Subject:** [EXTERNAL] - Re: Wheatland County and Rocky View County IDP  
**Date:** Friday, April 9, 2021 12:46:32 PM

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Thank-you very much  
Trymer

On Friday, April 9, 2021, 08:28:50 a.m. MDT, RErhardt@rockyview.ca <rerhardt@rockyview.ca> wrote:

Good morning, Mr. Morrow;

Please see below for answers to your questions:

1. How will this benefit the people who live within the mile zone as we have an acreage within the area on the Wheatland side?

The IDP will have limited effect on landowners in the area. The purpose of the IDP is to provide a mechanism for the two Counties to work together on issues within the boundary. The indirect benefit to landowners is that the IDP will help the Counties resolve concerns in the area smoothly by promoting collaboration and outlining resolution processes.

2. Will the tax rate stay the same or will there be and extra raised tax?

The IDP would not have an effect on taxes.

3. Will you be looking at allowing more commercial development in the corridor. and will you be changing the zoning.

The IDP does not provide a land-use strategy for the area; land-use changes would follow the current processes in each County. The IDP simply outlines a process to ensure that any land-use changes and development are discussed between the counties and landowners to achieve mutually beneficial solutions.

4. Will you be allowing the land to be sub-divided to allow such. Thus if we looked at buying land would the process go through fairly smoothly or would it be stalled in approvals.

Processes for subdividing would not be affected by the IDP; therefore any applications for subdivision would follow the current processes in each County.

Should there be anything else we can clarify, please let us know.

Regards,

Robyn

ROBYN ERHARDT, M<sub>PLAN</sub>  
Planner | Planning Policy

**Rocky View County**

262075 Rocky View Point | Rocky View County | AB | T4A 0X2

Phone: 403-520- 8196 |

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## PLANNING POLICY

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**TO:** Council  
**DATE:** May 11, 2021 **DIVISION:** 2  
**TIME:** Morning Appointment  
**FILE:** 1013-220 **APPLICATION:** N/A  
**SUBJECT:** Adoption of proposed Bylaw C-8111-2020 (Elbow View Area Structure Plan)

---

### POLICY DIRECTION:

Direction for preparation of this Area Structure Plan (ASP) came from the Terms of Reference adopted by Council on February 11, 2020; the ASP has been prepared in accordance with that Terms of Reference and with Section 633 (1) of the *Municipal Government Act* (MGA). The Plan was assessed against the Interim Growth Plan, Rocky View County / City of Calgary Intermunicipal Development Plan, and the County Plan.

### EXECUTIVE SUMMARY:

The draft Elbow View Area Structure Plan (the Plan) is being proposed to guide future redesignation, subdivision, and development proposals within the Plan area.

Council gave first reading to Bylaw C-8111-2020 on December 22, 2020. The Elbow View ASP (the ASP) has been prepared by a landowner's group following Council's direction in early 2020. The ASP presents a new compact community along the Highway 8 Corridor, approximately 6.45 kms from the western boundary of the city of Calgary. The ASP provides a mixture of residential, commercial, and employment uses, as well as community and recreation services that will serve not only the new residents in the ASP area, but also provide services and amenities for the surrounding communities.

In support of the ASP process, the proponent prepared four technical studies to comprehensively examine transportation, stormwater, environment considerations, water, and wastewater feasibility, strategies and infrastructure requirements for the area. The technical policies of the Plan provide guidance for technical and infrastructure requirements as local plans, redesignations, and subdivisions are prepared.

The Plan was assessed against the Interim Growth Plan, Rocky View County / City of Calgary Intermunicipal Development Plan, and the County Plan. Overall, Administration finds that direction for growth in this area is provided within the County Plan and the draft Municipal Development Plan (MDP), which is not yet adopted. Therefore, Administration recommends the Plan be tabled until adoption of MDP has occurred.

### ADMINISTRATION RECOMMENDATION:

- Administration recommends approval in accordance with Option #1.

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#### Administration Resources

Jessica Anderson, Planning Policy

## **BACKGROUND:**

The Elbow View ASP (the ASP) has been prepared by a landowner's group following Council's direction in early 2020. The ASP represents a new compact community along the Highway 8 Corridor; creating a contiguous planned area from the western boundary of the city of Calgary. The ASP provides a mixture of residential, commercial, and employment uses, as well as community and recreation services that will serve not only the new residents in the ASP area, but also provide services and amenities for the surrounding communities that are presently lacking.

Several of the key points outlined in the Terms of Reference were:

- Analyzing existing development within and adjacent to the Plan area to discover development opportunities and constraints;
- To outline appropriate and compatible land uses and density of future development;
- Preparation of a Land Use Strategy and possible sequencing of development;
- Completion of high level technical reviews to support the land use strategy and identify requirements for subsequent planning phases, specifically transportation, servicing and environmental desktop review.

The proposed Elbow View ASP aims to address each of these key points and provide appropriate policy to address them. If approved, the Elbow View ASP would provide policy guidance for the preparation of *local plans* (conceptual schemes and master site development plans) and subsequent applications for redesignation, subdivision, and development within the Plan area.

## **PLAN PREPARATION:**

The Plan was prepared through a collaborative planning process that began early in 2020 and resulted in a draft Plan in fall 2020. Landowners within the study area, stakeholders, Tsuu'ina Nation, and agencies such as Alberta Transportation were involved throughout the Plan's development to provide feedback and input into the plan vision, goals, and policies.

A critical component of plan preparation included the development of supporting technical studies to examine available servicing capacity, transportation requirements, and stormwater infrastructure. These studies were also made available for review and comment by landowners, residents, and stakeholders as part of the process.

## **PUBLIC ENGAGEMENT:**

The proponent undertook public engagement over two phases; the focus of each phase is identified below:

- Phase 1: May 25 to June 8, 2020  
Surveys were advertised via roadside signage, targeted Facebook advertisements, and through the County mailing lists. Additionally, over 30 local area landowners and stakeholder groups were informed through direct email correspondence and phone calls. The purpose of the Phase 1 engagement was to provide a forum for public feedback on the draft goals and vision, demonstrate how the draft concept evolved, and garner responses to the draft land use concept.
- Phase 2: late October and throughout November, 2020  
Phase 2 engagement focused on a review of a draft of the Elbow View ASP policies, mapping and directions. The online surveys garnered significant attention, with over 500 respondents, and a number of County residents also reaching out directly to the Project Team via e-mail and phone call. The participants varied in their geographic location, with the highest proportion



self-identifying as living in or owning land within the Elbow View ASP Boundary (over 50%), or living in an adjacent community (over 20%).

Finally, between November 2020 and May 2021, the final draft of the Plan and supporting technical studies were presented to the public. The final draft of the Plan was released publicly through the County webpage prior to taking the document forward for Council consideration. A public hearing was advertised for presentation of the ASP to Council allowing public comment on the document.

## **PLAN CONTENT:**

The proposed Elbow View ASP proposes a variety of residential, mixed use and commercial areas that are integrated into the natural landscape, flexible enough to respond to the evolving needs of future residents, and efficiently and actively connected to the surrounding landscapes and communities.

### ***Land Use Strategy***

The Plan covers an area of approximately 2,200 acres (890 hectares) and proposes a range of residential, commercial and mixed-use forms of development. The Plan proposes appropriate interface and transitional policies to mitigate potential land use conflicts between different land use types. High quality design considerations, as well as appropriate gateway provisions, have also been incorporated into the policies of the Plan.

#### **Residential**

Approximately 567 hectares (1,400 acres) of land is proposed for residential development. The development is intended to result in a number of well-balanced neighbourhoods, with a variety of housing types and sizes, to accommodate residents in various stages of life. Residential development will be mainly single family homes. However, the ASP supports the opportunity to consider other housing types and densities that are carefully planned and in keeping with the character of the Elbow View area. Lower density development will provide appropriate transitions from neighbouring communities on the periphery of Elbow View, with increasing densities promoted generally towards the interior of the Plan area. Residential development will be designed to provide significant parks and open spaces, and pathway and trail networks, to actively connect the entire Plan area through a linked green system. Some smaller concentrations of density and small format retail opportunities are promoted to support everyday life. Additional community supportive amenities uses will also be found in the residential area, including schools, recreation facilities, libraries, and health services, among others. The residential portion will support a population of 10,000 to 18,000 upon build-out, with a gross density of 2-4 units per acre.

#### **Core**

Approximately 20 hectares (50 acres) of land is proposed for the Core areas which will provide opportunities for gathering spaces and built environments, such as small town main streets, and new Village Centres that overlook the Elbow River and the interconnected internal open space network. The Core areas will act as the social and commercial hubs of the Elbow View community, with a focus on smaller retail and commercial opportunities. Higher density housing options, including duplex/semi, row houses, multiple units/apartments, seniors housing and mixed use developments will provide for a connected and active town centre that is supported by local retail and employment opportunities.

#### **Commercial**

Approximately 20 hectares (50 acres) of land is proposed for commercial development to provide the transition between Highway 8 and the Elbow View community. The primary focus is to provide larger commercial and employment opportunities that will support local and regional residents; however the Commercial area will also provide appropriate housing opportunities and will act as the main community entranceway. The Commercial area will provide safe and efficient roadway and active



transportation network transitions and connections from Highway 8, through the Commercial area, and into adjacent land use areas. A primary function of the Commercial area is to provide a practical transition from the Highway into the Core and Residential areas of the Plan.

### Natural Environment / Parks and Open Space

Approximately 214 hectares (530 acres) is set aside for natural areas, parks and open spaces. The natural environment represents land with the most sensitive and naturally existing ecological conditions, such as the floodway of the Elbow River, steep the slopes of the Elbow River Valley, and crown claimed lands. These lands will remain undeveloped in a naturalized state and may accommodate pathways and passive recreation opportunities. Parks and open spaces represent land that play an important ecological function, but are not considered part of the most environmentally sensitive land within the ASP area. These areas can accommodate paths, trails, parks and supportive recreation infrastructure, in addition to playing a key role in the management of surface water for the community through utility lots integrated with the open space areas.

### **Technical Support**

Four technical studies were prepared to support the ASP:

- Water and Wastewater Servicing Options Study;
- Desktop Environmental and Historical Baseline Assessment;
- Stormwater Servicing Options Study; and,
- Transportation Servicing Options Study.

The studies identify future infrastructure needs and required upgrades to support the proposed land uses based on preliminary assumptions. As local plans are prepared by development proponents, detailed technical studies would be required to align with and solidify the above master studies. The studies were prepared for the entire study area to ensure comprehensive consideration of infrastructure, particularly for transportation and stormwater. The technical policies of the ASP have been aligned to facilitate comprehensive implementation.

For the Elbow View ASP, the envisioned development of the area is technically feasible. The transportation, servicing, and stormwater policies have been written to ensure the appropriate technical design and implementation of infrastructure as development proceeds. Required infrastructure and servicing acquisition, construction, and upgrades would be the responsibility of the development proponent, who would also be required to pay all applicable County infrastructure levies. A general description of proposed infrastructure for the Plan area is provided below.

### Transportation

The future transportation network for the Plan area is depicted on Map 11: Transportation Strategy of the ASP. The map and associated policies identify the ultimate road configuration to support full build, as well as the timing of future road upgrades and connectivity with Highway 8. As part of a *local plan* submission, a transportation impact assessment would be required to determine potential off-site road improvements required to facilitate the proposed development.

Given the Plan area's proximity to the provincial highway network, connectivity to the provincial highway system is an important component of the transportation policies. Future interchanges are identified at Range Roads 32, 33 and 34. The future development of these interchanges would be determined in collaboration with Alberta Transportation. All *local plan* submissions would be required to accommodate any proposed changes to the provincial highway network.

### Stormwater

Stormwater servicing will be provided by dual drainage, consisting of a minor and major system. The minor system will be located underground or as ditches and the major system will be overland.



Conceptual stormwater servicing for the Elbow View ASP is shown in Map 13. Stormwater infrastructure will consist of linear and pond storage facilities to meet stormwater quantity and quality requirements. The conceptual stormwater assessment was based on information from surrounding master drainage plans. At the local plan stage, a stormwater master drainage plan will be developed to provide recommendations on release rates, volume control targets, and water quality measures for the ASP area, as directed by the Plan's policies. Exact alignment and extents of the stormwater servicing system will be determined at subdivision, based on further detail provided by local plans with the sub-catchment Master Drainage Plan.

The Elbow View area is made up of several storm water catchment areas flowing north towards the Elbow River. The Elbow River is an important water course that supports many uses. The protection of this important natural resource is imperative for the sustainable growth and development of not only of the County, but all downstream municipalities.

The Plan's stormwater policies direct the development of stormwater management systems for the entire Plan area, to ensure stormwater management would be undertaken in a comprehensive method that avoids the use of individual lot stormwater ponds. Low Impact Development and re-use of stormwater at the local plan level is also encouraged.

### Utility Servicing

In support of the Elbow view ASP, a technical assessment of water and wastewater servicing options was completed. The key objective of the assessment was to determine if a cost effective servicing system(s) that provides efficient, economic, and sustainable municipal services to residents is feasible for the Plan area. The "Water and Wastewater Servicing Options Study" evaluated multiple servicing solutions and determined that there are cost effective and sustainable options available.

Potable water servicing will be provided by on-site treatment and distribution, with raw water sourced from the Elbow River. A raw water intake will run from the Elbow River to raw water storage facilities, for routing to a water treatment plant, providing bulk water storage and distribution throughout the Elbow View area. The treatment plant will also allow for modular upgrades based on growth within the plan area. Conceptual water servicing for the Elbow View ASP is illustrated on Map 12.

The following three wastewater servicing options are viable for the Elbow View ASP. Each of these would facilitate a piped service to the entire Plan area.

- Option 1: onsite collection with onsite treatment, returning to the Elbow River;
- Option 2: onsite collection with offsite routing for treatment via the Harmony facility, and treated effluent returning to the Elbow River in the County; and
- Option 3: onsite collection with offsite routing for treatment via the Bonneybrook facility, returning to the Bow River in The City of Calgary.

Determination of the preferred option will be achieved through additional consultation between the County, applicants, and The City of Calgary. The preferred option will be established in the initial local plan and through agreements with all relevant parties. Map 12 describes the general options for wastewater servicing, however exact alignment and extents of the wastewater servicing system will be determined at subdivision, based on further detail provided under local plans with a Sanitary Servicing Study.

The proposed strategy demonstrates that cost effective servicing opportunities do exist in the Plan area to support the proposed land uses, and can be further explored by development proponents at subsequent development stages. The final utility system would be determined as part of the local plan preparation and would be funded by development proponents.



### ***Plan Implementation***

The proposed Plan contains a number of policies to assist with implementation of the Plan as development proposals are received. Plan implementation policies primarily include direction for evaluating applications, phasing, continuing collaboration with the City of Calgary, and clear expectations of developers for infrastructure costs and funding requirements. Policies 26.13 and 26.15 of the proposed Plan clearly outline that the responsibility for front-end costs of transportation or utility service upgrades, both internal and external to a particular development, would be funded at the developers' cost.

Section 27 of the proposed Plan includes a number of policies to direct the on-going collaboration with the City of Calgary as development occurs.

### **POLICY DIRECTION AND SUPPORT:**

The key policy direction for the Elbow View ASP is provided in the Interim Growth Plan, Intermunicipal Development Plan (IDP), and County Plan.

### ***Calgary Metropolitan Region Board Interim Growth Plan (IGP)***

The proposed Plan was evaluated in accordance with the Calgary Metropolitan Region Board's (CMRB's) Interim Growth Plan (IGP). The IGP provides guidance for the creation of new settlement areas and for the designation of employment areas in the Calgary Region. The IGP provides policy guidance to plan these types of developments through the preparation of statutory plans, such as an Area Structure Plan (ASP).

The Interim Growth Plan was prepared by the CMRB to guide land use, growth, and infrastructure planning on an interim basis, prior to the development and approval of the long-term Growth and Servicing Plan (expected March 2021). Any amendments to statutory plans prepared after January 1, 2018, must conform to the IGP. As the proposed Elbow View ASP is a statutory document, it was evaluated in accordance with the applicable policies of the IGP.

The IGP provides policies to guide planning and development based on the following development types:

- intensification and infill development in existing settlement areas;
- expansion of settlement areas;
- new freestanding settlement areas;
- country residential development; and
- employment areas.

The IGP requires statutory plans to be prepared for the above-listed development types, which is consistent with the direction of the County Plan.

Section 3.4 of the IGP, provides criteria for *New Freestanding Settlement Areas*, including an efficient use of land, providing a mix of uses, community nodes, and to make efficient and cost-effective use of existing and planned infrastructure, community services and facilities. New areas with 500 or greater dwelling units shall also consider employment uses, future transit connections, a range of housing forms, and protection of environmentally sensitive areas.

The proposed Elbow View ASP is consistent with these policies because it achieves an efficient use of land through mixed forms of development, includes community nodes and servicing efficiencies.

The proposed Elbow View ASP also includes *Employment Areas* consistent with the IGP. The IGP states the importance of planning for employment and job growth and provides guidance for creation of employment areas, which includes:

- planning employment areas through statutory plans (IGP Section 3.4);



- planning in a manner that is efficient and cost-effective, using existing and planned infrastructure and services (IGP Policy 3.4.5.1).

The identified employment areas in the Elbow View ASP are consistent with the IGP as they encourage business development, but still require certain criteria to be met to ensure efficient and cost-effective use of services.

The IGP provides policy direction on Intermunicipal collaboration in Section 3.2.2. Collaboration processes undertaken with the City of Calgary are detailed in Section 5 of the Plan. In particular, Administration has executed a structured engagement process, which included notification and circulation of materials as the Plan was developed, meetings, and data sharing. Administration provided all technical studies for review and comment, and the proponent revised both the draft Plan and technical studies to respond to comments received during circulation. The intermunicipal aspect of the project and resulting Plan are consistent with the goals of the IGP to ensure coordination to collaborate on matters of regional significance.

The IGP includes key Region-Wide Policies on collaboration (3.2.2), and sourcewater protection (3.2.3) to be considered for new ASP's. The proposed ASP has addressed these matters through specific policies.

The proposal is consistent with the Mobility Corridors policies in Section 3.5; the proposal sufficiently demonstrates that the proposed land use, built form, and density optimizes the proximity and adjacency to regionally significant mobility corridors. The proposal also provides mitigation measures and policies to address identified/potential adverse impacts on regionally significant mobility corridors.

It is Administration's assessment that the proposed land use strategy aligns with the IGP direction for the *New Freestanding Settlement Area* and *Employment Area development types*. Administration's assessment concludes that the proposed Elbow View ASP would fulfill the policy requirements of the IGP.

### ***Rocky View County / City of Calgary Intermunicipal Development Plan***

Further policy guidance for the development of the proposed ASP is also contained within the IDP. Map 4 of the IDP identifies the Highway 8 Corridor as a Rocky View County Growth Corridor with a residential designation. In addition to Map 4, Policy 8.1.2 of the IDP directs that Rocky View County Growth Corridors be developed in accordance with the Rocky View County Growth Management Strategy and other County statutory plans.

Provided with policy support from the IDP and the historic Growth Management Strategy, the County has prepared updates to the Municipal Development Plan (MDP) to formally recognize the Highway 8 Corridor, and specifically the Elbow View ASP, as an area for planned growth. With this guidance in-place, Council directed the landowners' group to prepare the Elbow View ASP.

The proposed Plan is consistent with the IDP and seeks to maintain a collaborative approach to matters of mutual interest through actions of the Plan, local plan requirements, future amendments to the Plan, and related policy work on specific matters such as source water protection.

Despite fulsome engagement and collaboration with The City during development of the Plan, The City does not support the Plan at this time. Details of the extended collaboration efforts are detailed in Section 5 of the Elbow View ASP, and the most recent feedback received from The City is included in Attachment 'D'. Administration and the proponent has sought to incorporate The City's feedback into the development of the Plan where comments were material to intermunicipal matters and necessary to ensure compliance to the guiding statutory framework; Administration considers that the resulting policy additions and amendments ensure that specified concerns are appropriately mitigated.



### **County Plan**

The County Plan identifies areas for residential growth on Map 1 (Managing Growth). The proposed Elbow View ASP is not located within an identified Hamlet Growth Area; however, Policy 5.4 of the County Plan provides criteria for new hamlet developments. The specific considerations include consistency with the County's residential population goals, location within an existing settlement pattern, community input, meeting the goals of the County Plan and market demand. Further, Policy 5.5 provides considerations for hamlet size such as population goals, community input, local commercial service requirements infrastructure capacity and the retention of rural character.

The proposed Elbow View ASP is consistent with the criteria for new Hamlet development because it focuses residential growth adjacent to an existing settlement pattern, was developed with community input, meets the financial, environmental and community infrastructure goals of the County Plan, and the proponent as identified a market demand. Consideration was given to the ultimate size of the Hamlet and although the upper population limit is identified as 10,000 (the proposed ASP provides for up to 18,000) the Plan indicates that community input, commercial needs and infrastructure capacity are also important considerations. In this case, the proposed commercial areas will contribute to the County's fiscal goals and the proposed infrastructure improvements for servicing, stormwater, and transportation warrant a hamlet of this size.

Further, in February 2021 a new MDP was prepared and Council granted second reading of the Bylaw. The proposed MDP has been referred to the Calgary Metropolitan Region Board for review and approval. Figure 2 of the draft MDP identifies the Elbow View ASP area (including the adjacent Highway 8 corridor communities) as a Hamlet Growth Area. The Draft MDP prioritizes Hamlet Growth Areas for infrastructure upgrades to enable sustainable growth and redevelopment, and identifies that these areas will support residential, commercial and employment uses, as well as community amenities. Figure 3 of the draft MDP further identifies Elbow View and the adjacent communities as a Future Planning Area, which are areas where new growth is supported, where a mixture of land uses should be provided, and where an ASP is required to facilitate development. The concept proposed for the Elbow View ASP is consistent with the proposed MDP and fulfills the direction to develop a Hamlet in this location.

Therefore, Administration considers that the direction provided within the existing County Plan for new Hamlet areas is sufficient to recommend approval. However, if Council wishes to await formal adoption of the MDP, to ensure the policy framework supporting the Plan is more clearly established, Option 2 is also presented.

### **CHANGES SINCE FIRST READING:**

- Minor text amendments to address typos and improve clarity and interpretation throughout the document;
- Additional policies to detail further studies required at the local plan stage;
- Additional policies to address intermunicipal cooperation requirements at the local plan stage;
- Policy and mapping amendments to address feedback received through public consultation and agency circulation; and,
- Minor wording amendments to improve clarity and alignment with the Interim Growth Plan throughout the Plan.

All changes are detailed in Schedule 'A' of the Bylaw (see Attachment 'A').



**PUBLIC SUBMISSIONS:**

Public Hearing notices for the draft Elbow View ASP were sent to 344 properties within, and adjacent to, the proposed Plan area. One hundred thirteen (113) letters were received in response, 11 in opposition and 102 in support and can be viewed in Attachment 'C'.

**OPTIONS:**

- |            |                                    |   |
|------------|------------------------------------|---|
| Option #1: | Motion #1                          | THAT Bylaw C-8111-2020 be amended in accordance with Attachment 'A'.  |
|            | Motion #2                          | THAT Bylaw C-8111-2020 be amended to insert the required CMRB maps into Appendix C and that any minor spelling, grammar, mapping or formatting amendments, to satisfy CMRB referral criteria, be completed. |
|            | Motion #3                          | THAT Bylaw C-8111-2020 be given a second reading, as amended.   |
|            | Motion #4                          | THAT Bylaw C-8111-2020, as amended, be referred to the Calgary Metropolitan Region Board for approval.  |
| Option #2: | Motion #1                          | THAT Bylaw C-8111-2020 be tabled pending adoption of the draft new Municipal Development Plan.  |
| Option #3: | THAT Bylaw C-8111-2020 be refused. |   |

Respectfully submitted,

Concurrence,

"Brock Beach"

"Kent Robinson"

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Acting Executive Director  
Community Development Services

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Acting Chief Administrative Officer

JA/sl

**ATTACHMENTS**

ATTACHMENT 'A': Bylaw C-8111-2020 and Schedule "A": Elbow View Area Structure Plan Redline  
ATTACHMENT 'B': City of Calgary Comments January 20, 2021  
ATTACHMENT 'C': Public Submissions



# BYLAW C-8111-2020

A Bylaw of Rocky View County, in the Province of Alberta,  
known as the Elbow View Area Structure Plan,  
pursuant to Section 633 of the *Municipal Government Act*.

The Council of Rocky View County enacts as follows:

## Title

- 1 This Bylaw may be cited as the "Elbow View Area Structure Plan."

## Definitions

- 2 Words in this Bylaw have the same meaning as those set out in the *Municipal Government Act* except for the definitions provided below:
  - (1) **"Council"** means the duly elected Council of Rocky View County;
  - (2) **"Municipal Government Act"** means the *Municipal Government Act*, RSA 2000, c M-26, as amended or replaced from time to time; and
  - (3) **"Rocky View County"** means Rocky View County as a municipal corporation and the geographical area within its jurisdictional boundaries, as the context requires.

## Effect

- 3 THAT Schedule 'A' to Bylaw C-8111-2020 is adopted as the "Elbow View Area Structure Plan" to provide a policy framework for land use, subdivision, and development in a portion of south west Rocky View County.

## Transitional

- 4 Bylaw C-8111-2020 is passed and comes into full force and effect when it receives third reading and is signed in accordance with the *Municipal Government Act*.



READ A FIRST TIME IN COUNCIL this	22 day of December, 2020
<i>PUBLIC HEARING WAS HELD IN COUNCIL this</i>	<i>day of</i> , 2021
READ A SECOND TIME IN COUNCIL this	day of , 2021
READ A THIRD TIME IN COUNCIL this	day of , 2021

Reeve

CAO or Designate

Date Bylaw Signed



ROCKY VIEW COUNTY

**SCHEDULE 'A'**

**FORMING PART OF BYLAW C-8111-2020**

An Area Structure Plan to guide land use and development within the Highway 8 area and herein referred to as the Elbow View Area Structure Plan.



ROCKY VIEW COUNTY

ELBOW VIEW

# AREA STRUCTURE PLAN

December 2020 May 2021



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## Acknowledgments

In the spirit of reconciliation, we acknowledge that we live, work, and play on the traditional territories of the Blackfoot Confederacy (Siksika, Kainai, Piikani), the Tsuut'ina, the Îyâxe Nakoda Nations, and on the homeland of the Métis Nation of Alberta Region No. 3.

We would like to thank our neighbours, the Tsuut'ina Nation, who provided input through the engagement sessions and two-day site visit. The contributions provided are greatly appreciated and it is hoped that the ideas, comments and input shared are reflected in these pages and through continued meaningful engagement to support the long-term relationship between Rocky View County and Tsuut'ina Nation.



*Credit: Shari Tobias*

# INTRODUCTION



# 1 PLAN ORGANIZATION

The Elbow View Area Structure Plan (the Plan or ASP) is divided into three distinct parts, an Introduction, Plan Policies, and Implementation.

## Part I: Introduction:

This part outlines the ASP's purpose, boundaries, policy terminology, relationship to other plans, and the public engagement process, as well as key issues, opportunities, and design ideas that informed the plan preparation process. Finally, it presents a vision for what Elbow View could be like 30 years into the future and provides four overarching goals that will guide the development of the area over this period.

## Part II: Plan Policies:

This part is the core of the ASP, containing policy direction to guide development in the Elbow View area; it sets out the land use, servicing, and infrastructure strategy for the area. Each section contains a description of its purpose and intent, a list of objectives, and a series of policies addressing the subject matter.

## Part III: Implementation:

This part presents the ASP implementation process and provides information on local plan areas and phasing. It also specifies requirements to ensure plan policies and strategies are adhered to and provides direction regarding the process for the review and amendment of the Plan.



*Credit: Jack Borno*



## 2 PLAN PURPOSE

### What is an Area Structure Plan?

The Elbow View Area Structure Plan is a statutory document approved by Council and adopted by bylaw. The ASP sets out the vision for the future of the Elbow View Area and provides a framework for getting there.

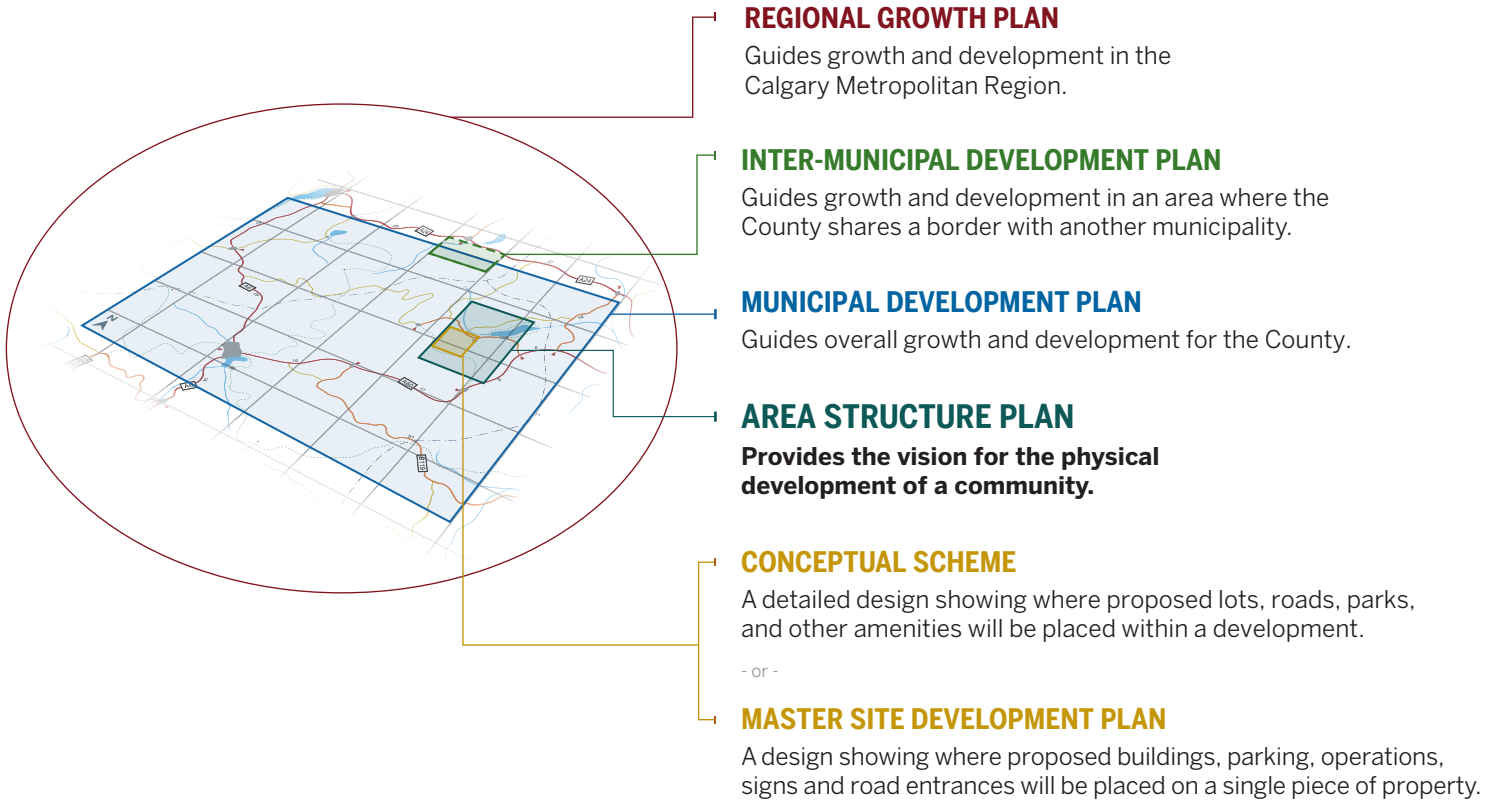
ASPs focus on how to achieve the vision through development, including proposed land use, transportation, protection of the natural environment, emergency services, general design, and utility service requirements.

An ASP provides Council with a road map to follow when considering land use changes, subdivision, and development. When making decisions regarding development within an ASP, Council must consider the Plan and a wide range of other factors, including the economic goals of the County, County-wide growth, and the ability to provide adequate servicing.

ASPs do not predict the rate of development within the plan area; ultimately, growth is determined by market demand, which reflects the overall economic climate of the region.

Alberta's *Municipal Government Act* states, in section 633, that an area structure plan must describe:

- the sequence of development proposed for the area;
- the land uses proposed for the area, either generally or with respect to specific parts of the area;
- the density of population proposed for the area either generally or with respect to specific parts of the area;
- the general location of major transportation routes and public utilities; and
- may contain other matters the council considers necessary.



## Plan Hierarchy

*An ASP focuses on how to achieve the identified community vision through development.*

## Local Plans

For brevity, this document uses the term local plan to refer to a conceptual scheme or master site development plan. The County anticipates that the majority of local plans within the ASP boundary will be submitted as conceptual schemes.

Local plans are developed within the framework provided by an ASP. Based on this framework, the local plan must demonstrate how development in the local area will retain the integrity of the overall ASP planning concept and how development will be connected and integrated with adjacent areas.

Within the Elbow View ASP, multi-lot subdivisions (subdivisions not recognized as a first parcel out or not exempt from providing municipal reserves under the Municipal Government Act) would be expected to submit a local plan in the form of a conceptual scheme. Development that does not propose any subdivision would be expected to submit a local plan in the form of a master site development plan.

The standard technical requirements of a local plan are identified in the County Plan. Additional considerations for the development of local plans within the Elbow View ASP are provided throughout the relevant sections of the ASP, as well as within Appendix B.

## Plan Interpretation

The meaning of some of the key words that are contained in a policy are described below:

- **Shall:** a directive term, indicating the actions outlined are mandatory; therefore, Administration, the developer, the Development Authority, and Subdivision Authority must be in compliance, without discretion.
- **Should:** a directive term, indicating a strongly preferred course of action by Council, Administration, and/or the developer; but one that is not mandatory.
- **May:** a discretionary term, meaning the policy in question can be enforced by the County if it chooses to do so, dependent on the particular circumstances of the site and/or application.

### CONCEPTUAL SCHEME:

A conceptual scheme is a non-statutory plan, subordinate to an area structure plan. It may be adopted either by bylaw or by a resolution of Council. A conceptual scheme is prepared for a smaller area within an area structure plan boundary and must conform to the policies of the area structure plan. Conceptual schemes provide detailed land use direction, subdivision design, and development guidance to Council, Administration, and the public.

If a conceptual scheme area is of sufficient size that further detail is required for specific areas and phases, the conceptual scheme may identify smaller sub-areas and provide detailed guidance at that level. These smaller sub-areas are referred to as development cells.

### MASTER SITE DEVELOPMENT PLAN:

A master site development plan is a non-statutory plan that is adopted by Council resolution. A master site development plan accompanies a land use redesignation application and provides design guidance for the development of a large area of land with little or no anticipated subdivision. A master site development plan addresses building placement, landscaping, lighting, parking, and architectural treatment. The plan emphasis is on-site design with the intent to provide Council and the public with a clear idea of the final appearance of the development.

### 3 PLAN AREA

The Elbow View ASP area comprises over 900 hectares and applies to the lands identified in *Map 01 and Map 02*.

The Plan area abuts the Rocky View County municipal boundary between the Tsuut'ina Nation 145 to the south, the River Spirit Golf Club and undeveloped agricultural lands to the west, the Elbow River and South Springbank ASP to the north, and the Elbow Valley ASP **to the east**. It is **also west of as well as** the **existing** communities of West Meadows, Elbow Valley West, **Braemar, Stonepine**, and Elbow River Estates **to the east**. The site is bounded by Range Road 34 to the west and Range Road 32 to the east, with the Tsuut'ina First Nation and Elbow River forming the south and north borders respectively.

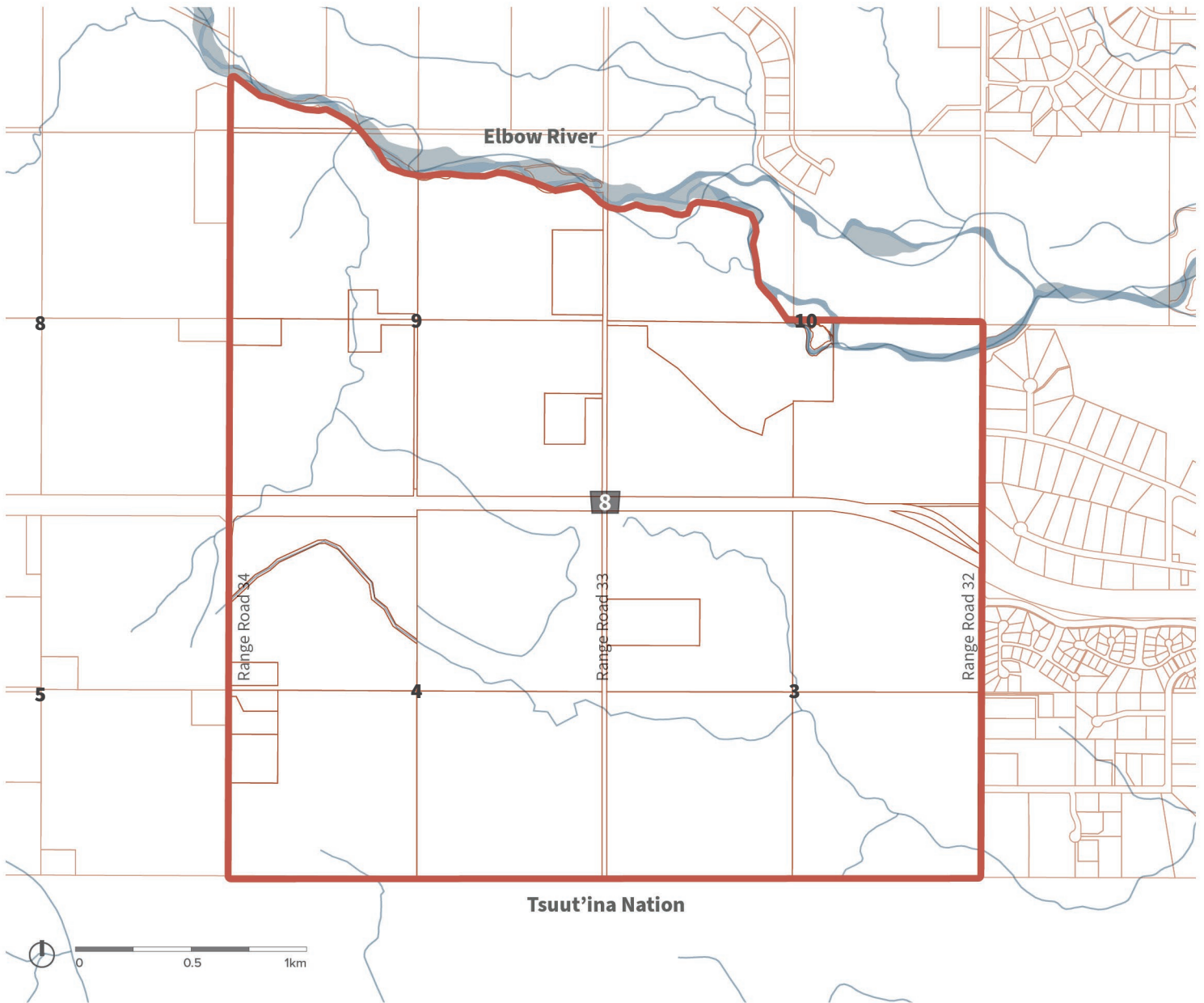






Map 01: Air Photo

 Elbow View ASP Boundary



**Map 02: Plan Area Location**

- Elbow View ASP Boundary
- Parcels
- Low Lying and Water Conveyance Areas

## Surrounding Context

### Tsuut'ina First Nation

The Tsuut'ina Nation is the largest contiguous neighbour adjacent to the Elbow View ASP and is located along the plan's southern extent, sharing an undeveloped road right-of-way (Township Road 240).

According to 2016 Census Canada information the population for Tsuut'ina Nation was estimated to be 1,643.

The Tsuut'ina Nation lands adjacent to Elbow View ASP are primarily agricultural with limited residential development in fragmented quarter sections. These lands are used for a range of crops and ranching operations, which receive overland drainage from two separate natural drainage systems located in the southwest and southeast corners of the Elbow View ASP.

The Tsuut'ina Nation lands adjacent to Elbow View ASP are located on the outer fringe of the area leased by the Department of National Defence (DND) from 1908 to 1995 for strategic maneuvers.

### Agricultural Lands

Lands surrounding Elbow View to the west are primarily agricultural with limited residential development in fragmented quarter sections. These lands are used for a range of crops and ranching operations and are largely held by numbered companies and land development corporations.

### Elbow River

The Elbow River forms the natural northern boundary of the Elbow View ASP. Meandering along a braided watercourse from west to east, the Elbow River is a drinking water source for The City of Calgary, an irrigation source for local agriculture, and an important natural amenity for the region. The Elbow River will be protected and serve as a key functional and natural resource for the Elbow View community.

### South Springbank ASP

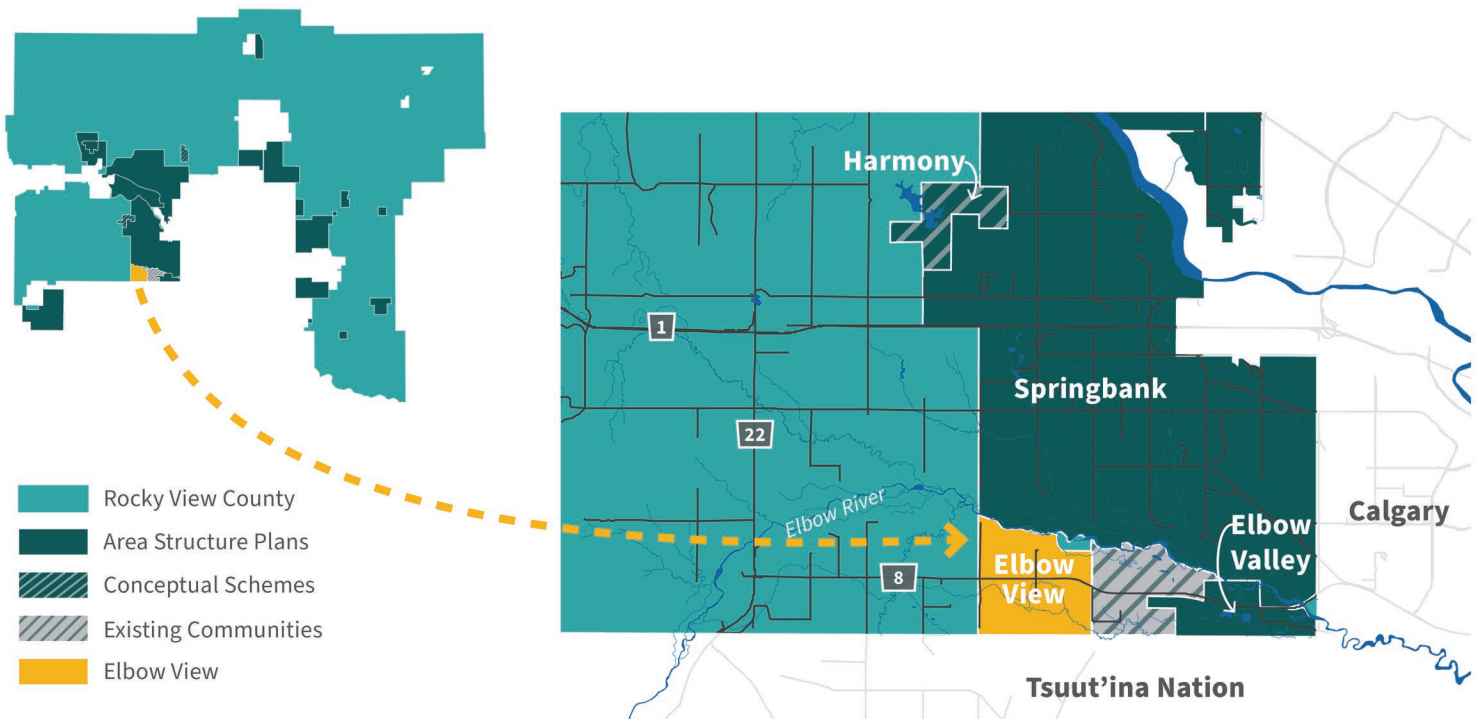
Across the Elbow River from Elbow View is the South Springbank ASP area. This part of Rocky View County has previously been developed as a low density country residential community, although most lands directly across the river from Elbow View are presently natural open space.

### Existing Development

Located east of the Plan area, several existing communities have been built out, including Elbow River Estates, Elbow Valley West, **Braemar, Stonepine,** and West Meadows. Recently, with added development pressure in the area, infill development has begun to occur in the West Meadows community.

Within this context, the Elbow View ASP represents the logical next step in developing the Highway 8 corridor and will contribute to a more complete and connected Highway 8 community by bringing recreational amenities and opportunities for employment, commercial and other non-residential uses to the area.





**Map 03: Rocky View County Context**

## Existing Conditions

The current Elbow View ASP area is comprised of largely cultivated agricultural lands with limited fragmented residential development. Under the current Land Use Bylaw, the lands are primarily designated as “Agricultural, General District”, along with a small number of parcels designated as “Agricultural, Small Parcel”, “Residential, Rural District”, and a “Direct Control” district. *Map 04 and Map 05* provide general details describing the existing land use areas and the existing conditions within and adjacent to the ASP area.

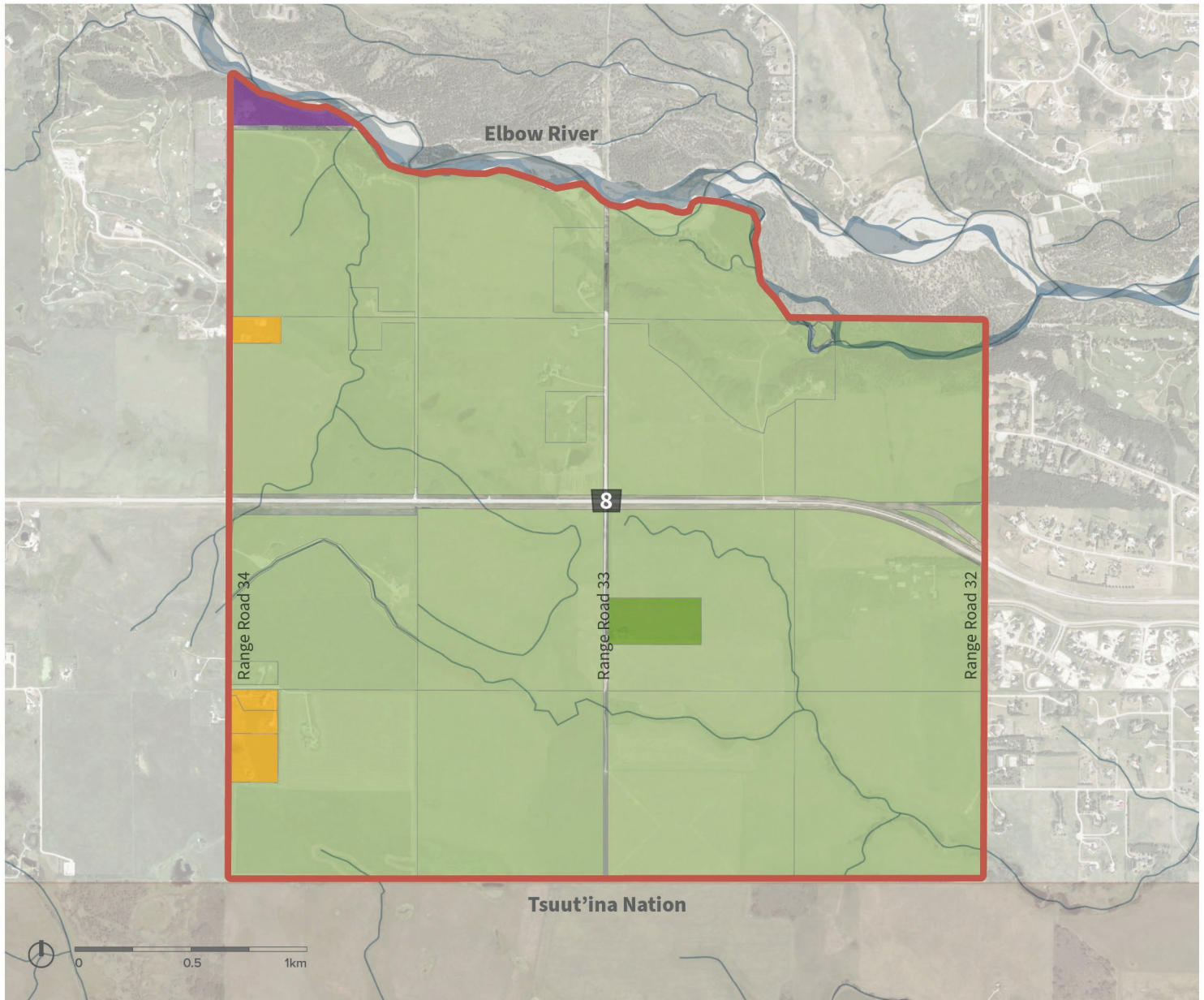
## Topography

Two of the key natural features of the Plan area are the gently rolling terrain and high vantage points, and the steep Elbow River valley escarpment that leads to a relatively flat alluvial plain along the Elbow River. These topographic features provide opportunity for significant and continued public amenities within the Elbow View ASP, including protected views of the Rocky Mountains and direct access to the Elbow River.

## Ecological Factors

The Plan area contains several waterbodies, including the Elbow River, Lott Creek, other unnamed tributaries, and a number of small wetlands dotted throughout the site. These bodies of water form a connected hydrology system that will be protected and recalimed by the Plan, forming important community design features. The proposed hydrology system will also function as a wildlife corridor connecting the surrounding areas to the Plan.

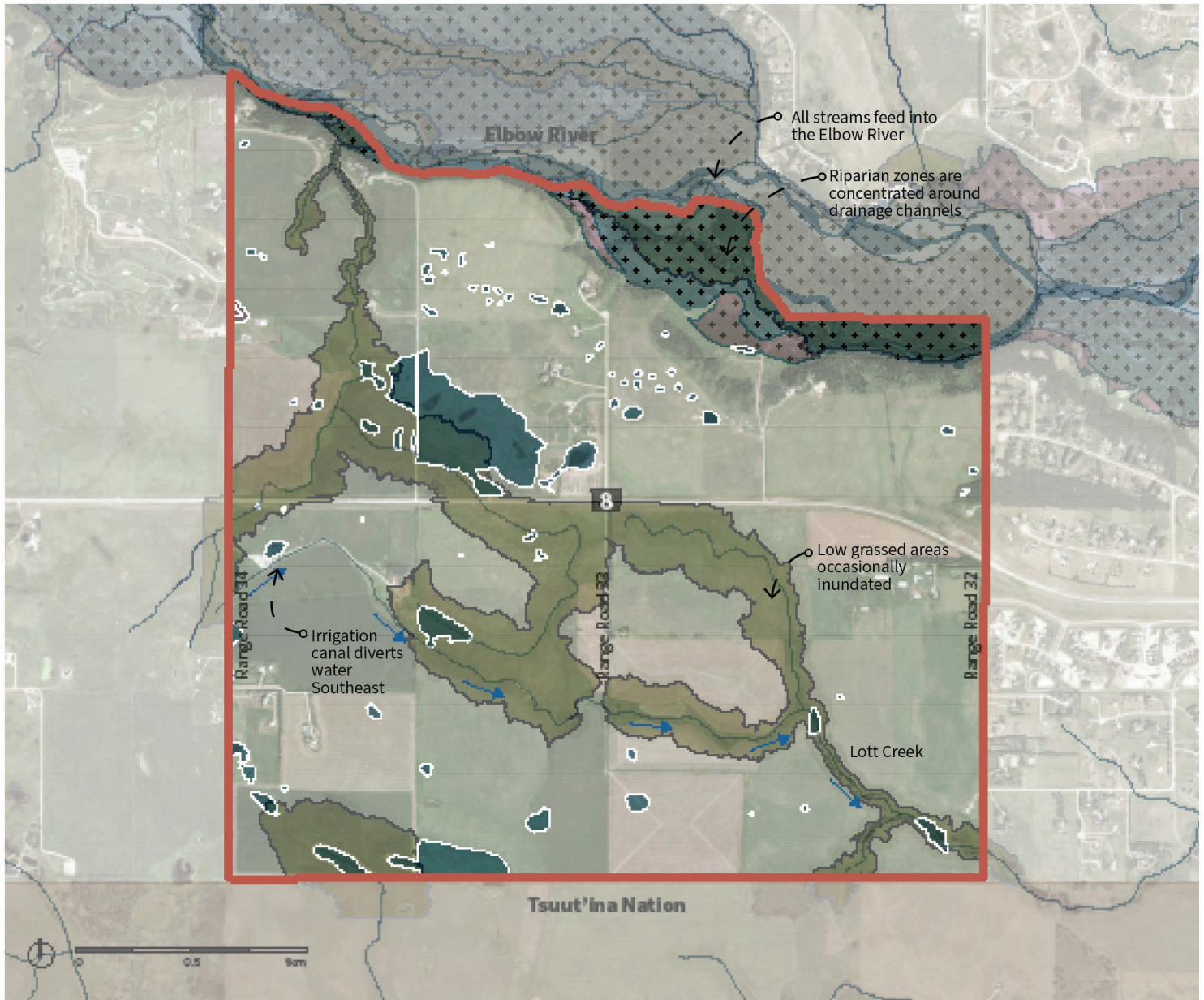
An environmental and historical baseline assessment and a wetland permanence assessment were completed in support of the Elbow View ASP. Subsequent review by Alberta Environment and Parks (AEP) confirmed that the bed and banks of the Elbow River and its tributaries, as well as Lott Creek are all crown-owned. In addition, AEP has identified a small wetland located along Range Road 34, within NW ¼ Section 9-24-3-5, as a crown-claimed wetland. As such, the claimed wetland will also be protected as part of the natural environment and as a connected ecological system.



**Map 04: Existing Land Use (2020)**

- Elbow View ASP Boundary
- Agricultural, General District (A-GEN)
- Agricultural, Small Parcel District (A-SML)
- Residential, Rural District (R-RUR)
- Direct Control (DC95)





**Map 05: Existing Conditions**

- Elbow View ASP Boundary
- Low Lying and Water Conveyance Areas
- Wetland Study Areas
- Crown Claimed Wetland
- Floodway
- Flood Fringe
- Riparian Zones

The Elbow watershed also contains a river connected alluvial aquifer which covers the Elbow River Valley. It is hydrologically connected to the main river channel. This connection makes the aquifer susceptible to reduction in water quality. As such, the Plan will provide appropriate development setbacks from the edge of the valley, and incorporate only appropriate, and permitted uses within the Elbow River Valley.

Areas below the Elbow River escarpment edge, also identified as the Elbow River Valley, are generally within the floodway, with limited areas located within the flood fringe, as identified by Provincial flood hazard mapping. Lands above the valley edge are not impacted by flood hazards. The extent of the flood hazard mapping generally mirrors the extent of the alluvial aquifer.

Low grassed areas throughout the plan area are occasionally inundated, particularly in the Spring wet season. Riparian zones in Elbow View are concentrated almost exclusively around drainage channels. These areas are to be protected, and, wherever possible, reclaimed to a naturalized state from their existing agricultural uses and impacts. Appropriate setbacks will be established at further planning phases in accordance with County and provincial policy.

*Map 06* consolidates the ecological features described above, and shown in *Map 05*, into areas called 'ecological considerations'. These areas identify the existing ecological features that either require protection through existing policies and legislation, or form important ecological connections. Ecological considerations form the central organizing elements of the Plan, and will be described at length throughout this document.

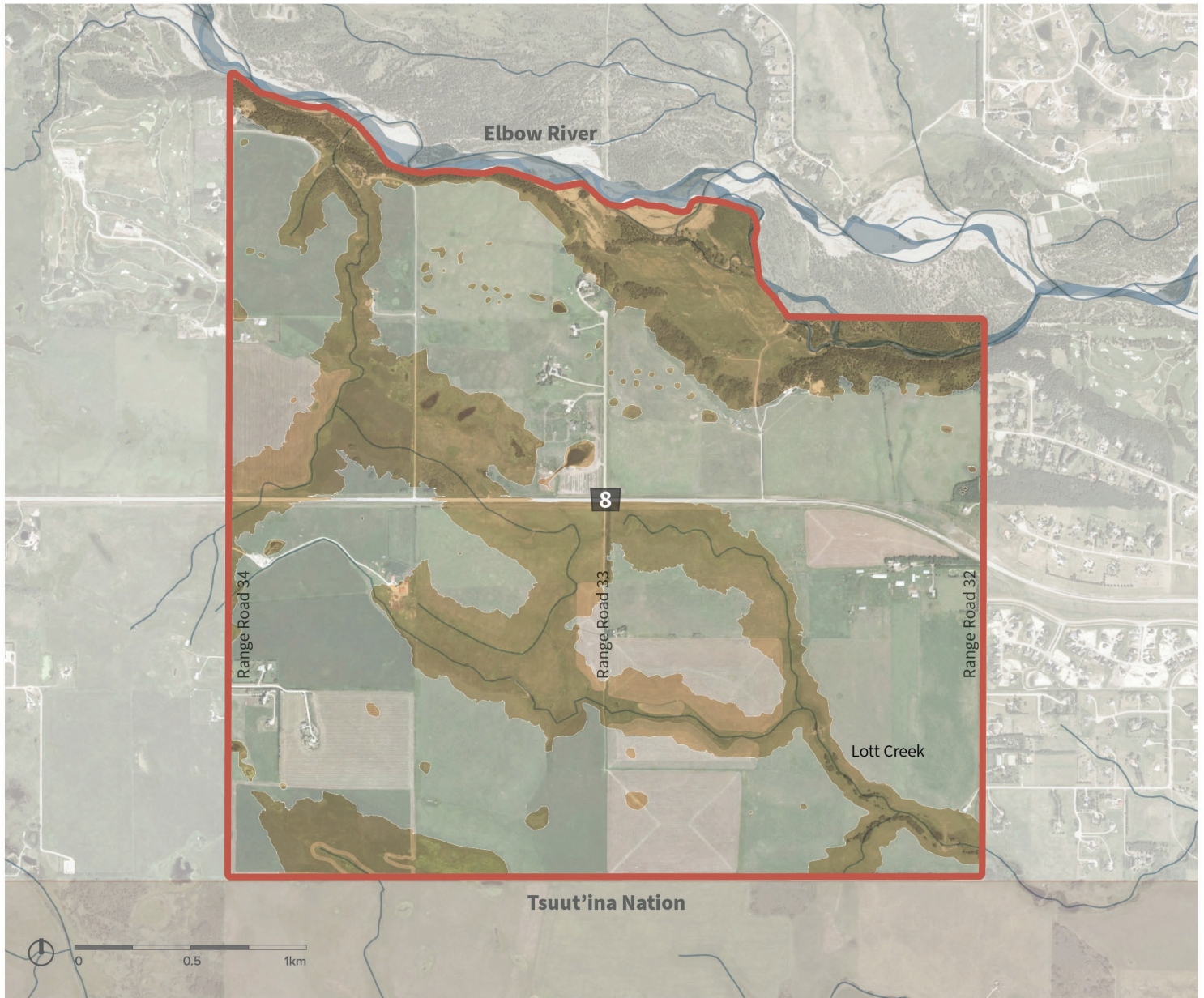
## Transportation Systems

Improvements to Highway 8, including the Province's planned highway twinning, as well as localized improvements to intersections at Range Roads 32, 33, and 34 must be considered as part of the development process. Allowances for these improvements have been integrated into the Land Use Strategy.

Presently, the Alberta TrailNet Society is exploring opportunities to extend the The Great Trail along Highway 8 from Calgary to Highway 22. This Plan will seek to develop a comprehensive network of active transportation connections throughout the community and with opportunities to connect to neighbouring communities via trails and pathways, including the proposed Great Trail extension, and potentially along the Elbow River.

The potential for future interregional public transit is also inherently accommodated through the design of the Plan, which will include more compact development, town and community cores along Range Road 33, direct access to Highway 8, and a well connected community that supports all modes of travel.





**Map 06: Existing Ecological Considerations**

- Elbow View ASP Boundary
- Low Lying and Water Conveyance Areas
- Ecological Considerations

## Area History

The immediate ASP area has not yet been subject to historical, archaeological or paleontological assessment. Heritage Resource Impact Assessments will be required to be completed to support future local plans, in accordance with Provincial requirements.

The recent uses of the land within the ASP area have been exclusively agricultural and ranching, with more recent residential activity also occurring sporadically.

Water diversion and irrigation projects, in support of agricultural practices, were historically undertaken within the ASP area, including the Pirmez Creek Irrigation Canal, which dates back to the late 1890s.

Prior to the formal agricultural settlement of the land, the region was historically used by the Tsuut'ina, Stoney Nakoda, and the Blackfoot Nations (Siksika, Kainai and Piikani).

### Tsuut'ina Nation (Indian Reserve 145)

The Tsuut'ina Nation are an Athapaskan group, once part of the more northerly Dane-zaa ('Beaver Indians') nation, who migrated south onto the Great Plains during the 1700s. Tsuut'ina lived near present-day Edmonton during the 1810s and then later moved south to the present-day Calgary area. When Tsuut'ina moved south they formed an alliance with the Blackfoot Nation.

Under the Gradual Civilization Act in 1857 and later consolidated into the Indian Act of 1876, First Nations across Canada were confined to Indian Reserves.

Prior to signing Treaty 7 in 1885, Tsuut'ina Nation population was decreasing rapidly impacted by the epidemics (smallpox and scarlet fever), wars and starvation because of the diminishing buffalo herds due to overhunting. The Tsuut'ina Nation along with the Siksika, Kainai, Piikani and Stoney Nakoda signed the treaty - to bring peace back to their people and end the wars. In return for signing Treaty 7, the Nations received land equal to 2.59 m2 (6.47 km2) per family of five, varying proportionately based on the size of the family, annual payments provided to each First Nation person, and cattle. The land allocated to each First Nation was known as a reserve, and the Tsuut'ina Nation's reserve was Indian Reserve No. 145.





## 4 POLICY DIRECTION

The preparation of the plan conforms to and reflects the priorities of relevant Provincial, regional and County policy. An overview of the key policies informing the preparation of the Plan follows.

### Municipal Government Act

Section 633 of the Municipal Government Act (MGA) authorizes municipalities to establish and adopt ASPs that provide a framework for the subdivision and development of land. The MGA requires ASPs to describe proposed land uses, population densities, general location of transportation and public amenities, and sequencing of development. ASPs must also consider any matters Council deems necessary while remaining consistent with all applicable intermunicipal and municipal development plans.

As per Section 633 of the MGA, Rocky View's County Plan outlines Council considerations for ASPs and reflects the County's terms of reference for the Elbow View ASP requirements and formatting. The Elbow View ASP meets all the requirements and formatting standards outlined in the County Plan.

In addition, Section 636 (1)(h) of the MGA, requires that while preparing a statutory plan a municipality must, in case of an ASP, where the land that is the subject of the plan is adjacent to an Indian reserve or Métis settlement, notify the Indian band or Métis settlement of the plan preparation and provide opportunities for that Indian band or Métis settlement to make suggestions and representations. Section 5 of this ASP describes the engagement activities that have taken place with the neighbouring Tsuut'ina Nation, as well as area residents, stakeholders, and The City of Calgary.

### CMRB Interim Growth Plan

The CMRB's Interim Growth Plan (IGP) provides guidance on land use, population and employment growth, and infrastructure planning related to matters of regional significance. The Elbow View ASP is consistent with the policies of the IGP, leveraging provincial investments in the Calgary Ring Road and future Highway 8 improvements to develop a complete community that respects the Elbow River Valley and its ecological and downstream functions.

### Rocky View County Plan

The County Plan provides an overall policy framework on a variety of matters, ranging from the development of residential and commercial areas, to the provision of emergency services and infrastructure. A key direction of the County Plan is to use land efficiently by directing growth to defined areas, thus conserving the remaining large blocks of land for agricultural use. The Elbow Valley and Highway 8 corridor represent the logical extension of existing identified growth areas in the County Plan, which includes the Elbow View ASP area.

The County Plan also encourages the efficient use of land by reducing the footprint of future expansions with more compact residential development forms. It supports compact development and conservation design, and allows for conservation communities within existing country residential areas. The County Plan emphasizes the importance of retaining rural character through the use of adjacent open space and community design.

Section 10 of the County Plan provides policy support for the Elbow View ASP, particularly policies 10.7 to 10.10, which provide direction for preparing ASPs with a focus on more compact residential development forms and conservation communities which can include commercial development and have hamlet-like qualities.



Elbow View directly responds to these County Plan objectives, providing a complete community that actively integrates and celebrates its proximity to valuable nature through a mixture of housing types and a nodes and corridor-oriented community development pattern.

Section 27 of the County Plan provides policy for Intergovernmental Relationships which apply since this ASP is located within Rocky View County and shares a boundary with Tsuut'ina Nation. As part of preparing this ASP, engagement with the Tsuut'ina Nation was undertaken to build positive relations and to create opportunities for collaboration and for feedback from the Nation to be incorporated into the ASP. Section 5 of this ASP provides information on the engagement process and results.

It is acknowledged that at the time of preparing this ASP, a revision to the County Plan was being undertaken. Through consultation with County staff, it was identified that the Highway 8 corridor, and specifically the Elbow View ASP area, were being considered for inclusion in the new plan as a growth area. This ASP has been prepared to align with the existing County Plan as well as the future growth priorities of the County.

## Rocky View County and City of Calgary Intermunicipal Development Plan

Highway 8 is identified as a County Growth Corridor in the Rocky View County/City of Calgary Intermunicipal Development Plan (IDP). Existing approved development in the Highway 8 corridor is nearly built-out, and the existing communities do not yet provide adequate community services, including schools, grocery stores, and other commercial uses that provide for area residents' daily needs. The Elbow View ASP promotes ~~the vision shared by the City of Calgary and Rocky View County for a vision for a new community along~~ this important growth corridor, while contributing integral ~~community~~, recreational, and commercial amenities ~~and services~~ to the broader ~~community Highway 8 corridor area~~.

While the Plan is not located within the IDP Policy Area, portions of the ASP along the Elbow River are located within the Notification Zone. Notification Zones provide the City of Calgary with the opportunity to comment on land use policies, such as this ASP.



Credit: Jack Borno

## Neighbouring Area Structure Plans

### South Springbank Area Structure Plan

Located north across the Elbow River from Elbow View, the South Springbank Area Structure Plan, along with the North Springbank Area Structure Plan, cover a large portion of Rocky View County between the Bow and Elbow Rivers, immediately west of Calgary. Prepared in 2020, this ASP envisions a primarily country residential community with limited commercial and institutional development south of the Trans-Canada Highway. As no connections to Springbank are proposed across the Elbow River, development of the Elbow View ASP will not impact the South Springbank ASP.

### Elbow Valley Area Structure Plan

Directly east of Elbow View is the Elbow Valley Area Structure Plan, approved by Rocky View County in 1997. The plan area extends west from The City of Calgary border along Highway 8 to the Elbow View ASP area, and also shares a southern border with the Tsuut'ina Nation. Elbow Valley consists of primarily low density residential development through its roughly 200 hectares of designated residential lands, with the remaining 200 hectares reserved for natural open space and golf course development. Originally intended to include a school site, almost no institutional or commercial development has occurred in Elbow Valley.

The Elbow View ASP has been prepared in a manner that reflects the existing built form of the Elbow Valley community, creating a respectful transition between the two sites while responding to the community needs not yet addressed in Elbow Valley, including new commercial retail opportunities, greater public access to the Elbow River, and opportunities for institutional development including future schools.

## Rocky View 2060 Growth Management Strategy

The Rocky View 2060 Growth Management Strategy makes recommendations for where growth should occur throughout the County to 2060, building on principles of sustainability, smart growth, and triple-bottom-line decision-making. The Strategy recommends the Highway 8 corridor as a potential growth node, recognizing the existing Elbow Valley community as being located within the corridor. Based upon the 2060 Growth Management Strategy recommendations, development of Elbow View represents the logical next step along the Highway 8 growth corridor.

## Rocky View County Land Use Bylaw C-8000-2020

Rocky View County's Land Use Bylaw C-8000-2020 (LUB) regulates the use and development of land throughout the County. Undeveloped lands in the Elbow View ASP are primarily designated "Agricultural, General District," a district that recognizes existing agricultural and rural land uses. The LUB also establishes a process for undergoing land use changes, and the Elbow View ASP adheres to this framework. Future development applications will undergo the appropriate redesignation processes.

## 5 ENGAGEMENT

### Public Engagement

Rocky View County's commitment to an open and transparent process with respect to the preparation of the Elbow View Area Structure Plan began with a Terms of Reference (February 2020) and included the implementation of an engagement strategy that provided stakeholders with opportunities for discussion and input. Occurring during the COVID-19 pandemic, and respecting public health social-distancing requirements, engagement activities were hosted primarily via distanced methods, and included posting of materials on the County webpage, surveys, and direct meetings between landowners, stakeholders, County staff, and the project team.

Two main phases of engagement took place; the first from May 25 to June 8, 2020 and the second from late October and throughout November, 2020.

Surveys were advertised via roadside signage, targeted Facebook advertisements, and through the Rocky View County mailing lists. Additionally, over 30 local area landowners and stakeholder groups were informed through direct email correspondence and phone calls.

The purpose of the Phase 1 engagement was to provide a forum for public feedback on the draft goals and vision, demonstrate how the draft concept evolved, and garner responses to the draft land use concept. Phase 2 engagement focused on a review of a draft of the Elbow View ASP policies, mapping and directions.

The online surveys garnered significant attention, with over 500 respondents, and a number of County residents also reaching out directly to the Project Team via e-mail and phone call. The participants varied in their geographic location, with the highest proportion self-identifying as living in or owning land within the Elbow View ASP Boundary (over 50%), or living in an adjacent community (over 20%).

### City of Calgary Engagement

In accordance with the requirements of the IDP, and as a near neighbour to the ASP area, The City of Calgary has been engaged throughout the preparation of this Plan, including presentation to staff during Plan development and discussions with City engineering staff to explore technical feasibility of servicing options.

Videoconferences with City staff were held on August 5, November 9, and November 30 of 2020, and a number of letters and emails requesting information and feedback were exchanged between the County, the City, and the Project Team.

## Indigenous Engagement

Indigenous engagement was undertaken and facilitated by an Indigenous Engagement Consultant. The Indigenous engagement was co-created with the help of Tsuut'ina Nation Consultation department. The engagement included meetings with the Tsuut'ina Nation Consultation department, Elders and Residents and a two day site visit conducted by Tsuut'ina consultation staff and technicians with the developers and the Indigenous engagement consultant.

Throughout the meetings and site visit, both the Administration and the Developer group had the opportunity to share project information and to listen, understand and learn about the Indigenous history and traditional practices associated with the Elbow River valley and surrounding area.

### Site Visit

During the two-day Site Visit with Tsuut'ina's Technical Site Assessment Team (Team) the Team focused their attention primarily on undisturbed areas. The Team identified various plants and observed evidence of various types of wildlife within the ASP area.

## Tsuut'ina Residents' Meeting

Key themes heard from Tsuut'ina Nation residents during the meeting:

- Roadways
  - Additional information was requested regarding Highway 8 and how it would be expanded to accommodate the possible future development
  - Maintenance of roads leading to Tsuut'ina Nation were identified as a concern
- Respecting Nature
  - Respect and maintain the natural areas as much as possible
  - Avoid bringing in new soil into the development, as this can impact the traditional plants in the area
  - Prior to development there should be opportunities to harvest plants before they are removed
- Boundary Interface
  - The undeveloped road allowance (Township Road 240) that runs along the edge of the Tsuut'ina Nation Boundary should remain undeveloped and function as a natural buffer between the Nation and future development
- Respect for Tsuut'ina Nation
  - Future Elbow View residents should respect Tsuut'ina Nation's boundary and not trespass onto the Nation
- On-going Engagement
  - Tsuut'ina was appreciative of the early engagement on the ASP and asked that they be engaged in the future as the ASP is built out



## 6 PLANNING FOR TOMORROW

### Elbow View Vision

Elbow View takes inspiration from garden cities and conservation communities by carefully integrating complete communities with natural landscapes, and actively enhancing the ecological function of the landscape through thoughtful community design. The area's most stunning features, the mountain views, the internal connected open space network, and access to the Elbow River, play central roles in the design of the community, ensuring that these special amenities are able to be enjoyed by area residents and visitors alike.

There is significant potential to preserve and enhance the existing ecological features and values of the land while respectfully and safely providing opportunities for people to enjoy these spaces. These opportunities include a connected stream and wetland system that can promote wildlife movement and accommodate an open space and trails system threading through the new community; potential for trails, pathways and

regional connections along the protected Elbow River valley landscape; and unique views from new compact town centres and mainstreets that knit the area's ecological and built fabric components together in a community form that unifies its natural and built assets into a single experience.

Combining excellent regional access and stunning natural features, the ASP area represents a desirable place to live, the next logical planned community along the Highway 8 Corridor, and an ideal location to meet the demand for growth in the area.

At full build-out, which is anticipated to be a multi-decade planning and development process, Elbow View will provide a range and mixture of housing types, as well as community-supportive services, and commercial and employment opportunities to serve the larger regional area.



## Goals

### Prioritize Ecological Preservation and Enhancement

Elbow View will grow in a manner that protects the ecological integrity of the area, enhancing landscapes, wherever possible, to promote healthy natural systems.

### Create Unique Connections

Within its boundaries, Elbow View will support regionally connected active trails and pathways networks along Highway 8 and potentially the Elbow River, and weave both internal and regional connections throughout the new community. These connections will work in tandem with the first goal, providing great places for people to take in the beautiful views.

### Provide Flexibility

Elbow View will be designed to ensure that the new community is economically viable and sustainable. Central to this goal is the development of land uses and policies that are flexible enough to protect the development potential of the land, and specific enough to ensure that the community evolves with a mixture of uses and in a sustainable manner.

### Create a Distinct Sense of Place

Elbow View will foster unique experiences that residents and visitors will come back to time and again. Key locations for shopping, markets and gatherings, active paths and trails, main streets, and new village centres will all help to shape the identity of the new community, and create new locally-scaled destinations along the Highway 8 and Elbow River corridors.



*Credit: Hui Barrow*

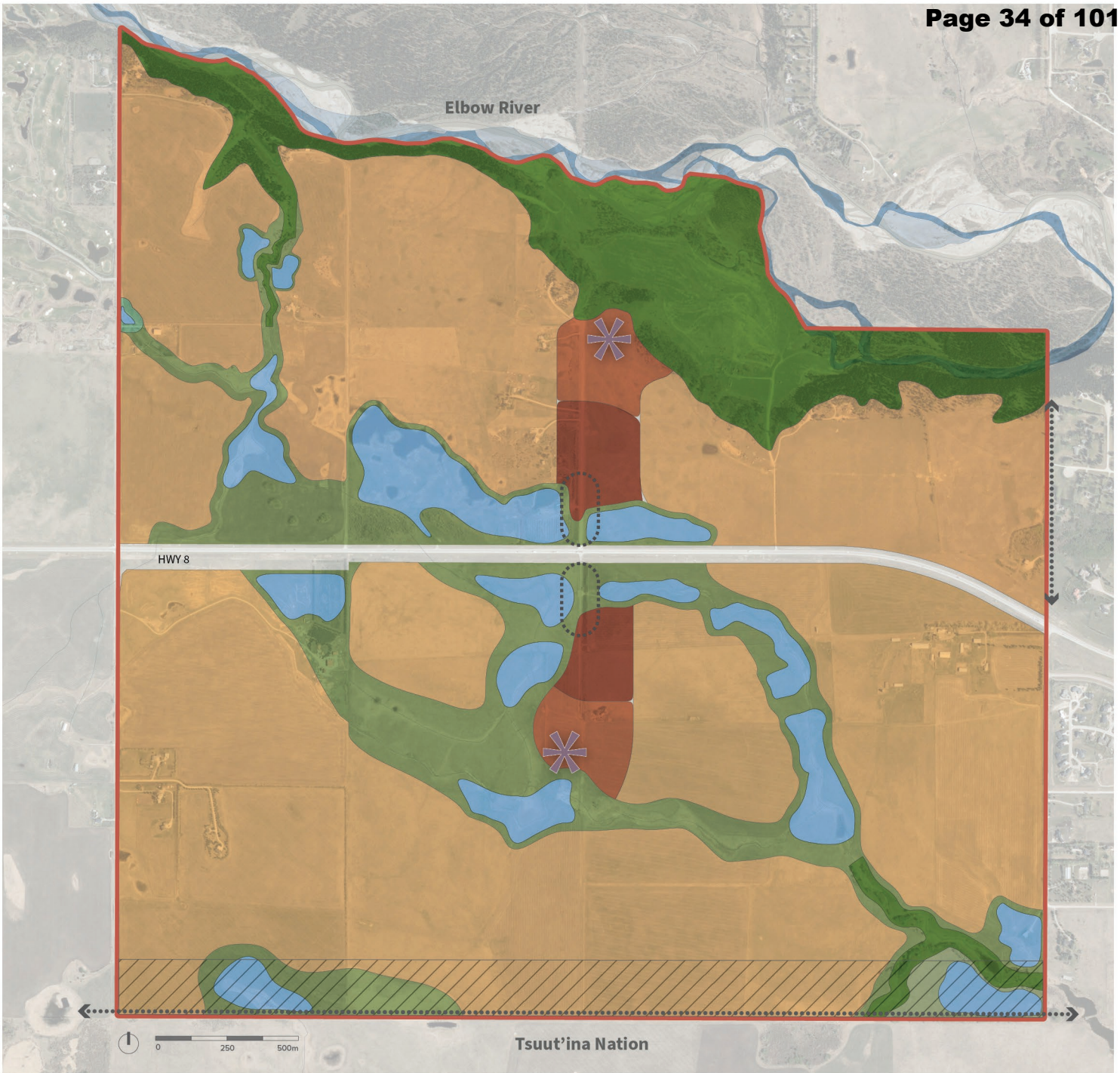




*Credit: Geraldo Schmitzhaus*

# PLAN POLICIES: LAND USE STRATEGY








## Map 07: Land Use Strategy

*This map is conceptual in nature, no measurements or calculations should be taken from this map.*

*The final boundaries and extent of each land use area are to be refined through subsequent local plans.*

### Land Use Areas

-  - Residential
-  - Core
-  - Commercial
-  - Parks and Open Space
-  - Natural Environment
-  - Utility Lot  
(stormwater, raw water storage, wetlands)

-  Village Centre  
(special area)
-  Tsuut'ina Nation Interface  
(200m from the shared boundary  
between the County and Tsuut'ina Nation)
-  Undeveloped Road Allowance
-  Main Community Gateway

# 7 LAND USE STRATEGY

## Purpose

The land use strategy provides the framework for implementation of the Elbow View ASP by detailing the physical organization of land uses within the Plan area. *Map 07* identifies the land use strategy, and *Map 08* provides guidance for the location of increased and decreased residential density throughout the Plan area.

Building upon the vision and goals established in *Section 6* of this Plan, the land use strategy provides for a variety of residential, mixed use and commercial areas that are thoughtfully integrated into the natural landscape, flexible enough to respond to the evolving needs of future residents, and efficiently and actively connected to the surrounding landscapes and communities.

The majority of the Plan area is identified as Residential, providing for primarily single detached housing, while also supporting small-scale community supportive retail, low density forms of duplex/semi and attached housing, medium density housing, and recreation and community amenities. The Core areas will provide the main social and commercial nodes, promoting active and pedestrian-oriented experiences that are well connected to adjacent areas, mixed use development and low-to-medium density housing. The Commercial area will act as the entranceways to Elbow View, supporting both local and regional commercial and employment opportunities. The Parks and Open Spaces, along with the Natural Environment, will form important ecological, recreational, and functional connections that together form a uniquely common experience throughout the new community.

Policies in *Section 8-25* provide design and technical direction that will achieve the Plan’s vision and goals.

## Density

In order to provide guidance to the residential development process within the Elbow View ASP, *Map 08* guides local plans and the County’s development approval authority to provide for a general transition of residential density from lowest along the edges of the plan to higher at the centre. By providing this guidance the ASP avoids over-prescribing specific densities within each land use boundary that will inevitably change based on the realities of the market and of County growth projections. This ASP is a multi-decade development vision, as such density and population ranges presented herein ensure the necessary flexibility for the Plan to adapt over time.

The approximate estimated population density for the ASP is shown in *Table 01*. Elbow View is planned to accommodate between 10,000 and 18,000 new residents with an average gross residential density of between 2.0 and 4.0 **units per acre**. This target range was established through a review of servicing capacities and transportation plans, best practices in efficient land use planning that promote active living and reduced overall development footprints, and stakeholder consultation and feedback. Final densities will be determined through the preparation of individual local plans, but will generally fall within this range. *Table 02* provides a breakdown of the size of the land use areas within the Plan.

**Table 01: Elbow View Population Density at Full Build-Out**

AREA	DEVELOPMENT AREA	UNIT DENSITY**	POPULATION
2,200 ac	<b>Gross:</b>	<b>Gross:</b>	Approximately 10,000 to 18,000***
	1,940 ac*	2.00 to 4.00 upa	
	<b>Net:</b>	<b>Net:</b>	
	1,020 ac	3.50 - 7.50 upa	

\* Gross development area is based on total land area within the Plan, excluding Natural Environment

\*\* Unit Density includes residential units within all land use types.

\*\*\* Assumed 2.5 people per household overall average (accounts for a mix of dwelling types, including higher densities).

\*\*\*\* All numbers in the table are subject to rounding and based on approximate ranges.

**Table 02: Elbow View Land Use Categories**

LAND USE TYPE	AREA	% OF TOTAL AREA
Residential	1,400 ac	64 %
Core	50 ac	2 %
Commercial	50 ac	2 %
Natural Environment	250 ac	11 %
Parks & Open Space	280 ac	13 %
Public Utility Lot	170 ac	8 %

\* All numbers in the table are subject to rounding.

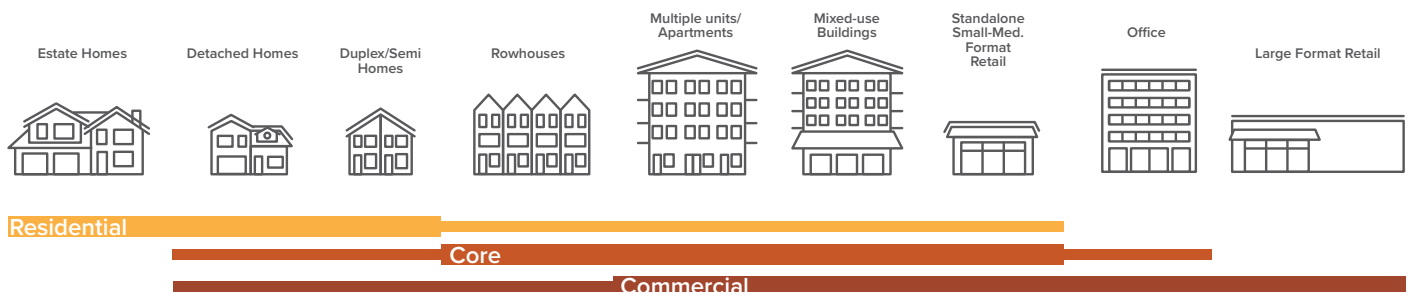
## Leading with Landscape

Integral to the success of the Elbow View ASP is the philosophy that land uses must respond to the existing landscape, and not vice versa. In developing the land use strategy, existing ecological systems and sensitive natural features were identified as a first principle and used as guiding features and organizing elements for all components of the Plan.

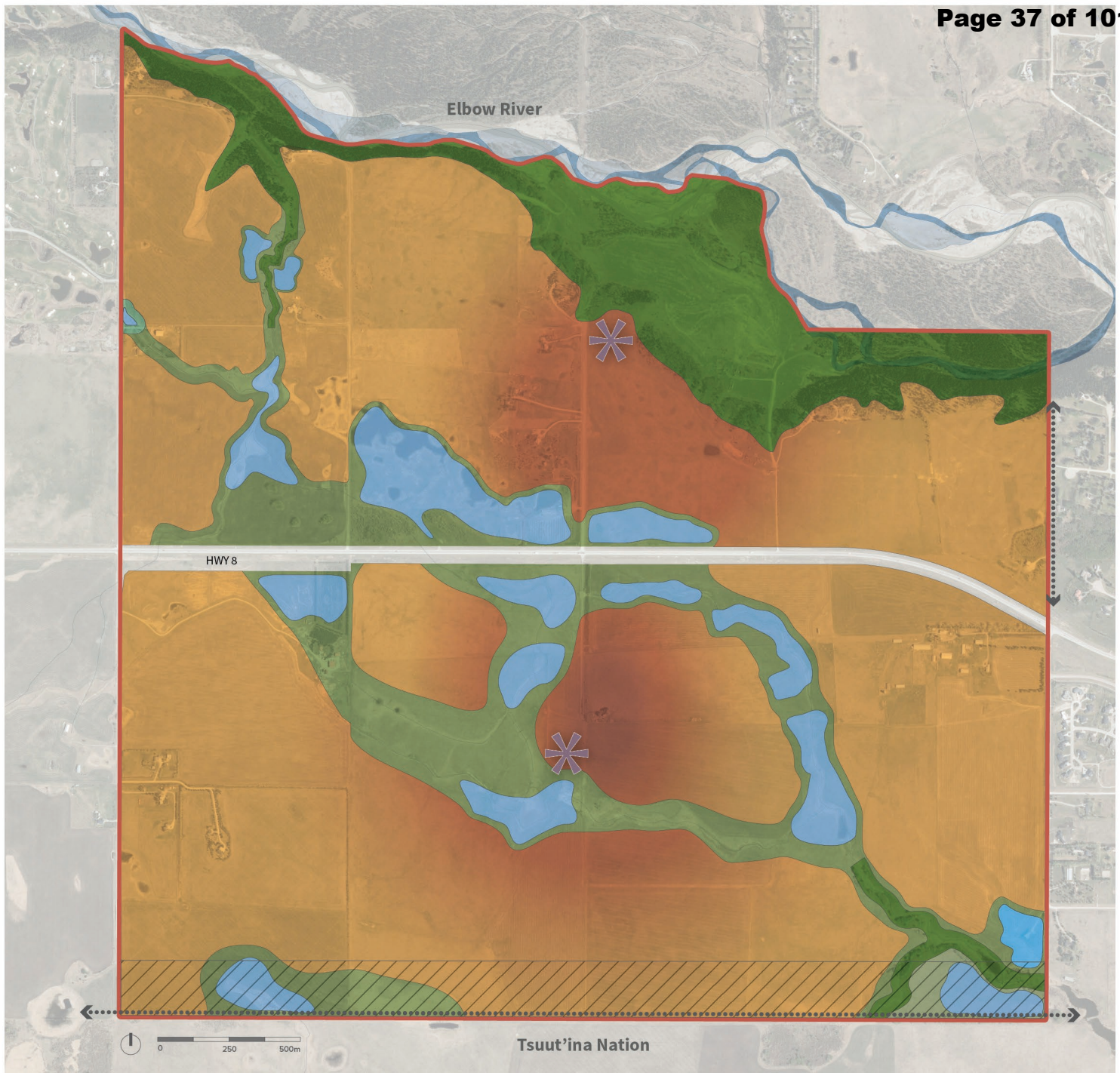
The densities and populations proposed in this ASP represent land use planning that responsibly utilizes valuable lands and promotes a more compact development form. By promoting additional housing options, providing the daily necessities of life closer to neighbourhoods, establishing active transportation options and connections, securing significant areas for recreational uses, and using the existing landscape and ecology to drive the locations of land uses, the Plan ensures that Elbow View can be developed in a manner that respects the important natural spaces and views, and reduces the overall potential impacts on this unique landscape.

**Figure 01:  
Development Typologies**

*This graphic demonstrates the development typologies that are intended to be permitted within each land use area. The thicker section of each bar identifies the typologies that are expected to predominate, while the thinner sections identify typologies that are supported at lower proportions within the respective land use area.*










## Map 08: Density Strategy

*This map is conceptual in nature, no measurements or calculations should be taken from this map.*

- Development Density Distribution**
-  - Lower Density Housing
  -  - Increased Density Housing
  -  Parks and Open Space
  -  Natural Environment
  -  Utility Lot  
(stormwater, raw water storage, wetlands)

-  Village Centre  
(special area)
-  Tsuut'ina Nation Interface  
(200m from the shared boundary between the County and Tsuut'ina Nation)
-  Undeveloped Road Allowance

## Interface and Transition Areas

### Tsuut'ina Nation

Tsuut'ina Nation (the "Nation") was engaged during the development of this ASP to gain an understanding of the Nation's issues, concerns, and unique planning considerations with respect to development in the plan area. The Nation conducted a field assessment to identify any significant sites or cultural resources within the plan area, and they indicated the following concerns with respect to development in the plan area:

- Maintaining a sense of privacy and separation from the proposed development of the plan area;
- Protecting places significant to the Nation;
- Protecting watercourses leading to and flowing through the Nation;
- Retaining the undeveloped road allowance (Township Road 240) as a buffer area;
- Clearly delineating the Nation's boundary during any construction and after development is completed; and
- Discouraging trespassing onto Nation land.

### Policies

- 7.1** The Tsuut'ina Nation Interface Area shown conceptually on *Map 07* should apply to those lands within 200 metres of the Rocky View County & Tsuut'ina Nation shared boundary.
- 7.2** Residential development within the Tsuut'ina Nation Interface Area shall be developed at lower densities, in general accordance with the policies of this section, including *Map 08*, to be established at the local plan stage.
- 7.3** Opportunities for wider lots and housing design that minimize overlooking on Tsuut'ina Nation land should be explored at the local plan stage.
- 7.4** The Tsuut'ina Nation boundary should be clearly delineated during construction and upon completion of development to discourage trespassing.

- 7.5** Rocky View County will support retention of the undeveloped road allowance (Township 240, as shown on *Map 07* and *Map 08*) as a buffer between Rocky View County and Tsuut'ina Nation, unless appropriate agreements are established between the County and the Nation.

### Eastern and Western ASP Borders

Through discussions with existing landowners within the ASP area and those in the neighbouring communities, concerns were raised regarding potential increased traffic and privacy and overlook concerns associated with higher density housing.

To address these concerns directly, the following policies were established:

### Policies

- 7.6** Development along the western and eastern boundaries of the Plan area should provide appropriate transitions to the neighbouring lands through predominantly low-density single detached residential forms, in general accordance with the policies of this section, including *Map 08*, development that maintains a rural character, and where possible, incorporate trails, parks and open spaces, and landscape buffers.
- 7.7** Rocky View County will support retention of the undeveloped road allowance (north side of Range Road 32, as shown on *Map 07* and *Map 08*) as a buffer between the Elbow View ASP and the adjacent community. Should this right-of-way be considered for future development within a local plan, appropriate agreements and consultation will be required.

## 8 RESIDENTIAL

Residential development is intended to result in a number of well-balanced neighbourhoods, with a variety of housing types and sizes, to accommodate residents in various stages of life. Residential development will be mainly single family homes, however, opportunities will exist for other housing types and densities that are carefully planned and in keeping with the character and charm of the Elbow View area.

Lower density development will provide appropriate transitions from neighbouring communities to the east, west and south of Elbow View, with increasing densities promoted generally toward the interior of the Plan area.

Residential development will be designed to provide significant parks and open spaces, and pathway and trail networks to actively connect the entire Plan area through a linked green system.

Some smaller concentrations of density and small format retail opportunities are promoted to support everyday life. Additional community supportive amenities uses will also be found in the residential area, including schools, recreation facilities, libraries, and health services, among others.

### Objectives

- Promote appropriate transitions to the neighbouring communities, acreages and agricultural parcels through predominantly single detached dwellings along the boundaries of the Plan.
- Facilitate a diverse community that efficiently uses land through compact development and minimizes impacts on the natural environment.
- Provide opportunities for increased residential density with increased proximity to the centre of the Plan, and to the Core and Commercial land use areas.
- Provide for a range of lot sizes and housing types to accommodate residents at various stages of their lives, at varying income levels, and for a variety of household compositions.
- Provide for human-scale design and attractive residential areas through the use of architectural and community design guidelines.
- Provide active open space connections within residential areas to foster safe and active links throughout the Plan area, while respecting privacy and discouraging trespassing onto Tsuut'ina Nation lands.

#### MEDIUM DENSITY RESIDENTIAL:

Medium density residential is a higher density form of housing compared to single-detached housing units, consisting of three or more attached dwelling units that may be rowhouses, and multiple-unit complexes. Medium density residential will provide a variety of housing options for people in all stages of life.

#### NEIGHBOURHOOD COMMERCIAL:

Neighbourhood commercial is intended to provide services and retail opportunities to the local residential neighbourhoods that supports the needs of daily life and reduces reliance on long automobile trips to access these amenities. Neighbourhood commercial is intended to range from 600 m<sup>2</sup> (6458 ft<sup>2</sup>) to approximately 6,000 m<sup>2</sup> (64,583 ft<sup>2</sup>).



## Policies

### General

- 8.1** Residential development within the Elbow View ASP shall be supported in the areas identified as residential on *Map 07*.
- 8.2** The predominant land use within the Residential area shall be single detached residences; higher density forms of housing, including duplex/semi, and medium density residential uses shall also be considered (refer to Figure 1).
- 8.3** Medium Density Residential development should:
- a) be supported with increasing frequency toward the centre of the Plan, in general accordance with *Map 08*;
  - b) be oriented to the public street with parking located in the rear or side; and
  - c) be located in proximity to community amenities, such as Parks and Open Space areas, Natural Environment areas, pathways, institutional uses, and/or neighbourhood commercial uses, allowing for small concentrations of density throughout the residential area.
- 8.4** The average gross residential density within the Residential area should be between 2.5 and 7.0 **units per acre**, with increasing residential density concentrated toward the centre of the Plan area, in general accordance with *Map 08*.
- 8.5** Notwithstanding the average Residential area density range provided in policy 8.4, proposals for densities below and above this range should be considered to support the interface policies of this Plan, and to support increasing densities toward the centre of the Plan area, in accordance with *Map 08*.

- 8.6** The following uses in the Residential area may be allowed where they are considered compatible and appropriate:
- a) public, recreational, and institutional uses such as schools, child care facilities, special care facilities, churches, emergency services;
  - b) neighbourhood commercial; and
  - c) mixed use development.

### Local Plans

- 8.7** Local plans shall be required to support applications for development within the residential area.
- 8.8** Local plans shall further refine the exact land use boundaries for the residential area.
- 8.9** Local plans should provide:
- a) architectural design guidelines that promote human-scale and street/open space-oriented design, and should address, at a minimum:
    - i) architectural housing style;
    - ii) colour pallet;
    - iii) building materials;
    - iv) design of institutional and commercial uses that are compatible with surrounding residential uses;
    - v) aesthetics such as street-oriented porches or patios, and recessing garages from front facades;

### MIXED-USE:

Mixed-use is a type of development that physically blends and integrates residential, commercial, institutional, and/or other compatible uses into a single development at the building, block, or neighbourhood scale. The intent of a mixed-use development is to create an attractive and active community and streetscape to be used throughout the day and evening.

- b) an analysis of open space and recreational needs and opportunities to determine the amount and location of land to be dedicated for parks, open space, and recreational amenities within the residential area;
- c) a detailed active transportation strategy that identifies trails, sidewalks, and bicycle infrastructure types and locations, as well as connections to the larger local and regional active transportation network and parks and open space system; and
- d) a transportation analysis addressing the need for an efficient vehicular, cyclist and pedestrian network within, and external to, the residential area.

### Community Design

**8.10** The Residential area should provide:

- a) street and open space-oriented residential design, encouraging residential frontages on public/private streets, as well as open spaces;
- b) a variety of lot widths and home sizes;
- c) parks and open spaces throughout the community, in addition to those shown on *Map 10*, and in accordance with Municipal Reserve policies established in this Plan and in the County Plan;
- d) a linked linear system of connections to parks and open spaces and to the system of local and regional trails;
- e) efficient vehicular connections throughout the Plan area, and to neighbouring communities, where appropriate; and
- f) lot grading that incorporates natural topography and ecological conditions, wherever possible.

**8.11** Where new residential neighbourhoods are developed in proximity to existing residences within the Plan area, the design for the new residential neighbourhoods should provide an acceptable transition to the existing areas through a residential building form that is similar in height and massing, and/or through parks and open spaces (including the trails network), and landscape buffers.

**8.12** All public and private lighting, including street lights, security and parking area lighting, shall be designed to respect the County's Land Use Bylaw lighting requirements, conserve energy, reduce glare, and minimize light trespass onto surrounding properties, while still allowing for safe nighttime spaces.

**8.13** A connected open space setback with a multi-use pathway should be considered along the top of the Elbow River valley to allow for high-quality and universal access to the valley edge and to the Elbow River, and determined at the local plan stage.

**8.14** Crime prevention through environmental design (CPTED) features shall be considered in the design of all public realm elements.



## 9 CORE

The Core areas will provide opportunities for unique gathering spaces and built environments, such as small town main streets, and new Village Centres that overlook the Elbow River and the interconnected internal open space network, drawing locals and visitors to shop, play and relax.

The main streets and Village Centres will provide the venues for human-scale active retail frontages, patios, markets and events that attract residents and visitors to explore the community of Elbow View, and its unique relationship with the areas natural and open space amenities.

The Core areas will act as the social and commercial hubs of the Elbow View community, with a focus on smaller retail and commercial opportunities. Higher density housing options, including duplex/semi, rowhouses, multiple units/apartments, seniors housing and mixed use developments will provide for a connected and active town centre experience that is supported by local retail and employment opportunities.

Smaller and more urban parks, including small but prominent plazas in the town centres, will be key features in the Core area, and active pathways, trails, sidewalks and bicycle infrastructure will further contribute to an active pedestrian experience. The culmination of these features will provide the building blocks for a lively, welcoming and healthy new community.

### Objectives

- Facilitate an active and pedestrian-oriented Village Centre and main street area for the Elbow View area;
- Promote a mixing of uses and a range of housing density to provide opportunities to live within proximity to commercial and retail, and the many features of the ASP;
- Facilitate a network of roads, sidewalks, bicycle lanes, pathways and trails within the Core area that facilitate efficient and enjoyable access to centre of the community;
- Establish formal community nodes in the Village Centres, at the edge of the open space, that encourage gatherings, events and recreation, as well as a connection to the areas open space and natural environment assets.
- Promote a small town main street building scale, experience and aesthetic that promotes a sense of local community and unique retail experiences.

#### SMALL TO MEDIUM SIZED COMMERCIAL DEVELOPMENT:

Small to medium sized commercial development can range from 280 m<sup>2</sup> (3,000 ft<sup>2</sup>) to approximately 3,200 m<sup>2</sup> (35,000 ft<sup>2</sup>).

## Policies

### General

- 9.1** Core development shall be in general accordance with *Map 07*.
- 9.2** The predominant land use within the Core area shall be a mix of medium density residential and small-scale commercial and business uses (refer to Figure 1).
- 9.3** In addition to the uses defined in *Policy 9.2*, the Core area shall permit the following uses:
  - a) Village Centre (special area);
  - b) single and duplex/semi residences;
  - c) small and medium sized commercial and office; and
  - d) public, recreational, and institutional uses such as schools, child care facilities, special care facilities, churches.
- 9.4** The Core area shall support a mixed-use development form.
- 9.5** Medium Density Residential development should:
  - a) be oriented to the public street with parking located in the rear or side; and
  - b) be located in proximity to community amenities, such as parks and open space areas, natural environment areas, pathways, institutional uses, and/or commercial uses.
- 9.6** Drive-through commercial development shall not be permitted in the Core area.
- 9.7** Large scale or “big box” commercial developments should not be permitted in Core areas, unless it is part of a mixed-use architectural form.
- 9.8** New land uses proposing extensive outside storage of goods and materials should not be considered appropriate uses within the Core area.

- 9.9** The County shall support the reduction or removal of on-site parking minimum requirements for small and medium sized commercial.

- 9.10** The County shall support the reduction or removal of on-site visitor parking minimum requirements for Medium Density Residential uses.

### Village Centre (Special Area)

- 9.11** Village Centres should be located as generally identified on *Map 07*.
- 9.12** Village Centres should be multi-purpose spaces that provide community gathering space throughout the year and support efficient and active connections to the parks and open space system, the pathways and trails system, main streets, and the residential areas of Elbow View.
- 9.13** Village Centre on the north side of the Plan should provide views to the Elbow River valley and should provide direct public access to the Elbow River valley through the pathways and trail system, ramps and/or stairs.
- 9.14** Village Centre on the south side of the Plan should provide direct public access to adjacent parks and open spaces, and pathways and trail system, where possible.
- 9.15** Village Centres should be of sufficient size to host community events such as concerts or farmers markets, while also maintaining the small-town aesthetic and human-scale design.
- 9.16** Village Centres should include public art to act as landmarks and to enhance the public realm.
- 9.17** Village Centres should provide shade elements as part of the public realm, and may include trees, public art, awnings, and/or other appropriate design solution.
- 9.18** Ownership, maintenance and operation of the Village Centres shall be determined at local plan stage.

## Local Plans

- 9.19** Local plans shall be required to support applications for development within the Core area.
- 9.20** Local plans shall further refine the exact land use boundaries for the Core area, including the locations of the Village Centres.
- 9.21** Local plans should provide:
- a) architectural and community design guidelines, specific to the Core and Village Centre, that promote human-scale and street-oriented design, and should address, at a minimum:
    - i) building materials and palette;
    - ii) design that supports a small-scale town centre aesthetic, promotes active transportation, and responds to the streetscape and public realm;
    - iii) the provision of streetscapes and small-scale public and private spaces that support patios, decks, small gatherings and events;
    - iv) local/native planting standards and street trees.
  - b) an analysis of open space and recreational needs and opportunities to determine the amount and location of land to be dedicated for parks, open space, and recreational amenities within the Residential area;
  - c) a detailed active transportation strategy that identifies trails, sidewalks, and bicycle lane locations, as well as connections to the larger local and regional active transportation network and parks and open space system; and
  - d) a transportation analysis addressing the need for an efficient vehicular and pedestrian network within, and external to, the Core area.



*Main Street - Sykesville, Maryland*

### Core Design

- 9.22** The Core area shall provide for a well-designed, attractive public realm that:
- a) respects and enhances the identity and character of a small town centre;
  - b) encourages community interaction;
  - c) is pedestrian and cyclist-friendly, with connections between building entrances, building sites, and adjacent neighbourhoods;
  - d) provides sidewalks on both sides of the street;
  - e) addresses the needs of residents of all ages and abilities; and
  - f) is connected by trails, pathways and sidewalks.
- 9.23** The highest density of residential development and high-traffic service areas should be concentrated within, or adjacent to, the Core area along new main streets, with a gradual decrease in density to provide a transition to the adjacent residential areas.
- 9.24** Provide main streets in the Core area that are designed as comfortable and walkable pedestrian-oriented corridors.
- 9.25** New main streets in the Core area shall be barrier free areas. Design shall be in accordance with the Barrier Free Design Guidelines by the Safety Codes Council of Alberta, and where appropriate should exhibit the principles of shared space streets.
- 9.26** Buildings in the Core area should be built close to the street or Village Centre areas, with on-site parking located underground, or on the side and to the rear; front yard parking areas are strongly discouraged. Angled street parking should be considered as a design feature consistent with small town centres, where appropriate.
- 9.27** The use of fencing for non-residential uses in the Core area should not be permitted, with the exception of patios, screening of outside storage, screening of garbage bins, or for security purposes, provided the security area is adjacent to the side or rear of the primary building.
- 9.28** Ground-floor retail locations should incorporate design elements such as storefront windows, outdoor display spaces, and direct entrances off the street or urban-format open spaces.
- 9.29** Development and design of the public realm should promote and protect important views of the Elbow River Valley, the internal open space network, and, where possible, of the Rocky Mountains.
- 9.30** All public and private lighting, including street lights, security and parking area lighting, shall be designed to respect the County's Land Use Bylaw lighting requirements, conserve energy, reduce glare, and minimize light trespass onto surrounding properties, while still allowing for safe nighttime spaces.
- 9.31** Crime prevention through environmental design (CPTED) features shall be considered in the design of all public realm elements.

# 10 COMMERCIAL

The Commercial area provides the transition between Highway 8 and the Elbow View community. The primary focus is to provide larger commercial and employment opportunities that will support local and regional residents, however the Commercial area will also provide appropriate housing opportunities and will act as the main community entranceway.

The Commercial area will provide safe and efficient roadway and active transportation network transitions and connections from Highway 8, through the Commercial area, and into adjacent land use areas. A primary function of the Commercial area is to provide a pleasant transition from the Highway into the Core and Residential areas of the Plan.

## Objectives

- Support local and regional commercial and employment opportunities.
- Provide attractive and inviting entranceways and gateway features from Highway 8 into the Plan area.
- Facilitate appropriate transitions between residential and non-residential uses.
- Support active and safe connections between local and regional pathways and trails systems that lead into and through the Elbow View area.
- To allow for appropriate siting of potential water and wastewater treatment facilities.

## Policies

### General

- 10.1** Commercial development shall be in general accordance with *Map 07*.
- 10.2** The predominant land use within the Commercial area shall be a mix of commercial, institutional, light industrial and office uses (refer to Figure 1).

- 10.3** Industrial uses with the potential for off-site impacts, such as unsightly appearance, noise, odour, emission of contaminants, fire, or explosive hazards shall not be permitted in the Commercial area.
- 10.4** Single-detached, duplex/semi and Medium Density Residential uses may also be permitted where deemed compatible and appropriate.
- 10.5** Medium Density Residential development should:
- a) be oriented to the public street or open space with parking located in the rear or side;
  - b) be located primarily off Range Road 33; and
  - c) be appropriately set-back from Highway 8.
- 10.6** The County shall support the reduction or removal of on-site visitor parking minimum requirements for Medium Density Residential uses.
- 10.7** More intensive non-residential land uses should be concentrated in proximity to Range Road 33 and Highway 8 in order to support highway-oriented retail and commercial.
- 10.8** Provision for the siting of a water and wastewater treatment facility shall be supported within the Commercial area. It will be the intent to situate water and wastewater treatment facilities in locations best suited to the utility, but will be required to be located and/or provide appropriate set-backs and buffers to adjacent uses, roads, and/or open spaces.
- Local Plans**
- 10.9** Local plans shall be required to support applications for development within the Commercial area.
- 10.10** Local plans shall further refine the exact land use boundaries for the Commercial area.



**10.11** Local plans should:

- a) address the County's Commercial, Office and Industrial Design Guidelines and document how the local plan meets those guidelines;
- b) provide appropriate transitions between residential and non-residential uses;
- c) ensure vehicle, pedestrian, pathway and trail connections are efficient and coordinated with other local plans in the Elbow View ASP;
- d) provide for a main street transition from Highway 8 to the Core areas of the Plan through less intensive uses, as well as through structural and public realm design adjacent to the Core areas that promote a main street aesthetic.

**Commercial Area Design**

**10.12** The use of fencing for non-residential uses within the Commercial area should not be permitted, other than for buffering adjacent lands in non-residential/residential interface areas, screening of outside storage, screening of garbage bins, for security purposes, or any other permitted uses within the Land Use Bylaw.

**10.13** Development should be oriented to the street or open spaces with all storage, maintenance, and loading facilities located on the side or rear of the property.

**10.14** Wherever possible, parking for all Medium Density Residential and non-residential uses should be located underground, or on the side or rear of the property.

**10.15** Pathways, trails, sidewalks and bicycle linkages leading to and through the Commercial area should be convenient, attractive, and efficient, promoting active movement and connections across Highway 8 and to/from the regional trail network along Highway 8.

**10.16** All public and private lighting, including street lights, security and parking area lighting, shall be designed to respect the County's Land Use Bylaw lighting requirements, conserve energy, reduce glare, and minimize light trespass onto surrounding properties, while still allowing for safe nighttime spaces.

**10.17** The main community entranceways and corridors to Elbow View from Highway 8 will serve as gateway features and defining elements of the Elbow View experience, and may include:

- a) community identification and signage;
- b) water features;
- c) connections to the local and regional pathways and trails network;
- d) connections to the parks and open space system;
- e) protected sightlines and views into the Plan area and of the Rocky Mountains;
- f) public art; and
- g) native plantings, trees and vegetation.

**10.18** Development within or adjacent to the main community entranceways should be oriented and designed to enhance the entry experience to the Plan area, and should consider factors such as:

- a) sight lines;
- b) noise attenuation;
- c) setbacks;
- d) natural land features;
- e) innovative building design; and
- f) high quality landscaping.

**10.19** Crime prevention through environmental design (CPTED) features shall be considered in the design of all public realm elements.

# 11 AGRICULTURE

The Elbow View plan area has a long agricultural history. The continued use of land for agriculture, until such time as the land is developed for other uses, in accordance with *Map 07* is appropriate and desirable. The Elbow View ASP policies support the retention and development of agricultural uses as described in the Rocky View County Plan and the Agricultural Boundary Design Guidelines. The Agricultural Boundary Design Guidelines is a tool developed to mitigate negative impacts to agricultural lands from the development of non-agricultural lands.

## Objectives

- Support agricultural operations until alternative forms of development are appropriate.
- Provide for appropriate development of farmsteads and first parcels out.
- Mitigate land use conflicts between non-agricultural and agricultural uses through application of the Agricultural Boundary Design Guidelines.

## Policies

### General

- 11.1** Existing agricultural operations within the Elbow View Plan area are encouraged to continue until development of those lands to another use is deemed desirable and that use is in accordance with the policies of this Plan.

- 11.2** The creation of a single lot from an unsubdivided quarter section for the purposes of a farmstead, first parcel out subdivision, or other agricultural development should be supported without the requirement of a local plan when it is in accordance with the relevant policies of this Plan and the County Plan.
- 11.3** Agricultural lot size shall meet the minimum and maximum size requirements of the County Plan and be no larger than is necessary to encompass the existing residence, associated buildings, landscape improvements, and access.
- 11.4** Residential first parcels out shall be situated in a manner that minimizes the impact on future development of the site. Residential first parcels out:
- a) shall meet the site requirements of the County Plan;
  - b) shall meet the County's access management standards; and
  - c) should be located on the corners of the quarter section, or along two existing boundaries.
- 11.5** Non-agricultural developments that are proposed to be alongside agricultural developments and operations shall refer to the Agricultural Boundary Design Guidelines when submitting applications for a local plan, land use, subdivision, and development permits.



Credit: Jack Borno

# PLAN POLICIES: **GREEN & ACTIVE INFRASTRUCTURE**

# 12 NATURAL ENVIRONMENT

The natural environment represents land with the most sensitive and naturally existing ecological conditions, such as the floodway of the Elbow River, **steep the slopes of the Elbow River Valley**, and crown claimed lands. These lands will remain undeveloped in a naturalized state and may accommodate pathways and passive recreation opportunities.

The natural environment, when combined with parks and open spaces, provides the central community design feature that shapes the Elbow View land use concept, the trails and pathway system, and the transportation network. These features are valued as some of the most unique elements of Plan area and will be protected and enhanced through the evolution of the Elbow View.

## Objectives

- Provide for the protection and reclamation, wherever possible, of wetlands, watercourses, and crown claimed lands.
- Minimize the disturbance caused by development to the topography, landscape features, wildlife habitat and water resources of the Plan area through design that responds to the natural environment.
- Support passive recreation, including pathways, trails and interpretive stations within and adjacent to lands identified as natural environment.

## Policies

### General

- 12.1** Lands identified as Natural Environment, in general accordance with *Map 07*, are, **in general**, not suitable for **new** development, with the exception of essential transportation and utility infrastructure, flood and erosion protection, and passive recreation, including the pathway and trails system and associated supportive amenities and infrastructure.
- 12.2** Boundaries of the Natural Environment **land use** shall be confirmed within local plans **through the requisite technical studies**, and may be protected through environmental reserves.
- 12.3** **Existing agricultural, ranching, and residential uses on lands identified as Natural Environment are encouraged to continue until the owner deems that development of those lands to another use is desirable, and that use is in accordance with the policies of this Plan.**
- 12.4** The Tsuut'ina Nation should be engaged at the local plan stage where the natural systems extend on to the reserve.
- 12.5** A local plan shall provide a detailed wetland and riparian assessment based on the Province's Stepping Back from the Water guide. The assessment should determine the applicable mitigation requirements to protect these features and the connected ecological system.
- 12.6** At local plan stage, appropriate setbacks from the top edge of the Elbow Valley escarpment shall be established, and a connected open space area within the setback should be considered, including a multi-use pathway to allow for high-quality and universal access to the valley edge and to the Elbow River.

### Wildlife Corridors

- 12.7** Local plans shall identify and designate wildlife corridors.
- 12.8** Vegetation and other natural materials should be incorporated into developments to visually separate human use areas from wildlife areas and to provide overhead cover, when feasible.
- 12.9** Local plans should identify policies on the strategic use of fencing within development proposals to reduce obstructions to wildlife movement, but to also limit road collisions.
- 12.10** Local plans should identify policies to minimize removal of vegetation within wildlife corridors and, where removal is necessary, to provide replacement planting of equal or greater ecological value elsewhere within the site.
- 12.11** The design and location of on-site lighting within development proposals should not form a barrier to wildlife and/or cause unnecessary light pollution.

### Wetlands

- 12.12** Wetland protection shall be guided by County, regional, and provincial policy.
- 12.13** Local plans shall determine, through consultation with the Government of Alberta, whether wetlands are Crown owned land.
- 12.14** Protect all on-site Crown-claimed wetlands in accordance with Provincial and County policies.
- 12.15** Wetlands not claimed by the Crown that have a high relative value, as per the Alberta Wetland Classification System, should be avoided if possible, and compensation shall be provided in accordance with County and provincial policy where avoidance is not possible.
- 12.16** Where the County and Province approve the removal of wetlands, compensation shall be provided in accordance with County and provincial policy.

### Riparian Areas

- 12.17** Riparian area protection shall be guided by County and provincial policy.

### WETLAND:

A wetland is land saturated with water long enough to promote wetland aquatic processes as indicated by poorly drained soils, hydrophytic vegetation, and various kinds of biological activity that are adapted to a wet environment.

### WETLAND VALUE:

Wetland value is based on the function of the wetland (e.g. abundance and biodiversity) and the benefits it provides to society (e.g. water quality improvement and flood protection).

### RIPARIAN LAND

Riparian land is the vegetated (green zone) area adjacent to rivers, creeks, lakes, and wetlands. These areas have a distinct vegetative community that is a result of increased soil moisture and different soil types.

Wetlands and riparian areas connect groundwater to surface water, provide important wildlife and waterfowl habitat, clean and purify water, and provide recreational opportunities.

- 12.18** Building and development in the riparian setback area shall be in accordance with the County's Land Use Bylaw and the County's Riparian Setback Policy.
- 12.19** The riparian protection area may be publicly or privately owned.
- 12.20** Public roads and private access roads may be allowed in the riparian protection area. All roads shall be located, designed, and constructed so as to minimize disturbance to the riparian area.
- 12.21** Utility lots, in the form of functional wetlands, that provide stormwater and raw water storage may be allowed in the riparian protection area, where appropriate. These functional wetlands should be designed to enhance the ecological function of areas previously disturbed by agricultural uses, while also providing required water storage in support of the development area, in accordance with applicable provincial policy.



# 13 FLOOD RISK MANAGEMENT

The Plan area has the benefit of bordering the Elbow River, but this also brings the necessary awareness of potential flood impacts within identified floodway and flood fringe areas. The policies in this section seek to maintain the function of flood areas and maximize their ecological and recreational services.

## Objectives

- Prevent development from occurring within flood prone areas to safeguard property and limit safety risks, excepting essential utility services.
- Direct development away from flood prone areas.
- Support the preservation of floodway and flood fringe areas in their continued role of providing ecological and recreational services, together with wider flood and erosion control benefits.

## Policies

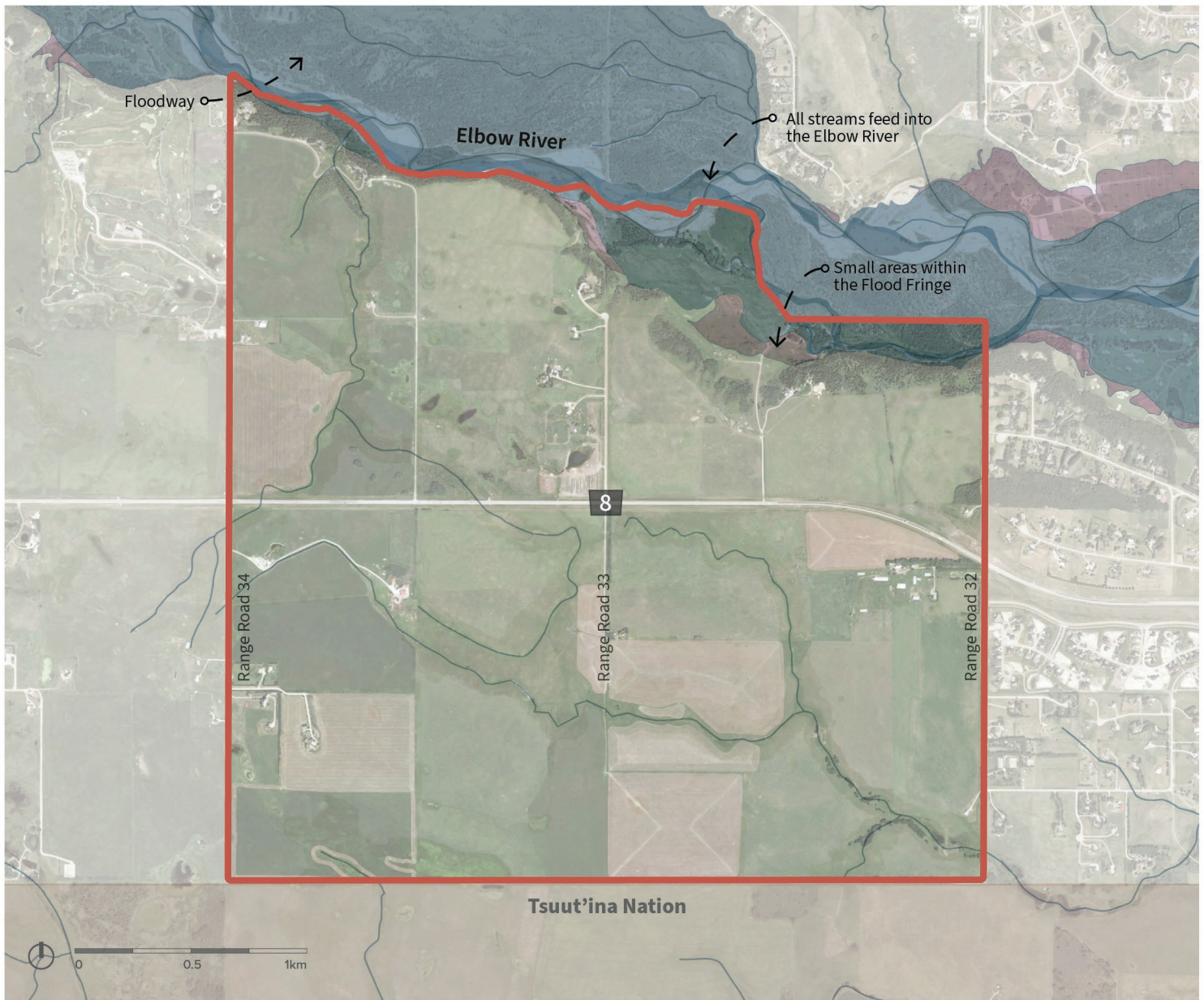
### General

- 13.1** The areas of the Plan that are subject to flooding are identified as either floodway or flood fringe, in accordance with Provincial Flood Hazard Mapping, as shown in *Map 09*.
- 13.2** No development in the Plan area shall take place within the floodway or flood fringe of the Elbow River, with the following exceptions:
- a) essential roads and bridges that have to cross the flood risk area;
  - b) flood or erosion protection measures or devices;
  - c) pathways and trails that are constructed level with the existing natural grades;
  - d) parks and open spaces, provided there are no buildings, structures, or other obstructions to flow within the floodway; and
  - e) essential utility infrastructure that has to be located in the flood risk area for operational reasons.





**13.3** Any exempt development allowed within the floodway or flood fringe shall be designed to limit impermeable surfaces, so as to not impede the groundwater storage capacity of these areas.

**13.4** Local plans with lands partly affected by the floodway or flood fringe areas should include a flood hazard risk study, including hazard mapping where appropriate and prepared by a qualified professional. The study shall:

- a) identify areas at a flood risk of 1:100 or greater, and those having a lesser flood risk.
- b) demonstrate that there is sufficient developable area for the proposal after excluding flood way and flood fringe areas.
- c) provide recommendations on locating more vulnerable developments towards lower flood risk areas and on implementing other measures that would limit flood risk.



**Map 09: Flood Hazard**

-  Elbow View ASP Boundary
-  Low Lying and Water Conveyance Areas
-  Floodway
-  Flood Fringe

# 14 PARKS AND OPEN SPACE

Parks and open spaces represent land that play an important ecological function, however are not considered part of the most environmentally sensitive land within the ASP area. These areas can accommodate paths, trails, parks and supportive recreation infrastructure, in addition to playing a key role in the management of surface water for the community through utility lots integrated with the open space areas. Along with the natural environment, these lands form the central community design feature of the Plan area, providing recreation and community connection through these active spaces.

In addition to the lands shown as parks and open space on *Map 07*, parks will be located within communities and within all land uses throughout the Plan area.

## OPEN SPACE:

Open space means all land and water areas, either publicly owned or offering public access that are not covered by structures. Open space may include future parks, environmentally significant areas, and other natural areas, pathways and trails, greenways, land for schools and recreation facilities, utility corridors, public and private utility lots that contain functional wetlands, and cemeteries.

## Objectives

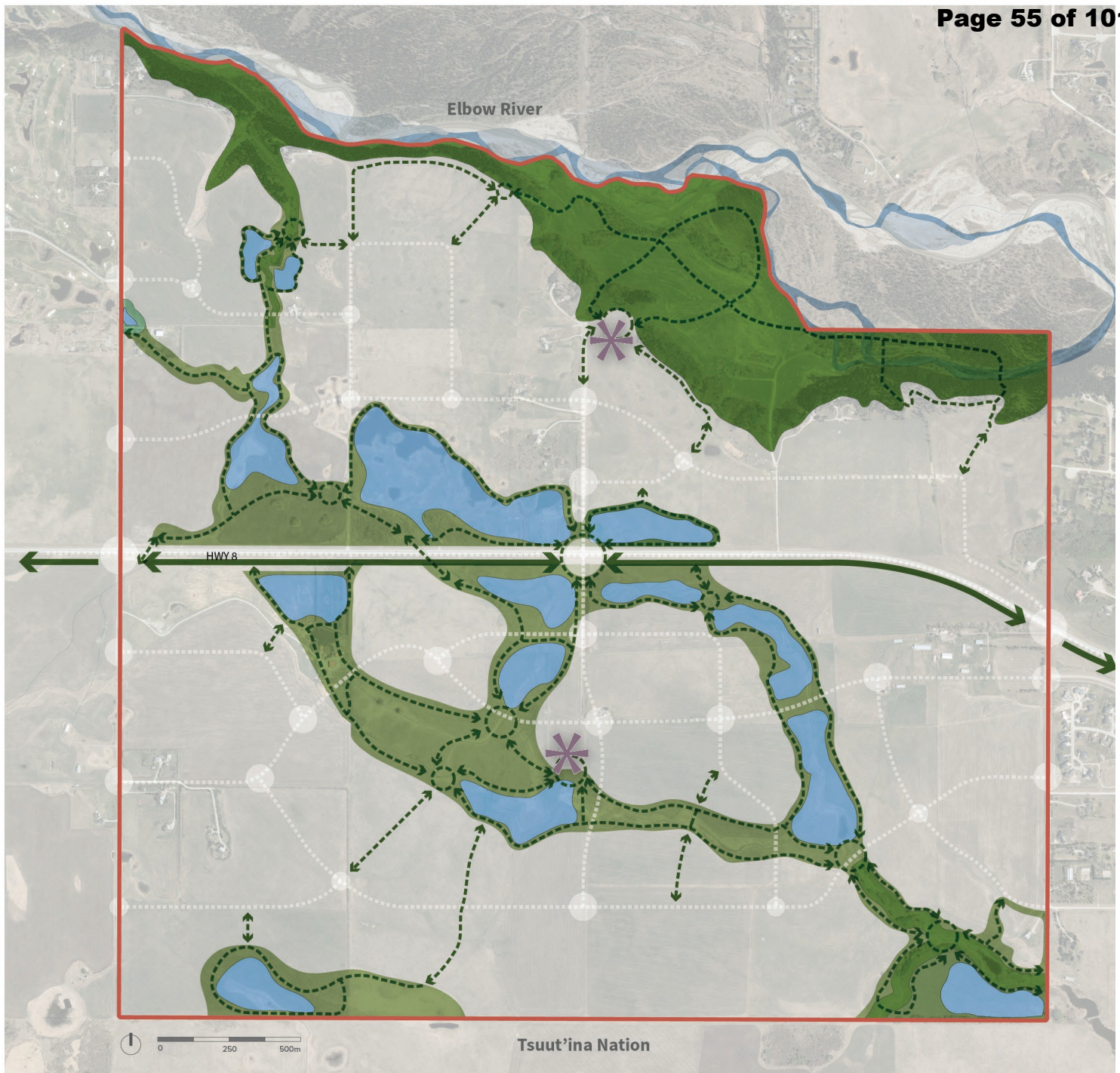
- Promote and create an interconnected open space system.
- Ensure that open space and parks have an ecological, social, recreational, and/or aesthetic function.
- Provide opportunities for passive and active recreation within the plan area.
- Consider incorporating stormwater and raw water storage functions, in the form of functional and/or constructed wetlands within utility lots, within parks and open spaces.
- Support the inclusion of pathways and trails within parks and open spaces to promote active connections throughout the Plan area.

## Policies

### General

- 14.1** Future development shall provide for an interconnected system of open space and parks in general accordance with *Map 10*, and should promote wildlife movement through these corridors.
- 14.2** In addition to the interconnected system of parks and open spaces identified in *Map 10*, neighbourhood, community, and potentially regional parks shall be located throughout the Plan area to support the daily recreational needs of communities and interconnectivity of the parks and trails systems.
- 14.3** Local plans shall further refine the locations, size and boundaries of the Parks and Open Space **network area, including the pathways and trails system**, in coordination with all other applicable County standards, guidelines and master plans, **and requisite technical analysis**.





## Map 10: Parks and Open Space Network, and Pathways and Trails System

*This map is conceptual in nature, representing the desired connectivity of a future community design, including proposed locations and alignments for the pathways and trails system. **which Locations of all features are to be confirmed at the time of local plans.***

*No measurements or calculations should be taken from this map.*

- Land Use Areas**
-  - Parks and Open Space
  -  - Natural Environment
  -  - Utility Lot (stormwater, raw water storage, wetlands)
  -  Village Centre (special area)

- Transportation**
-  Proposed Great Trail
  -  Proposed Local and Regional Pathways and Trails System
  -  Open Space Nodes
  -  Roads
  -  Intersections

**14.4** Existing agricultural, ranching, and residential uses on lands identified as Parks and Open Space are encouraged to continue until the owner deems that development of those lands to another use is desirable, and that use is in accordance with the policies of this Plan.

**14.5** Open space shall be provided through such means as:

- a) the dedication of reserve lands, environmental reserves, and public utility lots;
- b) the provision of environmental reserve easements, conservation easements, or other easements and rights-of-way;
- c) government lands for public use;
- d) privately owned land that is accessible to the public;
- e) publicly or privately owned stormwater conveyance systems;
- f) privately owned raw water storage systems;
- g) land purchases, endowment funds, land swaps, and donations; and
- h) other mechanisms as may be approved by the County.

**14.6** Parks and open spaces shall be designed, where appropriate and necessary, to incorporate surface water management infrastructure, including, stormwater facilities and raw water storage, in an aesthetically pleasing manner that also provides a recreational function.

**14.7** Multi-purpose and joint use sites for schools, parks and open spaces, and recreation facilities are encouraged straddling the edge of the open space area, wherever possible.

**14.8** Parks and open spaces should be designed to provide active connections to the pathway and trail system.

**14.9** The design and construction of parks and open spaces shall be of high quality and adhere to all applicable County standards, guidelines and master plans. If higher standards are desired by developers within a local area plan, community levies or optional amenity agreement to allow for enhanced open space maintenance may be considered.

**14.10** The integration of historical resources within parks and open spaces that have been identified or discovered at the local plan stage shall follow provincial regulations and may include indigenous community engagement.

#### **Open Space Nodes**

**14.11** The design of the open space's trail and pathway network shall provide a concentration of route options near the Core area's village centre urban plazas, creating a special node in the open space system that maximizes connections.

**14.12** Areas where a significant amount of trails and pathways converge shall take the form of open space nodes, which shall exhibit a concentration of open space amenities to serve trail and pathway users.

**14.13** Where appropriate, shared space design characteristics that slow traffic speeds and raise awareness of safety for all users should be incorporated in a manner that creates a unique and recognizable place.

**14.14** Open space nodes should be designed in a manner that considers and interprets the area's ecological features.



# 15 RESERVES

Reserves and environmental reserves are lands dedicated to the County as public land during the subdivision process. Reserves enhance the community by providing land for parks, schools, and recreational amenities. Environmental reserves protect the community and natural environment by preventing development in hazardous areas such as floodways and unstable slopes.

## Objectives

- Provide for the dedication of reserves to meet the educational, recreational, cultural, social, and other community service needs of the community.
- Provide for the identification and protection of environmentally significant land or hazard land through the dedication of environmental reserve or environmental reserve easements.
- Provide direction on the timing of reserve dedication.

## Policies

### General

- 15.1** Reserves owing on a parcel of land shall be provided as:
- a) municipal reserve, school reserve, or municipal and school reserve;
  - b) money in place of reserve land; or
  - c) a combination of land and money.
- 15.2** Municipal reserve, school reserve, or municipal and school reserve, shall be provided through the subdivision process to the maximum amount allowed by the Municipal Government Act.
- 15.3** Prior to the disposition of municipal or school reserve land declared surplus by the school board, the County shall determine if the land is required for community services reserve land as provided for in the Municipal Government Act.
- 15.4** The acquisition, deferral, and disposal of reserve land, and the use of money in place of reserve land, shall adhere to County Policy, agreements with local school boards, and the requirements of the Municipal Government Act.

### RESERVES

Reserves are lands dedicated to the County by the developer through the subdivision process as defined in the *Municipal Government Act*. They include:

- municipal reserves;
- community services;
- environmental reserves;
- school and municipal reserves; and
- school reserves.

Instead of a land dedication, the County may accept the equivalent value of the land as money. Cash in lieu money is shared between the school boards and the recreation districts.

### COMMUNITY SERVICES RESERVES

Community services reserves are defined in the *Municipal Government Act* as lands declared surplus by the school boards. Community services reserve land may be used for:

- a public library;
- police station, a fire station, or an ambulance services facility, or a combination of them;
- a non-profit day care facility, senior citizens facility, or special needs facility;
- a municipal facility providing service directly to the public;
- affordable housing.

### ENVIRONMENTAL RESERVES

Environmental reserves are defined in the *Municipal Government Act* (Section 664) as:

- a swamp, gully, ravine, coulee or natural drainage course;
- land that is subject to flooding or is, in the opinion of the subdivision authority, unstable; or
- a strip of land, not less than six metres in width, abutting the bed and shore of any lake, river, stream or other body of water for the purpose of:
  - preventing pollution; and/or
  - providing public access to and beside the bed and shore.

- 15.5** Provision and allocation of reserves shall be determined at the time of subdivision by the County's subdivision approving authority.
- 15.6** The amount, type, location, and configuration of reserve land shall be suitable for public use and readily accessible to the public.
- 15.7** The dedication of reserves should meet the present or future needs of the Elbow View Plan area by considering the recommendations of this ASP, applicable County standards, guidelines and master plans, local plans, and school boards.
- 15.8** Where an identified park, trail, and pathway system (*Map 10*) or land for recreational or cultural amenities cannot be provided through the dedication of municipal reserves or private easement, consideration should be given to acquiring land through the use of:
- a) money in place of reserve land;
  - b) money from the sale of surplus reserve land; or
  - c) other sources of identified funding.

#### Environmental Reserves

- 15.9** Lands that qualify as environmental reserve should be registered as environmental reserve or environmental reserve easement through the subdivision process, as per the Municipal Government Act.
- 15.10** Other lands determined to be of environmental significance, but not qualifying as environmental reserve, may be protected in their natural state through alternative means as determined by the County.
- 15.11** Environmental reserves should be determined by conducting:
- a) a biophysical impact assessment report;
  - b) a geotechnical analysis; and/or
  - c) other assessments acceptable to the County.

#### Reserve Analysis

- 15.12** A reserve analysis shall be required with the preparation of a local plan to determine the amount, type, and use of reserves owing within the local plan area.
- 15.13** The reserve analysis shall include a determination of:
- a) the total gross area of the local plan;
  - b) the type and use of reserves to be provided within the local plan area;
  - c) other reserves owing on an ownership basis;
  - d) the location of the reserve types and amounts in relation to the local plan area's overall open space system, with this information to be shown on a map; and
  - e) the amount of residual reserves to be taken as money in place of land.

# 16 ACTIVE TRANSPORTATION

The orientation of land uses, parks and open spaces, the natural environment and transportation infrastructure within Elbow View build upon the goal of encouraging safe and pleasant movement throughout the community, with a focus on active transportation. Encouraging safe, fun and efficient active transportation options is central to capitalizing on Elbow View's proximity and access to the Elbow River, to encouraging a lively town centre and community cores, and to promoting healthy and active lifestyles.

In addition to daily movement options along the internal pathways, trails, sidewalks and bicycle infrastructure, Elbow View will also support regional trails and connections to adjacent communities, including support for a potential future pedestrian and bicycle link across the Elbow River to the north. As a corridor to the Rocky Mountains, Elbow View can play a key role as a mid-point destination in the already significant bicycle traffic between Calgary and the Rockies by providing additional pathways and trails that will also attract visitors to explore the planned commercial, cultural and recreational opportunities of the community.

## Objectives

- To create a community that privileges active modes usage for short functional transportation trips and daily recreation.
- Facilitate an integrated network of local and regional active transportation options that supports functional and recreational daily use within the Elbow View Plan area and that encourages interregional active transportation.
- To create concentrations of active connections near significant community amenities, including parks and open spaces, culture and recreation amenities, core areas and commercial opportunities.
- Support an extensive and well connected system of bicycle infrastructure, both within the pathway and trail system and along the road network.
- Explore opportunities to actively connect over the Elbow River and under Highway 8.
- Through the local plan process, ensure the design of subdivisions accommodates an integrated system of active transportation network connections utilizing road rights-of-way, open space, parks, or other means deemed acceptable by the County.



## Policies

### General

**16.1** Residential, commercial, and institutional development shall create a regional and local network of pathways, trails, sidewalks, bicycle infrastructure and safe streets that promote active transportation throughout the year.

### Pathways and Trails

**16.2** Local plans shall define the location and alignment of pathways and trails, and:

- a) should consider the general alignment and connections of the pathways and trails system identified in *Map 10*;
- b) should support regional connections to existing communities in Elbow Valley and Elbow Valley West, future community development to the west, and the Elbow River in anticipation of ~~a~~ future regional active transportation corridors along ~~that~~ ~~waterway~~ the Elbow River and Highway 8;
- c) promote active movement throughout the Plan area, year-round, with particular focus on connections to the Elbow River, the natural environment, village centres, and open space nodes;
- d) support potential future active modes connections across the Elbow River;
- e) support bicycle and pedestrian use, including for people requiring mobility assistive devices;
- f) be predominantly located within or adjacent to parks, open spaces, and natural environment, however will also cross Residential and Core land uses to provide active high quality connections throughout the Plan area;
- g) provide high quality linkages at all locations where the pathway and trail system intersects the roadway network, including designs that provide protected facilities for all users and raised mid-block crossings with appropriate up-stream traffic calming to maximize active modes user safety;

- h) should explore opportunities to connect the pathway and trail system across Highway 8 through ~~grade-separated infrastructure~~, including recessed large box culverts and protected intersection designs; and
- i) shall be of high-quality design and construction, and adhere to applicable County standards, guidelines, and policies.
- j) ~~where located adjacent to Highway 8, shall be setback a safe distance from the driving surface.~~

### Bicycle Network

- 16.3** Safe, efficient and comfortable bicycle use shall be supported in the design of all pathways and trails.
- 16.4** Bicycle use should be accommodated as separated or on-street facilities along all road classifications of collector or higher, excepting Highway 8.
- 16.5** Bicycle infrastructure and facilities should be provided in the form of separated multi-use trails and pathways in most cases, with dedicated facilities provided in areas where high volumes of pedestrian and cyclist traffic, should be provided, and be located in general accordance with the trails and pathways system shown on *Map 10*.
- 16.6** Design of bicycle infrastructure shall adhere to applicable County standards, guidelines and plans.

### Sidewalks

- 16.7** Sidewalks should provide direct and efficient access to Elbow View's internal amenities and services in addition to linking residents to the pathway and trail system.
- 16.8** Sidewalks can be delivered in the form of multi-use pathways, where appropriate. In areas with anticipated high cyclists volumes, special consideration should be given to speed of travel and associated pedestrian safety risks from adjacent uses.
- 16.9** Exact locations for sidewalks will be determined when local plans are prepared.

# PLAN POLICIES: COMMUNITY INFRASTRUCTURE



# 17 SCHOOLS

The school authorities administering the schools in the County, including Rocky View Schools and Calgary Catholic School District, will determine the requisite number of schools for the ASP area through the local plan process. School locations and size will also be determined at the local plan stage, in consultation with the school authorities.

School sites can play important community functions, not only as education and recreation spaces, but also by supporting ecological and local servicing requirements. By co-locating school sites with parks and open spaces, schools can support the protection and enhancement of lands to support active and passive recreation, active transportation, surface water management and raw water storage.

## Objectives

- Identify school needs and potential school sites in the Elbow View Plan area.
- Collaborate with school authorities on site selection and development.
- Promote the co-location of schools with parks and open spaces, providing increased recreational opportunities and more active connections to and from school sites.

## Policies

### General

- 17.1** The specific location of future school sites shall be determined during the preparation of local plans, in consultation with the school authorities.
- 17.2** Schools shall be located within the Residential and Core land use areas of the Plan.

- 17.3** The need for additional school sites shall be determined during preparation of local plans, in consultation with the school authorities, and with compensation provided to land owners at fair market value.
- 17.4** The timing of school development in a neighbourhood should be addressed at the time a local plan is being developed.
- 17.5** The amount of land dedicated for a future school site should be consistent with the size requirements delineated in reserves agreements between Rocky View County and the school authorities.
- 17.6** Redesignation and subdivision applications for school sites shall address land use compatibility, servicing needs, and transportation requirements, and shall ensure the site is of sufficient size to accommodate parking needs.
- 17.7** School sites should provide suitable land for active playfields and park space to meet the needs of students, and should be connected to the community through trails, pathways, bicycle infrastructure and/or sidewalks.
- 17.8** Wherever possible, school sites will be co-located with parks and open spaces, and will support the ecological and functional capacities of these lands. In these scenarios, additional parking may be considered to support the increased use of the co-located use.

### Joint Use

- 17.9** The County may partner with the school authorities and/or other organizations to facilitate the creation of joint use facilities or amenities, including playfields and parks.

# 18 RECREATION & COMMUNITY

Providing public spaces and facilities for recreation, culture, and community events is an important component of building a community. Once the land is provided, recreational, cultural, institutional, and social programs can be supported through a variety of partnerships and appropriate mechanisms, to achieve desired service levels. Given the location of the Plan area, collaboration with the adjacent communities within Rocky View County, as well as potentially with The City of Calgary, may be pursued to ensure complementary service delivery and appropriate cost-sharing.

## Objectives

- Provide public and private space for recreation, culture, and community uses that foster community-building and supports a high quality of life, health, and social well-being for residents and visitors.
- Encourage recreation, culture, and community spaces and uses to be connected to, and/or easily accessed by active modes of travel.
- Support the location of recreation, culture, and community spaces and uses to support and build-upon the active town centre and core areas within Elbow View.
- Provide recreation amenities for people of all ages and abilities in Elbow View, and the larger regional area.

## Policies

### General

- 18.1** Local plans shall support recreation, culture, institutional, and community uses in accordance with the recommendations of applicable County standards, guidelines, and plans.
- 18.2** Local plans shall consider the appropriate type, size, and scale of recreation, cultural, and community facilities and/or amenities.
- 18.3** Local plans and development shall consider and, where required, provide for the location of lands for recreation, cultural, and community uses.
- 18.4** The County shall support the development of recreation, cultural, and community facilities and amenities through approved funding mechanisms, and in accordance with applicable County standards, guidelines, and plans.
- 18.5** The County should encourage both public and private partnerships to provide recreation, cultural, and community facilities and/or amenities.
- 18.6** Where possible, locate recreation, cultural, and community facilities along the pathway and trail system, parks and open spaces, and/or within or in proximity to the Core areas of the Plan.

# 19 EMERGENCY SERVICES

Emergency services within the Plan area are focused on fire and protective service needs. Existing fire and emergency services within the regional area include Elbow Valley Fire Station 101, and the Redwood Meadows Emergency Services.

## Objectives

- Ensure an appropriate and efficient level of fire and protective services is made available for current and future residents in order to provide for a safe and liveable community.
- Ensure communities are designed and constructed to optimize the delivery of fire and protective services.

### EMERGENCY SERVICES FACILITY:

An emergency services facility is a site and building(s) containing the staff, equipment, and other apparatus required to deliver fire and/or protective services within the County and may include facilities and space for other related services.

## Policies

### General

- 19.1** In association with Rocky View County Fire Services, the RCMP, and other emergency service providers, an adequate level of service shall be provided to meet the emergency response needs of the planned community, based on projected population growth and demographic change in the Plan area.
- 19.2** Policing will be provided by the RCMP as per the provincial Police Service Agreement, until such time as another policing solution is required or sought out.
- 19.3** The County should review the policing requirements for the Highway 8 corridor and identify whether additional resources may be needed.
- 19.4** In preparing local plans, applicants shall work with the County to identify any potential land requirements for fire and protective services.
- 19.5** Local plans shall address fire and protection response measures as well as on-site firefighting requirements through consideration of such factors as efficient road design, safe and efficient access for emergency service vehicles, and fire control measures.
- 19.6** Crime prevention through environmental design (CPTED) features should be considered and incorporated into the design and construction of all new development, wherever possible.

# PLAN POLICIES: TRANSPORTATION & SERVICING

## 20 TRANSPORTATION

The transportation network will be developed in a manner that is safe, functional, and efficient for all users. The network will minimize impacts to the natural environment and the parks and open space network while providing efficient internal roadway networks, active modes movement within the Plan area, and regional opportunities for walking, cycling, and public transportation. All transportation and servicing infrastructure for the Plan area will, at a minimum, meet County and Provincial standards, with additional technical reporting required at time of local plans, upon determination of major network alignments.

Comprised of a road network, active transportation network, and public transit considerations, policies and directions in this Plan follow the recommendations of the Transportation Servicing Options Study in developing a functional, safe, and efficient network for all modes of transportation.

### Objectives

- Work with Alberta Transportation to promote options for twinning Highway 8 as a 4-lane upgrade, in order to reduce highway set-back impacts and encourage safer crossing between the north and south sides of the Plan.
- Support a multi-modal internal road network based on connection points with Highway 8 at Range Roads 32, 33, and 34, in coordinations with Alberta Transportation.
- Provide for an internal road network that contributes to a high-quality built environment and provides safe, efficient and pleasant active modes accommodations throughout.
- Provide main street streetscapes in the village centres that exhibit the qualities of barrier free design, with a strong focus on shared space characteristics, where appropriate.

- Provide strategic connections with the open space network that embody high priority accommodations for active modes users, including fully protected intersections and raised mid-block crossings.
- Provide for high levels of street connectivity within and between neighbourhoods within the Plan area.

### Networks

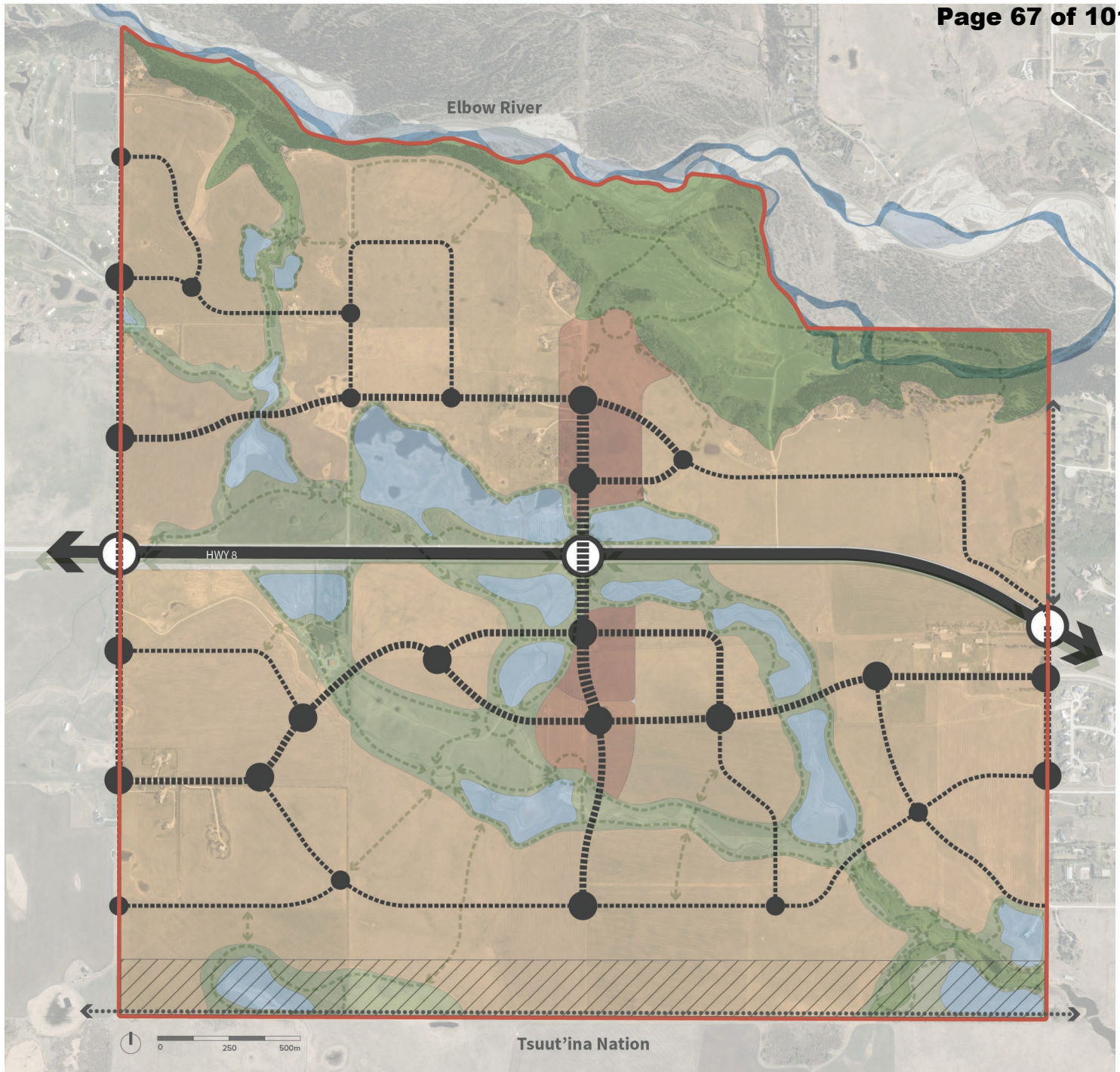
The road network will be framed by urban boulevards and collector roads that connect the Plan area to Highway 8 via Range Roads 32, 33, and 34, which are spaced approximately 1.6 kilometres apart. The remainder of the proposed road network will be a system of main streets, local roads and laneways, with exact locations and configurations determined at the time of local plans. *Map 11* provides a conceptual transportation network, which will form the basis for future local plans, however, is expected to be refined and revised upon completion of further study and planning.

A central component of the Elbow View ASP is the active transportation network, with well-integrated multi-use trails, bicycle infrastructure, and sidewalks. These assets are proposed to interweave and link the various areas of the Plan and the Elbow River, enhancing community connectivity and permeability for safe and effective active transportation options. Considerations for entry points, major intersections, and traffic calming measures will be incorporated into the interface between all components of both the road and active transportation networks.

### Roadway Hierarchy

Elbow View's road network will ensure that vehicle travel to and within the community is accommodated with a hierarchy of appropriately scaled and functional roadways. The hierarchy is composed of seven different road types: Highway 8, urban boulevard, primary collector, local collector, village centre main street, local street, and laneway.





## Map 11: Transportation Strategy

*This map is conceptual in nature, representing proposed locations and alignments for transportation infrastructure, which will be confirmed and finalized at the time of local plans.*

*No measurements or calculations should be taken from this map.*

### Transportation

- Highway 8
- Urban Boulevard
- Primary Collector
- Local Collector
- Internal Intersections
- Highway 8 Intersections

- Proposed Great Trail
- Proposed Local and Regional Pathways and Trails System
- Open Space Nodes
- Tsuut'ina Nation Interface (200m from the shared boundary between the County and Tsuut'ina Nation)
- Undeveloped Road Allowance

Highway 8 bisects Elbow View west to east, with three main access points proposed into the Plan area, serving both the north and south sides of the community. Roundabouts at RR33 and RR34 are preferred, with traffic light signalization required at RR32. Roundabouts would be similar to the existing intersection located at the Highway 8 and Highway 22 intersection west of Elbow View, with the addition of high quality active modes accommodation in all relevant directions. At a minimum, roundabouts would be designed and constructed to adhere to Alberta Transportation and County standards, while opportunities to provide design solutions that adhere to the latest international best practices will be heavily considered in order to provide maximally safe and efficient access to the community for all users.

Estimated timelines for Highway 8 upgrading, based on regional overall growth are included in the Transportation Servicing Options Study for Elbow View, along with staged upgrading of intersections at RR32, RR33, and RR34 as populations within the plan area increase.

### Public Transit

In anticipation of potential future regional public transit options along the along the Highway 8 corridor, the Elbow View ASP is a transit-ready community. Community features that support the public transit potential of the community include direct connections to Highway 8 along each of the range roads, concentrating higher residential and commercial densities to the central areas of the Plan (including RR 33), and the promotion of efficient, safe, and well-connected road and active transportation networks throughout the Elbow View ASP.

It is understood that Highway 8 would have adequate capacity for regional bus transit, either east to/from Calgary, or west to Highway 22. Community focal points within the core areas would likely serve as regional transit connection points, with additional internal options throughout the Plan along the collector roadway network, aligning with clusters of amenities and areas with increased density.

## Policies

### General

- 20.1** All transportation infrastructure should be developed in accordance with the County and Alberta Transportation applicable standards, and exhibit the characteristics of international best practices, wherever possible.
- 20.2** The transportation network should be developed in general accordance with *Map 11*, including connection points to Highway 8.
- 20.3** Local plans shall further refine the exact locations, alignment, and connections of the transportation network.
- 20.4** In determining the exact locations, alignment, and connections of the transportation network, local plans shall ensure the planned connectivity of internal roads to the higher-order road network is maintained, and is safe, efficient, well integrated, and provides appropriate linkages to existing communities outside of the ASP, to other planned or future local plan areas within the ASP area, and to potential future development areas outside of the ASP boundary.
- 20.5** A transportation impact assessment shall be required as part of the local plan preparation and/or subdivision application process, where applicable.
- 20.6** At the time of subdivision, County rights-of-way shall be dedicated.
- 20.7** Opportunities for local and regional public transit opportunities and connections shall be supported **within the Plan area through local plans**, and may include private shuttles, local transit, and coordinated regional transit options.
- 20.8** **Local plans shall consider appropriate roadway types that may accommodate public transit routes, and shall ensure that the design of these roadways supports public transit.**



**20.9** Local plans shall contemplate appropriate locations and design considerations for public transit stops.

**20.10** Opportunities for transportation connections between the Plan area and the Tsuut'ina Nation along Range Roads 32, 33, and/or 34 may be considered at the time of a local plan, and will require engagement and agreements with the Tsuut'ina Nation, the Province, and the County.

#### **Regional Transportation Network**

**20.11** Coordination with the Province to confirm appropriate access locations and intersections to Highway 8 shall be required.

**20.12** Design of intersections with Highway 8 shall consider noise attenuation for existing and planned residential areas, and may include berms, landscape buffers or other approved methods.

**20.13** The County and future development applicants shall work with the Province to monitor the operation of the Highway 8 intersection connection points, to ensure that growth within the Plan area does not adversely affect safe and effective operation of these intersections or the Highway.

**20.14** In the planning and design of future Highway 8 expansions by the Province, the County and future development applicants shall work with the Province to explore opportunities to maintain a 4-lane upgrade in order to promote safe crossing from the north and south sides of the ASP area.

**20.15** Infrastructure improvements to support subdivision and land use redesignation are to be constructed by developers, and may consist of upgrades to the existing at-grade Highway 8 intersections to improve safety and operations, or the redirection of traffic to an intersection location with additional capacity.

#### **Local Transportation Network – General**

**20.16** The design and construction of roadways within the local transportation network shall use sound access management principles and shall be in accordance with County Servicing Standards.

**20.17** The designation and design of local roads within the transportation network, including classification, street sizing, and intersection/access spacing, shall be determined at the time of the local plan preparation.

**20.18** Local roads shall be designed in general accordance with the urban or rural cross-section requirements established by the County Servicing Standards. New or modified cross-sections may be proposed at the time of a local plan for consideration by the County.

#### **Local Roads – Urban Boulevard**

**20.19** Urban boulevards shall be designed to accommodate high volumes of all modes of traffic near intersections with Highway 8.

**20.20** Urban boulevards should exhibit urban street elements such as on-street parking, street trees, and high-quality pedestrian and bicycle accommodations.

**20.21** Roundabout intersections with local roads should be considered, and should provide high-quality active modes accommodations.

**20.22** Where multi-use pathways exist within adjacent parks and open spaces, the urban boulevard right-of-way may be reduced on the relevant side in recognition of the existing active modes accommodation.

**20.23** Urban boulevards shall be designed for 50km/h travel speeds.

**20.24** The use of sound walls and screening berms should be avoided along urban boulevards.

**20.25** For design considerations within the main community entranceways, see *Section 10*.

### Local Roads – Primary Collector

Primary collectors are intended to channel users of all modes from local collectors and local streets to urban boulevards.

- 20.26** Primary Collectors shall be designed to accommodate moderate volumes of all vehicular and active modes of travel.
- 20.27** When adjacent uses provide active frontages, with development fronting the roadway, the roadway design should be urban in nature, providing on-street parking on at least one side, street trees and high-quality active modes accommodation in the form of separated sidewalk and bicycle facilities elevated from the roadway, or multi-use pathways.
- 20.28** Intersections with other local roads of a primary collector designation or lower shall provide traffic calming measures to maximize intersection safety, and provide clearly marked bicycle accommodation that links bicycle infrastructure in a cohesive network.
- 20.29** Where multi-use pathways exist within adjacent parks and open spaces, the primary collector right-of-way may be reduced on the relevant side in recognition of the existing active modes accommodation.
- 20.30** Primary collector roads shall be designed for 50km/h travel speeds.

### Local Roads – Local Collector

Local Collectors are intended to channel users of all modes from local streets and laneways to primary collectors and urban boulevards.

- 20.31** Local Collectors shall be designed to accommodate low-to-moderate volumes of all vehicular and active modes of travel.
- 20.32** When adjacent uses provide active frontages, with development fronting the roadway, the roadway design shall be urban in nature, providing on-street parking on at least one side, street trees and high-quality active modes accommodation in the form of separated sidewalk and bicycle facilities elevated from the roadway, or multi-use pathways.
- 20.33** If intersection spacing and volumes allow, advisory bike lanes should be considered between a single bi-directional vehicular drive lane.
- 20.34** Intersections with other local roads of a local collector designation or lower shall provide traffic calming measures to maximize intersection safety, and provide clearly marked bicycle accommodation that links bicycle infrastructure in a cohesive network.
- 20.35** Where multi-use pathways exist within adjacent parks and open spaces, the local collector right-of-way may be reduced on the relevant side in recognition of the existing active modes accommodation.

**20.36** Where multi-use pathways in the parks and open space network intersect with a local collector, design measures such as roadway narrowing through curb extensions shall be included at mid-block crossings to ensure clear and safe accommodations are given to pathway users.

**20.37** In the core areas of the Plan, performance expectation of volume-to-capacity ratios shall be commensurate with typical downtown contexts, meaning that ratios that would be typically considered to 'fail' would not only be acceptable, but preferable.

**20.38** Local collector roads shall be designed for 50km/h travel speeds or less.

#### **Local Roads – Village Centre Main Streets**

Village centre main streets are intended to provide high-quality pedestrian-oriented roadways in the core area that are uniquely designed to serve active retail frontages and channel users to the Village Centre plaza spaces.

**20.39** Village centre Main Streets should be designed for maximum 30km/h travel speeds and exhibit significant traffic calming measure to ensure maximum pedestrian safety, which may include curb extensions, narrow travel lanes, no centreline between drive lanes, on-street parking and street trees in the same line assignment, raised mid-block crossings, raised intersections, and/or, where feasible fully shared space street designs where all roadway users use the same space with full pedestrian priority.

**20.40** Village Centre Main Streets shall exhibit increased traffic calming measure as their distance from the Commercial area increases, and as the distance to the village centre plaza decreases.

**20.41** The road network performance of a village centre main street, as measured by volume-to-capacity ratios, shall be commensurate with typical downtown contexts, meaning that ratios that would be typically considered to 'fail' would not only be acceptable, but preferable.



### Local Roads – Local Street

Local streets will make up the majority of roadways in the Plan area. While their locations are not shown in the ASP, they are to be established as relatively slow moving safe multi-modal streets. Achieving this character is key in achieving the overall character of the plan. Local Streets are intended to be the primary interface between private properties. They are expected to have frequent private access, tight intersection spacing, and be the primary access point to laneways.

- 20.42** Local streets shall be designed for a maximum of 30km/h travel speeds and should exhibit traffic calming measures such as curb extensions, street trees, on-street parking on at least one-side, raised mid-block crossings, and raised intersections.

### Local Roads – Laneway

Laneways are intended to provide safe multi-modal shared routes that connect rear accesses to homes with street and park frontages, direct garage and driveway accesses to rowhouse complexes, parking structure access to multi-family complexes and rear accesses to mixed use and commercial uses.

- 20.43** Laneways should be design to accommodate all modes of travel at very slow speeds.
- 20.44** Development that provides frontage on lanes, such as cottage or laneway homes shall be encourage in all areas.
- 20.45** Lanes that service reverse housing developments shall be a minimum of 7.5m wide, and shall be named with posted signage at lane entries.
- 20.46** In all instances where lane segments are longer than 80m, vertical deflections, including speed bumps, humps or tables, shall be included to ensure speeds of travel are kept low.
- 20.47** In higher density contexts, especially in the core area, where lanes include rowhouse and multi-family frontages, the surfacing of laneways should include enhanced materials to provide optical narrowing of the drive lane, which may be achieved in the form of decorative concrete or unit paver edge banding with asphalt in the middle.

## 21 WATER SERVICING

Water servicing may be provided by on-site treatment and distribution, with raw water sourced from the Elbow River. A raw water intake will run from the Elbow River to raw water storage facilities, for routing to a water treatment plant, providing bulk water storage and distribution throughout the Elbow View area. Distribution mains will deliver potable water within one overall pressure zone, with all water servicing infrastructure, including treatment, meeting standards required by the Province at time of local plans. The treatment plant will also allow for modular upgrades based on growth within the plan area.

Conceptual water servicing for the Elbow View ASP is illustrated on *Map 12* and in the Water and Wastewater Servicing Options Study.

### Objectives

- Ensure raw water, potable water, and distribution systems are provided in a safe, cost-effective, and fiscally sustainable manner.
- Promote the efficient use of land by co-locating raw water storage and stormwater facilities.
- Identify and protect utility service routes within the Plan area at time of local plan.
- Ensure fire suppression and water supply infrastructure is provided to deliver the appropriate level of fire protection, in accordance with industry standards, within the Elbow View area.

### Raw Water

Raw water infrastructure will consist of an infiltration gallery alongside the Elbow River, raw water intake line with a pump, and raw water storage facilities throughout the Plan area. These raw water storage facilities will be incorporated into stormwater ponds. This will include raw water volumes capable of meeting the minimum storage requirements determined by AEP and a Water Shortage Response Plan. Raw water represents water resources that are upstream of the water treatment plant, that have not yet been treated.

### Potable and Bulk Water

Potable water infrastructure will consist of bulk water storage for fire protection and consumptive use, and distribution mains within roadways and utility right of ways.

Exact alignment and extents of the water servicing system will be determined at subdivision, based on further detail provided under local plans with pre-design of the water treatment plant, and raw water intake, along with a water network analysis. The water treatment plant is planned to be located within the Commercial area, as described in *Map 12*, however exact location will be determined at the time of the initial local plan.

### Water Licensing

Supply of raw water from the Elbow River, including permitted rates for extraction, will be based on acquiring return to river and consumptive water licensing, at time of local plans, prior to subdivision.

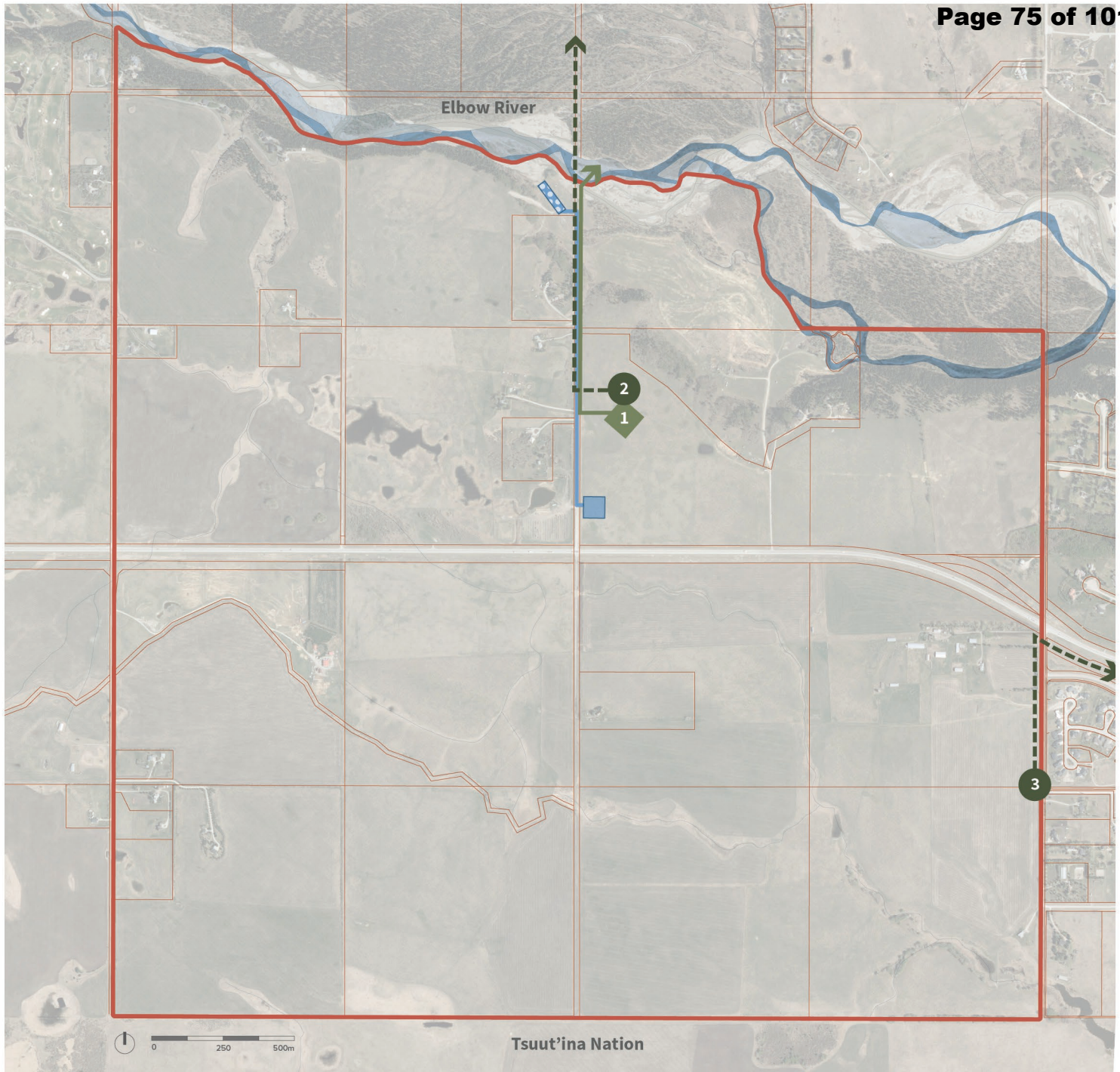
## Policies

- 21.1** The detailed location and size of utility rights-of-way and easements, and related line assignments, should be determined at the local plan stage to the mutual satisfaction of the County and the applicant. Where utilities run within the Highway 8 right-of-way, Alberta Transportation will also be consulted.
- 21.2** A new water treatment plant will be required to be developed in association with the first local plan and development application, and may be located within SW ¼ SEC 10-24-03-W5, within the Commercial area, as conceptually shown on *Map 12*.
- 21.3** A new raw water intake will be required to be developed in association with the first local plan and development application, and may be located within NE ¼ SEC 9-24-03-W5, as conceptually shown on *Map 12*.
- 21.4** Preparation of a Water Shortage Response Plan at time of local plan stage will be required and will be based on AEP policy for Elbow River Water Conservation and Instream Objectives, demonstrating adequate raw water storage as determined by the Province.
- 21.5** Bulk water storage volumes shall be based on minimum fire flows for planned population and Commercial areas, at the time of local plan.
- 21.6** Developments shall use low-flow fixtures and appliances to promote water conservation in building design.
- 21.7** The County encourages the reduction and reuse of water in accordance with Provincial guidelines.
- 21.8** Major water infrastructure, including large diameter water mains for multiple local plan areas, are to be located within rights-of-way, wherever possible.
- 21.9** At time of each local plan, a Water Network Analysis shall be completed in support of the proposed grid layout of water mains, and shall include calculated pressures and flows, and demonstration of redundant water main looping.



Credit: John Berger












## Map 12: Water and Waste Water Servicing Options

*This map is conceptual in nature, representing potential locations for proposed infrastructure, which is to be confirmed upon further servicing study and requiring agreements between relevant parties prior to formalization.*

*No measurements or calculations should be taken from this map.*

### Proposed Water & Wastewater Infrastructure

-  Infiltration Gallery
-  Water Pipe
-  Water Treatment Plant
-  Wastewater Treatment Plant (Option 1)
-  Wastewater Treatment Options 2 & 3
-  Wastewater Pipe
-  Parcels

## 22 WASTEWATER SERVICING

Through engineering studies, the following three wastewater servicing options are viable for the Elbow View ASP:

- **Option 1:** onsite collection with onsite treatment, returning to the Elbow River;
- **Option 2:** onsite collection with offsite routing for treatment via the HAWSCo facility, and treated effluent returning to the Elbow River in the County; and
- **Option 3:** onsite collection with offsite routing for treatment via the Bonneybrook facility, returning to the Bow River in The City of Calgary.

Determination of the preferred option will be achieved through additional consultation between the County, applicants, and The City of Calgary. The preferred option will be established in the initial local plan and through agreements with all relevant parties.

All wastewater servicing infrastructure, including a potential on-site treatment facility, will meet standards required by the Province at time of the initial local plan for high-level tertiary treatment. Conceptual wastewater servicing for the Elbow View ASP is discussed in the Water and Wastewater Servicing Options Study.

Onsite collection required for all options will be comprised of wastewater sewer mains, forcemains, and lift stations. This infrastructure will be located within roadways and utility rights-of-way and will route wastewater to either an onsite wastewater treatment plant, or offsite via gravity and forcemains. Wastewater will be attenuated prior to onsite treatment or offsite discharge

Should Option 1 be pursued, onsite treatment with discharge to the Elbow River will be accommodated with a modular treatment plant facility, allowing for upgrades based on growth within the Plan area. This

wastewater treatment plant and discharge line to Elbow River, if required, is preferably located in the Commercial area, in general accordance with *Map 12*, however it is understood at time of local plan alternative locations are equally possible.

Should Option 2 be pursued, offsite discharge will meet the flows and volumes governed by a Franchise Servicing Agreement between Elbow View and HAWSCo, with discharge location near Range Road 33, heading north crossing under the Elbow River, with offsite infrastructure that may also service other areas within the Franchise Servicing Agreement boundary. This treated effluent would then be returned to the Plan area for discharge to the Elbow River downstream of the raw water intake.

Should Option 3 be pursued, offsite discharge will meet the flows and volumes governed by a Master Servicing Agreement between the County and The City of Calgary, with discharge location near Range Road 32, heading east, making use of residual capacity available, with future additional offsite upgrades triggered in the County and The City of Calgary, when required, including a forcemain likely along Highway 8 to tie further downstream.

*Map 12* describes the general options for wastewater servicing, however exact alignment and extents of the wastewater servicing system will be determined at subdivision, based on further detail provided under local plans with a Sanitary Servicing Study.

### Objectives

- Support a collaborative approach between the County and The City of Calgary in the exploration of potential options to connect to The City of Calgary wastewater treatment infrastructure.
- Ensure that on-site wastewater treatment options are feasible and supportable in absence of an agreement to connect to The City of Calgary infrastructure.
- Ensure wastewater collection systems are provided in a safe, cost-effective, and fiscally sustainable manner.
- Identify and protect utility service routes within the Plan area at time of local plan.



### **Solid Waste from Wastewater Treatment**

~~Solid waste from the wastewater treatment process consists of waste biosolids. Disposal of solid waste requires material captured in the plant headworks dewatered on-site, collected in bins, and disposal at an approved solid waste management facility or landfill.~~

### **Policies**

- 22.1** If Option 1 is pursued, a wastewater treatment plant may be located within SW ¼ SEC 10-24-03-W5, within the Commercial area, with a discharge line located within NW ¼ SEC 10-24-03-W5., as generally shown on *Map 12*.
- 22.2** If Option 1 is pursued, the County and Alberta Environment shall be consulted at time of wastewater treatment plant design to determine potential solid waste disposal locations in accordance with Provincial legislation. ~~Disposal of solid waste requires material captured in the plant headworks to be dewatered on-site, collected, and disposed at an approved solid waste management facility or landfill.~~
- 22.3** Applicants will continue to work with HAWSCo to determine necessary upgrades for available capacities and to confirm possibility of pursuing Option 2 with servicing northward, tying into existing HAWSCo wastewater treatment facility, with installation of wastewater infrastructure that may benefit other lands within a Franchise boundary.

- 22.4** The County and the applicant will continue to work with The City of Calgary to determine available capacities and to confirm possibility of pursuing Option 3 with servicing eastward, tying into existing wastewater infrastructure, and installation of a forcemain along Highway 8.
- 22.5** At time of ~~first~~initial local plan, a final wastewater servicing strategy shall be required and identified through a collaboration between the applicant, the County, and all other relevant stakeholders.
- 22.6** Major wastewater infrastructure, including linear sewer trunks for multiple local plans areas, are to be located within rights-of-way, wherever possible.
- 22.7** At time of each local plan, a Sanitary Servicing Study shall be completed in support of the proposed layout of wastewater sewers. This Study shall include calculated flows and capacities.
- 22.8** ~~At time of initial local plan, all required approvals for release of treated wastewater into the Elbow River shall be obtained from the Province. As a component of the approval process, the cumulative effects to the Elbow River Watershed shall be addressed to the satisfaction of the Province.~~

## 23 SHALLOW UTILITIES

Shallow utility servicing in the plan area including gas, power, and communication servicing, will be extended from existing services in the developed Elbow Valley community. Extension of these services will be established in detail at the subdivision stage, based on further information at time of initial local plan. Regional upgrades for power may be required, as determined in consultation with FortisAlberta Inc.

### Objectives

- Provide efficient power, communication, and gas servicing, supporting growth within the Elbow View area.
- Direct communications facilities away from important natural environments, parks and open spaces, community features, and important views.

### Policies

- 23.1** All new development shall be serviced with shallow utilities at the expense of the development applicant.
- 23.2** Utility rights-of-way and easements shall be provided to accommodate shallow utilities at the subdivision or development permit stage, as deemed necessary by the County and the utility Provider.
- 23.3** Commercial Communications Facilities shall be not be located within parks and open space area, natural environment areas, or within the village centres of the core area or within a main community entranceway.

## 24 STORMWATER SERVICING

Stormwater servicing will be provided by dual drainage, consisting of a minor and major system. The minor system will be located underground or as ditches, providing a level of service for maximum 1:5-year storm event. The major system will be overland, providing a level of service for minimum 1:100-year storm event. Conceptual stormwater servicing for the Elbow View ASP is discussed in the Stormwater Servicing Options Study, and generally shown in *Map 13*.

Stormwater infrastructure will consist of linear and pond storage facilities to meet stormwater quantity and quality requirements. This will be comprised of gravity sewers, roadways, swales, natural water courses, wet ponds, dry ponds, roadway ditch bioswales, oil grit separators, and control structures. Where possible, the major system will consider designs for greater than 1:100-year flood events.

The minor system and major system will direct runoff to centrally located wet ponds, dry ponds, or roadway ditch bioswales. Ponds will attenuate runoff with release downstream. Bioswale ditches may be located within both public roadways and overland drainage easements.

To preserve the health and ecological integrity of the extensive planned open space system, filtration systems will be integrated upstream, including oil-grit separators or stormwater facilities with wetland functionality. Discharge, where possible, will be to these open space water courses and may include lifting stormwater with a pumped discharge.

Exact alignment and extents of the stormwater servicing system will be determined at subdivision, based on further detail provided by local plans with sub-catchment Master Drainage Plans.

### Objectives

- Ensure effective, sustainable, and responsible stormwater services to the Elbow View Plan area that protect downstream land and water.
- Provide and protect stormwater storage areas and conveyance routes.
- Support innovation in stormwater management, including low impact development techniques, and stormwater facilities with wetland functionality.
- Support use of stormwater infrastructure as an essential component of open space corridors through the Plan area for cultural value, wildlife and habitat health.
- Provide wetland treatment systems that improve the stormwater quality prior to released to waterways.
- Support application of dry ponds and bioswales within roadways and utility rights-of-way for stormwater management.

### Policies

#### General

- 24.1** At time of initial local plan, the applicant shall submit a Master Drainage Plan for the entire Plan area.
- 24.2** As part of subsequent local plans, the applicant shall submit a sub-catchment master drainage plan or a storm water management report that is consistent with the County Plan, the general principles of the Elbow View Stormwater Servicing Options Study, and the policies of this Plan, including Map 13.
- 24.3** A sub-catchment master drainage plan or storm water management plan for a local plan area shall comply with any new storm water plans, management policies, and interim servicing policies that may be introduced after the adoption of this Plan.

- 24.4** Stormwater management systems shall be provided in a safe, cost-effective, and fiscally sustainable manner, including efficiently using land by co-locating raw water storage and stormwater facilities.
- 24.5** Major stormwater infrastructure, where servicing an applicant's land, shall be located on lands owned by that applicant, wherever possible.
- 24.6** Stormwater conveyance systems should develop in an orderly, logical, and sequential pattern of development.
- 24.7** Stormwater shall be conveyed in a manner that protects downstream properties.
- 24.8** Stormwater conveyance systems must provide a right-of-way of sufficient width to accommodate upstream stormwater flow.
- 24.9** The maximum post development unit area release rate shall be determined at time of initial local plan through a Master Drainage Plan.

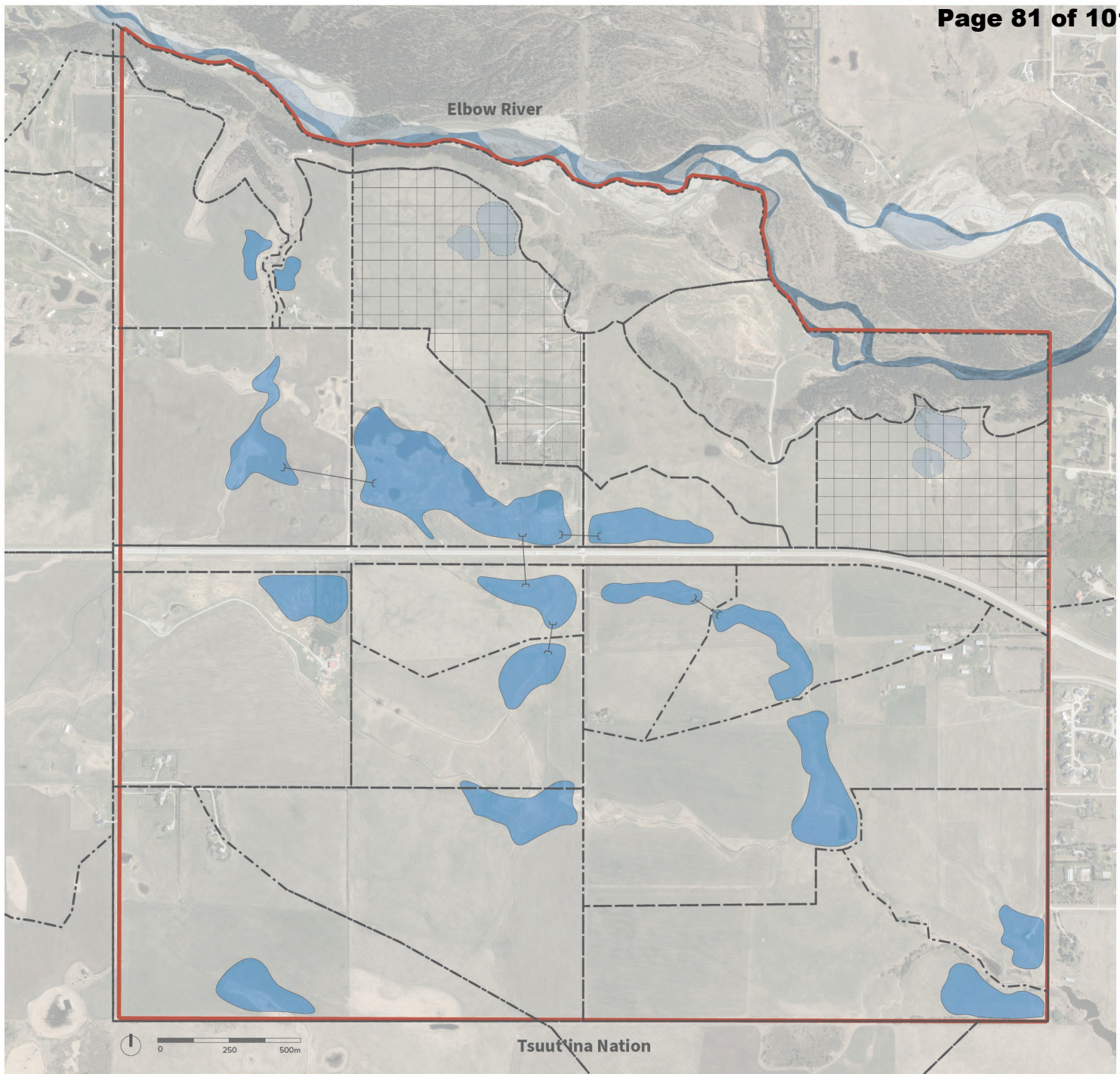
**Stormwater Ponds, Constructed Wetlands, Wetlands and Dry Ponds**

- 24.10** Proposed storm water ponds and constructed wetlands should be enhanced with bio-engineering techniques, wherever possible, to promote volume control and water quality within the Plan area, and located in general conformance with Map 13.
- 24.11** Natural wetlands and/or natural drainage courses that are retained should receive treated storm water through direct or indirect flow in order to maintain the integrity of the wetland and the drainage course.
- 24.12** As part of the preparation of a local plan and any supporting sub-catchment or master drainage plans, best management practices and alternative solutions for the improvement of storm water quality and reduction of quantity shall be required. Solutions may include:

- a) design of storm water facilities that incorporate source controls in order to reduce the amount of water moving downstream and the need for end of pipe treatment facilities;
- b) use of low impact development methods, such as bio-swales, rain gardens, constructed wetlands, green roofs and permeable pavements;
- c) reduction of impervious surfaces;
- d) the re-use of storm water; and
- e) consideration of storm water ponds and constructed wetlands at the sub-regional level to support the reuse of storm water.

- 24.13** Design of stormwater infrastructure, including ponds and constructed wetlands, should avoid the use of fencing, wherever possible.
- 24.14** Stormwater ponds and constructed wetlands shall be designed to be fully integrated within the open space network, with particular focus on human enjoyment, ecological functionality, and connections to the pathways and trails system, as well as their infrastructure requirement.
- 24.15** When preparing a local plan, the applicant shall consider alternative stormwater servicing options within the catchment areas identified on *Map 13* and in accordance with the Stormwater Servicing Options Study. Alternatives may include dry ponds and low impact development solutions, which should be located and designed in a manner that is spatially and functionally integrated with the open space system, where possible.
- 24.16** Open space amenities and functional playing fields should be included within dry ponds, where possible.










### Map 13: Stormwater Servicing Options

*This map is conceptual in nature, no measurements or calculations should be taken from this map.*

#### Proposed Stormwater Strategy

-  Stormwater Catchment Area Boundary
-  Stormwater Catchment Area (Potential L.I.D and Dry Pond Area)
-  Possible Public Utility Lot (if L.I.D is not included)
-  Public Utility Lot
-  Culvert



#### **STORMWATER POND:**

A stormwater pond is an artificial pond that is designed to collect and treat stormwater to an acceptable provincial standard. The stormwater pond disposes of stormwater through controlled release, absorption into the ground and / or evaporation.

#### **WETLAND:**

A wetland is land saturated with water long enough to promote wetland aquatic processes as indicated by poorly drained soils, hydrophytic vegetation, and various kinds of biological activity that are adapted to a wet environment.

#### **CONSTRUCTED WETLAND:**

A constructed wetland is an artificial wetland created as a new or restored habitat for native vegetation and wildlife; it provides the same function as a stormwater pond.

#### **DRY POND:**

A dry pond is a stormwater retention reservoir designed to temporarily store collected stormwater runoff and release it at a controlled rate through an outlet. Dry ponds are not designed to contain permanent pools of water in their main basin, and therefore can contain active programmed open space elements within them, providing they are designed to withstand seasonal inundation.

#### **LOW IMPACT DEVELOPMENT:**

Low impact development (LID) is a comprehensive land planning and engineering design approach with a goal of maintaining and enhancing the pre-development hydrologic regime of urban and developing watersheds (definition from the Low Impact Development Centre, [www.lowimpactdevelopment.org](http://www.lowimpactdevelopment.org)).



*Credit: Nate Wiebe*

## 25 SOLID WASTE & RECYCLING

The management of solid waste through all stages of development is important, from construction and demolition to how waste management will function in the finished community. This ASP emphasizes the reduction and diversion of waste through the recycling and reuse of materials, and prioritizes alignment with the County's Solid Waste Master Plan, endeavours to promote proper disposal and recycling of solid waste material from its construction sites, and will encourage a diversion target of 50 per cent for the community at build-out.

### Objectives

- Ensure local plans address solid waste management during all stages of development and are in alignment with the County's Solid Waste Master Plan.
- Provide for the necessary infrastructure to support solid waste and recycling management in public spaces.
- Promote best practices for managing solid waste materials generated during construction activities.

### Policies

#### General

- 25.1** Detailed direction on the expected level of post-construction waste management service to be provided by Rocky View County will be established as local plans are prepared.
- 25.2** The applicant will be responsible for the management and disposal of solid waste generated through all stages of construction.
- 25.3** Waste minimization and waste diversion practices are to be encouraged in the Plan area, and may include public education regarding the valuable ecological systems of the Elbow River and the connected surface water network, pharmaceutical and contaminant waste drop-off locations, centralized community collection facilities, and other approved methods.
- 25.4** Light industrial, office, institutional, and commercial business owners shall be responsible for providing their own solid waste services.
- 25.5** County solid waste and recycling services may be considered for Elbow View, as part of a larger service network.
- 25.6** Solid waste management will be the responsibility of property owners within Elbow View until such time as a County service is provided.





*Credit: Shane Smith*

# IMPLEMENTATION

## 26 IMPLEMENTATION

This Area Structure Plan outlines the vision for the future development of Elbow View, providing guidance with regard to infrastructure requirements, land use, subdivision, and development.

This section describes the implementation process to ensure the development of Elbow View achieves the aspirations of this plan and becomes a celebrated and connected community along the Highway 8 corridor and within Rocky View County.

### Objectives

- Implement the land use strategy and policies of the Elbow View ASP.
- Ensure local plans adhere to the vision and policies of the Elbow View ASP.
- Provide guidance for how redesignation, subdivision, and development applications in Elbow View should be handled.
- Outline infrastructure costs and levies for funding Elbow View's development, phasing, technical requirements for submission, and ongoing monitoring.

### Policies

#### Local Plans, Redesignation, Subdivision, and Development Applications

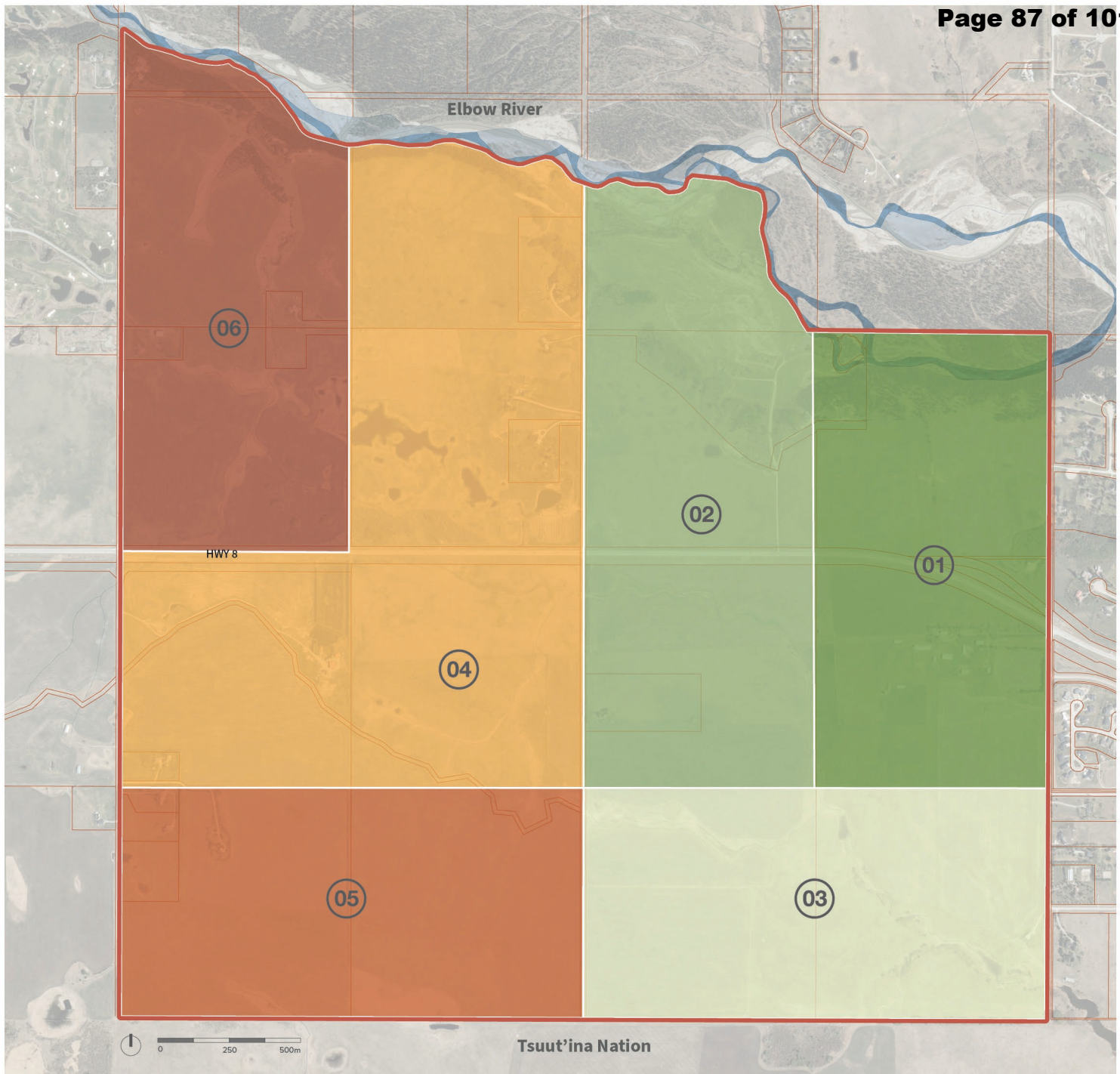
Local plans are to be developed within the framework provided by this ASP. The following policies identify the unique requirements that must be addressed in local plans due to the location and specific conditions of the proposed development area. The standard technical requirements of a conceptual scheme or master site development plan are identified in the County Plan.

- 26.1** Applications for redesignation, subdivision, and/or development require the concurrent or prior adoption of a local plan, unless otherwise directed by the policies of this plan or determined by the County not to be required.
- 26.2** Notwithstanding *Policy 26.1*, applications for a development permit in an area where a land use has been approved prior to the adoption of this plan do not require a local plan.
- 26.3** Local plans shall address and adhere to the requirements of the Elbow View ASP. In support of local plans and redesignation applications, the applicant will be required to submit a rationale showing how their proposal is consistent with the vision and policies of the Elbow View ASP.



Credit: Jack Borno





### Map 14: Conceptual ASP Phasing Strategy

*This map is conceptual in nature, no measurements or calculations should be taken from this map.*

*Phasing Strategy is subject to change based on additional servicing studies and rationale provided at local plan phase.*

- 26.4** Where a local plan does not exist or is silent on a subject, the policies of the Elbow View ASP shall apply.
- 26.5** The boundaries of local plans should be based on the natural and physical conditions in Elbow View as well as the availability of servicing, parcel layout, and proposed transportation improvements.
- 26.6** All local plan boundaries shall be developed in consultation with the County. The preferred minimum planning area is one quarter section (160 acres) in size.
- 26.7** Subdivision and development applications shall address and adhere to the requirements of the local plan and the policies of the Elbow View ASP.
- 26.8** All planning or development applications, and any associated infrastructure construction, should meet the technical requirements of the County Plan, County Land Use Bylaw, Elbow View Area Structure Plan, and associated technical studies, relevant local plan, County Servicing Standards, County policy, and provincial and federal requirements.
- 26.9** All local plans adopted by Council shall be appended, by bylaw, to this Area Structure Plan.

### Phasing

The Plan recognizes that development within the Elbow View Plan area should progress in a logical and efficient manner, recognizing future land requirements, and logical extensions of servicing. The Municipal Government Act states that an Area Structure Plan must describe the sequence of development proposed for the area.

A multitude of factors contribute to the sequencing of development, including complex land ownership, the timing of provincial highway projects, market conditions, and servicing capacity and timing, among others. In recognition of these variables, *Map 14* is provided as the high-level proposed phasing of development within the Plan area. Logical variations to the sequencing will be permitted by the County without amendment to this plan.

- 26.10** Phasing of development, including the preparation and sequence of local plans, should be in general accordance with *Map 14*.
- 26.11** Notwithstanding policy 26.10, variations to phasing will be permitted by the County based on additional servicing analysis and rationale provided within a local plan, and may not require an amendment to this plan.
- 26.12** The principal consideration in the phasing of all development within Elbow View shall be the availability of efficient, cost effective, and environmentally responsible utilities.

### Infrastructure Costs and Levies

The Elbow View Area Structure Plan recognizes development implementation will require significant new infrastructure, as well as infrastructure improvements within and external to the Plan area. Anticipated 'hard' infrastructure improvements include upgrades / construction of intersections / interchanges, roads, water, wastewater, and stormwater. 'Soft' infrastructure improvements may include police facilities, fire station improvements, and recreational facilities. Development costs will be covered through a variety of revenue sources, including developer funded and implemented improvements, development levies, County improvements, provincial contributions, special tax assessments, and user fees.

The need, cost, and timing of infrastructure construction vary with the type of infrastructure improvement and development project. Off-site levies for hard and soft infrastructure will be developed for the Plan area. All levies are subject to periodic review, and include development costs associated with internal and external improvements to service the Plan area. Non-levy costs and improvements will be determined through periodic review of the master servicing documents, and at the local plan preparation stage.

**26.13** As part of the local plan approval process, the identification, timing, and funding of any required off-site improvements relating to hard and soft infrastructure shall be required.

**26.14** Off-site improvements that are:

- a) internal to the Plan area will be determined to the satisfaction of the County; or
- b) external to the Plan area, including provincial or adjacent community infrastructure, will be determined to the satisfaction of the County, in consultation with the relevant community and/or provincial department.

**26.15** Costs associated with transportation and/or utility service infrastructure ~~to support new development within the plan area shall~~ should be the responsibility of the developer. ~~However, appropriate cost-sharing agreements between stakeholders, municipalities, and/or the Province may be explored as part of separate agreements for the specific infrastructure improvement.~~

**26.16** Developers relying on transportation and/or utility infrastructure improvements (water, wastewater, and/or stormwater) provided by other developments shall be required to pay cost recovery as per the requirements of the applicable cost contribution agreement, and in accordance with the County's Cost Recovery Agreement policies.

**26.17** Applicants relying on transportation and/or utility infrastructure improvements provided by other developments shall be required to pay proportionally allocated cost recovery as per the requirements of the applicable cost recovery agreement(s).

**26.18** Development applicants shall be required to pay Rocky View County's applicable:

- a) Water and Wastewater Off-Site Levy;
- b) Stormwater Off-Site Levy;
- c) Transportation Off-Site Levy; and
- d) 'Soft' Infrastructure Off-Site Levies.

### Monitoring

The progress in implementing the Elbow View Area Structure Plan will be monitored based on a number of performance measures including population growth, development activity, and infrastructure expansion. Where necessary, County Administration will make recommendations as to how to manage growth in the Elbow View area or how the Plan may be updated to meet changing circumstances.

**26.19** County Administration shall report to Council on implementation of the Elbow View Area Structure Plan as part of Administration's yearly reporting on the overall implementation of the County Plan.

### **Plan Review and Amendment**

The future land use and development outlined in the Elbow View Area Structure Plan is intended to address a multi-decade build-out of the area. While the Plan is sufficiently flexible to account for change, periodic review and occasional amendment may be required.

**26.20** The Elbow View Areas Structure Plan shall be subject to an assessment and review in accordance with the County Plan.

### **Future Tsuut'ina Nation Engagement**

The plan area's adjacency to Tsuut'ina Nation presents the need for further engagement between Rocky View County, Tsuut'ina Nation, and applicants at future local plan stages in the development process. Rocky View County typically engages adjacent landowners on applications to identify and address any potential interface concerns, and this process must be followed for the adjacent Tsuut'ina Nation.

Additionally, given the Indigenous communities traditional use of the land within and around the Elbow Valley, there is the potential for archaeological resources, including human remains, to be uncovered during the development of the Plan area.

During the development of this ASP, the Tsuut'ina Nation conducted a field assessment of the plan area and identified sites of potential impact to the Nation.

The purpose of these policies is to provide guidance to Rocky View County and developers to identify and mitigate concerns regarding the interface between the plan area and Tsuut'ina Nation and to ensure that archaeological resources or human remains found within the plan area deemed significant to Indigenous communities are handled in a sensitive manner.

**26.21** At the local plan stage, Rocky View County should work with applicants and the Tsuut'ina Nation to develop an engagement process during which adjacent Tsuut'ina Nation residents are informed about the application and an opportunity for the County to solicit the Nation's adjacent residents' input is provided in accordance with the County Plan.

**26.22** Future engagement with the Tsuut'ina Nation should include opportunities for potential future servicing connections and/or agreements between the Plan area and the Nation.

**26.23** Developers are strongly encouraged to work with the Indigenous communities to develop a process to respectfully manage any archaeological resources or burial sites that are found during the development process.

### **Historical Resources**

A Historical Resources Overview was completed during the creation of this ASP. It is anticipated that in its review that the Plan area is considered to have potential to contain historic resources and will need to be confirmed through a Historical Resources Impact Assessment (HRIA).

The intent of these policies is to ensure places in the Plan area containing historic resources are identified as per Provincial legislation.

**26.24** Prior to local plan and/or land use application approval, an Historical Resources Impact Assessment (HRIA) report may be required by the Province.

**26.25** Future development proposals in the Plan area (including subdivisions and related infrastructure, etc.) will be referred to the Province for review.

**26.26** Where required, the applicant will, to the satisfaction of the Province, undertake protective or mitigative measures identified in an HRIA report.



## 27 INTERMUNICIPAL COORDINATION AND COOPERATION

The Elbow River forms the northern border of the ASP, which is recognized in the Calgary-Rocky View County Intermunicipal Development Plan as a Notification Zone. As such, and although the ASP does not share a border with The City of Calgary, the ASP acknowledges the need to consider and responsibly plan for the provision of services, for the protection of the Elbow River, and other factors that may have downstream impacts on Rocky View County's neighbours.

Prior to proceeding with development on lands located within the Notification Zone of the Intermunicipal Development Plan, further collaboration with The City of Calgary, through the local plan process, will be undertaken. At that time, the City will be notified and provided with the opportunity to comment on the relevant local plan policies.

This Plan contains a number of provisions relating to matters including storm water, source water protection, utility service, transportation, and open-space that provide for compatible development and promote a coordinated and cooperative approach to planning.

### Objectives

- Encourage meaningful intermunicipal engagement and collaboration to achieve mutual goals and ensure adherence to the Interim Growth Plan and Regional Growth Plan (once adopted).

### Policies

- 27.1** Any applications within the Plan area located within the Notification Zone, together with all relevant supporting technical documents, shall be circulated to The City of Calgary; collaboration on such applications shall begin at an early stage to allow sufficient time to identify and address potential impacts on City of Calgary infrastructure and interests.
- 27.2** The County and applicant shall continue to coordinate with The City of Calgary to determine the appropriate wastewater servicing option, which shall be required at time of initial local plan.
- 27.3** The County shall ensure that all development, including local plans, adjacent to the Elbow River address regional drainage and stormwater quality requirements, **including cumulative effects, and to protect source water quality and quantity, in accordance with provincial requirements. The County will also confirm if additional criteria specific to source water protection for lands adjacent to the Elbow River are required.**
- 27.4** **Prior to approval of local plan applications, the County shall ensure through policy that material cross boundary impacts are reviewed at subdivision stage, and that appropriate mechanisms are implemented through any subdivision approvals to address these impacts identified by the County.**
- 27.5** **The County should collaborate with nearby municipalities, The Tsuut'ina Nation, and relevant provincial agencies to support the establishment of baseline conditions for infrastructure needs and environmental assets which assist in the planning and assessment of future growth and development within the Plan area.**



- 27.6** When contemplating the trail and pathway network at time of local plan, regional connections shall be considered and collaboration between the County, the applicant, The City of Calgary, and all other relevant stakeholders shall occur.
- 27.7** The County shall work with The City of Calgary to explore interregional transit options with connections to the Plan area, should they become viable.

- 27.8** ~~The County shall work with The City of Calgary to explore shared facility agreements, where appropriate, for community and recreation facilities that serve the residents of Elbow View.~~

~~Prior to approval of local plan and land use applications, the County should consider the use of appropriate mechanisms, such as joint studies and infrastructure cost sharing agreements, to address cross boundary impacts identified by the County.~~



*Credit: Artix Krieger*

# APPENDICES

## APPENDIX A: DEFINITIONS

**Active transportation** means any form of transportation that is human powered. Typically, walking and bicycle are the most common types of active transportation enjoyed in Rocky View County. These activities are performed within an active transportation network inclusive of facilities such as bicycle facilities located within a road right-of-way, sidewalks, pathways and trails.

**Baseline Conditions** provide a fixed point of reference through a study or assessment that can be used for comparison purposes when determining the real and expected changes over time within a defined geographical area.

**Community services reserves** are defined in the Municipal Government Act as lands declared surplus by the school boards. Community services reserve land may be used for:

- a public library;
- police station, a fire station, or an ambulance services facility, or a combination of them;
- a non-profit day care facility, senior citizens facility, or special needs facility;
- a municipal facility providing service directly to the public;
- affordable housing.

**Conceptual schemes** are plans that are subordinate to an area structure plan. They may be adopted either by bylaw or by a resolution of Council. A conceptual scheme is prepared for a smaller area within an area structure plan boundary and must conform to the policies of the area structure plan. Conceptual schemes provide detailed land use direction, subdivision design, and development guidance to Council, Administration, and the public.

If a conceptual scheme area is of sufficient size that further detail is required for specific areas and phases, the conceptual scheme may identify smaller sub-areas and provide detailed guidance at that level. These smaller sub-areas are referred to as 'development cells'

**Constructed wetland** is an artificial wetland created as a new or restored habitat for native vegetation and wildlife; it provides the same function as a storm water pond.

**Dry pond** means a stormwater retention reservoir designed to temporarily store collected stormwater runoff and release it at a controlled rate through an outlet, however are not designed to contain permanent pools of water in their main basin, and therefore can contain active programmed open space elements within them, providing they are designed to withstand seasonal inundation.

**Emergency services facility** means a site and building(s) containing the staff, equipment, and other apparatus required to deliver fire and/or protective services within the County and may include facilities and space for other related services.

**Environmental reserves** are defined in the Municipal Government Act as lands dedicated to prevent development in unsuitable areas (e.g. floodways or escarpments), reduce water pollution, and provide access to lakes and rivers. Environmental reserves are dedicated as public land.

**Local plan** means a conceptual scheme or a master site development plan as defined in the County Plan. A local plan will have unique planning requirements based on the planning direction provided in this area structure plan, as well as the general requirements identified in the County Plan.



**Low Impact Development (LID)** is an approach to land development that works with nature to manage storm water runoff where it falls. LID preserves and recreates natural landscape features and minimizes hard surfaces to create functional and appealing site drainage. LID treats storm water as a resource, rather than a waste product. LID includes a variety of landscaping and design practices that slow water down, spread it out, and allow it to soak in. These practices ultimately improve the quality and decrease the volume of storm water entering our waterways.

**Master site development plans (MSDP)** accompany a land use redesignation application and provide design guidance for the development of a large area of land with little or no anticipated subdivision. An MSDP addresses building placement, landscaping, lighting, parking, and architectural treatment. The plan emphasis is on site design with the intent to provide Council and the public with a clear idea of the final appearance of the development.

Section 26 of this Plan requires that conceptual schemes and MSDPs are appended, by bylaw, to the ASP. This means that the municipality and landowners have a statutory obligation to adhere to the policies and requirements set out within conceptual schemes and MSDPs.

**Medium density residential** is a higher density form of housing compared to single-detached housing units, consisting of three or more attached dwelling units that may be rowhouses, and multiple unit complexes. Medium density residential will provide a variety of housing options for people in all stages of life.

**Mixed-use** is a type of development that physically blends and integrates residential, commercial, institutional, and/or other compatible uses into a single development at the building, block, or neighbourhood scale. The intent of a mixed-use development is to create an attractive and active community and streetscape to be used throughout the day and evening.

**Neighbourhood commercial** is service and retail uses intended for the local residential neighbourhoods that support the needs of daily life and reduce reliance on long automobile trips to access these amenities. Neighbourhood commercial is intended to range from 600 m<sup>2</sup> (6458 ft<sup>2</sup>) to approximately 6,000 m<sup>2</sup> (64,583 ft<sup>2</sup>).

**Open space** means all land and water areas, either publicly owned or offering public access that are not covered by structures. Open space may include current and future parks, environmentally significant areas, and other natural areas, pathways and trails, greenways, parks, land for schools and recreation facilities, utility corridors, golf courses, and cemeteries.

**Outdoor Storage** means the storing, stockpiling or accumulating of products, goods, equipment, vehicles, or material in an area that is open or exposed to the natural elements.

**Reserves** are lands dedicated to the County by the developer through the subdivision process, as defined in the Municipal Government Act. They include:

- environmental reserve;
- municipal reserve;
- community services reserve;
- school and municipal reserve; and
- school reserve.

Instead of a land dedication, the County may accept the equivalent value of the land as money. The use and provision of cash-in-lieu funds is directed by the MGA.

**Riparian land** is the vegetated (green zone) area adjacent to rivers, creeks, lakes, and wetlands. These areas have a distinct vegetative community that is a result of increased soil moisture and different soil types.

**Small to medium sized commercial development**

means commercial, office, and service uses, intended to be finer-grained, and supportive of the mainstreet and Village Centre built form and aesthetic. This development form can range from 280 m<sup>2</sup> (3,000 ft<sup>2</sup>) to approximately 3,200 m<sup>2</sup> (35,000 ft<sup>2</sup>).

**Storm water pond** is an artificial pond that is designed to collect and treat storm water to an acceptable provincial standard. The storm water pond disposes of storm water through controlled release, absorption into the ground and/or evaporation.

**Village centre** is intended to be a multi-purpose space within the Core land use area that provides community gathering opportunities throughout the year and supports efficient and active connections to the parks and open space system, the pathways and trails system, main streets, and the residential areas of Elbow View.

**Wetland** is land saturated with water long enough to promote wetland aquatic processes as indicated by poorly drained soils, hydrophytic vegetation, and various kinds of biological activity that are adapted to a wet environment.



## APPENDIX B: LOCAL PLAN REQUIREMENTS

### Local Plan Requirements

In addition to the requirements established in the County Plan and other applicable County policies, as well as those specific requirements identified in the relevant sections of this Plan, local plans should address the following items:

#### Initial Local Plan, only:

1. A Master Drainage Plan applicable to the entire Elbow View ASP area, which will include pre-development hydrological analysis to determine a unit area release rate.
2. A final wastewater servicing strategy, including all applicable agreements, technical support, **cumulative effects assessment**, and government approvals. This strategy shall include analysis for all lands that are proposed to be serviced with return to source, including those beyond the initial local plan area.
3. Should a new wastewater treatment plant be identified as the preferred wastewater servicing option, pre-design of all treatment plant components shall be required, which includes:
  - a. mechanical components;
  - b. electrical components;
  - c. sizing and costing;
  - d. determination of setback requirements; and
  - e. a Solid Waste Management Plan.
4. Preparation of a Water Shortage Plan for all lands serviced with raw water intake, including those beyond the initial local plan area.
5. Approvals for raw water intake and infiltration gallery to support the water servicing strategy.
6. Pre-design of all water treatment components for a new water treatment plan, including selection of unit operations to support all lands serviced by the water treatment plant, including those beyond the initial local plan area. Design and reporting will include:
  - a. mechanical components;
  - b. electrical components;
  - c. sizing and costing; and
  - d. determination of setback requirements.
7. A **Transportation Impact Assessment** that includes the following:
  - a. **Determination of the timeframe for twinning, including consideration for the original twinning design from Alberta Transportation (2011) as a reference scenario;**
  - b. **Phasing of transportation infrastructure implementation for 3 time horizons (short: 2025, medium: 2045, and long: 2065+)**
  - c. **A refinement of the generation and assignation hypothesis based on the final land-use scenario;**
  - d. **Evaluation of downstream impacts of increased traffic, and traffic management mitigation measures, including a possible regional traffic model;**
  - e. **Analysis of roundabouts, traffic lights and interchanges functionality and capacity;**
  - f. **Analysis of possible accessibility impacts on existing roads, as well as impacts of potential future road closures;**
  - g. **A noise and environmental study to support intersection and interchange design.**

**All Local Plans:**

- 1.** A description and evaluation of the local plan area, including:
  - a.** topography, soils, vegetation, geotechnical ~~considerations~~ conditions, and wetland and watershed cumulative effects assessment;
  - b.** environmental sensitivity and significance;
  - c.** agricultural capability, natural resources;
  - d.** existing land use, ownership, development, and adjacent land uses;
  - e.** archaeological and historical considerations; and
  - f.** existing utilities and transportation routes.
- 2.** A land use concept including:
  - a.** a vision for the proposal;
  - b.** lot design and configuration;
  - c.** lot sizes; and
  - d.** phasing of the development.
- 3.** A rationale for determining the boundary of the proposed local plan area.
- 4.** Proposed residential densities, including calculations of gross and net densities and minimum, average and maximum lot sizes.
- 5.** An assessment of how the application facilitates active transportation connections to the larger active transportation network within the Elbow View ASP, as well as regional connections.
- 6.** An assessment of how the local plan aligns with policies of the Elbow View ASP.
- 7.** Water and waste water servicing strategies, supported by applicable technical information required by the County. Such strategies should also include identification of any required rights-of-way to connect to regional or decentralized networks.
- 8.** A storm water strategy supported by applicable technical information required by the County and in line with the Elbow View Master Drainage Plan.
- 9.** A road plan and design strategy that:
  - a.** promotes efficient and safe access and internal road circulation;
  - b.** highlights how the development promotes connectivity with adjoining lands;
  - c.** identifies proposed connections to Highway 8, including intersection design, highway 8 buffers and sound attenuation, and gateway design features, where required;
  - d.** promotes active transportation through sidewalks, pathways, and bicycle infrastructure, in accordance with the policies of this ASP; and
  - e.** is supported by applicable technical information required by the County and the Province including, where necessary, a Traffic Impact Assessment.
- 10.** An environmental strategy noting all environmentally sensitive areas within and adjacent to the local plan area and measures for avoiding or mitigating impact on these areas. The strategy shall be supported by applicable technical information required by the County.
- 11.** A solid waste management plan that:
  - a.** addresses the responsibility for, and level of service of, solid waste management through all stages of development, including occupancy;
  - b.** provides for innovative solid waste management practices that encourage, promote, and maximize landfill diversion and minimize waste material hauling;
  - c.** includes the infrastructure required to support solid waste and recycling management in public spaces;
  - d.** identifies the appropriate waste transfer stations / sites and recycling depots that serve the local plan area;
  - e.** conforms to the policies of the County's Solid Waste Master Plan; and
  - f.** sets a solid waste diversion target for the construction stage and for the occupancy stage.

- 12.** Proposals for municipal reserve dedication, where reserves are outstanding.
- 13.** A summary of all community engagement and feedback received prior to submission of the local plan application, together with a description of how feedback has been incorporated into the local plan.
- 14.** Mitigation to minimize impacts on surrounding land uses through appropriate spatial transition and interface measures.
- 15.** An open space plan including:
  - a.** a rationale for designation of the chosen open space areas;
  - b.** details of the natural and physical attributes of the open space identifying developable and non-developable lands;
  - c.** a calculation of the open space area;
  - d.** proposals for how the open space will be implemented, managed and maintained for public use;
  - e.** proposals for ensuring connectivity with adjacent open space, natural areas, and active transportation connections, either existing or designated by this ASP; and
  - f.** a description of any recreational, community or other uses that are proposed to connect, or be sited within the open space.
- 16.** A landscaping plan that includes the following:
  - a.** site plans showing existing and a conceptual landscape design;
  - b.** an assessment of the existing landscape character;
  - c.** measures to screen any visually intrusive aspects of the development;
  - d.** proposals to retain important landscape features and boundary treatments; and
  - e.** maintenance proposals for existing and proposed landscaping.
- 17.** Proposals for incorporating Elbow View's heritage assets within the development, including the use of street and place naming reflecting local historic themes or physical features.
- 18.** All applicable technical assessments and reports required to support the development proposal as specified by municipal policies, plans and standards.

## APPENDIX C: CMRB IGP SCHEDULES

Mapping is forthcoming and will be provided as a motion at Council. Maps are in support of the future application to CMRB.







January 20, 2021

City File: RC20-20

Rocky View County  
262075 Rocky View Point  
Rocky View County, AB  
T4A 0X2

**SUBJECT: Elbow View Area Structure Plan Circulation - December 2020**

Dear Mr. Kazmierczak,

The City would like to thank Rocky View County Administration for circulating the draft Elbow View Area Structure Plan (the ASP). City of Calgary Administration has undertaken a review of the draft plans in consideration of Rocky View County/City of Calgary Intermunicipal Development Plan ("IDP") and the Calgary Metropolitan Region Board Interim Growth Plan ("IGP").

At this time, The City of Calgary does not support the Elbow View Area Structure Plan and the due to the potential significant transportation, servicing, and stormwater impacts that could cause detriment to The City of Calgary.

The City of Calgary requests that the ASP not be considered for approval until such time that the impacts to Calgary associated with the full build out of the plan are addressed. The City is requesting that administrative meetings to collaborate further on this work occur prior to 2nd reading and that The County and City utilize the provisions outlined within IDP section 15.3 Resolution of Intermunicipal Matters. The City anticipates that with further intermunicipal collaborations and further studies identifying impacts and cost sharing, The City's concerns can be addressed. The City of Calgary has also provided additional comments in the attachment to this letter.

Thank you for the opportunity to review and comment on the Elbow View ASP. At this time, The City does not support the proposed plan and requests further collaboration between the municipalities occur to address The City's concerns. Please feel free to contact me at the number below if you have any questions or concerns regarding this letter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Matthew Atkinson".

**Matthew Atkinson**

Planning and Policy Strategist | Strategic Initiatives  
Calgary Growth Strategies  
The City of Calgary



## ATTACHMENT: ADDITIONAL COMMENTS

### Elbow View Area Structure Plan Additional Comments

#### Summary

The draft ASP envisions approximately 10,000 to 18,000 population within the plan area; a substantial population that will require recreational, institutional and transportation services. The cumulative effects of full build out of the ASP and its unintended consequences on Calgary's infrastructure, services and amenities has not been sufficiently explored or addressed throughout the plan and supporting technical studies. As drafted, the ASP will have detriment to the City of Calgary's infrastructure. The Interim Growth Plan outlines that impacts to regionally significant infrastructure must be identified and mitigated through the plans, the plan has not sufficiently addressed this. Also, the Interim Growth Plan outlines that municipalities must provide policies on the protection of source water quality, water conservation, storm water management and efficient use of infrastructure.

The draft plan does not align with the existing County Municipal Development Plan. The draft plan should not be considered until the Municipal Development Plan has been amended to recognize the Elbow View ASP as a growth area. The Municipal Government Act (MGA) Section 633(3) (b), outlines an area structure plan must be consistent with any municipal development plan.

#### Water

The City has the following general concerns related to water below:

- 1) The City would suggest the ASP is premature without having secured a water license for the development prior to approval.
- 2) The City has concerns around source water impacts due to land conversion to more intensive use. It is not clear how The County has addressed source water protection in the ASP as there is no directing policy.
- 3) The City would suggest The County complete a Cumulative Effects Assessment of residual and cumulative effects of all The County's development and land use at full build out to be included in the ASP and as an implementation action to ensure that the development will not negatively impact The City's source water quality. Particularly if the development is discharging wastewater from private wastewater treatment facility.

#### Servicing:

The County has proposed three sanitary system options in the circulation package. It is The City's opinion that option 2 is likely the most preferred, however, The City would await further direction from The County on how they plan to proceed.

- 4) Option 2 involves tying into an existing HAWSCo facility upstream. This is an existing system in The County which would not involve modification to the existing Master



Servicing Agreement between The County and The City. Responsibility of treatment would remain The County's through an already approved system.

- 5) The County should indicate what water licenses will be used to support the proposed densities. Without this information and the assurance that there is a water supply, we are unsure how The County could approve the ASP. It is our opinion that this is the responsibility of the municipality as the development authority.
- 6) There is the potential for wastewater to be discharged into the Elbow River upstream of The City of Calgary raw water supply. Generally, this is a concern for The City as it is increasing the risk of degraded water quality upstream of our raw water intakes. Policy should be added to the ASP to ensure consistent water quality is achieved, including how system failures would be mitigated if they were to occur.

#### Stormwater:

##### Servicing report

- 7) The report does not consider discharges from upstream areas which will need to be accommodated in the future. This is a relatively large gap that needs discussion.
- 8) Given the proposed water management concept does not achieve 45 mm per year runoff, additional LID controls such as permeable pavement, bioretention and underground storage should be considered.
- 9) LID absorbent landscaping is embedded within the 100 ha catchments. This requires the original catchment percentage impervious be re-calculated. It would be helpful for review if the report had the before and after LID impervious calculations summarized.
- 10) There appears to be a typo in section 4.3. The UARR is first stated as 1.71 l/s/ha. This changes later in the section to 1.17 l/s/ha. Please verify as the lower (incorrect) value was used to size the storm ponds.
- 11) Table B.2 – The report total irrigation demand in the first row (residential – 30% imp.) works out to 70,862 m<sup>3</sup>/year. This value may be too high and leads to a non-conservative design basis. Based on precedent of other studies.
- 12) Report should describe the hydrogeology and water table in the area to identify potentially adverse surface water / groundwater interactions eg. Inflows to storm ponds.
- 13) The report does not include a stream erosion assessment, which was recommended for this area by MPE ('16).
- 14) The report does not consider climate change but should.

#### Source Water and Environment:

##### Desktop Environmental and Historical Baseline Assessment:

- 15) While a desktop environmental assessment is a good start, the document provided falls short of addressing cumulative environmental impacts on the sensitive environment of the Elbow River and Lott Creek, particularly in the area of water quality. The City strongly recommends field verification of natural hydrology, riparian extents and buffers and water quality sampling to establish baselines. Analysis should inform mapping accompanied in the ASP. This work should be completed prior to The County considering the ASP.



- Pg 13 – The report downloads this requirement to later in the process by stating: *if development is proposed in the valley, additional hydrology, hydrogeological and biophysical work should be conducted to determine appropriate mitigation measures. Special care should be taken to reduce direct or indirect impacts to the alluvial aquifers.*
  - *Withdrawal from or outfall into the Elbow River, should include mitigation measures to protect water quantity and quality. At a minimum, they should include contingency if drought conditions require a reduction in withdrawal rate and outfall of stormwater or wastewater should meet stringent quality standards.*
  - *A detailed wetland assessment should be completed as per the AB Wetland Policy.*
  - *A detailed assessment of Lott Creek and the unnamed tributary should be completed to classify the areas of Crown-owned.... And non-Crown ownership...*
- 16) The City would suggest that the cumulative effects assessment on Pg 12 is incomplete and misleading as it states that most environmental impacts are unknown or insignificant. The City would request that a more rigorous environmental assessment is required as outlined above.

### Source Water

The ASP considers lands within The City's source watershed. This area includes lands immediately adjacent to the Elbow River. Source water protection policy in the ASP and a strategy to mitigate negative source water impacts is required to ensure detriment to the City's source water (quantity and quality) does not occur. The ASP is currently silent on source water protection as a priority in the area. Policy direction could be taken from *The SSRP, Calgary Metropolitan Region Board Interim Growth Plan* or *City's Source Water Protection Plan*.

Given the size of the Plan area several of The *City of Calgary's Source Watershed Vulnerability Index* values appear. Generally, the closer lands are to rivers, streams and water bodies the more vulnerable / impactful development could be on source water.

Classifications include:

**Very Low:** Negligible potential for contaminants to be mobilized and transported downstream, or to enter connected aquifers.

**Low:** Contaminants could be mobilized and transported downstream during high precipitation events, with low potential for movement under most climatic conditions. Low likelihood of contaminants reaching connected acquirers.

**Moderate:** Contaminants could be mobilized and transported downstream during most runoff-producing precipitation and snowmelt events, but the time for runoff to reach a stream is long enough for mitigative measures to be implemented. Spills and other accidental releases could enter watercourses or connected aquifers if not contained.

**High:** Contaminants likely to be mobilized and transported downstream during most runoff producing precipitation or snowmelt events. The time for runoff to reach the Bow River or Elbow River is short, requiring prompt action to be effective. Spills and other accidental releases would likely enter watercourses or connected aquifers if not contained within a few hours.



**Very High:** Contaminants likely to be mobilized and transported downstream during most runoff-producing precipitation or snowmelt events. The time for runoff to reach the river is potentially very short, making response to an event difficult. Spills and other accidental releases would likely enter watercourses or connected acquirers if not contained immediately.

- 17) The City would suggest The County engage with City Administration on the *Source Water Protection Plan* and supporting Council Policy. The City recommends a joint meeting with TsuuT'ina, The City and The County to discuss cumulative environmental concerns with the ASP.

#### General Comments:

- 18) Amend all maps to include Elbow River and sub-watersheds.
- 19) Provincial / Calgary Metropolitan Region Board flood mapping should be included in the ASP with specific relevant provincial policies being mirrored.
- 20) Cumulative Effects Assessment of residual and cumulative effects of all The County's development and land use at full build out should be included in the ASP and as an implementation action; rather than defer responsibility to developers and Alberta Environment and Parks at a later state of development. The City suggests that it is The County's municipal responsibility to be accountable and monitor source water quality impacts to Calgary and other downstream users, as per the South Saskatchewan Regional Plan, Calgary Metropolitan Region Board Growth Plan, Alberta Environment and Parks and related Council Policies. The underlying goal of the cumulative effects' assessment is to maintain baseline water quality upstream of The City, not improve water quality.

#### Planning

- 1) The Elbow View ASP should not proceed for consideration until such time that the County Municipal Development Plan has been amended as there would be a conflict between the plans.
- 2) The City commends Rocky View County for proposing a phasing strategy within the ASP.
- 3) The Interim Growth Plan outlines that settlement areas shall be planned to provide access to community services and facilities, or make efficient and cost-effective use of existing and planned community services and facilities through applicable municipal agreements with service providers at the appropriate time, where and when appropriate. The Plan does not sufficiently address this and outlines that recreational services should be considered at further stages of planning. The plan must be bolstered to address this gap. If the Plan does not address this, a detrimental impact could occur on City services.
- 4) Mapping of riparian areas has occurred for contributories, however, riparian areas associated with the Elbow River have not been mapped or contained within the ASP. This should be addressed in the ASP.





- 5) On page 17, The Elbow View ASP ~~promotes the vision shared by the City of Calgary and Rocky View County for this important growth corridor while~~ contributing integral community, recreational, and commercial amenities to the broader community.
- 6) The wording of this sentence could imply Calgary's endorsement of a shared vision. As this part is redundant to the first sentence in the overall section, it could be removed without losing key information.
- 7) Throughout the document - when referring to the corporation, "the city of Calgary" should be corrected to "The City of Calgary".
- 8) Include units of measure when discussing density in the text.

### Transportation

The City has concerns with potential downstream mobility impacts on City and regional infrastructure.

- 1) The Elbow View Area Structure Plan Transportation Servicing Options Study (Rev 1) by EXP Services Inc, dated November 20, 2020 is not stamped by the Professional Engineer(s) and doesn't contain Permit to Practice, as per typical practice. Authentication for the document should be provided and study resubmitted for review
- 2) The study identifies trip generating potential of approximately 62,950 additional vehicle trips per day on full buildout. These trips would predominantly use Highway 8 near the Calgary Ring Road and is in close proximity to the City's mobility network. There are large potential downstream impacts on the City that should be identified and specifically mitigated through specific commitments to fund needed infrastructure.
- 3) The Interim Growth Plan outlines that impacts to regionally significant infrastructure must be identified and mitigated through the plans, the plan has not sufficiently addressed this
- 4) Provide documentation of support from Alberta Transportation for all upgrades, improvements to Highway 8. Will the developer and or County be constructing improvements identified in the study?
- 5) Provide specific documentation and methodology for trip distribution as 19% of traffic going to/from Calgary using 22 X doesn't align with typical expectations. These trips should be assigned to/from the east on Highway 8 with minimal heading to 22 X to get back to/from Calgary.
- 6) Provide daily volume plots for all time horizons with expected daily capacities for Highway 8 as a 2-lane highway and 4 lane highway, especially to east of ASP area. Are daily post development volumes on Highway 8 within Alberta Transportation expected AADT for the 2 lane and 4 lane highway?
- 7) Provide Synchro and Sidra outputs for all three intersection(s) analysis for all time horizons for AM/PM peaks, specifically identifying all movements, LOS and vehicle delays
- 8) How will the developer and or County incorporate public transit into the development? Will the County or developer be funding transit provision or linking to private regional transit identified in the CMRB's Interim Growth Plan?

### Transit

- 1) The City recommends that a Global TIA be required for this ASP that considers all modes of transportation. This TIA should estimate the impact of all proposed



development on the regional transportation network, including the network within Calgary, to accurately capture transportation impacts to the entire network.

- a. If the global TIA identifies increased congestion on major transit routes as a result of Elbow View building out, the cost of required infrastructure shall be funded by the applicant.
- 2) Calgary Transit appreciates that the proposed development is heavily conducive to transit and future regional transit connections. Transit is identified as highly possible for the area; therefore, planning for transit now ensures transit service can be implemented when required with minimal retrofitting.
  - a. Suggest adding ASP policies which reflect considerations in the Transportation Servicing Options Study for how to serve the plan area with transit. For example, the Transportation Study mentions park'n ride locations, potential transit corridors, connections to Calgary Transit's MAX service, and options for the evolution of transit service. This information should be reflected in ASP policies and on the ASP maps. More explicit transit policies lead to improved access for residents and reduce vehicle traffic.
- 3) Suggest mentioning which road types are appropriate for transit. Range roads, collector streets, and urban boulevards should be designed to be able to accommodate transit in the future.
  - a. "Local Road" policy sections should identify the transit infrastructure required on each road type.

## Recreation

The ASP's Recreation and Community Plan Policies Section identifies that providing public and private space for recreation, culture, and community uses is a Plan objective. The policies, as they are written, defer recreation planning for this large area to future local plans. There is concern, however, that delaying all recreation planning to local plans will create uncertainty for regional recreation planning and delayed or uncoordinated service delivery due to the timing of local plans, which could be completed years apart.

Although Elbow View does not share a direct border with The City of Calgary, it is only a short drive to Calgary Recreation facilities, such as Ernest Manning Athletic Park (15 min drive) and Glenmore Aquatic Centre (20 min drive). For comparison, Springbank Park For All Seasons is a 17 minute drive from the same origin point (Hwy 8 and Range Rd 33). As there are no recreation facilities in the adjacent Elbow Valley ASP area, and until the County builds additional recreation facilities (e.g. aquatic centres), it is likely that Elbow View residents will travel to City facilities. Without a cost-sharing framework in place between The City and Rocky View County, the additional costs associated with more Country residents utilizing City of Calgary recreation facilities will be born by the City. Increased visitation to City facilities, that are in some cases already overburdened, will also adversely impact Calgarians ability to access recreation services and facilities.

Additionally, it is unclear how the County's draft Recreation Master Plan, Recreation Needs Assessment Study, and the Rocky View County – Calgary Regional Recreation Study have informed the ASP. None of these documents have been included in the Policy Direction section.



For example, the Recreation Needs Assessment identifies a new multi-use space facility in southwest Rocky View County as short-term priority, and the development of indoor/recreation facilities in communities that are expected to grow beyond 5,000 people as a long-term priority.

#### Recreation and Community Objectives:

- 1) *Support the location of recreation, culture, and community spaces and uses to support and build-upon the active town centre and core areas within Elbow View.*
  - Can it be inferred that recreation spaces and uses would be located in one or both of the Village Centres identified on Map 07: Land Use Strategy? When would recreation amenities be built based on the ASP's phasing Strategy (Map 14)?
- 2) *Provide recreation amenities for people of all ages and abilities in Elbow View, and the larger regional area.*
  - What is the larger regional area, and does it include areas within The City of Calgary?

#### Recreation and Community Policies

- 3) *18.1 - Local plans shall support recreation, culture, institutional, and community uses in accordance with the recommendations of applicable County standards, guidelines, and plans.*
  - Recreation uses is not listed in the County's draft MDP's Conceptual Scheme Requirements (Table 4). How will local plans support the uses listed in this policy, and will the different Elbow View local plans take a comprehensive and consistent approach to recreation service delivery?
- 4) *18.2 - Local plans shall consider the appropriate type, size, and scale of recreation, cultural, and community facilities and/or amenities.*
  - How will local plan's recreation planning be informed by the County's Recreation Master Plan and other regional recreation planning direction (e.g. CMRB recreation policy)?
- 5) *18.3 - Local plans and development shall consider and, where required, provide for the location of lands for recreation, cultural, and community uses.*
  - How will recreation planning for the ASP area be coordinated amongst the different local plans and their various phasing? What role will developers play in determining how recreation planning proceeds in local plans and what recreation facilities and amenities are ultimately provided in the local plan area?
- 6) *18.4 - The County shall support the development of recreation, cultural, and community facilities and amenities through approved funding mechanisms, and in accordance with applicable County standards, guidelines, and plans.*
  - Would these funding mechanisms include cost-sharing agreements with The City, and will this be determined through recommendations or policies within the Recreation Master Plan or elsewhere?
- 7) *18.6 - Where possible, locate recreation, cultural, and community facilities along the pathway and trail system, parks and open spaces, and/or within or in proximity to the core areas of the Plan.*



- Ideally, the pathway system in Elbow View links up to Calgary's regional pathway network through Elbow Valley (e.g. Great Trail extension) to facilitate greater active transportation opportunities between Calgary and Elbow View.

**Michelle Mitton**

---

**From:** Judy/Andy Heim [REDACTED]  
**Sent:** April 28, 2021 8:44 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Elbow View ASP  
**Attachments:** Elbow View ASP.docx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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Please see the attached letter regarding Elbow View ASP

Thank you

Andy Heim



April 28, 2021

To: Rockyview County Council

RE: Bylaw C-8111-2020 Elbow View ASP

Councillors,

As landowners living in close proximity to this ASP we wish to express our opposition to it's approval. We have several concerns which are listed as follows:

- Rockyview already has approved a few major development projects at Bingham Crossing, Harmony and Glenbow Ranch. Rockyview County is therefore obligated to provide services such as fire protection and recreation to these developments using current tax payers funds. We feel that our taxpayer costs can be reduced by focusing on these few high quality developments and not adding more development resulting in multiplication of costs. The west side of the County is already well supplied by the current projects already approved.
- The options suggested in this plan all use the Elbow River as the water source. The flow from this river varies significantly throughout the year, from very high in spring runoff to very low in the summer and winter. We were understanding that there would be no further water licenses granted for withdrawal from the Elbow River. Has that changed? Also should the County encourages large residential developments downstream from the SR1? Wouldn't the quality of water during a release event have significant implications for any downstream withdrawal especially in such close proximity to the reservoir?
- It should be noted that the City of Calgary has in the past had much to say about waste water being dumped back into the Elbow River, even if it has been treated (Option 1). We would encourage some collaboration with the City on this.
- It seems like waste water option 2 is very inefficient and option 3 would make the most sense but still relies on the cooperation of the City of Calgary.
- The development would seem to rely on the twinning of Highway 8 which the last time it was questioned, Alberta Transportation did not consider it a high priority.
- The great park space indicated in the ASP along the south side of the Elbow River appears to be privately owned and not part of the planned development in the foreseeable future. Without those proposed trails and pathways there is nothing special to offer.

Regards,  
Andy Heim  
34250 Township Road 240  
Calgary, Alberta

**Michelle Mitton**

---

**From:** Anita McC [REDACTED]  
**Sent:** April 27, 2021 2:55 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Bylaw C-8111-2020 Elbow View Area Structure Plan  
**Attachments:** Rocky View CountyApril 27.doc

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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Rocky View County  
Via E-mail

April 27, 2021

Re: Bylaw C-8111-2020 Elbow View Area Structure Plan  
Date: May 11, 2021 Public Hearing

I am a resident (taxpayer) who has lived on these adjacent lands for 40 years.

I have observed many changes in the Springbank and Elbow Valley areas in this time, some terrific, and some very poorly thought out.

I am **opposed** to this ASP for some of the following reasons:

**Water**

This plan suggests the Elbow River as a water source. Simply NOT viable. This river at times after spring run off is high yes, but in the area that is suggested, at times is to the bed throughout warm summers. One must simply walk down there to see this. I do not believe the SR1 will rectify this, nor do I believe the City of Calgary would approve of the allowance of developers using their water source in this manner.

**Waste Water**

The City of Calgary does not, and has not approved in the past of treated or untreated water being injected into their water supply. That has not changed. Taxpayers should not incur the cost of waste removal, as has happened in some of your other developments.

**Services**

Rocky View must provide services, fire protection etc. These will be incurred by way of taxpayer dollars. Cross Iron Mills area residents can attest to their tax increases, brought about by poor planning of that development.

**Transportation**

Highway 8 is “somewhat of a death trap”, as quoted by a reporter on Global News. Since the allowance of semi-trailer trucks on this road, fatalities have increased significantly. Over the years I have lost many family and friends simply trying to get to their homes on this already over used highway.

Rocky View is MOST aware of this fact, yet is considering adding 18,000 plus more vehicles to this single lane highway.

Knowledge of risk, and blatantly increasing that risk is actionable under law. Your legal department should also be strongly reviewing this proposed ASP. Any brought forth class action suits would be payed for by the taxpayer.

No further traffic or use of this highway should be considered until this highway is at least twinned. At this time Alberta Transportation has no intention of doing that.

Thank you for your time and further consideration of this flawed ASP.

Anita McCracken  
34137 Township Road 240A  
Calgary, AB

Rocky View County  
Via E-mail

April 27, 2021

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Date: May 11, 2021 Public Hearing

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Anita McCracken  
34137 Township Road 240A  
Calgary, AB

**Michelle Mitton**

---

**From:** zectbu [REDACTED]  
**Sent:** April 28, 2021 2:33 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Bylaw C-8111-2020 Elbow View ASP

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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To RVC Council:

My family lives within the circulation area to the west of this proposed ASP. I am writing to express our opposition to it.

The proposed development is best described as a mid-sized town. A project of this size makes no sense anywhere in Rocky View County. In this specific case, the idea of building a town larger than Canmore in its proposed location rather than a few kilometers east within the bounds of Calgary where the city's infrastructure can support such projects is absolutely baffling in its sheer stupidity.

While the infrastructural inefficiencies offend me, I am also personally extremely concerned about the impact the development will have on our ability to use Highway 8. The developer has no ability to ensure that the upgrades to the highway that will be essential because of its proposal will be done ever, let alone on a timely basis. That alone should make this proposal unacceptable.

It is also my understanding that one of the biggest advertising features of the proposed town is its access to parkland along the river. The fact that all land adjacent to both the proposed town site and the river is owned by private individuals who are not just unaffiliated with the development but according to some mutual friends implacably hostile to the development suggests that its marketing is based on not just deception but outright lies. If this developer can't even manage to produce accurate marketing pitches, how can they be trusted on anything complex? Given that I imagine building a town with all required infrastructure from scratch is in fact rather complex, I find myself rather worried about the potential for very expensive embarrassments in years to come. Does the name Windhorse Manor ring a bell, perhaps?

While I must admit to being less than wholly optimistic given Council's recent decision-making patterns, I sincerely hope that enough members of Council will do the right thing for once to reject this abomination, rather than forcing the Calgary Metropolitan Region Board to yet again save Rocky View County from its own Council.

Yours sincerely,  
David Taylor  
240036 Range Road 35



**Michelle Mitton**

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**From:** Doug Nishimura [REDACTED]  
**Sent:** April 26, 2021 7:45 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - e: Bylaw C-8111-2020 Elbow View ASP  
**Attachments:** Rockyview letter.docx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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Please see attached letter.

April 26, 2021

To: RockyView County Council

**Re: Bylaw C-8111-2020 Elbow View ASP**

My wife and I are landowners and residents located approximately 2 km from this ASP. As such we wish to advise Council that we oppose approval of the above Bylaw. We have several reasons, as follows:

1. RockyView has already approved several major development projects at Bingham Crossing, Harmony and Glenbow Ranch. Since RockyView is obligated to provide certain services including fire protection and recreation to any new developments, more developments which will result more costs, and we do not anticipate that the benefits of the new developments will offset such costs. Further, there is no perceived demand for such projects at this time.
2. This Plan uses the Elbow River watershed as a water source, which we understood was subject to a licence moratorium, for good reason. Having lived in this area for 20 years (and my wife for 50), we know that flow from this river varies significantly from high water flood during the spring melt to very low rates at other times. In addition, a large residential development just downstream of SR1 is not well thought out. The quality of water during a release event would have significant implications for any downstream withdrawals, particularly being in such close proximity to the reservoir.
3. We have read Option 1 for waste water management, and we also note that the City of Calgary has had great concerns about any form of waste water being dumped back into the Elbow, above the City's intake. Antagonizing the City is imprudent, and will lead to many more such issues. Option 2 is impractical and highly inefficient. Option 3 makes some sense, but of relies upon cooperation with the City, which is not evidenced anywhere.
4. The transportation plan relies on the twinning of Highway 8. The last time we questioned Alberta Transportation (which has been of interest to our family since we have arrangements with Alberta Transportation in such an event), twinning was not a priority, and not in the scheduled and budgeted development plans.
5. The ASP includes park space along the south side of the Elbow River, however my understanding is that this land is privately owned and

therefore it is a huge assumption that it will be part of the planned development. Absent those plans, this development is simply the same as any urban community and not in keeping with the Springbank communities.

Thank you for your consideration.

Doug Nishimura and Jennifer Gilmour-Nishimura  
34179 Township Road 241

**Michelle Mitton**

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**From:** Joyce Routly [REDACTED]  
**Sent:** April 28, 2021 9:39 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - OPPOSED to Elbow View ASP  
**Attachments:** Elbow View ASP.pages; ATT00001.htm

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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Attached please find a letter in opposition of the Elbow View ASP.

**Michelle Mitton**

---

**From:** Betty-Anne Payette [REDACTED]  
**Sent:** April 28, 2021 7:44 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Elbow View Area Structure Plan - Public Hearing Letter of Opposition  
**Attachments:** Elbow View ASP 2021.docx; ATT00001.txt

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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Attached is a letter of opposition for the Elbow View Area Structure Plan. Please forward this letter to the RockyView County Council for the May 11 Public Hearing on this matter.

Thank you

Matt and Betty-Anne Payette  
34251 Township Road 240A  
Calgary, Alberta  
T3Z 2Y1



April 27, 2021

To: RockyView County Council

**Re: Bylaw C-8111-2020 Elbow View ASP**

As landowners and residents located approximately 1 mile from this ASP we wish to inform Council of our opposition to the approval of the above Bylaw.

We oppose the approval for the following reasons:

1. RockyView has already approved major development projects at Bingham Crossing, Harmony and Glenbow Ranch. RockyView is obligated to provide certain services including fire protection and recreation to any new developments. Taxpayer costs can be reduced by focusing on a few high quality developments, not continuing to add more developments which will result in the multiplication of costs. The west side of the County is well supplied by the above, previously approved projects.
2. All options suggested in this Plan use the Elbow River as a water source. The flow from this river varies significantly from high water flood during the spring melt to very low rates at other times of the year. We understand that no further licences would be granted for withdrawal from the Elbow? In addition, should the County encourage a large residential development just downstream of SR1? The quality of water during a release event would have significant implications for any downstream withdrawals, particularly being in such close proximity to the reservoir.
3. Regarding Option 1 for waste water management, it must be noted that in the past, the City has had a lot to say about waste water (even treated) being dumped back into the Elbow, above the City's intake. We encourage collaboration with the City, in the spirit of regional development.
4. Option 2 for waste water seems highly inefficient. Option 3 makes the most sense, but of course relies upon cooperation with the City, which seems to be in short supply.
5. The transportation plan relies heavily upon the twinning of Highway 8. The last time we questioned Alberta Transport, twinning was not a priority.
6. The ASP includes some lovely park space along the south side of the Elbow River, however it is our belief that this land is privately owned, and will not be part of the planned development in the foreseeable future. Without the trails and pathways as proposed on this land, this development has nothing special to offer.

Matt and Betty-Anne Payette  
34251 Township Road 240A,  
Calgary, Alberta  
T3Z 2Y1

**Michelle Mitton**

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**From:** Pam Janzen [REDACTED]  
**Sent:** April 28, 2021 9:04 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Elbow View ASP  
**Attachments:** Elbow View ASP.docx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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For inclusion in Council package, thank you

April 26, 2021

To: RockyView County Council

**Re: Bylaw C-8111-2020 Elbow View ASP**

As landowners and residents located approximately 1 mile from this ASP we wish to inform Council of our opposition to the approval of the above Bylaw.

We oppose the approval for the following reasons:

1. RockyView has already approved major development projects at Bingham Crossing, Harmony and Glenbow Ranch. RockyView is obligated to provide certain services including fire protection and recreation to any new developments. Taxpayer costs can be reduced by focusing on a few high quality developments, not continuing to add more developments which will result in the multiplication of costs. The west side of the County is well supplied by the above, previously approved projects.
2. All options suggested in this Plan use the Elbow River as a water source. The flow from this river varies significantly from high water flood during the spring melt to very low rates at other times of the year. We understand that no further licences would be granted for withdrawal from the Elbow? In addition, should the County encourage a large residential development just downstream of SR1? The quality of water during a release event would have significant implications for any downstream withdrawals, particularly being in such close proximity to the reservoir.
3. Regarding Option 1 for waste water management, it must be noted that in the past, the City has had a lot to say about waste water (even treated) being dumped back into the Elbow, above the City's intake. We encourage collaboration with the City, in the spirit of regional development.
4. Option 2 for waste water seems highly inefficient. Option 3 makes the most sense, but of course relies upon cooperation with the City, which seems to be in short supply.
5. The transportation plan relies heavily upon the twinning of Highway 8. The last time we questioned Alberta Transport, twinning was not a priority.
6. The ASP includes some lovely park space along the south side of the Elbow River, however it is our belief that this land is privately owned, and will not be part of the planned development in the foreseeable future. Without the trails and pathways as proposed on this land, this development has nothing special to offer.

**Michelle Mitton**

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**From:** Rocky View Forward <info@rockyviewforward.com>  
**Sent:** April 28, 2021 3:28 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Bylaw C - 8111 - 2020: Elbow View ASP  
**Attachments:** rvf-elbowviewasp-submission-final.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Greetings:

Please find attached Rocky View Forward's submission on the Elbow View ASP that is scheduled for a public hearing on May 11th.

all the best,  
Janet Ballantyne for  
Rocky View Forward

**Bylaw C – 8111 – 2020: Elbow View ASP**  
**Submission from Rocky View Forward**  
**April 28, 2021**

Rocky View Forward would like to start by commending the applicant for designing what sounds like what might be an attractive community. Unfortunately, in our view there are enough serious flaws in the proposal that it should not move forward.

We would like to focus on the major shortcomings of this proposal, which include:

- No demonstrated need for a new mid-sized town on the west side of Rocky View County, beyond opportunities that has already been approved.
- Reliance on an extremely unstable river for potable and probably wastewater servicing.
- Dependence on transportation upgrades that are out of the developers' or the County's control.
- Insufficient information about ownership and management of the proposed open space, parks, and trails systems.
- Mixed messaging regarding intentions for commercial development within the ASP.

Beyond these shortcomings, there is the overwhelming reality that the ASP is completely inconsistent with the County Plan. Since this is Rocky View's municipal development plan until the CMRB approves the revised version, the Elbow View ASP must comply with existing statutory documents. If the applicant wanted to be assessed relative to the new Municipal Development Plan, they had the choice to delay consideration of this ASP.

**No need for an additional mid-sized town**

As we said in our introduction, the proposed community might well be attractive. However, there is no need for incremental development of this nature until already-approved similar higher-density residential communities on the west side of the county have been built out. Both Harmony and Glenbow Ranch are designed to be full-service planned communities with similar populations. Given the significant technical issues that need to be overcome for this development to proceed, it makes no sense to launch it before other, less technically challenging developments are closer to full build out.

The County should not be compromising the future build out of these other communities by approving yet more. This is particularly relevant given that both Harmony and Glenbow Ranch are grandfathered under the provisions of the CMRB while this proposal is not.

The ASP asserts that this location is the next logical planned community along Highway 8. While that may be a true statement, there is no current need for such a community. The population projections for the region do not support another new community with 18,000 residents. This is over 70% of the population growth for the entire county over the next thirty years – the projected timeframe for this project. It is difficult to believe



that this one community can or should account for such a large share of the County's overall growth during that period.

**Water and wastewater concerns**

The proposed development will draw its potable water from the Elbow River and two of the three possible wastewater treatment options involve returning its treated effluent to the Elbow.

The applicant's water/wastewater study indicates that the landowners have existing water licenses that might be able to service just over half of the proposed development. Given the serious constraints on new water licenses in the entire watershed, and particularly on the Elbow, it is questionable how the ASP can be approved without demonstrating that there is at least probably availability of water to support the magnitude of proposed residential and commercial development.

The risks and complexities of using the Elbow River for further residential water needs is clearly illustrated in the ASP's own technical studies. They emphasize the necessity of massive on-site storage facilities for both raw water and treated effluent. These are essential to deal with the reality that the Elbow River's flow is so low for about half of each year that the river cannot support withdrawals or returns during that period.

**Transportation issues**

The only way in and out of this development is via Highway 8, which is under the sole control of Alberta Transportation. The application's transportation study has determined that significant upgrades to Highway 8 will be required for the development to proceed.

There are no policies in the ASP that address how its development should proceed if Alberta Transportation does not undertake the necessary upgrades to Highway 8 on a sufficiently timely basis. Without such policies, its build out could result in overloading the highway's capacity. Given that Highway 8 is an important transportation link within the County, the ASP needs to ensure that its development will not impose undue inconvenience on other users of Highway 8.

**Concerns with open space, parks & trails**

The Elbow View ASP presents itself as "leading with landscape" – putting great emphasis on working within the existing ecological systems and sensitive natural features. It presents the substantial open space, parks, trails networks, and access to the Elbow River – all of which it asserts will be major attractions for both residents and members of the broader public to enjoy.

These features of the proposed development sound appealing. However, there are two significant concerns with this important aspect of the ASP.

Firstly, the ASP's landowner group do not own most of the land required to provide river access. They also do not own the land the ASP presents as the village core on the north side of Highway 8 – a major feature of the ASP's planned community. The

rationale for this ASP depends on all its pieces fitting together into a coherent planned community. Given that, it is not clear how it is possible to approve a developer-funded ASP when the sponsoring landowners cannot ensure delivery of their promised amenities.

Secondly, the ASP fails to discuss how the significant open space will be maintained. This space is all portrayed as publicly accessible parks, trails, and other open space amenities. In planned communities such as Elbow Valley, the substantial open space is maintained by the residents' homeowner association and, as a result, is not publicly accessible. If these amenities are going to actually be accessible by the general public and not just residents in the community, who will be paying the maintenance costs associated with them?

### **Disturbing mixed messaging about commercial development**

The ASP's text describes its proposed commercial development as intended to "promote a small town main street building scale, experience and aesthetic that promotes a sense of local community and unique retail experiences". The ASP also provides for what it calls "neighbourhood commercial" that it describes as "small format retail opportunities ... to support everyday life".

Those descriptions appear to be in keeping with the concept the ASP is presenting of a relaxed residential community rooted in the local environment and ecology. However, the detailed policies in the ASP do not deliver on that vision. Instead, they provide for large-scale commercial. The policies speak to "neighbourhood commercial" buildings being up to 64,583 square feet in size – that is a store that occupies 1½ acres. Most people would not describe a store of that magnitude as "small format". The ASP also provides for mixed-use commercial developments in the residential areas which will permit stores of up to 35,000 square feet – again, not what most people would anticipate given the ASP's verbiage.

### **Inconsistencies with the County Plan**

The County Plan's residential policies do not support the creation of planned communities of the magnitude or density proposed in the Elbow View ASP.

Policy 5.13 of the County Plan explicitly states that its intention is to "direct high density forms of residential development to adjacent urban municipalities". The residential densities proposed in this ASP range from 3.5 to 7.5 upa – even at its lower range, substantially higher density than country residential. Policy 5.13 clearly states that such proposals are not in keeping with the County Plan and belong in neighbouring urban municipalities.

It is also worth noting that, contrary to the ASP's assertions, the County Plan does not present its alternative format for country residential development as including "commercial development and having hamlet-like qualities". That is a complete misrepresentation of the County Plan's policies.

The ASP conveniently does not compare its proposed commercial development with the relevant policies in the County Plan. That is because it is completely inconsistent with those policies. Section 14 of the County, which deals with business development, makes it clear that its overall objective is to direct the majority of new commercial and industrial development to the business areas identified in the County Plan. The Elbow View ASP is nowhere near any of those identified business areas. As a result, the County Plan does not support commercial development in this location.

To maintain consistency with the County Plan, the ASP would have to make the case that it fit within the County Plan policies for “other business development”. It doesn’t try to do that, probably because it would be difficult, if not impossible, to plausibly fit within those policy requirements.

To justify a new business development outside of the existing business areas, the County Plan requires a rationale that explains why the business cannot be located in one of the approved business areas. The County Plan also requires that “proposals for business development outside of a business area should be limited in size, scale, intensity and scope”. The scale of Elbow View’s commercial development, which will occupy 50 acres plus undetermined additional “neighbour commercial”, cannot be described as “limited” in any way.

### **Conclusions**

The points raised in the submission only touch on a few of the most glaring reasons why this ASP should not be approved. Any of them, on their own, should be sufficient to reject this application. In combination, they provide overwhelming reasons to reject it.

**Michelle Mitton**

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**From:** Springbank Community Association <springbankcommunityassociation@gmail.com>  
**Sent:** April 28, 2021 1:53 PM  
**To:** Legislative Services Shared  
**Cc:** Al Schmidt; Division 3, Kevin Hanson; Division 2, Kim McKylor  
**Subject:** [EXTERNAL] - Elbow View ASP Bylaw C-8111-2020  
**Attachments:** SCA - Letter to Rocky View Elbow View ASP Public Hearing 28Apr2021.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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Please see attached submission from the Springbank Community Association regarding the Elbow View ASP.

--

Karin Hunter  
*President*



<https://springbankcommunity.com/>

<https://www.facebook.com/springbankcommunityassociation>



April 28, 2021

Legislative Services  
262075 Rocky View Point  
Rocky View County, AB, T4A 0X2

Delivered by email: [legislativeservices@RockyView.ca](mailto:legislativeservices@RockyView.ca)

Re: Proposed Elbow View ASP Bylaw C-8111-2020

The Springbank Community Association is concerned that the process undertaken to advance the Elbow View ASP application has been unduly accelerated, and has not provided adequate time or appropriate forums for public engagement on a proposal that is even larger than Harmony.

Additionally, we do not believe the proposed Elbow View Area Structure Plan is consistent with the growth vision and strategy adopted by Rocky View County in its County Plan (BYLAW C-7280-2013 AMENDED APRIL 10, 2018 the "County Plan"). We recognize that the new Municipal Development Plan ("MDP") has passed second reading, but it is not yet passed third and final reading to replace the County Plan. Our understanding is the existing County Plan is still the guiding document under which the Elbow View ASP will be reviewed.

We believe this to be the first developer-funded ASP to go before Council, and as such, we request that careful thought be given to the process by which this ASP was developed. One area of concern for us is that engagement for Elbow View was developer-led and reported. We do not believe this engagement process is in the best interest of RVC residents. Our view is that engagement should be planned, conducted and reported by an independent expert without a vested interest in the project, with the costs for this borne by the developer.

We understand that pandemic circumstances of the past year have altered the traditional methods and formats used for community engagement and, if this was a localized Conceptual Scheme with a limited number of affected parties, perhaps the engagement processes undertaken might be considered adequate. The major scale of this project, along with its location along a major transportation corridor, proximity to the Elbow River, and existence of important environmental components, will result in substantial impacts on the residents of Springbank generally, and the Elbow Valley in particular. For these reasons, we believe that any decisions on this application should be delayed until more complete public consultation can be completed, including in-person public information sessions. We point out that the engagement processes for the recently-revised Springbank ASP were much more extensive, and provided multiple opportunities and formats for information exchange with affected parties.



As part of a more extensive public consultation, we believe the proposed Elbow View Area Structure Plan needs to provide more specific guidance in a number of areas, including but not limited to: limitation of commercial building/business formats, limitations on building heights, recreation and community amenities, guidance related to community design characteristics, and support for the dark sky principles adopted for Springbank (and Rocky View County).

Additionally, in the past, recreation boards reviewed these types of proposals with a view to community amenities. Given the recreation boards were disbanded, is there an independent body at the County reviewing developments, conceptual schemes and ASPs to ensure that area residents long-term recreation and community goals are supported? How has the role of recreation boards been accommodated in the current planning process?

Responsible development requires adherence to a long-term growth strategy if a region is going to evolve to fulfill its vision for the future. The County Plan simply does NOT SUPPORT this application.

Under Vision and Principles, Section 2.1 of the County Plan speaks to the nature of residential growth as follows: *"Encourage a 'moderate' level of residential growth that preserves and retains the County's rural character."* Similarly, a fundamental element of the Growth Management Strategy in the County Plan is stated as *"The majority of county residents have indicated they are willing to accept 'some' or a 'moderate amount of' residential growth provided it is properly implemented, financed, and environmentally sound."*

Section 5 of the County Plan is entitled "Managing Residential Growth", and includes the following introduction: *"Section 5 identifies the desired residential growth levels, growth locations, **and the criteria under which development will be evaluated.**" (emphasis added).* One of the stated "Goals" in this Section 5 is to: *"Manage residential growth so that it conforms to the County's environmental, fiscal, and community goals; **and so that the rural character of the county is retained.**" (emphasis added).*

Section 5 of the County Plan goes on to include the following key principles related to hamlet development:

*5.4 New hamlet development should not be considered unless (i) existing overall hamlet residential potential is not being significantly developed, and (ii) a need and rationale for a new hamlet has been demonstrated based on the following criteria:*

- a. consistency with the County's residential population goals;*
- b. is an appropriately located development within the existing settlement pattern;*
- c. opportunity for community input;*
- d. meeting the financial, environmental, community infrastructure goals of this Plan; and*
- e. market demand.*

*5.5 In order to retain rural character and a sense of community, consideration should be given to the ultimate size of a hamlet. **To retain these qualities, the County considers the upper population limit of a hamlet community to be in the range of 5,000 - 10,000 residents** (emphasis added). Hamlet size shall be determined based on the following criteria:*

- a. County residential population goals;*
- b. existing hamlet population goals;*
- c. community input; d. local commercial service requirements;*
- e. fiscal impact;*
- f. infrastructure capacity; and*
- g. retaining rural character.*

The County Plan emphasizes the importance of maintaining Rocky View County's distinct character:

*"The rural nature and importance of country residential, hamlet, and agricultural communities must be maintained."*

It goes on to summarize (in Table 3) a number of the characteristics that capture Rocky View's rural sense and feel, and directs that: *"These characteristics should be considered in planning, design, and development of a rural community."* (Section B Introduction)

We refer Council to the Information Session hosted by the Elbow View ASP proponents earlier this week, and note the limited references to the County Plan in the proponent's presentation or responses to questions submitted online to this virtual session. The County Plan is a statutory document that operates as Rocky View County's master development policy, and the County is legally obligated to use it as its foundation for evaluation and approval of all Area Structure Plans. As such, the County Plan should have been the proponent's principal basis for development of the proposed the Elbow View Area Structure Plan, and we are disappointed at the limited number of references to the County Plan in the proposed Area Structure Plan.

We ask Council to be thoughtful stewards of responsible development in Rocky View County, and to ensure that growth continues to follow the vision set forth in our County Plan. In that regard, we encourage Council to follow the statutory requirements of the County Plan in rejecting or deferring approval of the proposed Elbow View Area Structure Plan at this time, and submit that if Council wishes to consider approval of the proposed ASP, the County Plan should be modified in advance of its approval.

Thank you for your consideration of our concerns.

Regards,

Karin Hunter

President, Springbank Community Association

**Michelle Mitton**

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**From:** Tracey Feist <tracey.feist@outlook.com>  
**Sent:** April 19, 2021 8:41 PM  
**To:** Michelle Mitton  
**Subject:** Re: [EXTERNAL] - Landowner consultation Elbow View ASP

**Follow Up Flag:** Follow up  
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Yes please. I also wish to state, as an official submission on the ASP, that the Rocky View County Council should not have allowed a developer funded ASP—which is what Elbow View West is. This seems to contradict the very purpose of an area structure plan.

Thank you,

Tracey Feist, APR  
Elbow Valley Resources Inc.  
Bar Open A Ranches Ltd.  
AB Cell: 403-540-5945  
CO Cell: 720-254-6194

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**From:** MMitton@rockyview.ca <MMitton@rockyview.ca>  
**Date:** Monday, April 19, 2021 at 5:05 PM  
**To:** tracey.feist@outlook.com <tracey.feist@outlook.com>  
**Subject:** RE: [EXTERNAL] - Landowner consultation Elbow View ASP

Good afternoon Tracey,

Did you want the comments below as an official submission on the ASP?

Thank you  
Michelle

**MICHELLE MITTON, M.Sc**  
Legislative Officer | Legislative Services

**ROCKY VIEW COUNTY**  
262075 Rocky View Point | Rocky View County | AB | T4A 0X2  
Phone: 403-520- 1290 |  
[MMitton@rockyview.ca](mailto:MMitton@rockyview.ca) | [www.rockyview.ca](http://www.rockyview.ca)

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**From:** Tracey Feist <tracey.feist@outlook.com>  
**Sent:** April 19, 2021 11:54 AM  
**To:** adam.harrison@o2design.com; Legislative Services Shared <LegislativeServices@rockyview.ca>  
**Cc:** Division 1, Mark Kamachi <MKamachi@rockyview.ca>; Division 2, Kim McKylor <KMckylor@rockyview.ca>; Division

3, Kevin Hanson <Kevin.Hanson@rockyview.ca>; Jessica Anderson <JAnderson@rockyview.ca>; Kent Robinson <kRobinson@rockyview.ca>

**Subject:** [EXTERNAL] - Landowner consultation Elbow View ASP

Do not open links or attachments unless sender and content are known.

Adam,

As a nearby landowner to this project, I wish to attend your virtual information session on Monday April 26.

<https://www.rockyview.ca/Portals/0/Files/BuildingPlanning/Planning/UnderReview/ElbowView/ElbowViewASP-Information-Session-Invitation-April2021.pdf>

I have multiple questions with regard to the proposed Elbow View West development. I find it ironic that throughout the Elbow View ASP images of serene landscapes have been used. It will be anything but should this project proceed.

Those questions are:

1. While I am aware that Qualico purchased Rob Matthew's property long ago, it uses the misleading "Double Creek Ranch" on the County land map. It's anything but a working ranch. What about the other adjacent landowners? And, are there plans of expropriation should those landowners be opposed?
2. There is no highway infrastructure to support this project. Where are you at with working with Alberta Transportation (AT) on this project, and of course, engaging with those of us who live along Highway 8? In talking with a recent AT representative on the future twinning of Highway 8, he mentioned it could be years away. This is a direct quote from that meeting: *"The future interchange [Hwy 8 and 22] is probably I'd say 30-40 years out. As for twinning highway 8 it is not on our current program. It could be anywhere from 5, 10, 15 years out. It all depends on provincial party and funding."* (Microsoft Teams meeting with Jerry Lau of Alberta Transportation on April 8, 2021.)

There is a road allowance along Tsuu T'ina nation, that I believe RVC should be utilizing for a better, direct access to Bragg Creek. There are no homes along that tract of road allowance and it would provide a better twinning situation rather than along Highway 8. It may provide a more cost efficient location so that Highway 8 is not in a massive construction zone for years to come. That is what road allowances were intended for when they are created many years ago.

3. If twinning Highway 8 comes to fruition, what about the twinning all the way to Bragg Creek? Are there current negotiations with Tsuu T'ina Nation? I'm not sure if you have travelled Highway 22 to Bragg on a spring or summer day, but often times the highway is at a standstill all the way from the 4 way intersection to the entrance of the Redwood Meadows Golf Course. Again these are all questions that need to be thought through, because if Elbow View West proceeds, it will bring massive amounts of traffic to a current highway that can't support it.
4. What about water, sewage and schools? Springbank schools are over capacity and yet you want to put high density housing: 2,200 acres with up to 25,000 people over 30 years? It seems that the development comes first and the important infrastructure is an afterthought.

I'll use this Elbow Valley West Conceptual Scheme document from RVC, dated March 9, 2004 [[PDF page 18](#)] where it shows intended schools. This is almost 20 years later and still no schools have been built.

This statement on the RVC website almost seems contradictory:

*"Rural living is rich and rewarding, yet it is important that new residents know that rural life in Rocky View County is very different from life in the city. Agriculture greatly shapes the economic, cultural and social fabric of the County. You have chosen to live in a rural setting among ranch and farm families. You can expect to share many of the benefits and challenges they enjoy, like open space and tranquility, wildlife sightings, variable weather and road conditions."*

Recently it seems that Rocky View County has been keen on trading its agricultural land base for developments such as Elbow View West, thus minimizing its rural setting. Why is this? For the lure of future tax dollars? Many individuals, who are fortunate to live west of Calgary, do so because they want to get away from the hustle of the city. I can tell you that the highway noise (believe me I know how many trucks use their engine retarder brakes in the middle of the night) is only bound to get worse. And the garbage in the ditches that drift onto our land only grows each year.

Perhaps the greatest threat of development in this area is that it still will not be protected from flooding along the Elbow River, even if the NRCB approves the [Springbank Off Stream Reservoir](#).

U of C professor of geoscience (with a specialization of groundwater and surface water) Dr. Cathryn Ryan says massive tracts of native grassland and important ecosystems along the Elbow River should be protected. In this article ["Protecting Ground Water is key to Elbow River Health"](#) from June 11, 2019 Dr. Ryan is quoted as follows:

Cathy Ryan, a professor in the Department of Geoscience at the University of Calgary, makes these points to illustrate how important it is to protect the Elbow and its aquifer. Since the aquifer is directly hydraulically connected to the river, Ryan said, any river activities can directly affect water quality. Ryan is concerned that the Elbow is not being adequately protected because it's "a casualty to the fact that people want to live close to rivers."

A proposed new development along Highway 8 west of Elbow Valley could add 7,000 housing units and close to 19,000 residents in a 930-hectare area south of the Elbow River. Can the Elbow sustain more people? Campbell believes the river can support more people than it currently does, but only with careful management. "In my opinion," she said in an email, "maintaining the quality of the water in the river (and aquifer) requires treating it as a park, maintaining a 2-km setback from the river for any development, with more intensive developments set outside the alluvial aquifer entirely."

Ryan says that the Elbow River has shown a steady water quality decline over decades (first reported in 1999 by Al Sosiak and reinforced in 2005 by Jamie Dixon and Al Sosiak). She and Campbell agree that people's desire for waterfront living exacerbates the problem. "Unfortunately, human beings like to live right beside the water," Campbell said. "We create our own problems."

Ryan agrees. "Somehow, the land use on the Elbow River aquifer should be protected to activities that don't contribute to groundwater quality degradation, discharge effluent to the river, and aren't susceptible to flooding."

Yet RVC continues to allow development along the Elbow River? Riparian areas along the Elbow need to be protected. Remember, the city of Calgary gets 40% of its water from the Elbow, and the Elbow is 1/10<sup>th</sup> the size of the Bow River. This water source should be protected.

I have cc'd several members of RVC on this email. It is important for them to hear from their constituents directly. Once this land is taken out of agricultural use, it's gone forever.



Only 30 per cent of the land in this province is privately owned. Landowners are having to fight to keep their land away from hungry developers. And unfortunately our elected officials seem intent on ensuring the developers get what they want despite their constituent's opposition.

I am very hopeful with the assignment of interim CAO Kent Robinson and that his leadership will properly shape the future of this county for many generations to come. I recognize that we live close to a massive city. However future development needs to proceed thoughtfully and very carefully.

Regards,

Tracey Feist, APR  
Elbow Valley Resources Inc.  
Bar Open A Ranches Ltd.  
AB Cell: 403-540-5945  
CO Cell: 720-254-6194

**Michelle Mitton**

---

**From:** [REDACTED]  
**Sent:** April 21, 2021 6:08 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Public Hearing May 11, 2021

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Hello,

With regards to the notice.

As a landowner, I support the Proposed Elbow View ASP Bylaw C-8111-2020.

Thank you,  
Angelika DaSilva

**Michelle Mitton**

---

**From:** Ashley Orton [REDACTED]  
**Sent:** April 27, 2021 1:36 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020  
**Attachments:** Ashley Orton Letter to Legislative Services 04-27-2021l.pdf

**Importance:** High

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Dear Sirs,

Please see attached letter supporting the Proposed Elbow View ASP Bylaw C-8111-2020.

Regards,  
Ashley Orton  
Landowner

[REDACTED]

Ashley Orton  
#243 13888 – 70<sup>th</sup> Avenue  
Surrey, B.C.  
V3W 0R8  
[REDACTED]

April 26, 2021

To:  
**Legislative Services**  
262075 Rocky View Point  
Rocky View County, AB, T4A 0X2

Re: Proposed Elbow View ASP Bylaw C-8111-2020

Dear Sirs:

With respect to the above, I am a landowner in this project and I strongly support the proposed Elbow View ASP Bylaw C-8111-2020.

Regards,

A handwritten signature in black ink, appearing to read 'Ashley Orton', with a stylized flourish at the end.

Ashley Orton

**Michelle Mitton**

---

**From:** barbaramarvin [REDACTED]  
**Sent:** April 22, 2021 7:56 PM  
**To:** Legislative Services Shared  
**Cc:** me20  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I approve of this plan.

Thank you,  
Barb Marvin  
Part owner Fox Creek



**Michelle Mitton**

---

**From:** Monique Cowie [REDACTED]  
**Sent:** Saturday, April 24, 2021 11:04 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To whom it may concern,

I support the **Proposed Elbow View ASP Bylaw C-8111-2020**.

Brian Cowie

Sent from my iPhone

**Michelle Mitton**

---

**From:** Bruce Nelligan [REDACTED]  
**Sent:** April 20, 2021 9:08 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020  
**Attachments:** Letter to RVC - Elbow View ASP.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Please see attached letter.

Bruce Nelligan  
240126 Range Rd. 32  
Rocky View County, AB  
T3Z 1M3  
April 20, 2021

Legislative Services  
262075 Rocky View Point  
Rocky View County, AB  
T4A 0X2

RE: Proposed Elbow View ASP Bylaw C-8111-2020

Members of Council,

My family and I have lived in West Meadows Estates for almost 8 years. Our property takes access from Range Rd. 32 which forms the east boundary of the Elbow View ASP. I have been aware of this ASP for some time and was particularly interested in a few specific aspects of the plan including the land use strategy, the proposed trails, pathways and road network and how the ASP addresses the Tsuut'ina Nation lands to the south.

Regarding the land use strategy, I was pleased to see some commercial nodes in the area. Although I understand a critical mass of density is required to support this land use, it is encouraging to see this being planned for so that residents in the area will eventually be able to visit local shops and restaurants on foot or bicycle as opposed to driving into the City.

The proposed pathways and trails system appears to be extensive and connects the commercial nodes to the rest of the plan area. The pathway network shows a connection across Hwy.8, west of Range Rd.33. For safety reasons, I would be concerned if this was planned to be an at-grade crossing unless the speed limit on Hwy.8 is reduced significantly.

The road network appears to be well thought out however, I am concerned about a potential road connection directly opposite our private driveway. Our driveway is currently shared by three landowners and has been constructed to a standard that makes drivers think that it is a public roadway. Having this connection to the Elbow View ASP area may cause more people to drive down our dead-end roadway thinking there might be a connection to the east. I would prefer to see this connection on Range Rd. 32 moved 100m further north.

I was pleased to see that the Tsuut'ina Nation has been consulted during the ASP process and that their concerns seem to have been addressed through the policies outlined in the Plan.

Overall, I am in support of the Elbow View ASP and appreciate the work by County Staff and the Consultant Team to put this comprehensive plan together.

Sincerely,

  
Bruce Nelligan

**Michelle Mitton**

---

**From:** Rob and Carolyn Gardner [REDACTED]  
**Sent:** April 21, 2021 3:05 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Support for Elbow View ASP Bylaw C8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

**Attention:** Legislative Services for the County of Rocky View

This is just a follow up to the original support letter I submitted a year ago online.  
As a landowner I continue to strongly support the **Proposed Elbow View ASP Bylaw C-8111-2020**.  
Best Regards,

Carolyn Gardner

Sent from [Mail](#) for Windows 10

**Michelle Mitton**

---

**From:** Christy El Hage [REDACTED]  
**Sent:** April 26, 2021 9:29 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

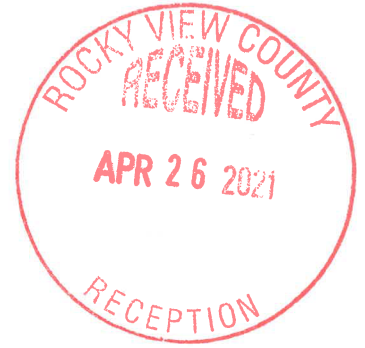
Legislative Services,

I support the Proposed Elbow View ASP Bylaw C-8111-2020.

Sincerely,  
Christy El Hage



Legislative Services  
262075 Rocky View Point  
Rocky View County, AB, T4A 0X2  
[legislativeservices@rockyview.ca](mailto:legislativeservices@rockyview.ca)  
403-230-1401



Re: Proposed Elbow View ASP Bylaw C-8111-2020

To whom it may Concern:

I support the Proposed Elbow View ASP Bylaw C- 811-2020.

Clare Wowniar



**Michelle Mitton**

---

**From:** Daniel Sullivan [REDACTED]  
**Sent:** April 21, 2021 3:44 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Daniel Sullivan - I support the Proposed Elbow View ASP Bylaw C-8111-2020

**Importance:** High

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Good afternoon RockyView County,

Please be advised that I provide my full support for the **Proposed Elbow View ASP Bylaw C-8111-2020**.

Regards,

**Danny Sullivan**

[REDACTED]

**Michelle Mitton**

---

**From:** Deanna Coyle [REDACTED]  
**Sent:** April 21, 2021 4:05 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I approve of this initiative and welcome it.

Thank you

Deanna Anderson-Coyle

[REDACTED]

**Michelle Mitton**

---

**From:** Georgette Gascoyne [REDACTED]  
**Sent:** April 27, 2021 8:48 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Vote for Elbow

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Hi, I support the proposed Elbow View ASP Bylaw C-8111-2020

Don&Georgette Gascoyne

Sent from my iPhone

**Michelle Mitton**

---

**From:** Donna Coupland [REDACTED]  
**Sent:** Sunday, April 25, 2021 1:16 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow Valley View ASP Bylaw C-8111-2020  
**Attachments:** Coupland Elbow View ASP Bylaw C-8111-2020\_001.pdf; ATT00001.htm

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Legislative Services

To Whom It May Concern,

Please see the attached letter regarding the proposed Elbow View ASP Bylaw C-8111-2020. Thank you

Regards,

Donna Coupland  
4 Scimitar Rise NW  
Calgary, Alberta T3L 2C9



Donna Coupland  
4 Scimitar Rise NW  
Calgary, Alberta T3L 2C9  
[REDACTED]

April 25, 2021

Legislative Services  
262075 Rocky View Point  
Rocky View County, AB, T4A 0X2

To Whom It May Concern,

**Re: Elbow View ASP Bylaw C-8111-2020**

I support the proposed Elbow View ASP Bylaw C-8111-2020.

Regards,



Donna Coupland

**Michelle Mitton**

---

**From:** john winterdyk [REDACTED]  
**Sent:** April 26, 2021 9:50 AM  
**To:** Legislative Services Shared  
**Cc:** drjaw  
**Subject:** [EXTERNAL] - re: A By-law of Rocky View County to adopt the Elbow View Area Structure Plan (ASP)  
**Attachments:** ElbowView2021\_April26\_21.docx  
  
**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To whom it may concern,

Please find attached my letter in support of the by-law to adopt the **Elbow Vallet Area Structure Plan**.

Sincerely,  
Dr. John Winterdyk

Attn.: Legislative Services Office

[LegislativeServices@rockyview.ca](mailto:LegislativeServices@rockyview.ca)

April 26, 2021

I, John Winterdyk, **support** the proposed by-law C-8111-2020 -- A By-law of Rocky View County to adopt the Elbow View Area Structure Plan (ASP) -- File #: 1013-220. I do so to guide future land use, sub-division, and development proposals within the plan area.

The following are my reasons for support of the proposed by-law:

- A sound land use strategy:
  - o that provides for a variety of uses that is thoughtfully integrated into the landscape, and it is dynamic in its vision to respond to the future needs of its residents
  - o that offers a symbiotic approach to the community and its interaction with the natural environment
- density, transition strategy:
  - o thoughtfully considers surrounding communities and their impact on the existing communities by having the lowest density on the perimeter of the proposed development
  - o given that the proposed development would take place over several decades, the density and adaptation for neighbouring communities will allow for a natural transition
- parks, open spaces, and pathway systems:
  - o will provide a well-developed interconnected system that will complement the diverse landscape and promote healthy and active living
  - o intends to utilize all the existing natural features
- transportation strategy:
  - o the plan provides a well-conceived transportation network to minimize the impact on the natural environment while still providing a compelling variety of transportation options

Sincerely,

*J. Winterdyk*

Prof. John Winterdyk  
55 West Springs Way, SW.  
Calgary, AB. T3H 4P4



**Michelle Mitton**

---

**From:** Saeed Ghafari [REDACTED]  
**Sent:** Sunday, April 25, 2021 2:32 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View: ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To whom it may Concern:

I write to declare my full support for the above ASP for Elbow View. It is a well surveyed project which has been fully reviewed and a lot of work put into issues related to environmental factors as well as community needs and neighbours considerations.

This project is very well thought out with all due considerations to related matters and warrants full approval in my opinion.

Thank you for your time to read this note.

Respectfully

Dr. Saeed Ghafari

**Michelle Mitton**

---

**From:** Ed King [REDACTED]  
**Sent:** April 22, 2021 10:28 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To whom it may concern,

As a Foxcreek Land Owner who previously submitted a support letter, I again would like to indicate my support for the above bylaw.

Sincerely

Ed King

[REDACTED] Heriot Bay, BC

**Michelle Mitton**

---

**From:** Elie Harb [REDACTED]  
**Sent:** April 27, 2021 5:14 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Hello,

I support the Proposed Elbow View ASP Bylaw C-8111-2020.

Regards,

Elie



**Michelle Mitton**

---

**From:** Manny [REDACTED]  
**Sent:** April 26, 2021 10:04 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I am a landowner on Highway 8 and I support the **Proposed Elbow View ASP Bylaw C-8111-2020**.

Emmanuel Vergara

**Michelle Mitton**

---

**From:** Eric Leonardo [REDACTED]  
**Sent:** April 22, 2021 4:13 PM  
**To:** Legislative Services Shared  
**Cc:** Eric Leonardo  
**Subject:** [EXTERNAL] - ASP Bylaw C-811-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To whom it may concern  
I support the Proposed Elbow View  
ASP Bylaw C-811-2020  
Sincerely  
Eric Leonardo

Sent from my iPhone

**Michelle Mitton**

---

**From:** Frank Brezsnyak [REDACTED]  
**Sent:** April 21, 2021 1:02 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Hello: I support the proposed Elbow View ASP, bylaw C8111-2020

Regards

Frank Brezsnyak

**Michelle Mitton**

---

**From:** Frank Oblak [REDACTED]  
**Sent:** April 21, 2021 9:35 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

This email is to show that I support the **Proposed Elbow View ASP Bylaw C-8111-2020** as a land owner.

Frank Oblak

**Michelle Mitton**

---

**From:** Gabriel Kobel <gkobel@vertex.ca>  
**Sent:** April 21, 2021 2:29 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Attn: Legislative Services  
262075 Rocky View Point  
Rocky View County, AB, T4A 0X2

This email is to confirm my support for the Proposed Elbow View ASP Bylaw C-8111-2020. Thank you

**Gabriel Kobel** CET  
Operations Manager

Vertex Professional Services Ltd.  
2000, 555 4th Avenue SW  
Calgary, AB T2P 3E7

**P 403.229.3969 ext.754**  
**D 403.206.9763**  
**C 403.650.1436**  
**F 403.244.1202**  
[www.vertex.ca](http://www.vertex.ca)



Confidentiality Notice: This message and any attachments are solely for the intended recipient and may contain confidential or privileged information. If you are not the intended recipient, any disclosure, copying, use, or distribution of the information included in this message and any attachment is prohibited. If you have received this communication in error, please notify us by reply email and immediately and permanently delete this message and any attachments. Thank you. %!%

**Michelle Mitton**

---

**From:** Gabriel Kobel Barlon Asset Management <gkobel@barlon.ca>  
**Sent:** April 21, 2021 2:32 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Attn: Legislative Services  
262075 Rocky View Point  
Rocky View County, AB, T4A 0X2

This email is to confirm my support for the Proposed Elbow View ASP Bylaw C-8111-2020. Thank you

Gabriel Kobel, C.E.T.  
President  
BarlonAsset Management Ltd.  
2000, 555, 4th Avenue SW  
Calgary, AB T2P 3E7  
D 403.206.9763  
C 403.650.1436  
Email: gkobel@barlon.ca



**Michelle Mitton**

---

**From:** [REDACTED]  
**Sent:** April 22, 2021 12:24 PM  
**To:** Legislative Services Shared  
**Cc:** gail.blashyn@calgaryunitedway.org  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

April 22, 2021

Legislative Services  
262075 Rocky View Point  
Rocky View County, AB, T4A 0X2

To whom it may concern:

Please be advised that I want to notify Legislative Services in Rocky View County of my support for the proposed Elbow View ASP Bylaw C-8111-2020.

Thank you,

Gail Blashyn  
[REDACTED]

**Michelle Mitton**

---

**From:** Gail Davis [REDACTED]  
**Sent:** April 28, 2021 6:43 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

As partial owner at NW 4 24 3 W5 area.

I am in support of the ASP for the Proposed Elbow View Bylaw C-8111-2020.

I see it as a great asset to the area for living and working. Look forward to this new development.

Gail Davis

**Michelle Mitton**

---

**From:** Garry Blashyn [REDACTED]  
**Sent:** April 22, 2021 5:00 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

April 22, 2021

Legislative Services  
262075 Rocky View Point  
Rocky View County, AB, T4A 0X2

To whom it may concern:

Please be advised that I want to notify Legislative Services in Rocky View County of my support for the proposed Elbow View ASP Bylaw C-8111-2020.

Thank you,

Garry Blashyn  
[REDACTED]

**Michelle Mitton**

---

**From:** gurmail bhattal [REDACTED]  
**Sent:** April 27, 2021 11:01 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C8111-2020 (gurmail singh bhattal 12 windhorse bay T3z0B4)

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Thanks. I support the **Proposed Elbow View ASP Bylaw C- 8111-2020**.

**Michelle Mitton**

---

**From:** Hanna Winiecka [REDACTED]  
**Sent:** April 22, 2021 12:53 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the **Proposed Elbow View ASP Bylaw C-8111-2020**.  
regards,  
Hanna Krol

**Michelle Mitton**

---

**From:** Kate Fenner [REDACTED]  
**Sent:** Saturday, April 24, 2021 9:23 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Elbow View

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Dear Sir or Madam,

I support the proposed Elbow View ASP By law C-8111-2020

Regards,

Ille Kate Fenner



**Michelle Mitton**

---

**From:** Jacqueline Michael [REDACTED]  
**Sent:** April 27, 2021 1:14 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020  
**Attachments:** Letter to Legislative Services 04-27-2021l.pdf

**Importance:** High

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Dear Sirs,

Please see attached letter supporting the Proposed Elbow View ASP Bylaw C-8111-2020.

Regards,  
Jacqueline Michael  
Landowner

[REDACTED]

Jacqueline Michael  
8380 Centre Street  
Delta, BC V4C 3X4  
[REDACTED]

April 26, 2021

To:  
**Legislative Services**  
262075 Rocky View Point  
Rocky View County, AB, T4A 0X2

Re: Proposed Elbow View ASP Bylaw C-8111-2020

Dear Sirs:

With respect to the above, I am a landowner in this project and I strongly support the proposed Elbow View ASP Bylaw C-8111-2020.

Regards,

A handwritten signature in blue ink that reads "Michael".

Jacqueline Michael

**Michelle Mitton**

---

**From:** Aaron West [REDACTED]  
**Sent:** April 21, 2021 11:08 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To Whom It May Concern:

I support the proposed Elbow View ASP Bylaw C-8111-2020.

Sincerely,

Jacqueline West

**Michelle Mitton**

---

**From:** Jaimie [REDACTED]  
**Sent:** April 21, 2021 1:50 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Elbow View ASP

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the Proposed Elbow View ASP Bylaw C-8111-2020.

Jaimie Falconer  
[REDACTED]

**Michelle Mitton**

---

**From:** Jan Bloemraad <jbloemraad@glencoe.org>  
**Sent:** April 28, 2021 2:23 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Elbow View ASP - Re0dubmittal of email

Do not open links or attachments unless sender and content are known.

To whom it may concern,

Please find below an email that was sent Tuesday, November 17, 2021 and being resubmitted for the package to council.

If you have any questions please let me know.

Jan



**JAN BLOEMRAAD, CCM**  
*Chief Executive Officer*  
403-287-4128

**The Glencoe Club**  
**The Glencoe Golf & Country Club**  
636 - 29 Avenue SW  
Calgary, AB T2S 0P1  


Good afternoon Jessica,

I received your email address from Adam Harrison from O2 Planning + Design. I requested your email as I would like to officially provide you an email of support for the potential Elbow View development.

Please accept this email as an official support from not only myself, but the Glencoe Golf & Country Club. I discussed the proposed structure plan with our Board Executive last night, and they have instructed me to communicate on behalf of the Club.

We see Elbow View as a great opportunity for increased development in the area, to add some additional infrastructure to the Highway 8 area as well as support services and commercial opportunities.

As a large community partner adjacent to Elbow View, we fully support the project plan for concept development and public engagement.

If you would like to have a more official letter of support, please let me know. Otherwise consider this email as the Club's stance on this exciting opportunity for growth in the area.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jan Bloemraad". The signature is fluid and cursive, with the first name "Jan" and last name "Bloemraad" clearly distinguishable.

Jan Bloemraad  
C.E.O.



**Michelle Mitton**

---

**From:** Jeff Young [REDACTED]  
**Sent:** April 28, 2021 9:37 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - BYLAW C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Letter of Support for Bylaw C-8111-2020 - A Bylaw of Rocky View County to Adapt the Elbow View Area Structure Plan

Jeff Young  
4920 20A St SW  
Calgary, AB T2T 5A6

To Rockyview Council of Legislative Services Offices,

It is my pleasure to write this letter in support of the Bylaw C-8111-2020 to adapt the structure plan proposed.

Elbow View has done an excellent job working with the community in and around Rocky View to address all concerns and develop a comprehensive plan for land use in this area. It is for this reason I support the proposed plans for the land use and development of the community.

Sincerely,

Jeff Young  
[REDACTED]

**Michelle Mitton**

---

**From:** Mo & Jenny Jessa [REDACTED]  
**Sent:** Sunday, April 25, 2021 10:17 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the **Proposed Elbow View ASP Bylaw C-8111-2020**.

Jenny Jessa  
112 Jedburgh Place  
Victoria, BC  
V9B 6N7

**Michelle Mitton**

---

**From:** Danita Clavelle-Cormier [REDACTED]  
**Sent:** April 21, 2021 11:46 AM  
**To:** David Brezsnyak; Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw

Do not open links or attachments unless sender and content are known.

Good day,

Please be informed that we support the Proposed Elbow View ASP Bylaw.

Regards

Jim Cormier and Danita Clavelle-Cormier  
Fox Creek Landowners via Westgate Land Development Corporation

**Michelle Mitton**

---

**From:** Joan and Brian [REDACTED]  
**Sent:** April 25, 2021 3:31 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I confirm my previous letter and fully support the above-mentioned Proposed Bylaw.

Thank you.

Joan Cameron  
16 Mary's Emerald Bay Rd  
Vernon, BC  
V1H 2A7

**Michelle Mitton**

---

**From:** Regena Brezsnyak [REDACTED]  
**Sent:** April 23, 2021 10:30 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - I support the PROPOSED ELBOW VALLEY ASP BYLAW C. 8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

John Brezsnyak

**Michelle Mitton**

---

**From:** Julie Pithers [REDACTED]  
**Sent:** April 27, 2021 11:01 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Hello,

I am a landowner on the eastern border of the proposed Elbow View development. Overall, I am FOR this proposal, however I am looking for council to ensure our legacy community is not hurt or left behind as the Highway 8/Elbow Valley region is built out—providing much needed tax dollars for the county.

Previously our community, West Meadows Estates, supported the building out of Elbow Valley West on our northern border, only to be faced with on going stormwater damage (as of the writing of this email—still unmitigated for many neighbours). The county must provide much superior oversight this time—particularly when the scope is so much larger.

Any infrastructure provided for or by Elbow View must be shared with West Meadows Estates, otherwise we will be asked to withstand decades of construction upwind and upstream from us—without any benefit to our community. Our aquifer may also be jeopardized by the massive amounts of land being moved and stormwater ponds built. By linking up the communities between Elbow View and the City, I believe, follows the county's mission to infill neighbourhoods rather than leap-frogging.

However, I am in no way supportive of a) raw water being drawn off the Elbow for 6000 households and/or b) a privately run wastewater facility situated upstream of the western edge of our community.

I am COMPLETELY in support of (FOR) Rocky View working with the City of Calgary to supply water, sewer and stormwater facilities for Elbow View and the neighbouring communities—I'm sure the Elbow Valleys and BraeMar would be more than pleased to be released from the grip of Westridge and/or dealing with other privately run water supplies. (FYI Westridge never returned any of our community association's calls to supply our neighbourhood with piped water.) The issue of the City requiring density in our neighbourhood and others, like Elbow River Estates, could be mitigated through a grandfathering like the city already has with recently annexed land where landowners must hook up to the City infrastructure if and when they develop.

And finally, the plan shows several paths and roads leading into our community. This is welcome only if there is an effort made to provide safe, separate and lit paths (of the low-level/dark-skies lighting variety) for pedestrians and cyclists. Currently dozens and sometimes hundreds of people walk the West Meadows Estates Road and RR32 where speed limits go as high as 80km/h without paths, lighting or even a shoulder. Elbow View's ASP also shows RR32 as a feeder road for HWY 8—adding hundreds of vehicles to a community held to two-acre-max lots and with the roads to match. Our safety must be considered before allowing this ASP to go through.

Overall, the Elbow View plan seems like it could accomplish the best of all worlds by being a livable, environmentally friendly and welcoming neighbourhood. I just request it be the tide to lift all boats to make our water safer, our communities more diverse and ensure we do not become a land of haves and have-nots. We are all connected.



Thank you for your time.

Julie Pithers  
48 West Meadows Estates Rd  
T3Z1M5  
[REDACTED]

**Michelle Mitton**

---

**From:** Karen Allan [REDACTED]  
**Sent:** Saturday, April 24, 2021 3:11 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the **Proposed Elbow View ASP Bylaw C-8111-2020.**

Karen Allan

**Michelle Mitton**

---

**From:** Karen Anderson [REDACTED]  
**Sent:** April 21, 2021 11:47 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Hello. I support the proposed Elbow View ASP Bylaw C-8111-2020.

Don't hesitate to contact me if you have any questions.

Sincerely,  
Karen Anderson

**Michelle Mitton**

---

**From:** Karen Kobel [REDACTED]  
**Sent:** Sunday, April 25, 2021 9:26 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

>  
> Attn: Legislative Services  
> 262075 Rocky View Point  
> Rocky View County, AB, T4A 0X2  
>  
> This email is to confirm my support for the Proposed Elbow View ASP Bylaw C-8111-2020. Thank you

Sent from Karen's iPhone

**Michelle Mitton**

---

**From:** Bedar, Kavita (Calgary) [REDACTED]  
**Sent:** April 22, 2021 1:03 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Supporting - Proposed Elbow View ASP Bylaw C-8111-2020.  
**Attachments:** 2nd Public Reading May 11, 2021.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Hi,

I support attached Foxcreek plan.

Kind regards,  
Kavita

[REDACTED]



**Westside Land Corporation**  
**1855, 246 Stewart Green SW**  
**Calgary AB T3H 3C8**

## **NOTICE OF PUBLIC HEARING**

**May 11, 2021**  
**at or after 9:00 a.m.**

Rocky View County Council will hold a Public Hearing on the date and time indicated above to consider the proposed bylaw below. Due to the County Hall being closed in response to Covid-19, Public Hearings will be held electronically and a livestream of the proceedings may be viewed at [www.rockyview.ca](http://www.rockyview.ca).

### **Bylaw C-8111-2020 – A Bylaw of Rocky View County to Adopt the Elbow View Area Structure Plan**

**File Number:** 1013-220

**Application Details:** Public hearing to consider Bylaw C-8111-2020, to adopt the Elbow View Area Structure Plan to guide future land use, subdivision, and development proposals within the plan area. Located south of the Elbow River and north of T'suu Tina Nation, west of the city of Calgary.

Any person who deems that they or their property is affected by the proposed bylaw will be provided an opportunity to be heard at the Public Hearing. A copy of the proposed bylaw and associated staff report will be made available to the public in the agenda package on the County's website or at the County Hall beginning at 12:00 PM on **Wednesday, May 5, 2021**. Questions regarding the proposed bylaw may be directed to **Jessica Anderson** at 403-520-8184 or email at [janderson@rockyview.ca](mailto:janderson@rockyview.ca).

You may address Council on the proposed bylaw by submitting a written submission to the Legislative Services Office with **BYLAW C-8111-2020** in the subject line using one of the following methods:

- Email to [legislativeservices@rockyview.ca](mailto:legislativeservices@rockyview.ca)
- Mail or delivery to the County Hall
- Fax to (403) 520-1659

Written submissions must include your name and address or legal description, and please clearly indicate whether you support or oppose the proposed bylaw and provide reasons. Written submissions must be received by **4:30 PM on Wednesday, April 28, 2021** to be included in the agenda package for the Public Hearing.

### **Addressing Council during the Public Hearing:**

Please note that the County Hall remains closed to the public due to Covid-19 and is proceeding with the public hearing electronically in accordance with the Meeting Procedures (COVID-19 Suppression) Regulation. Members of the public who would normally provide submissions in person at the public hearing may provide their submissions as noted below:

- a) If it was your intention to appear in person to present in favor or in opposition of the application during the public hearing, you may submit a pre-recorded video or audio presentation to be played during the public hearing. Pre-recorded presentations can be no longer than 5 minutes if you are speaking on behalf of yourself and 10 minutes if you are speaking on behalf of a group.

The video or audio presentation must include your name and the municipality in which you live, and if you are speaking on behalf of a group you must also provide the names and municipalities of the people you are speaking on behalf of. Audio must be submitted as a MP3 and cannot be more than 20MB in size, and video must be submitted as a MP4, MOV, or WMV format, and cannot be more than 300 MB in size. Files must be submitted to the following link <https://app.box.com/f/f27dcfa5a49e4bfe906aeb9f4c7460d3> and **must be submitted no later than noon the day before the public hearing.**

- b) If it was your intention to appear in person to provide submissions in favor or in opposition of the application during the public hearing, you may also submit an email live during the public hearing to



be distributed during the public hearing. Your email submission must include the bylaw number in the subject line and your first and last name and municipal address or legal land description in the body of the email.

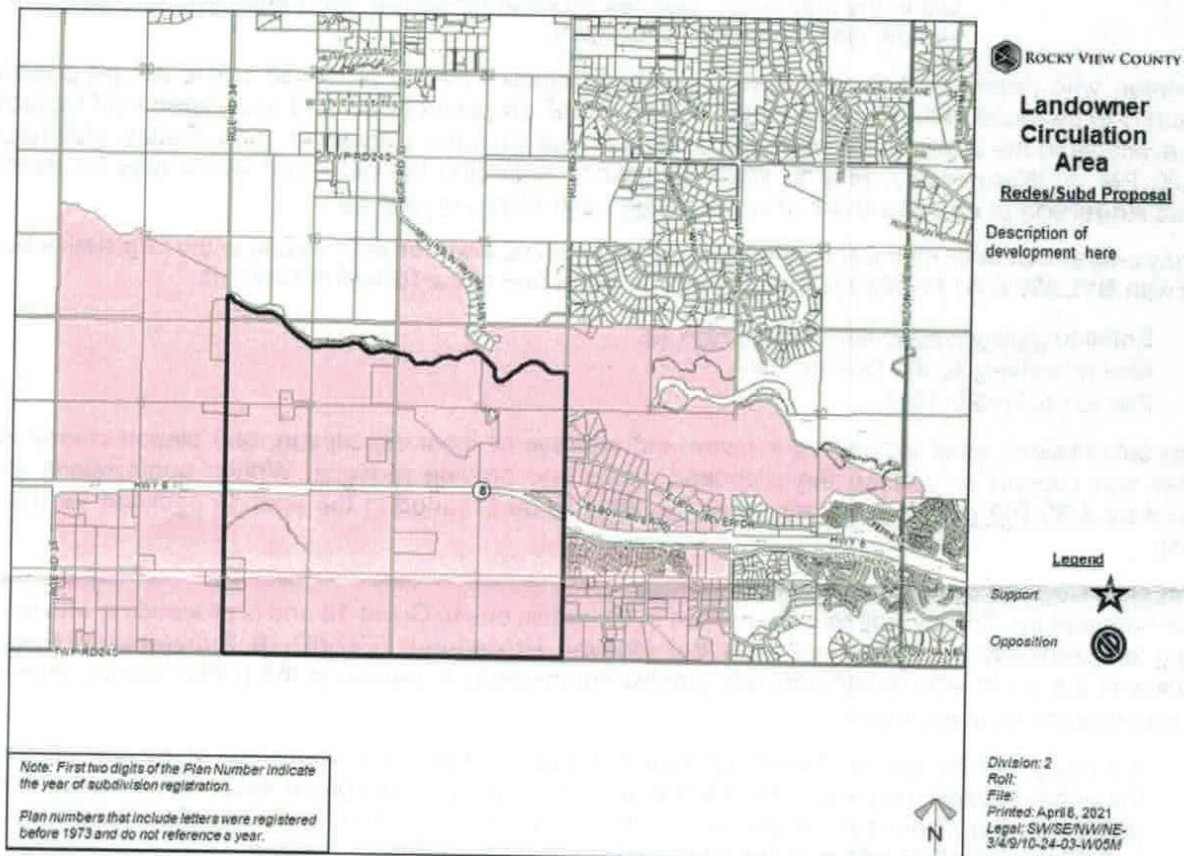
Email submissions must be sent to [PublicHearings@rockyview.ca](mailto:PublicHearings@rockyview.ca) as early as 9:00am on the day of the public hearing or during the public hearing. Council will be provided time to review email submissions during the public hearing. Emails received after the appropriate portion of the public hearing (in favour or in opposition) will not be provided to Council for consideration.

**Please Note:**

Personal information contained in your written submission is collected under section 33(c) of the *Freedom of Information and Protection of Privacy Act* for the purpose of public participation in Rocky View County's decision-making process. Written submissions may be made available to the public prior to or at the Public Hearing in accordance with section 40(1)(c) of the *FOIP Act*.

Your name, legal land description, street address, and any opinions provided in your written submission may be made available to the public and form part of the public record. Your personal contact information, including your phone number and email address, will be redacted prior to making your written submission available to the public. If you have questions regarding the collection or release of this information, please contact Legislative Services at (403) 230-1401.

**SITE MAP**



Dated: **Tuesday, April 13, 2021**  
Michelle Mitton  
Legislative Coordinator

**Michelle Mitton**

---

**From:** Kay Svederus [REDACTED]  
**Sent:** April 28, 2021 8:34 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Elbow view ASP

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To whom this may involve.  
I approve of the proposed Elbow View ASP  
C 8111 2020.  
Thanks,  
Kay

Get [Outlook for iOS](#)

**Michelle Mitton**

---

**From:** Keir Olson [REDACTED]  
**Sent:** April 28, 2021 1:55 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020 - I'm in favour

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To whom it may concern,

I, Keir Olson, owner of 1 land unit in Foxcreek Park, am in favour of Proposed Elbow View ASP Bylaw C-8111-2020.

Thanks,  
Keir Olson

**Michelle Mitton**

---

**From:** Kelly Stearns [REDACTED]  
**Sent:** April 28, 2021 3:49 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

File number 1013-220 Elbow Valley Area Structure Plan

To Whom This May Concern:

My name is Kelly Stearns

Mailing Address: [REDACTED]

Legal Description: NW 4-24-3 W5M

I am a 2/637 owner of the subject property which was facilitated by Westside Land Corporation. I would like to express my support for the Proposed Elbow View ASP Bylaw C-8111-2020 as I believe that the ASP proposal is well thought out and fits in nicely with the current development in the area, it would be a benefit to Rocky View County and the surrounding area.

If you have any questions regarding my support, please contact me at [REDACTED] or by email at [REDACTED]

Thanks

Kelly Stearns

**Michelle Mitton**

---

**From:** Kelly Wong [REDACTED]  
**Sent:** April 21, 2021 2:57 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the **Proposed Elbow View ASP Bylaw C-8111-2020**.

Thank you,

Kelly Wong  
60 Riverglen Way SE  
Calgary, AB  
T2C 3J1

**Michelle Mitton**

---

**From:** Kevin Erne <kevin.erne@engineeredair.com>  
**Sent:** April 27, 2021 12:58 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Good Afternoon,

Please regard this email as my formal support for the **Proposed Elbow View ASP Bylaw C-8111-2020**.

Best Regards,

**Kevin Erne** *P. Eng.*  
**Canadian General Manager**



403-538-3897 *direct*  
403-708-3349 *mobile*  
403-243-5059 *fax*  
[kevin.erne@engineeredair.com](mailto:kevin.erne@engineeredair.com) *email*

1401 Hastings Crescent SE - Head Office  
Calgary, AB T2G 4C8  
[www.engineeredair.com](http://www.engineeredair.com)



*This email is confidential and meant only for the recipients listed above.*

[privacy policy](#) / [legal](#)

[statement](#)



**Michelle Mitton**

---

**From:** Hucik, Kyle [REDACTED]  
**Sent:** April 27, 2021 4:04 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the Proposed Elbow View ASP Bylaw C-8111-2020.

Kyle

**Michelle Mitton**

---

**From:** Lance Parker [REDACTED]  
**Sent:** Sunday, April 25, 2021 6:37 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the **Proposed Elbow View ASP Bylaw C-8111-2020**.

**Acting Inspector Lance Parker #2351**

**Duty Officer**

**Edmonton Police Service**

[REDACTED]

[REDACTED]

---

CONFIDENTIALITY CAUTION:

This message is intended only for the use of the individual or entity to which it has been addressed and may contain information that is privileged and confidential. If you are not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If this communication has been received in error, respond immediately via telephone or return e-mail, and delete all copies of this material.

**Michelle Mitton**

---

**From:** Laurie Galipeau [REDACTED]  
**Sent:** April 22, 2021 10:12 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Support letter

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the proposed ElbowView ASP Bylaw C-8111-2020.  
Laurie Galipeau

Sent from my iPhone

**Michelle Mitton**

---

**From:** Lee Lindroth [REDACTED]  
**Sent:** April 27, 2021 12:44 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the Proposed Elbow View ASP Bylaw C-8111-2020.

Lee Lindroth  
[REDACTED]

**Michelle Mitton**

---

**From:** Leszek Ptaszynski [REDACTED]  
**Sent:** April 21, 2021 12:10 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Foxcreek Land Owners declaration

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Hello,

As we are both the land owners, we declare and confirm that we support the **Proposed Elbow View ASP Bylaw C-8111-2020**.

Sincerely,  
Leszek Ptaszynski  
Malgorzata Ptaszynska

**Michelle Mitton**

---

**From:** Linda Schiefke [REDACTED]  
**Sent:** April 27, 2021 4:58 PM  
**To:** Legislative Services Shared; linda.schiefke  
**Subject:** [EXTERNAL] - Elbow View Bylaw

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Good afternoon

This email is to support the **Proposed Elbow View ASP Bylaw C-8111-2020**.

Thank you

--

*Linda Schiefke*



**Michelle Mitton**

---

**From:** Lisa Wolny [REDACTED]  
**Sent:** April 27, 2021 7:59 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Good evening,

Please accept this email as written support of the proposed Elbow View ASP Bylaw C-8111-2020. I am In full support of the subject ASP and feel it is an important development that provides many benefits to the area.

Thank you,

Lisa Wolny

Author, Speaker, Health & Business Coach “Live Your Best Life”

[REDACTED]

[REDACTED]

**Michelle Mitton**

---

**From:** Lisa Zaharia [REDACTED]  
**Sent:** April 21, 2021 7:19 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Hello,

I support the Proposed Elbow View ASP Bylaw C-8111-2020.

Lisa

**Lisa Zaharia**

**Michelle Mitton**

---

**From:** [REDACTED]  
**Sent:** April 25, 2021 3:48 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To Whom it may concern,

I am a land owner on highway 8. Please take this e-mail as evidence of my continued support for the **Proposed Elbow View ASP Bylaw C-8111-2020**.

If you have any questions, please let me know.

Thank you

Lynda McNie  
[REDACTED]

**Michelle Mitton**

---

**From:** Mandip Sandher [REDACTED]  
**Sent:** April 21, 2021 3:07 PM  
**To:** Legislative Services Shared  
**Cc:** Raj Sandher  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To: Legislative Services  
262075 Rocky View Point  
Rocky View County, AB, T4A 0X2  
[legislativeservices@rockyview.ca](mailto:legislativeservices@rockyview.ca)  
403-230-1401

Dear Sirs

Please find this letter as our confirmation that we support the Proposed Elbow View ASP Bylaw C-8111-2020.

Regards

Mandip and Rajvinder Sandher  
7 Northlawn Avenue  
Waterdown  
Ontario L8B 0E4  
[REDACTED]

**Michelle Mitton**

---

**From:** [REDACTED]  
**Sent:** Sunday, April 25, 2021 6:53 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

We support the **Proposed Elbow View ASP Bylaw C-8111-2020.**

Thank you,  
Marc and Tammy Prince

Sent from my iPhone

**Michelle Mitton**

---

**From:** Valerie Watson [REDACTED]  
**Sent:** April 21, 2021 4:42 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - bylaw

**Importance:** High

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

April 20/2020

I/ We support the proposed Elbow View ASP Bylaw C-8111-2020

Thanks you .

*Mark & Valerie Watson*  
*Dusty Rose Ranching*  
[REDACTED]  
*Rosermay, Alberta Canada*  
[REDACTED]  
[REDACTED]



**Michelle Mitton**

---

**From:** Mark Milligan [REDACTED]  
**Sent:** April 27, 2021 5:04 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

As an owner of Foxcreek Park Ltd. of Westside Land Corporation I fully support the proposed Elbow View ASP bylaw C-8111-2020.

Regards Mark

Sent from my iPad

Mark Milligan

**Michelle Mitton**

---

**From:** Martin Harvey [REDACTED]  
**Sent:** April 23, 2021 10:30 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Re: Proposed bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Good Morning,

**I support the Proposed Elbow View ASP Bylaw C 8111-2020**

Thank You.

Martin Harvey  
[REDACTED]

**Michelle Mitton**

---

**From:** Martin McCann [REDACTED]  
**Sent:** April 23, 2021 8:39 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Please consider this email as confirmation of my support for BYLAW C-8111-2020.

Regards

Martin McCann

**Michelle Mitton**

---

**From:** Matt Adams [REDACTED]  
**Sent:** April 22, 2021 9:19 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the Proposed Elbow View ASP Bylaw C-8111-2020.

Matt Adams

Sent from my iPhone

**Michelle Mitton**

---

**From:** Melissa Pacleb [REDACTED]  
**Sent:** April 22, 2021 9:19 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Letter of Support

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To Whom It May Concern,

I, Melissa Pacleb, support the Proposed Elbow View ASP Bylaw C-8111-2020.

Sincerely,

Melissa Pacleb  
[REDACTED]

**Michelle Mitton**

---

**From:** Mike D [REDACTED]  
**Sent:** April 23, 2021 10:02 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To whom it may concern.

I am a land owner as part of a joint venture with Westside Land Corp within the bounds of the Elbow View Area Structure Plan.

I have reviewed the ASP and I support the Proposed Elbow View ASP Bylaw C-8111-2020.

Michael Dohy



**Michelle Mitton**

---

**From:** Michael Harvey [REDACTED]  
**Sent:** April 23, 2021 1:01 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Support for the Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Good Afternoon,

I would like to inform you of my support for the **Proposed Elbow View ASP Bylaw C-8111-2020**.

Thanks very much,

Michael Harvey  
[REDACTED]

**Michelle Mitton**

---

**From:** Michael Interisano [REDACTED]  
**Sent:** April 21, 2021 10:57 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To whom it may Concern,

I support the Proposed Elbow View ASP Bylaw C-8111-2020

Thank You,  
Michael

**Michelle Mitton**

---

**From:** Michael Knoll [REDACTED]  
**Sent:** April 22, 2021 2:46 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Attn: Legislative Services:

I support the Proposed Elbow View ASP Bylaw C-8111-2020.

Sincerely,

Michael Knoll

---

Michael Knoll  
2130-70 Glamis Drive SW  
Calgary AB, T3E 6T6  
[REDACTED]

---

**Michelle Mitton**

---

**From:** [REDACTED]  
**Sent:** April 21, 2021 12:00 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I Michael Rojek, support the **Proposed Elbow View ASP Bylaw C-8111-2020**.

**Michelle Mitton**

---

**From:** Michael Strong [REDACTED]  
**Sent:** April 26, 2021 12:42 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Dear Rocky View Council-

This email is to confirm my personal support and endorsement of the Proposed Elbow View ASP Bylaw C-8111-2020.

As a landowner, I fully support this initiative and project plan.

Thank you for your consideration.

Michael

--

Michael Strong  
[REDACTED]



Thank you."

**Michelle Mitton**

---

**From:** [REDACTED]  
**Sent:** April 21, 2021 3:34 PM  
**To:** Legislative Services Shared  
**Cc:** david@westsideland.ca  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I am a Foxcreek Land Owner and I support the **Proposed Elbow View ASP Bylaw C-8111-2020**

Thank you,  
Michele White



**Michelle Mitton**

---

**From:** Milos Gruber [REDACTED]  
**Sent:** April 25, 2021 8:33 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Support

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the **Proposed Elbow View ASP Bylaw C-8111-2020**.

Milos and Jindra Gruber

Sent from [Mail](#) for Windows 10

**Michelle Mitton**

---

**From:** Nadine Beauchesne [REDACTED]  
**Sent:** April 28, 2021 3:06 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To whom it may concern:

I am currently a shareholder in the 137.5 acre parcel adjacent to the east boundary of the Spirit River golf course and fronting onto Highway 8. Having viewed and discussed the joint ASP application by Qualico and Legacy which includes this parcel I am satisfied that the plan as submitted provides an acceptable direction for future development of these lands. The approval and implementation of an ASP under current rules adequately allows for refinement and owner input to the final configuration of each affected parcel.

On this basis I indicate my support for this first step towards responsible planning and implementation.

Regards,

Nadine Beauchesne

Sent from my iPhone

**Michelle Mitton**

---

**From:** Norman Chamberlain <[REDACTED]>  
**Sent:** April 28, 2021 10:33 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Bylaw C8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the Proposed Elbow View ASP Bylaw C8111-2020. Thank you. Regards, Norm Chamberlain

**Michelle Mitton**

---

**From:** Teresa Imperato [REDACTED]  
**Sent:** April 22, 2021 4:43 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Bylaw C-811-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

We support the **Proposed Elbow View ASP Bylaw C-8111-2020**. Thank you, Pasquale and Teresa Imperato

**Michelle Mitton**

---

**From:** Peggy Sullivan <psullivan@optimaxdrilling.com>  
**Sent:** April 21, 2021 2:55 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Hello,

This letter is to inform you of my **full support** for the Proposed Elbow View ASP Bylaw C-8111-200.

Regards,

**Peggy Sullivan**

o: (403) 453-1322 | c: (403) 700-8966

Suite 1900 | 407 – 2<sup>nd</sup> Street SW | Calgary, AB T2P 2Y3



[www.optimaxdrilling.com](http://www.optimaxdrilling.com)

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**Michelle Mitton**

---

**From:** Raymond Moffat [REDACTED]  
**Sent:** April 23, 2021 2:55 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Support for Proposed elbow View ASP Bylaw c-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To whom it may concern.

I support the Proposed Elbow View ASP Bylaw C-8111-2020.

Thank you

Ray Moffat  
[REDACTED]

**Michelle Mitton**

---

**From:** Regena Brezsnyak [REDACTED]  
**Sent:** April 23, 2021 10:32 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - I support THE PROPOSED ELBOW VALLEY ASP BYLAW 8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Regena Brezsnyak



**Michelle Mitton**

---

**From:** reima leonardo [REDACTED]  
**Sent:** April 22, 2021 5:51 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Re: Proposed Elbow View ASP Bylaw C-8111 -2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To Whom It May Concern

I support the Proposed Elbow View ASP Bylaw C-8111-2020.

Sincerely

Reima Leonardo

**Michelle Mitton**

---

**From:** [REDACTED]  
**Sent:** April 28, 2021 3:35 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Elbow View Area Structure Plan

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

We support the proposed Elbow View ASP bylaw C-8111-2020.  
Robert and Sophie Swiderski

Sent from my iPhone

**Michelle Mitton**

---

**From:** Rob and Carolyn Gardner [REDACTED]  
**Sent:** April 21, 2021 3:03 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Support for Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

**Attention:** Legislative Services for the County of Rocky View

This is just a follow up to the original support letter I submitted a year ago online.  
As a landowner I continue to strongly support the **Proposed Elbow View ASP Bylaw C-8111-2020**.  
Best Regards,

Robert Gardner

Sent from [Mail](#) for Windows 10

**Michelle Mitton**

---

**From:** Robert Meyer [REDACTED]  
**Sent:** April 21, 2021 2:37 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - by-law c-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the proposed Elbow View ASP by-law C-8111-2020. This seem to be a wise use of the land in a beautiful setting. What a place to have a home.

April 21, 2021

Robert Meyer  
a joint venture shares owner

**Michelle Mitton**

---

**From:** Ron Charbonneau [REDACTED]  
**Sent:** April 21, 2021 7:44 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - proposed elbow view bylaw

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I am a land owner for the proposed elbow view asp bylaw c-8111-2020 and i am in favor of the proposed bylaw as a land owner of fox creek with west side land corp thank you

**Michelle Mitton**

---

**From:** Rosie [REDACTED]  
**Sent:** April 26, 2021 12:12 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Support of Bylaw C-8111-2020  
**Attachments:** Support Letter Bylaw C-8111-2020 .docx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To whom it may concern,

Please find attached my letter in **support** of Bylaw C-8111-2020.

Sincerely,  
Rosemary Buck

April 26, 2021

Attn.: Legislative Services Office

**Re: Support of Bylaw C-8111-2020**

---

I, Rosemary Buck, **support** the proposed Bylaw C-8111-2020 -- A Bylaw of Rocky View County to Adopt the Elbow View Area Structure Plan (ASP) -- File #: 1013-220. I **support** the bylaw to guide future land use, subdivision, and development proposals within the plan area.

The following are my reasons for **support** of the proposed Elbow View Area Structure Plan. The plan has:

- A sound land use strategy:
  - that provides for a variety of uses that is thoughtfully integrated into the landscape, and it is dynamic in its vision to respond to the future needs of its residents
  - that offers a symbiotic approach to the community and its interaction with the natural environment
- A sound density, transition strategy:
  - thoughtfully considers surrounding communities and their impact on the existing communities by having the lowest density on the perimeter of the proposed development
  - given that the proposed development would take place over several decades, the density and adaptation for neighbouring communities will allow for a natural transition
- A well-developed parks, open spaces, and pathway system:
  - will provide a well-developed interconnected system that will complement the diverse landscape and promote healthy and active living
  - intends to utilize all the existing natural features
- An suitable transportation strategy:
  - the plan provides a well-conceived transportation network to minimize the impact on the natural environment while still providing a compelling variety of transportation options

Sincerely,

Rosemary Buck

Rosemary Buck  
55 West Springs Way, SW.  
Calgary, AB. T3H 4P4  
[REDACTED]



**Michelle Mitton**

---

**From:** Sean Meilleur [REDACTED]  
**Sent:** April 28, 2021 4:30 PM  
**To:** Legislative Services Shared  
**Cc:** 'priddisvalleyranch@yahoo.com'; Sean Meilleur - Personal; Adam Harrison  
**Subject:** [EXTERNAL] - Bylaw C-8111-2020  
**Attachments:** Elbow View ASP - Meilleur Support Letter - Apr 28 2021.pdf

**Importance:** High

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Hello, please find our support letter for the Elbow View ASP.

Can you please confirm that you have received our email and letter?

Thanks in advance for your help and opportunity to provide comments.

Regards,  
Sean Meilleur

On Behalf of Wayne & Patricia Meilleur

---

**From:** Adam Harrison <Adam.Harrison@o2design.com>  
**Sent:** Tuesday, April 27, 2021 3:42 PM  
**Subject:** Elbow View ASP Submission Requirements  
**Importance:** High

Good afternoon,

I'm reaching out to follow-up with you on the Elbow View Area Structure Plan, and where we are at in the process.

By now, you should have received a letter from the County informing you of the upcoming public hearing for the ASP on May 11. Here is a link to the notification, including information about submitting comments on the ASP:  
<https://www.rockyview.ca/Portals/0/Files/Notices/2021/20210413-Council-Meeting-Public-Hearing-May11.pdf>

The County requires that any letters/emails submitted for the project before the recent notice was issued for the public hearing be re-submitted in order to be included in the package for Council. As such, we're hoping that you are able to re-send your email to: [legislativeservices@rockyview.ca](mailto:legislativeservices@rockyview.ca) by **4:30pm tomorrow (April 28)** and use the subject line "**Bylaw C-8111-2020**" for the email.

You can send the same letter you previously provided and just let them know that this letter should be considered as your submission for the public hearing, or you can provide an updated letter if you prefer.

If you are unable to provide an email submission for tomorrow, you may submit an email on the day of the public hearing (starting 9:00a.m. on May 11) and it will be read by Council at the hearing. Alternately, if you wish, you can submit a audio or video comment by May 10.

Here is a link to the County's page regarding how to submit comments:

<https://www.rockyview.ca/presenting-to-council>

We truly appreciate you taking the time to submit your comments, and apologize for the short notice as this information was only clarified for us today.

Please let me know if you have any questions.

Regards,  
ADAM HARRISON, BURPI, BASc  
Planning

O2 Planning + Design Inc.  
510 255 17 Avenue SW  
Calgary, Alberta  
Canada, T2S 2T8

E [adam.harrison@o2design.com](mailto:adam.harrison@o2design.com)  
[www.o2design.com](http://www.o2design.com)

To: County of Rockyview

Att: Jan Anderson & Adam Harrison  
[development@rockyview.ca](mailto:development@rockyview.ca)  
[janderson@rockyview.ca](mailto:janderson@rockyview.ca)  
[adam.harrison@o2design.com](mailto:adam.harrison@o2design.com)

From: Wayne & Patricia Meilleur - Springshire Development Ltd.

CC: Sean Meilleur – Managing Director

Re: Elbow View Area Structure Plan (ASP)

Springshire Developments Ltd. would like to provide formal **support** for the Elbow View ASP that has recently been submitted to the County. Below is our background in the community, some builds for the planning process as it progresses and some inspiration for growth in the County for your consideration.

**Background in Community:** The Meilleur family is a unique stakeholder who represents a cross section of views of most Rockyview stakeholders. The Meilleur family have lived, grown and done business in Springbank since 1966 and proud Albertans who have been part of the change in the county for 55+ years.

Our company, Springshire Developments Ltd, has owned over 1,000 acres over the years and through our determination and vision, created some of the foundation subdivisions and communities that have formed the backbone and identity of the Springbank community including Springgate, Springshire, River Ridge and Grandview Estates. We have own 142 acres of land within the Highway 8 Area corridor since 1989 at the SE9-24-3-W5 where homes are located and engage in agricultural pursuits like cattle grazing, equestrian, crops and tree horticulture.

The Meilleur family have been active in participants in evolving County Policy and Regulation including running for council in the mid-late 1980's, being on the board of directors for the Central Springbank ASP in the late 1990's and 1 of 6 community representatives of the Plan8 area structure plan from 2004-2008 who helped draft some of the original vision for Highway 8.

**Change Is Needed:** Our family has invested more than ½ a century into Rockyview. It has been a long journey of varied experiences. We offer our genuine opinion that the current status quo of Highway 8 is not sustainable and that a change like this ASP is needed for the Alberta and for our future generations.

Implementation of the Elbow Valley ASP would represent a significant and appropriate change. We would respectfully support this change and support the amendment to the Land Use Bylaw from Ranch and Farm District to Direct Control District of agriculture land to establish a land use framework for the future re-designation, subdivision and development of a comprehensively planned community. We believe that this new community would comprise of mix of traditional and innovative residential, commercial, institutional, community agriculture, sustainable energy and open space uses. Needless to say, and in keeping with landowner rights, any measures relating to potential modification of land holdings would be subject to the will and discretion of the landowner.

**Inspiration:** The Meilleur family believes that the Elbow View ASP would provide opportunities for new and innovative revenue and infrastructure solutions that will help support existing County communities, provide a variety of housing options for diverse incomes and ages, complement existing residents, and attract new types of business, growth and sustainability.

**Sustainability:** In addition to traditional development, we believe that certain lands in this new community could be planned and developed to have a lower carbon footprint and could be grounds for sustainable green innovation pilot programs including:

- Net zero emission / low water use homes.
- Homes of various types and sizes including sites for affordable homes including tiny homes and sites to pilot innovative low impact concrete 3D printed homes.
- Community based green houses to generate locally grown food and local jobs.
- Green energy infrastructure including solar, natural gas / renewable natural gas energy generation and even back up battery power all within the community.

Creating the opportunity to build a sustainable 'communities of the future' with low emission is a goal that we are working to create for our lands, for our family legacy & the County. This ASP create this opportunity.

**Additional Considerations:** We support the requirement for documenting the high level existing conditions and proposing internal roadways in the Elbow View ASP boundary *but* need to reinforce that sustainability and specific designation of wetlands, riparian zones and internal roadways will need to be formally defined in later Conceptual Schemes & Master Site Development planning and incorporate additional future stakeholder engagement and agreement.

**In closing,** we are proud Albertans who still believe in the Alberta Advantage and have faith that the County is open for business and committed to adapt to our new world challenges. The County and its stakeholders have benefited from the seeds

our family planted decades ago in this community. We believe that supporting the Elbow View ASP creates a new platform to create even greater benefits for the next half century by raising the bar on how we can evolve living, working, playing, distancing and being sustainable.

Please join us and provide your support to help us create a community of the future.

Thank you again for this opportunity to provide support and input.

Regards,

Wayne and Patricia Meilleur

CC: Sean Meilleur – Managing Director

**Michelle Mitton**

---

**From:** Raymond Moffat [REDACTED]  
**Sent:** April 23, 2021 2:58 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Support for Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To whom it may concern:

I support the Proposed Elbow View ASP Bylaw C-8111-2020.

Thank you

Sharon Moffat  
[REDACTED]

**Michelle Mitton**

---

**From:** Shawn J. MacDonald [REDACTED]  
**Sent:** April 28, 2021 10:37 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I am the Personal Representative of the Estate of Murray Atkins which holds the majority interest (40.5%) in the 137.5 Acre parcel adjacent to the east boundary of the River Spirit golf course and fronting Highway 8.

I have reviewed and discussed this joint application with the applicants and I am satisfied that the plan as submitted provides an acceptable direction for future development of these lands. Please accept this email as my full support of the joint Qualico and Legacy ASP application on behalf of the Murray Atkins' Estate.

Kind regards,

Shawn MacDonald  
Personal Representative  
Estate of Murray Atkins

[REDACTED]



**Michelle Mitton**

---

**From:** Stan Wolny [REDACTED]  
**Sent:** April 27, 2021 9:58 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Good morning, please accept this email as written support of the proposed Elbow View ASP Bylaw C-8111-2020. I am in full support of the subject ASP and feel it is an important development that provides many benefits for the area.

Thank-you,  
Stan Wolny

**Michelle Mitton**

---

**From:** Steve Etcheverry [REDACTED]  
**Sent:** April 23, 2021 7:18 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Fwd: Fox creek Elbow Valley

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Proposed Elbow Valley ASP Bylaw C-8111-2020

As an investor in the Foxcreek area development I support the new development plan which has been proposed. I believe this is a great opportunity for a well planned project.

Regards

Steven Etcheverry

Sent from my iPhone

**Michelle Mitton**

---

**From:** Susan Falconer [REDACTED]  
**Sent:** April 21, 2021 11:01 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To Whom It May Concern:

I support the **Proposed Elbow View ASP Bylaw C-8111-2020**.

Sincerely

Susan Falconer

**Michelle Mitton**

---

**From:** Tanya Shea Buckingham <tshea@capitalpower.com>  
**Sent:** April 21, 2021 11:27 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the **Proposed Elbow View ASP Bylaw C-8111-2020**.

**Tanya Shea**  
**852 Oakeside Circle SW**  
Calgary, AB T2V 4P7  
E [tshea@capitalpower.com](mailto:tshea@capitalpower.com)

Address on original title # 091 022 108 was:  
540 Cougar Ridge Dr Sw  
Calgary, AB

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**Michelle Mitton**

---

**From:** Todd Dyer [REDACTED]  
**Sent:** April 22, 2021 10:54 AM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020.

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the **Proposed Elbow View ASP Bylaw C-8111-2020.**

Thank You

Todd Dyer

Sent from my iPhone

**Michelle Mitton**

---

**From:** Tracey Johnson [REDACTED]  
**Sent:** April 21, 2021 2:51 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Re: Proposed Elbow View ASP Bylaw C-8111-2020 - IN SUPPORT

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To Whom it May Concern,

I'm writing to share my support of the Proposed Elbow View ASP Bylaw C-8111-2020.

Regards,

Tracey Johnson  
[REDACTED]

**Michelle Mitton**

---

**From:** Travis Eade [REDACTED]  
**Sent:** April 21, 2021 3:34 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

To whom it may Concern,

I support the **Proposed Elbow View ASP Bylaw C-8111-2020.**

Thanks

**TRAVIS EADE**

[REDACTED]  
[REDACTED]  
[REDACTED] [REDACTED] [REDACTED]  
[REDACTED] [REDACTED]  
[REDACTED]  
[REDACTED]



**Michelle Mitton**

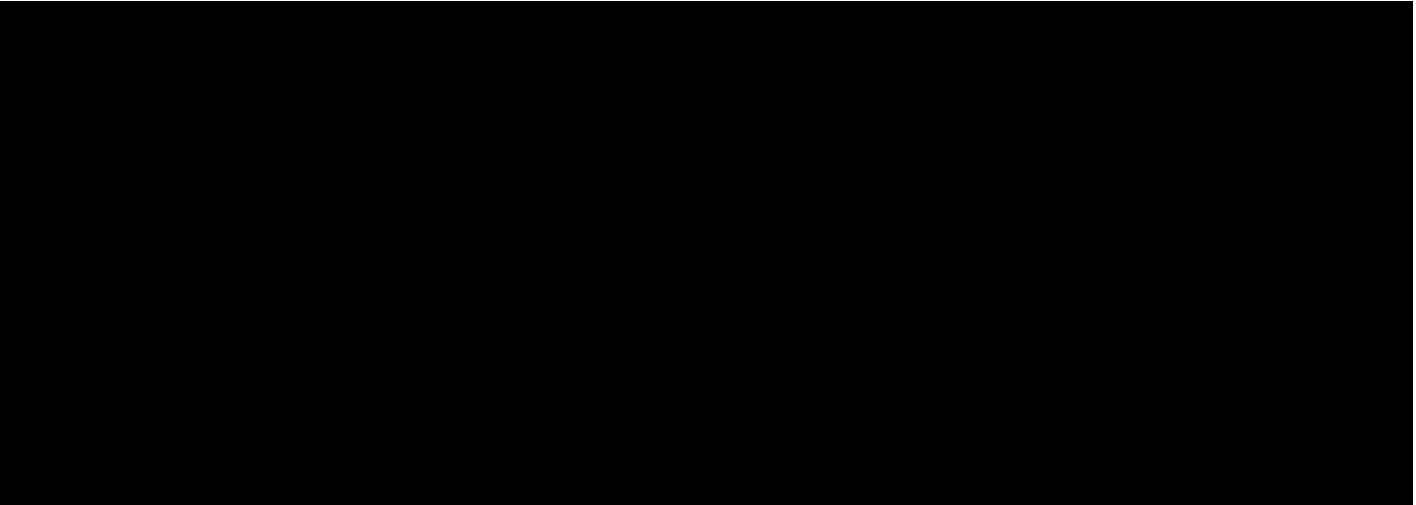
---

**From:** Trevor Wowniar [REDACTED]  
**Sent:** April 21, 2021 2:13 PM  
**To:** Legislative Services Shared  
**Cc:** david@westsideland.ca  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020  
**Attachments:** Fox Creek Elbow View ASP Letter.docx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Please see attached.



Legislative Services  
262075 Rocky View Point  
Rocky View County, AB, T4A 0X2  
[legislativeservices@rockyview.ca](mailto:legislativeservices@rockyview.ca)  
403-230-1401

Re: **Proposed Elbow View ASP Bylaw C-8111-2020**

To whom it may Concern:

I support the Proposed Elbow View ASP Bylaw C- 811-2020.

Trevor Wowniar



**Michelle Mitton**

---

**From:** Trish Crisp [REDACTED]  
**Sent:** April 27, 2021 5:48 PM  
**To:** Legislative Services Shared  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

I support the **Proposed Elbow View ASP Bylaw C-8111-2020**.

Thank you.

Trish Crisp

**Michelle Mitton**

---

**From:** Aaron Aubin <aaron@aubinconsulting.com>  
**Sent:** April 28, 2021 3:52 PM  
**To:** Legislative Services Shared  
**Cc:** Chad Himmelspach; Ben Mercer; Violet Meguinis  
**Subject:** [EXTERNAL] - Proposed Elbow View ASP Bylaw C-8111-2020 - Letter of Support from Tsuut'ina Nation  
**Attachments:** Elbow View Area Structure Plan Support Letter Mar 8-21.pdf  
**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

Hello,

Please see the attached letter of support from the Tsuut'ina Nation for the Proposed Elbow View ASP.

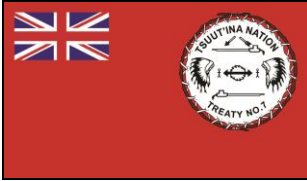
Should you have any questions regarding the letter, please contact **Violet Meguinis, Consultation Director, Tsuut'ina Nation at (403) 796-9408.**

Thanks,  
Aaron

**AARON AUBIN** BES, MCIP, RPP  
Principal, Indigenous Services Specialist



(403) 970-7764 | [aaron@aubinconsulting.com](mailto:aaron@aubinconsulting.com) | [www.aubinconsulting.com](http://www.aubinconsulting.com) | twitter: [aaron\\_aubin](https://twitter.com/aaron_aubin)  
Suite 218, 7710 5th Street SE, Calgary, Alberta T2H 2L9  
*The traditional territory of Treaty 7 First Nations and Homeland to the Métis.*



**Tsuut'ina Nation T.U.S. Consultation**  
9911 Chiila Blvd. Tsuut'ina, AB. T3T-0E1  
Ph. 403.281.4455  
Email: [ttnconsultation@tsuutina.com](mailto:ttnconsultation@tsuutina.com)

March 8<sup>th</sup>, 2021

Legislative Services,  
Rocky View County  
262075 Rocky View Point  
Rocky View County, AB T4A 0X2  
Email: [legislativeservices@rockyview.ca](mailto:legislativeservices@rockyview.ca)

RE: Elbow View Area Structure Plan

Dzinisi Guja Council,

Please accept this letter of support for the Elbow View Area Structure Plan.

In 2020, a developer landowner group led by Qualico Communities (Qualico) engaged with Tsuut'ina Nation (Tsuut'ina) to discuss the Elbow View Area Structure Plan (ASP) adjacent to our Nation. Through meetings with Qualico and their Indigenous engagement consultant, we co-developed an engagement plan on how to engage our citizens best.

Through a series of meetings and discussions with our consultation staff, site visits with our technical staff and community Elders, and dinner meeting with Tsuut'ina residents adjacent to the ASP boundary, we had opportunities to contribute our input and feedback. We appreciated the early engagement and being kept informed all along the way, and the ASP information provided including the information package, bulletin and video, all of which were very informative and in plain language.

In closing, we were impressed with the engagement and found the developer landowner group led by Qualico very respectful and responsive to answering our questions and concerns. Should the ASP be approved, we would appreciate the opportunity to continue to be involved in the process and to develop a long-term relationship with Rockyview County, developers and future residents of Elbow View.

Should you have any questions, please contact me at (403) 796-9408.

Siiyisgaas,

Violet Meguinis, B.Ed.  
Consultation Director, Tsuut'ina Nation

cc. Monica Onespot, TTN Culture and Language Executive Director  
Tsuut'ina Chief and Council  
Jessica Anderson, Rocky View County - Email: [janderson@rockyview.ca](mailto:janderson@rockyview.ca)  
Ben Mercer, Senior Planning Manager, Qualico Communities - Email: [bmercerc@qualico.com](mailto:bmercerc@qualico.com)

Letter Electronically sent March 8<sup>th</sup>, 2021

---

**Michelle Mitton**

**From:** david@westsideland.ca  
**Sent:** April 28, 2021 11:23 AM  
**To:** Legislative Services Shared; Jessica Anderson; Steven Lancashire; Dominic Kazmierczak  
**Subject:** [EXTERNAL] - We Support the Proposed Elbow View ASP Bylaw C-8111-2020

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Do not open links or attachments unless sender and content are known.

### To whom it may concern

On behalf of Westside Land Corporation we fully support the **Proposed Elbow View ASP Bylaw C-8111-2020**

I am the joint venture operator which holds the majority interest (92 Acres) in the ASP aera.

I have reviewed and discussed this joint application with many people and I am satisfied that the plan as submitted this provides an acceptable direction for future development of these lands. Please accept this email as my full support of the joint Qualico, Legacy and Westside Land Corporation ASP application on behalf of Westside Land Corporation.

### **Proposed Elbow View ASP Bylaw C-8111-2020.**

Legislative Services  
262075 Rocky View Point  
Rocky View County, AB, T4A 0X2  
[legislativeservices@rockyview.ca](mailto:legislativeservices@rockyview.ca)  
403-230-1401

Kind regards,

**David M. Brezsnjak,**  
*President*



#1855, 246 Stewart Green S.W.  
Calgary, AB T3H 3C8  
Phone: (403) 246-0595 Ext 210  
Cell : (403) 818-9411

[www.westsideland.ca](http://www.westsideland.ca)

DISCLAIMER: \*\*\* This communication and all attachments to it are confidential. It should only be read by the person to whom it is addressed. If you have received this communication in error, please contact us at (877) 246-0595 or at [office@westsideland.ca](mailto:office@westsideland.ca), immediately to inform us of this error so that it is not repeated. Please delete this communication and all attachments. Thank you. \*\*\*

David



Legislative Services  
262075 Rocky View Point  
Rocky View County, AB, T4A 0X2  
[legislativeservices@rockyview.ca](mailto:legislativeservices@rockyview.ca)  
403-230-1401



Re: Proposed Elbow View ASP Bylaw C-8111-2020

To whom it may Concern:

I support the Proposed Elbow View ASP Bylaw C- 811-2020.

William Wowniar  


**Jessica Anderson**

---

**From:** Ken MacAulay [REDACTED]  
**Sent:** April 28, 2021 9:59 AM  
**To:** Jessica Anderson; Division 3, Kevin Hanson  
**Subject:** [EXTERNAL] - Elbow View Development Plan

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Do not open links or attachments unless sender and content are known.

Good Morning Janet

As a resident of Elbow Valley West and having my home at 327 Leighton View ( backing onto RR#32) I would like to be informed about every step this project is taking. We as a community are not being updated by RVC as much as we should. The Condo Boards website [elbowvalleywest.com](http://elbowvalleywest.com) is not monitored by anyone. Please DO NOT use this medium to relay any info concerning the RSP or this project. You should be given all the email addresses of all the homeowners of EVW and the surrounding area on any and all info pertaining to this project. We want to be informed.

Many years ago Qualico submitted a plan to our Condo Board of their proposed development.,I imagine lots of changes since then.

I am not against development but in light of the substandard job RVC did with EVW, ( no city sewer connection, etc) and other development approvals I am really hesitant about anyone having faith in decisions made at RVC going forward pertaining to any further developments

Thank You

Please confirm receipt of this e-mail

Ken MacAulay  
327 Leighton View  
Elbow Valley West  
[REDACTED]

To: County of Rockyview

Att: Jan Anderson & Adam Harrison  
[development@rockyview.ca](mailto:development@rockyview.ca)  
[janderson@rockyview.ca](mailto:janderson@rockyview.ca)  
[adam.harrison@o2design.com](mailto:adam.harrison@o2design.com)

From: Wayne & Patricia Meilleur - Springshire Development Ltd.

CC: Sean Meilleur – Managing Director

Re: Elbow View Area Structure Plan (ASP)

Springshire Developments Ltd. would like to provide formal **support** for the Elbow View ASP that has recently been submitted to the County. Below is our background in the community, some builds for the planning process as it progresses and some inspiration for growth in the County for your consideration.

**Background in Community:** The Meilleur family is a unique stakeholder who represents a cross section of views of most Rockyview stakeholders. The Meilleur family have lived, grown and done business in Springbank since 1966 and proud Albertans who have been part of the change in the county for 55+ years.

Our company, Springshire Developments Ltd, has owned over 1,000 acres over the years and through our determination and vision, created some of the foundation subdivisions and communities that have formed the backbone and identity of the Springbank community including Springgate, Springshire, River Ridge and Grandview Estates. We have own 142 acres of land within the Highway 8 Area corridor since 1989 at the SE9-24-3-W5 where homes are located and engage in agricultural pursuits like cattle grazing, equestrian, crops and tree horticulture.

The Meilleur family have been active in participants in evolving County Policy and Regulation including running for council in the mid-late 1980's, being on the board of directors for the Central Springbank ASP in the late 1990's and 1 of 6 community representatives of the Plan8 area structure plan from 2004-2008 who helped draft some of the original vision for Highway 8.

**Change Is Needed:** Our family has invested more than ½ a century into Rockyview. It has been a long journey of varied experiences. We offer our genuine opinion that the current status quo of Highway 8 is not sustainable and that a change like this ASP is needed for the Alberta and for our future generations.

Implementation of the Elbow Valley ASP would represent a significant and appropriate change. We would respectfully support this change and support the amendment to the Land Use Bylaw from Ranch and Farm District to Direct Control District of agriculture land to establish a land use framework for the future re-designation, subdivision and development of a comprehensively planned community. We believe that this new community would comprise of mix of traditional and innovative residential, commercial, institutional, community agriculture, sustainable energy and open space uses. Needless to say, and in keeping with landowner rights, any measures relating to potential modification of land holdings would be subject to the will and discretion of the landowner.

**Inspiration:** The Meilleur family believes that the Elbow View ASP would provide opportunities for new and innovative revenue and infrastructure solutions that will help support existing County communities, provide a variety of housing options for diverse incomes and ages, complement existing residents, and attract new types of business, growth and sustainability.

**Sustainability:** In addition to traditional development, we believe that certain lands in this new community could be planned and developed to have a lower carbon footprint and could be grounds for sustainable green innovation pilot programs including:

- Net zero emission / low water use homes.
- Homes of various types and sizes including sites for affordable homes including tiny homes and sites to pilot innovative low impact concrete 3D printed homes.
- Community based green houses to generate locally grown food and local jobs.
- Green energy infrastructure including solar, natural gas / renewable natural gas energy generation and even back up battery power all within the community.

Creating the opportunity to build a sustainable 'communities of the future' with low emission is a goal that we are working to create for our lands, for our family legacy & the County. This ASP create this opportunity.

**Additional Considerations:** We support the requirement for documenting the high level existing conditions and proposing internal roadways in the Elbow View ASP boundary *but* need to reinforce that sustainability and specific designation of wetlands, riparian zones and internal roadways will need to be formally defined in later Conceptual Schemes & Master Site Development planning and incorporate additional future stakeholder engagement and agreement.

**In closing,** we are proud Albertans who still believe in the Alberta Advantage and have faith that the County is open for business and committed to adapt to our new world challenges. The County and its stakeholders have benefited from the seeds

our family planted decades ago in this community. We believe that supporting the Elbow View ASP creates a new platform to create even greater benefits for the next half century by raising the bar on how we can evolve living, working, playing, distancing and being sustainable.

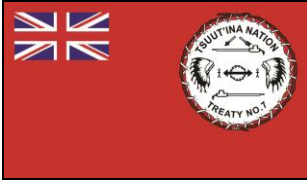
Please join us and provide your support to help us create a community of the future.

Thank you again for this opportunity to provide support and input.

Regards,

Wayne and Patricia Meilleur

CC: Sean Meilleur – Managing Director



**Tsuut'ina Nation T.U.S. Consultation**  
**9911 Chiila Blvd. Tsuut'ina, AB. T3T-0E1**  
**Ph. 403.281.4455**  
**Email: ttnconsultation@tsuutina.com**

March 8<sup>th</sup>, 2021

**Legislative Services,**  
**Rocky View County**  
**262075 Rocky View Point**  
**Rocky View County, AB T4A 0X2**  
**Email: legislativeservices@rockyview.ca**

**RE: Elbow View Area Structure Plan**

**Dzinisi Guja Council,**

Please accept this letter of support for the Elbow View Area Structure Plan.

In 2020, a developer landowner group led by Qualico Communities (Qualico) engaged with Tsuut'ina Nation (Tsuut'ina) to discuss the Elbow View Area Structure Plan (ASP) adjacent to our Nation. Through meetings with Qualico and their Indigenous engagement consultant, we co-developed an engagement plan on how to engage our citizens best.

Through a series of meetings and discussions with our consultation staff, site visits with our technical staff and community Elders, and dinner meeting with Tsuut'ina residents adjacent to the ASP boundary, we had opportunities to contribute our input and feedback. We appreciated the early engagement and being kept informed all along the way, and the ASP information provided including the information package, bulletin and video, all of which were very informative and in plain language.

In closing, we were impressed with the engagement and found the developer landowner group led by Qualico very respectful and responsive to answering our questions and concerns. Should the ASP be approved, we would appreciate the opportunity to continue to be involved in the process and to develop a long-term relationship with Rockyview County, developers and future residents of Elbow View.

Should you have any questions, please contact me at (403) 796-9408.

Siiyisgaas,

**Violet Meguinis, B.Ed.**  
**Consultation Director, Tsuut'ina Nation**

cc. **Monica Onespot, TTN Culture and Language Executive Director**  
**Tsuut'ina Chief and Council**  
**Jessica Anderson, Rocky View County - Email: janderson@rockyview.ca**  
**Ben Mercer, Senior Planning Manager, Qualico Communities - Email: bmercerc@qualico.com**

Letter Electronically sent March 8<sup>th</sup>, 2021



## **LEGISLATIVE SERVICES**

<b>TO:</b>	Council	
<b>DATE:</b>	May 11, 2021	<b>DIVISION:</b> All
<b>FILE:</b>	N/A	<b>APPLICATION:</b> N/A
<b>SUBJECT:</b>	Appointment of Returning Officer and Substitute Returning Officer	

### **EXECUTIVE SUMMARY:**

The Local Authority Elections Act (LAEA) states an elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act, by June 30 of the year in which the election occurs (Section 13(1)). The LAEA also states that an elected authority must, by resolution, appoint a substitute returning officer by June 30 of the year in which the election occurs (s. 13(2.1)). If, through illness, absence or other incapacity, the returning officer is incapable of performing the duties of returning officer, the substitute returning officer has and may exercise all the duties, functions and powers of a returning officer for the purposes of conducting elections under this Act (s. 13(4)).

Sherri Bureyko has been hired, effective April 19, 2021 as the Returning Officer for Rocky View County for the 2021 general election. Sherri will carry out all duties pertaining to the election, in accordance with all applicable legislation. Administration is recommending that Amy Zaluski, Director of Legislative Services, be appointed as the Substitute Returning Officer, in the event that the Returning Officer cannot perform the duties.

### **ADMINISTRATION RECOMMENDATION:**

Administration recommends Option #1.

### **BUDGET IMPLICATIONS:**

All expenses will be covered under the approved elections budget. There are no additional budget implications.

### **OPTIONS:**

- |            |   |   |
|------------|---|---|
| Option #1: | Motion 1                                | THAT Sherri Bureyko be appointed as Returning Officer for Rocky View County for the 2021 Municipal Election.            |
|            | Motion 2                                | THAT Amy Zaluski, Director of Legislative Services, be appointed as Substitute Returning Officer for Rocky View County. |
| Option #2: | THAT alternative direction be provided. |   |





Respectfully submitted,

"Amy Zaluski"

---

Director, Legislative Services

Concurrence,

"Kent Robinson"

---

Acting Chief Administrative Officer



## LEGISLATIVE SERVICES

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**TO:** Council

**DATE:** May 11, 2021 **DIVISION:** All

**FILE:** N/A **APPLICATION:** N/A

**SUBJECT:** Letter to Government of Alberta – Consultation on 1976 Coal Development Policy

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### EXECUTIVE SUMMARY:

Rocky View County has received a letter from Mayor Snodgrass of High River requesting that the County ask the Government of Alberta to halt coal exploration on the Eastern Slopes of the Rockies. Since the County has received this request, the Government of Alberta has halted coal exploration in these areas; however, the County could use this as an opportunity to support High River by requesting more fulsome public consultation by the Province before making further changes to the 1976 Coal Development Policy. Administration has prepared a draft letter for Council's consideration.

### ADMINISTRATION RECOMMENDATION:

Administration recommends approval in accordance with Option #1.

### BACKGROUND:

On April 19, 2021, the Reeve received a letter from High River Mayor Snodgrass, requesting that Rocky View County send a letter to Premier Kenney and Energy Minister Savage supporting the stoppage of coal exploration on the Eastern Slopes of the Rocky Mountains. On April 23, 2021, the Government of Alberta announced that they are ceasing all coal-related exploration on Category 2 lands on the Eastern Slopes.

Alberta's 1976 Coal Development Policy restricted open pit mining across much of the province's Rocky Mountains and associated foothills. It established four categories, with associated levels of protection and restrictions on exploration and development. The Coal policy generally allowed mining for thermal coal on the Prairies for electricity generation, but restricted new coal mining operations in the Rockies and foothills that often produces coking coal, used in steel manufacturing. The lands affected by this policy are divided into the following four categories:

- Category 1: All coal development forbidden (exploration and development restricted).
- Category 2: Open-pit coal mines restricted (limited exploration allowed and some mining allowed, but surface mining generally restricted – companies can apply for exemptions to restrictions).
- Category 3: Coal exploration and some development allowed.
- Category 4: Coal exploration and development allowed.

On June 1, 2020, the Government of Alberta rescinded the Coal Development Policy, which cancelled environmental protections and sparked a large public backlash. Category 1 restrictions were still in effect, but the effect of rescinding the policy was collapsing Categories 2-4 and allowing mining/exploration in sensitive Category 2 lands. This resulted in significant public pushback, and many municipalities have passed resolutions or written letters expressing concerns or asking for public consultation on the issue.

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### Administration Resources

Ben Manshanden, Legislative Services



On February 8, 2021, Minister Savage announced that the Government of Alberta would re-instate the 1976 Coal Development Policy, and would engage in public consultations beginning in March 2021. However, the Government of Alberta issued a number of new leases on Category 2 land in the period between June 1, 2020, and February 8, 2021, and those leases were not cancelled when the policy was re-instated. The Terms of Reference for public consultation by the newly formed Coal Policy Committee does not allow for consideration of land use, impacts of coal mining on mountain headwaters, climate change, or pollution.

The changes to the Coal Development Policy are not likely to impact the watershed in Rocky View County, as most of the lands to the west of the County are considered Category 1 lands. There may be small portions of Category 2 lands to the west of the northernmost parts of the County. The Bow and Elbow Rivers are unlikely to be impacted. However, the Red Deer and Old Man Rivers may be impacted, and the South Saskatchewan River may be impacted further downstream of the County.

The April 23, 2021, the Government of Alberta announcement cancelling exploration on Category 2 lands means that part of the request from High River has been overtaken by that event. However, the County could still support High River by sending a letter to the Government of Alberta requesting more fulsome public consultation on the environmental impacts of the proposed changes. This would have the benefit of supporting a regional neighbour, and serve to remind the Government of Alberta that fulsome public engagement is important to Alberta's citizens and municipalities.

#### **BUDGET IMPLICATIONS:**

There are no budget implications at this time.

#### **OPTIONS:**

Option #1 THAT Council supports the request made on behalf of the Town of High River, and that the letter to the Government of Alberta requesting that more fulsome public consultation be undertaken regarding on the 1976 Coal Development Policy be sent.

Option #2 THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

"Amy Zaluski"

"Kent Robinson"

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Director  
Legislative Services

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Acting Chief Administrative Officer

BM/rp

#### **ATTACHMENTS:**

Attachment 'A' – Request from Mayor Snodgrass (High River)

Attachment 'B' – Map of 1976 Coal Development Policy Land Categories

Attachment 'C' – Draft Letter to Government of Alberta re: Coal Development Policy Consultation



309B Macleod Trail SW  
High River, Alberta Canada T1V 1Z5  
P: 403.652.2110 F: 403.652.2396  
www.highriver.ca

April 19, 2021

VIA E-MAIL

OFFICE OF THE MAYOR

Rocky View County  
Mr. Dan Henn  
262075 Rocky View Point  
Rocky View County, AB T4A 0X2  
Email: questions@rockyview.ca

Attention: Reeve Dan Henn

**RE: Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy**

Dear Your Worship & Members of Council:

The Province has initiated the public consultation process for all Albertans to provide their voice as it relates to Coal Development on the Eastern Slopes of the Rockies. However, this iconic landscape remains threatened due to continued exploration activities.

The Town of High River is requesting your support to encourage the Province and the Alberta Energy Regulator to cease all exploration on Category 2 lands within the Eastern Slopes of the Rockies. In addition, we want to encourage all municipalities to actively participate in the public consultation process to ensure our opinions and the voices of our residents are heard. Protection of this valuable landscape and the watersheds that will be impacted by any coal development activity is important to every resident of Alberta.

At the April 12, 2021 Regular Meeting of Council, the following resolution was adopted:

***BE IT RESOLVED THAT*** Council direct Administration to draft a letter to be signed by the Mayor and sent to Premier Jason Kenney and Minister Sonya Savage requesting that the Alberta Energy Regulator stop all activities associated with Coal Exploration Permits on the Category 2 lands that were approved prior to February 8, 2021;

***AND THAT*** given that public consultation that has begun regarding coal mining on the Eastern Slopes, Council requests that these coal exploration projects be put on hold by the Alberta Government until final decisions have been made regarding the extraction of coal on the Eastern Slopes of Alberta or the elimination of the extraction of coal, especially given the destruction that exploration causes and the effects on our landscapes and our watersheds;

***AND THAT*** Council direct Administration to draft a letter to be signed by the Mayor and sent to all municipalities in Alberta encouraging them to also send letters to Premier

*Kenney and Minister Savage supporting the stoppage of exploration activities on the Eastern Slopes.*

***AND FURTHER THAT*** the Town of High River also encourages all municipalities to participate fully in the ongoing Public Consultation Process, including Phase 1, which is the gathering of information that the committee will use to draft the actual Public Consultation process.

The Town has sent letters to Premier Kenney and Minister Savage requesting that the Alberta Energy Regulator stop all activities associated with Coal Exploration Permits on the Category 2 lands that were approved prior to February 8, 2021. In addition, these letters request that the coal exploration projects be put on hold until final decisions have been made about the extraction or the elimination of extraction of coal from the Eastern Slopes, following a meaningful public consultation process.

The Town of High River is respectfully requesting your continued support and that you consider writing to Premier Kenney and Minister Savage requesting that all exploration activities on the Eastern Slopes of the Rockies be ceased, pending the outcome of a meaningful public consultation process. We are encouraging you and your communities to actively participate in the public consultation process to ensure your views are shared.

It is our responsibility to ensure our communities and our residents have the opportunity to share their views as it relates to resource development along the Eastern Slopes. Thank you for your ongoing support and commitment regarding this important initiative for Alberta.

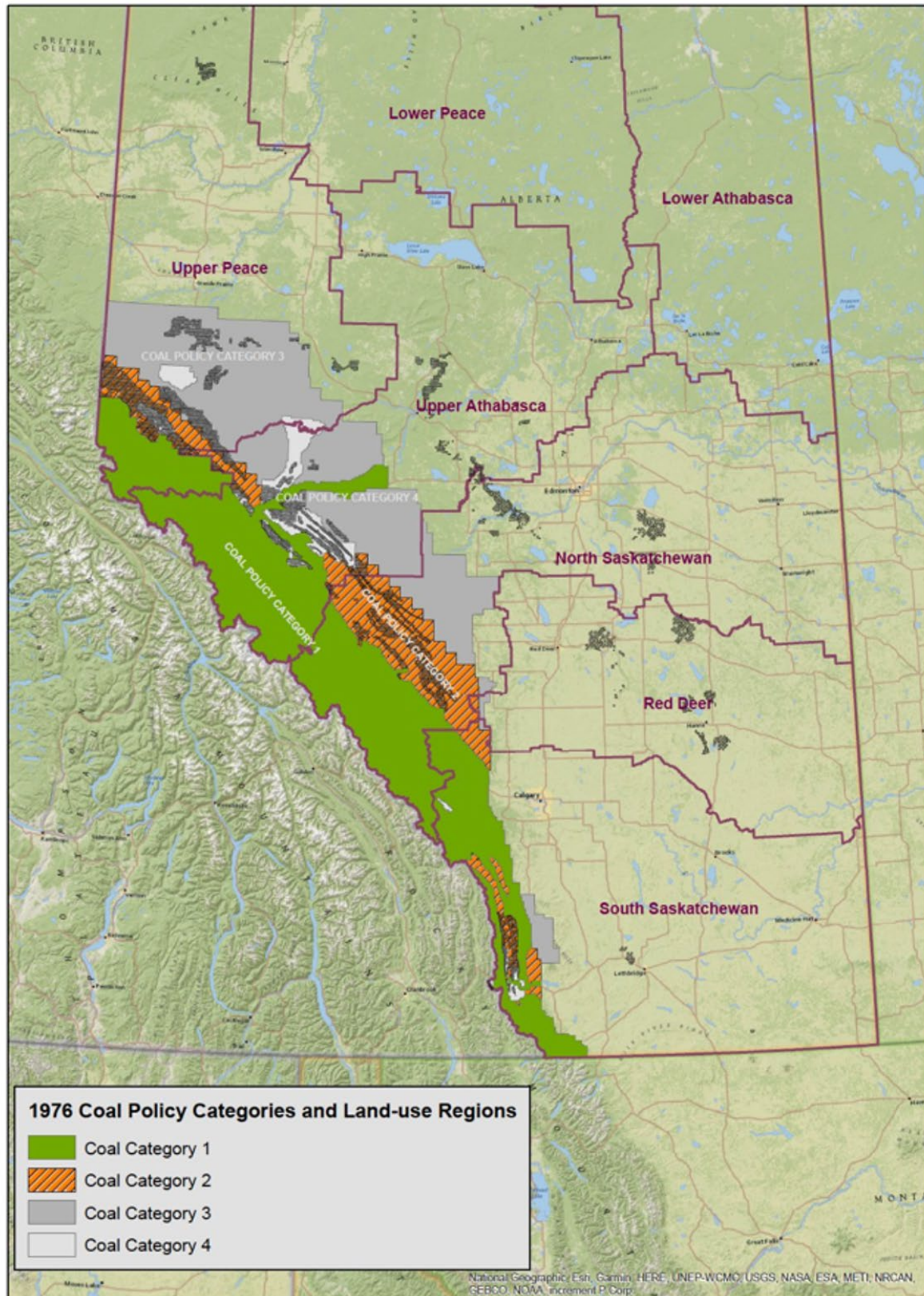
Sincerely,

A handwritten signature in black ink, appearing to read 'Craig Snodgrass', enclosed within a large, loopy oval shape.

Craig Snodgrass  
Mayor

CS/cp/kr





May 11, 2021

Honourable Sonya Savage  
Minister of Energy and Deputy House Leader  
324 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

File #:

**Re: Public Engagement on Changes to the 1976 Coal Development Policy**

Dear Minister Savage,

I am writing to thank you for your commitment to increased public consultation on the 1976 Coal Development Policy and to reiterate the importance of engaging Albertans and municipalities before making important decisions that impact their lives and rights.

The County was disappointed with the lack of public consultation before the repeal of the 1976 Coal Development Policy on June 1, 2020. The lack of public information and debate before the repeal of the policy left space for unfounded rumors regarding the impacts of the policy to take root and grow. An open public debate, and time to truly understand the impacts of the proposed policies, creates social license and public buy-in.

We were relieved by your February 8, 2021, announcement that you would re-instate the Coal Development Policy and engage in fulsome public consultation before making further decisions. However, the Terms of Reference for the newly formed Coal Policy Committee does not allow for consideration of land use, impacts of coal mining on mountain headwaters, or pollution-related issues.

Therefore, I am writing to request a more fulsome and open public consultation on all impacts of any proposed changes to the 1976 Coal Development Policy. I believe that your government is attempting to do the right thing, but the limitations on public engagement feed into a negative narrative around the proposed changes. Albertans deserve a comprehensive public engagement process, with the full costs and benefits of any policy changes clearly explained and debated in public.

Thank you for taking this letter under consideration, and I hope that you are willing to expand the scope of public engagement to address any concerns that Albertans might have around coal development on the Eastern Slopes.

Sincerely,

Dan Henn  
**Reeve, Rocky View County**

Cc: Rocky View County Council



## **BUSINESS AND ECONOMIC DEVELOPMENT**

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<b>TO:</b>	Council	
<b>DATE:</b>	May 11, 2021	<b>DIVISION:</b> All
<b>FILE:</b>	N/A	<b>APPLICATION:</b> N/A
<b>SUBJECT:</b>	Letter of Support – Century Downs Racetrack and Casino	

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### **POLICY DIRECTION:**

The County's Economic Recovery Task Force (ERTF) report identifies assessment base growth as a County goal. The retention and expansion of businesses in Rocky View County would support this objective.

In Alberta, Alberta Gaming, Liquor and Cannabis (AGLC) regulates all gaming activities and is the relevant authority to approve the request from Century Downs Casino and Racetrack.

### **EXECUTIVE SUMMARY:**

Century Downs Casino and Racetrack (Century Downs) is seeking to expand its current business activities and is working with the Alberta Gaming, Liquor and Cannabis agency for approval to offer live table games. AGLC requires a letter of support from the local municipality as part of their approval process.

### **ADMINISTRATION RECOMMENDATION:**

Administration recommends approval in accordance with Option #1.

### **BACKGROUND:**

Century Downs is a destination location within Rocky View County and source of pride for live entertainment, gaming, and equestrian enthusiasts in Western Canada. Opening in 2015, Century Downs contributes significantly to the local economy (contributing over \$20M to the local economy) and provides approximately 400 jobs to the region.

As a significant entertainment and tourism destination within Rocky View County, Century Downs contributes to regional economic health and provides a unique agritourism opportunity.

Century Downs management views the addition of live table games as an added marketable feature for the business, and expects it to increase tourism and local economic growth and provide additional employment to the region. Other gaming operators in the region have this additional "live" feature, and Century Downs believes this addition would place them on equal footing with their peers.

The table games addition is not anticipated to require any additional building space or impact current land use. The letter of support would demonstrate the County's support for this addition to the gaming options at the Casino, in hopes of obtaining approval by the Provincial regulator.

The request for a letter of support as well as supportive feedback on future circulations to AGLC is supported by the current economic goals identified within the ERTF. Administration has included a copy of the draft letter for consideration (Attachment 'A') and recommends approval in accordance with Option #1.

---

### **Administration Resources**

David Kalinchuk, Business and Economic Development



**BUDGET IMPLICATIONS:**

There are no budget implications for this request.

**STRATEGIC OBJECTIVES:**

If approved, providing a letter of support and complimentary feedback to ALGC aligns with the Strategic Objective of “Strengthening of Financial Resiliency” and supports the objective that businesses are open and thriving.

**OPTIONS:**

- Option #1: THAT Council supports the request on behalf of Century Downs Racetrack and Casino, and that a Letter of Support related to live table games at the Century Downs Racetrack and Casino be sent to Alberta Gaming, Liquor and Cannabis (AGLC).
- Option #2: THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

“David Kalinchuk”

“Kent Robinson”

---

Economic Development Manager

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Acting Chief Administrative Officer

**ATTACHMENTS:**

Attachment ‘A’ – Draft Letter of Support for Century



May 11, 2021

Geoff Smith  
Century Casinos Alberta  
13103 Fort Road  
Edmonton, AB T5K 2B6

File #0230

**Re: Proposal to Introduce Live Games Tables at Century Downs Racetrack and Casino**

Dear Mr. Smith,

Rocky View County supports the installation and operation of live games tables at Century Downs Racetrack and Casino. The introduction of live games tables will build on the world-class gaming and entertainment experiences that guests receive in Balzac.

The addition of live table gaming will help sustain and create new jobs. This will stimulate entertainment revenues across the gaming, food and beverage services. It will create spin-off economic benefits for retail, hotel, and entertainment businesses in the Balzac area as a destination for domestic and international tourists.

It is worth noting that community groups who participate in casino fundraising events will be supporting local community initiatives. In Rocky View County and the Calgary Region, these non-profit partnerships benefit greatly from casino fundraising at Century Downs Racetrack and Casino.

Thank you for this opportunity to express our continued support for Century Downs Racetrack and Casino and specifically support your proposal for live games tables.

Should you have any questions, please feel free to contact me at (403) 520-8160.

Sincerely,  
**Rocky View County**

Dan Henn  
**Reeve**



## FINANCIAL SERVICES

**TO:** Council  
**DATE:** May 11, 2021 **DIVISION:** All  
**FILE:** 0322 **APPLICATION:** N/A  
**SUBJECT:** Late Tax Payment Penalty Cancellation, Policy C-204

### POLICY DIRECTION:

Council regularly develops and reviews its policies, such as Policy C-204, Late Tax Payment Penalty Cancellation, to ensure Council's objectives are represented and the needs of the County are addressed, in accordance with Council's responsibilities in the Municipal Government Act.

### EXECUTIVE SUMMARY:

Administration recently reviewed Late Tax Payment Penalty Cancellation, Policy C-204, to ensure it reflects the most current business processes. Administration is recommending changes to Policy C-204 to ensure the criteria is still relevant when used to adjudicate rate payer requests in a fair and reasonable time frame.

### ADMINISTRATION RECOMMENDATION:

Administration recommends approval in accordance with Option #1.

### DISCUSSION:

On November 26, 2019, Council approved Policy C-204 to provide guidance on the adjudication of late tax payment penalty cancellation requests. As the policy has been in place for over a year, Administration is recommending further amendments as follows:

Current Policy	Proposed Amendment	Reasoning
8 Property owners seeking late tax payment penalty cancellation must submit a written request to the County within <b>120</b> days of the date when the related penalty was applied to the tax account.	8 Property owners seeking late tax payment penalty cancellation must submit a written request to the County within <b>60</b> days of the date when the related penalty was applied to the tax account, <b>along with payment of the amount of the outstanding penalty.</b>	<ul style="list-style-type: none"> <li>As the County sends out reminder letters to rate payers that owe tax, this will shorten the timelines for requests to go to Council. Administration has determined that by allowing for longer request times pushes requests closer to the 120 day period. Adding that the outstanding penalty must be paid prior to the request going to Council will replicate other appeals in that if the rate payer is successful in their request, they would see a full or partial refund of the penalty.</li> </ul>

### Administration Resources

Barry Woods, Financial Services



Current Policy	Proposed Amendment	Reasoning
10 When Council grants a late tax payment penalty cancellation request, the late tax payment penalty cancellation is only available for the penalties in the current taxation year: (1) where a death in the immediate family of the property owner occurred within <b>seven</b> days prior to the due date;	10 when Council grants a late tax payment penalty cancellation request, the late tax payment penalty cancellation is only available for the penalties in the current taxation year: (1) where a death in the immediate family of the property owner occurred within <b>twenty-one (21)</b> days prior to the due date;	<ul style="list-style-type: none"> <li>To show more compassion during the time of death,</li> </ul>

**BUDGET IMPLICATIONS:**

There are no budget implications associated with this request.

**STRATEGIC OBJECTIVES:**

Approval of these amendments would align with the strategic objective of Creating a Culture of Customer Service.

**OPTIONS:**

Option #1: THAT Late Tax Payment Penalty Cancellation Policy, C-204, be amended as as per Attachment 'A'.

Option #2: THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

"Kent Robinson"

"Kent Robinsion"

---

Executive Director  
Corporate Services

---

Interim Chief Administrative Officer

BW/rp

**ATTACHMENTS:**

ATTACHMENT 'A': Redline Version of Policy C-204, Late Tax Payment Penalty Cancellation

ATTACHMENT 'B': Proposed, amended Policy C-204, Late Tax Payment Penalty Cancellation



# LATE TAX PAYMENT PENALTY CANCELLATION

Council Policy

C-204

Policy Number:	C-204
Policy Owner:	Financial Services
Adopted By:	Council
Adoption Date:	2003 October 07
Effective Date:	2003 October 07
Date Last Amended:	<del>2019 November 26</del> 2021 April 22
Date Last Reviewed:	<del>2019 November 20</del> 2021 April 22

## Purpose

- 1 This policy establishes a uniform and consistent approach for Council to address late tax payment penalty cancellation requests in Rocky View County (the County).



## Policy Statement

- 2 Council may cancel, reduce, refund, or defer property tax if it is equitable to do so pursuant section 347(1) of the *Municipal Government Act*. *Municipal Government Act* section 203 prohibits Council from delegating this power to administration.
- 3 Council recognizes the need to be fair and equitable to all County taxpayers in its effort to address late tax payment penalty cancellation requests.
- 4 This policy does not apply to exempt tax accounts held under the jurisdiction of the provincial or federal governments.



## Policy

- 5 Council considers and balances the interests of County's property owners when responding to any penalty cancellation request.
- 6 The County must provide sufficient notice of property tax payment due date, the terms of payment for remitting property taxes, and the penalties for late or non-payment of property taxes.
- 7 The County endeavors to be consistent from year to year in setting its due dates for payment of property taxes.



## LATE TAX PAYMENT PENALTY CANCELLATION

Council Policy

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- 8 Property owners seeking late tax payment penalty cancellation must submit a written request to the County within ~~120-60~~ days of the date when the related penalty was applied to the tax account, ~~along with payment of the amount of the outstanding penalty.~~
- 9 Administration must present late tax payment penalty cancellation requests during public meetings of Council, as Council's decisions on these matters have an impact on all property owners. The report regarding the request includes the information provided by the requesting property owner.

### Tax Relief Categories

- 10 When Council grants a late tax payment penalty cancellation request, the late tax payment penalty cancellation is only available for the penalties in the current taxation year:
  - (1) where a death in the immediate family of the property owner occurred within ~~seven~~ **twenty-one (21)** days prior to the due date;
  - (2) where the tax notice has been sent to an incorrect address as a result of the County's error in recording an address change on the tax roll; or
  - (3) where a late tax payment has been processed by a financial institution and either the Financial Institution or the property owner provides documentation indicating the payment was processed on or before the due dates.
- 11 Council may consider penalty adjustments or cancellations for types of requests not set out in this policy.

### Tax Relief Not Available

- 12 A property owner may not seek tax relief under this policy for:
  - (1) taxes imposed under section 326(1)(a)(vi) of the *Municipal Government Act* relating to designated industrial property;
  - (2) taxes or penalties relating to more than one prior taxation year; or
  - (3) amounts added to the tax roll that do not relate to the annual property assessment and taxation process, including but not limited to:
    - (a) charges arising from the tax recovery process;
    - (b) unpaid violation charges;





# LATE TAX PAYMENT PENALTY CANCELLATION

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- (c) utility consumption or installation charges; or
- (d) any penalties, interests or other charges related to those amounts.



## References

### Legal Authorities

- *Municipal Government Act*, RSA 2000, c M-26

### Related Plans, Bylaws, Policies, etc.

- Rocky View County Tax Penalty Bylaw C-4727-96

### Related Procedures

- N/A

### Other

- N/A



## Policy History

### Amendment Date(s) – Amendment Description

- 2019 November 26 – Council amended to reflect changes to the MGA, keep penalty cancellations to current tax year, set consideration criteria, and align with new policy standards
- 2011 November 01 – Amended by Council
- 2009 December 15 – Amended by Council
- 2004 September 07 – Amended by Council
- 2003 October 07 – Amended by Council

### Review Date(s) – Review Outcome Description

- 2019 November 20: Minor changes recommended in light of MGA amendments and current County processes and standards



## Definitions

13 In this policy:

- (1) “administration” means the operations and staff of Rocky View County under the direction of the Chief Administrative Officer;
- (2) “Council” means the duly elected Council of Rocky View County;



ROCKY VIEW COUNTY

## LATE TAX PAYMENT PENALTY CANCELLATION

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- (3) "County" means Rocky View County;
- (4) "immediate family" means spouse, a parent, child, or sibling;
- (5) "*Municipal Government Act*" means the Province of Alberta's *Municipal Government Act*, RSA 2000, c M-26, as amended or replaced from time to time; and
- (6) "Rocky View County" means Rocky View County as a municipal corporation and the geographical area within its jurisdictional boundaries, as the context requires.



# Late Tax Payment Penalty Cancellation

Council Policy

C-204

Policy Number:	C-204
Policy Owner:	Financial Services
Adopted By:	Council
Adoption Date:	2003 October 07
Effective Date:	2003 October 07
Date Last Amended:	2021 April 22
Date Last Reviewed:	2021 April 22

## Purpose

- 1 This policy establishes a uniform and consistent approach for Council to address late tax payment penalty cancellation requests in Rocky View County (the County).



## Policy statement

- 2 Council may cancel, reduce, refund, or defer property tax if it is equitable to do so pursuant Section 347(1) of the *Municipal Government Act (MGA)*. MGA Section 203 prohibits Council from delegating this power to administration.
- 3 Council recognizes the need to be fair and equitable to all County taxpayers in its effort to address late tax payment penalty cancellation requests.
- 4 This policy does not apply to exempt tax accounts held under the jurisdiction of the provincial or federal governments.



## Policy

- 5 Council considers and balances the interests of the County's property owners when responding to any penalty cancellation request.
- 6 The County must provide sufficient notice of a property tax payment due date, the terms of payment for remitting property taxes, and the penalties for late or non-payment of property taxes.



## Late Tax Payment Penalty Cancellation

### Council Policy

C-204

- 7 The County endeavors to be consistent from year to year in setting its due dates for payment of property taxes.
- 8 Property owners seeking late tax payment penalty cancellation must submit a written request to the County within 60 days of the date when the related penalty was applied to the tax account, along with payment of the amount of the outstanding penalty.
- 9 Administration must present late tax payment penalty cancellation requests during public meetings of Council, as Council's decisions on these matters have an impact on all property owners. The report regarding the request includes the information provided by the requesting property owner.

### Tax relief categories

- 10 When Council grants a late tax payment penalty cancellation request, the late tax payment penalty cancellation is only available for the penalties in the current taxation year:
  - (1) where a death in the immediate family of the property owner occurred within twenty-one (21) days prior to the due date;
  - (2) where the tax notice has been sent to an incorrect address as a result of the County's error in recording an address change on the tax roll; or
  - (3) where a late tax payment has been processed by a financial institution and either the financial institution or the property owner provides documentation indicating the payment was processed on or before the due dates.
- 11 Council may consider penalty adjustments or cancellations for types of requests not set out in this policy.

### Tax relief not available

- 12 A property owner may not seek tax relief under this policy for:
  - (1) taxes imposed under Section 326(1)(a)(vi) of the *MGA* relating to designated industrial property;
  - (2) taxes or penalties relating to more than one prior taxation year; or
  - (3) amounts added to the tax roll that do not relate to the annual property assessment and taxation process, including but not limited to:



# Late Tax Payment Penalty Cancellation

Council Policy

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- (a) charges arising from the tax recovery process;
- (b) unpaid violation charges;
- (c) utility consumption or installation charges; or
- (d) any penalties, interests or other charges related to those amounts.



## References

### Legal Authorities

- [Municipal Government Act, RSA 2000, c M-26](#)

### Related Plans, Bylaws, Policies, etc.

- [Rocky View County Tax Penalty Bylaw C-4727-96](#)

### Related Procedures

- N/A

### Other

- N/A



## Policy history

### Amendment Date(s) – Amendment Description

- 2019 November 26 – Council amended to reflect changes to the MGA, keep penalty cancellations to current tax year, set consideration criteria, and align with new policy standards
- 2011 November 01 – Amended by Council
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### Review Date(s) – Review Outcome Description

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## Definitions

13 In this policy:

- (1) “administration” means the operations and staff of Rocky View County under the direction of the Chief Administrative Officer;



## Late Tax Payment Penalty Cancellation

Council Policy

C-204

- (2) "Council" means the duly elected Council of Rocky View County;
- (3) "County" means Rocky View County;
- (4) "immediate family" means spouse, a parent, child, or sibling;
- (5) "*Municipal Government Act*" means the Province of Alberta's *Municipal Government Act*, RSA 2000, c M-26, as amended or replaced from time to time; and
- (6) "Rocky View County" means Rocky View County as a municipal corporation and the geographical area within its jurisdictional boundaries, as the context requires.



## PLANNING AND DEVELOPMENT SERVICES

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**TO:** Council

**DATE:** May 11, 2021

**DIVISION:** All

**FILE:** N/A

**SUBJECT:** Circulation and Notification Standards Policy C-327

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### POLICY DIRECTION:

Council regularly develops and reviews its policies, such as Circulation and Notification Standards, C-327, to ensure Council's objectives are represented and the needs of the County are addressed, in accordance with Council's responsibilities in the *Municipal Government Act*.

### EXECUTIVE SUMMARY:

Council directed Administration to review the Circulation and Notification Standards Policy, C-327 to clarify the processes and align the policy with the County's current practices and standards.

Council policy C-327 establishes standards for:

1. Public notice signs;
2. Circulation of statutory plan amendments, planning applications, license of occupation of County lands applications, and road allowance closure/opening applications;
3. Notification of Council public hearings, Subdivision and Development Appeal Board (SDAB) hearings, and development permit notices of approval.

In addition to applying the County's current policy format and writing standards, the proposed amendments to the Circulation and Notification Standards Policy C-327 have been made to provide simplicity and clarity of which properties shall be notified based on the type of application being made. Consistency of notification areas has been addressed by introducing a uniform radius measurement for notification distances where possible while remaining cognizant of the diverse nature of the County's built form by allowing for a variable notification distance for Development Permit applications.

### ADMINISTRATION RECOMMENDATION:

Administration recommends approval in accordance with Option #1.

### BACKGROUND:

Council Policy C-327 was approved in 2017 and has not been amended since. At the December 22, 2020 Council meeting, Council recommended the policy be reviewed and brought to Council for approval.

The Circulation and Notification Standards Policy is used to notify County landowners of policies, development, and hearings that may affect landowners who live/own property within a defined distance of the policy area or development being addressed. The current policy does not clearly outline the distances for each specific policy, development, and hearing; therefore administration is required to interpret the policy which may result in different circulation areas being used for the same type of policy, development, and hearing. In order to provide consistency across all types of County projects, policy C-327 requires amendments as stated above.

### BUDGET IMPLICATIONS:

There are no budget implications at this time.

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#### Administration Resources

Logan Cox, Planning & Development Services



**STRATEGIC OBJECTIVES:**

The policy aligns with Council's strategic objective of enhancing transparency and communication. The revised policy allows administration to effectively and consistently engage with residents of Rocky View County.

**OPTIONS:**

Option #1: THAT Circulation and Notification Standards, Policy C-327, be amended as per Attachment 'A'.

Option #2: THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

"Brock Beach"

"Kent Robinson"

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Acting Executive Director  
Community Development Services

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Acting Chief Administrative Officer

LC/llt

**ATTACHMENTS:**

ATTACHMENT 'A': Policy Change Highlights

ATTACHMENT 'B': Existing Circulation and Notification Standards, Policy C-327

ATTACHMENT 'C': Proposed Circulation and Notification Standards, Policy C-327

**ATTACHMENT 'A': Policy Change Highlights**

<b>Proposed Amendment</b> (Black text is from the existing Policy) (Red text is from the proposed Policy)	<b>Reasoning</b>
<p><b>Purpose</b></p> <p><del>1 This policy establishes standards for public notice signs, the circulation of planning applications, license of occupation for county lands applications, road allowance closure/opening applications and notifications of public hearings of Council and Subdivision and Development Appeal Board hearings.</del></p> <p><b>1 This policy establishes standards for public notice signs and:</b></p> <p>(1) circulation for:</p> <p>(a) statutory plan amendments;</p> <p>(b) planning applications;</p> <p>(c) license of occupation of County lands applications; and</p> <p>(d) road allowance closure/opening applications;</p> <p>(2) notification of:</p> <p>(a) Council public hearings;</p> <p>(b) Subdivision and Development Appeal Board (SDAB) hearings; and</p> <p>(c) development permit notices of approval.</p>	<ul style="list-style-type: none"> <li>The update clarifies the purpose of the policy by breaking it down into three distinct categories (standards for public signs, circulations, and notifications).</li> <li>The update inserted statutory plan amendments and development permit notices of approval to be more comprehensive.</li> </ul>
<p><del>4 When identifying the Circulation Area, Administration will measure the distance from the Subject Lands and include all properties, as measured</del></p> <p><b>5 The radii are taken</b> from the property line from the property line of the <del>S</del>subject <del>L</del>lands, <del>to the minimum distance (i.e. 1/2 mile or 1 mile)</del></p>	<ul style="list-style-type: none"> <li>Updated to simplify and standardize the process of measuring radii in any circumstance guided by this policy.</li> </ul>
<p><del>5. When identifying the Circulation Area within a 2 lot depth, Administration will include all properties adjacent to the Subject Lands and the parcels adjacent to those properties.</del></p> <p><del>6. When identifying the Circulation Area within a 5 lot depth, Administration will include all properties adjacent to the Subject Lands and the next 4 parcels adjacent to those properties.</del></p> <p><b>6 All properties touched within the radius are included in the circulation area or notification area.</b></p>	<ul style="list-style-type: none"> <li>Update to clarify that all properties touched by the radius are included in the circulation area or notification area.</li> <li>Updated to remove reference to the lot-depth method of measurement to simplify the process of determining which properties to include.</li> </ul>

<p>9 <u>The circulation and notification radii may be varied at the discretion of Council, Municipal Planning Commission, or SDAB.</u></p>	<ul style="list-style-type: none"> <li>Inserted to allow authorities to apply alternative radii under specific circumstances to suit the nature of an application.</li> </ul>
<p>11 <u>Any applicable intermunicipal development plan and privacy legislation supersedes this policy.</u></p>	<ul style="list-style-type: none"> <li>Inserted to reflect the hierarchy of statutory plans and legislation in Alberta and ensure compliance.</li> </ul>
<p>12 <u>All Council public hearing notices are available on the County's website, as per the Public Notification Bylaw C-7860-2019.</u>  (1) <u>Should the <i>Public Notification Bylaw C-7860-2019</i> be rescinded then notification shall default back to Section 606 of the <i>MGA</i>.</u></p>	<ul style="list-style-type: none"> <li>Inserted to align this policy with the current bylaw and ensure consistency of public hearing notices.</li> </ul>
<p><del>28 Subdivision and Development Appeal Board hearing Notification areas shall be the same as the Notice of Decision Notification Area and the Planning Application Circulation Area.</del></p> <p>14 <u>Notification of a SDAB hearing on a development permit application is the same as the development permit notice of approval notification area.</u></p> <p>15 <u>Notification of a SDAB hearing on a subdivision application is the same as the subdivision application circulation area.</u></p>	<ul style="list-style-type: none"> <li>Revised to provide clarity that the notification area is the same as the circulation area for each type of application.</li> </ul>
<p><del>9 An Applicant is required to install and maintain the display of a public notice sign for the following types of Planning Applications:</del>  <del>(3) An application made to amend the Land Use Bylaw for the purposes of changing or amending a land use district or making such other amendments necessary to facilitate the development of a property, with the exception of redesignation:</del>  <del>i. To a Farmstead District;</del>  <del>ii. For the purposes of a First Parcel Out; Or</del>  <del>iii. To a land use consistent with an approved Local Plan.</del></p> <p>16 <u>An applicant installs and maintains the display of a public notice sign for the following types of planning applications:</u>  (3) <u>to amend the <i>Land Use Bylaw</i>, with the exception of redesignation to an Agricultural, General District as defined by the <i>Land Use Bylaw</i>.</u></p>	<ul style="list-style-type: none"> <li>Updated to simplify the requirements for when a sign is required and to align with the current Land-Use Bylaw.</li> </ul>

<p><del>19 In Agricultural Areas, Administration will advise all Assessed Owners within a ½ mile (± 805 m) of the Subject Lands of a License of Occupation Application by mailing to them a Circulation Package.</del></p> <p><del>20 In Fragmented Country Residential areas, Administration will advise all Assessed Owners within a two lot depth of the Subject Lands of a License of Occupation Application by mailing to them a Circulation Package.</del></p> <p><del>21 For any other License of Occupation Application not covered within sections 19 and 20 of this Policy, Administration will advise all Assessed Owners within a ½ mile (± 805 m) of the Subject Lands of a License of Occupation Application by mailing to them a Circulation Package.</del></p> <p><del>22 In Agricultural Areas, Administration will advise all Assessed Owners within a ½ mile (± 805 m) of the Subject Lands of a Road Allowance Closure/Opening Application by mailing to them a Circulation Package.</del></p> <p><del>23 In Fragmented Country Residential areas, Administration will advise all Assessed Owners within a two lot depth of the Subject Lands of a Road Allowance Closure/Opening Application by mailing to them a Circulation Package.</del></p> <p><del>24 For any other Road Allowance Closure/Opening Application not covered within sections 22 and 23 of this Policy, Administration will advise all Assessed Owners within a ½ mile (± 805 m) of the Subject Lands of a Road Allowance Closure/Opening Application by mailing to them a Circulation Package.</del></p> <p><b>21 The radii for license of occupation or road allowance closure/opening application shall be 800m (½ mile).</b></p>	<ul style="list-style-type: none"> <li>Consolidated into one policy that establishes the circulation and notification distance for all licence of occupation and road allowance closure/opening applications to simplify the process and ensure consistency.</li> </ul>
<p><del>13 In Agricultural Areas, Administration will advise all Assessed Owners within a ½ mile (± 805 m) of the Subject Lands of a Planning Application by mailing to them a Circulation Package.</del></p> <p><del>14 In Fragmented Country Residential areas, Administration will advise all Assessed Owners within a 2 lot depth of the Subject Lands of a</del></p>	<ul style="list-style-type: none"> <li>Updated to remove the ambiguity of what constitutes a planning application by separating each policy by application type. This simplifies the process of determining the circulation/notification radius for each application and enables a more consistent approach.</li> </ul>

<p><del>Planning Application by mailing to them a Circulation Package.</del></p> <p><del>15 Within the boundary of an Area Structure Plan, Administration will advise all Assessed Owners within a ½ mile (± 805 m) of the Subject Lands of a Planning Application by mailing to them a Circulation Package</del></p> <p><del>17 For any other Planning Application not covered within sections 13 through 16 of this Policy, Administration will advise all Assessed Owners within a ½ mile (± 805 m) of the Subject Lands of a Planning Application by mailing to them a Circulation Package</del></p> <p><u>22 The radii for statutory plan amendment or local plan application circulations shall be 1600m (1 mile).</u></p> <p><u>23 The radii for redesignation application circulations shall be:</u></p> <p style="padding-left: 40px;">(1) <u>800m (1/2 mile) for applications within an Area Structure Plan;</u></p> <p style="padding-left: 80px;">(a) <u>Notwithstanding 23 (1), the radii shall be a minimum 1600m (1 mile) for redesignation application circulations where natural resource extraction/processing, as defined by the Land Use Bylaw, is a listed use; and</u></p> <p style="padding-left: 40px;">(2) <u>1600m (1 mile) for applications outside of an Area Structure Plan.</u></p> <p><u>24 The radii for subdivision application circulations shall be 800m (1/2 mile).</u></p>	
<p><del>18 In the following circumstances and notwithstanding sections 13 through 17 of this policy, Administration will advise all Assessed Owners within 1 mile (± 1609 m) of the Subject Lands of a Planning Application by mailing to them a Circulation Package:</del></p> <p style="padding-left: 40px;">(1) <del>Aggregate extraction applications;</del></p> <p style="padding-left: 40px;">(2) <del>Local Plans;</del></p> <p style="padding-left: 40px;">(3) <del>Business Development proposals outside of an Area Structure Plan boundary;</del></p>	<ul style="list-style-type: none"> <li>• Updated to align with policies 21-24 to eliminate duplication and specify the distances for development permit applications.</li> <li>• 25 (1) simplifies the process for determining the notification distances for development permits for certain uses and aligns these uses with the new Land-Use Bylaw.</li> <li>• 25(2) specifies a single notification distance for applications not within a Hamlet</li> </ul>

<p>(4) <del>Commercial communications facilities (Type A, B, and C in the Land Use Bylaw);</del></p> <p>(5) <del>Applications proposing an industrial use that may have an effect on the safety, use, amenity, or enjoyment of nearby sites due to noise, odour, or emissions. (e.g., General Industry Type III in the Land Use Bylaw);</del></p> <p>(6) <del>Applications for commercial, industrial, or business developments within a Hamlet Core; and</del></p> <p>(7) <del>Licensed Medical Marijuana Production Facility applications.</del></p> <p>25 <u>The notification radii for development permit notifications shall be the lesser of a two lot depth, being the parcels that are adjacent to the subject lands and the parcels adjacent to those properties, or 800m (1/2 mile).</u></p> <p>(1) <u>Notwithstanding 24, the radii shall be a minimum 400m (1/4 mile) for development permit notifications for the following uses, as defined by the Land Use Bylaw:</u></p> <p>(a) <u>billboards;</u></p> <p>(b) <u>cannabis retail store;</u></p> <p>(c) <u>cannabis cultivation;</u></p> <p>(d) <u>cannabis facility; and</u></p> <p>(e) <u>retail (restricted).</u></p> <p>(2) <u>400m (1/4 mile) for applications outside of a Hamlet Boundary and not within the Harmony Conceptual Scheme Area.</u></p> <p>(3) <u>Notwithstanding 24 (1) and (2), the radii shall be a minimum 1600m (1 mile) for development permit notifications for natural resource extraction/processing, as defined by the Land Use Bylaw.</u></p>	<p>Boundary.</p> <ul style="list-style-type: none"> <li>25(3) Establishes a consistent distance for all development permit notifications for natural resource extraction/ processing.</li> </ul>
<p>26 <u>In instances where a circulation or notification area includes landowners in an adjacent municipality, Administration attempts to procure the addresses for the affected landowners to mail to them a circulation package or notice of approval.</u></p>	<ul style="list-style-type: none"> <li>This update introduces the requirement for administration to attempt to contact neighbouring municipalities to procure addresses for affected landowners. However, it is not mandatory to circulate to and/or notify the affected landowners in adjacent municipalities as it is not always possible to procure their addresses.</li> </ul>

Definitions were amended to reflect changes to the policy, align with current policy standards and bylaws, and remove definitions not used in the policy document.	
General updates for general grammar, formatting, numbering, and clarity throughout.	





**ROCKY VIEW COUNTY**  
Cultivating Communities

	<b>Title:</b> Circulation and Notification Standards
<b>Approval Date:</b> January 1, 2018 <b>Effective Date:</b> January 1, 2018 <b>Review Date:</b> January 1, 2021 <b>Revision Date(s):</b>	<b>Sponsoring Department(s):</b> Legislative and Legal Services Planning Services Communication Services
<b>Repeals:</b> Policy 307- Referral and Notification of Planning Applications Procedure 306 - Referral and Notification of Planning Applications	<b>References:</b> <i>Municipal Government Act</i> ; Land Use Bylaw C-4841-97; Policy 314 License of Occupation for County Lands; Policy 443 Road Allowance Closure and Disposal; Procedure 314 License of Occupation for County Lands; Procedure 443 Road Allowance Closure and Disposal

## PURPOSE

- 1 This policy establishes standards for public notice signs, the circulation of planning applications, license of occupation for county lands applications, road allowance closure/opening applications and notifications of public hearings of Council and Subdivision and Development Appeal Board hearings.

## POLICY STATEMENT

- 2 The County is committed to providing a high standard of customer service to ensure equitable access to the County's circulation and notification processes, openness and transparency, and a consistent service standard.

## DEFINITIONS

- 3 In this policy:
  - (a) **"Administration"** means the general operations of Rocky View County, including all employees and volunteers;
  - (b) **"Agricultural Area"** means the area of Rocky View County where redesignation, subdivision, and lot development are not guided by an Area Structure Plan, conceptual scheme, or master site development plan;
  - (c) **"Aggregate"** means gravel, sand, marl, clay or shale, individually or in combination with two or more such materials;
  - (d) **"Applicant"** means the registered owner of the land or his or her representative or agent certified as such;
  - (e) **"Area Structure Plan"** means an area structure plan within the meaning of section 633 of the *MGA*, that has been adopted by bylaw and provides a framework for subsequent subdivision and development of an area of land;
  - (f) **"Assessed Owner"** has the same meaning as assessed person in Part 9 of the *MGA*;

- (g) **“Business Development”** encompasses commercial, industrial, agriculture, and home based activities.
- (h) **“Circulation”** means the referral period at the beginning of the application process where planning applications, license of occupation for County Lands applications, and road allowance closure/opening applications are circulated to landowners with the intent to receive resident and/or landowner comments/submissions on the application;
- (i) **“Circulation Area”** means the prescribed area that has received a circulation notice;
- (j) **“Circulation Package”** means written notice and appropriate maps (i.e. location map);
- (k) **“County”** means Rocky View County;
- (l) **“County Lands”** means any and all land to which Rocky View County holds title;
- (m) **“Development Application”** means an application that is submitted for a development permit to the development authority;
- (n) **“Farmstead District”** is the zoning on which a single parcel of land where a habitable residence is situated for a minimum of 10 years, is used in connection with the ranching or farming operation, and is located on a previously unsubdivided quarter section;
- (o) **“First Parcel Out”** means the subdivision of a single residential or agricultural parcel created from a previously un-subdivided quarter section;
- (p) **“Fragmented Country Residential”** means a quarter section of land within the agricultural area divided into six or more residential lots and/or small agricultural parcels, each of which is less than 24.7 acres in size;
- (q) **“Hamlet”** has the same meaning as in the *MGA* and refers to an unincorporated community, governed by the rules and regulations of the County, with boundaries approved by Council;
- (r) **“Hamlet Core”** means a mainly non-residential part of the hamlet that has businesses that service the greater Hamlet community;
- (s) **“Land Use Bylaw”** means Rocky View County bylaw No C-4841-97, *“Land Use Bylaw”*;
- (t) **“License of Occupation for County Lands”** has the same meaning as in Rocky View County Procedure PRO-314, *“License of Occupation for County Lands”*;
- (u) **“Licensed Medical Marijuana Production Facility”** has the same meaning as in the *Land Use Bylaw*;
- (v) **“Local Plan”** means a conceptual scheme as defined in the *MGA* or a master site development plan as defined in the *County Plan*;
- (w) **“MGA”** means the *Municipal Government Act*, RSA 2000, c M-26;
- (x) **“Notification”** means a notice that is published in the newspaper in the area, mailed or delivered to residents and landowners providing notice of a bylaw, resolution, meeting, public hearing, appeal hearing or other thing;

- (y) **“Notice of Decision Notification Area”** means the prescribed area, as outlined in the *Land Use Bylaw* that receives hard copy mail outs of a decision made by the County on a Development Application;
- (z) **“Planning Application”** means an application for redesignation, subdivision, local plan, and area structure plan amendment;
- (aa) **“Planning Application Circulation Area”** means the prescribed area that receives a Circulation Package informing the Assessed Owner of a Planning Application.
- (bb) **“Public Hearing”** has the same meaning as in the *MGA*;
- (cc) **“Reserve Land”** has the same meaning as in the *MGA*;
- (dd) **“Rocky View County”** means Rocky View County as a municipal corporation established pursuant to the laws of the Province of Alberta and the area within the jurisdictional boundaries of Rocky View County, as the context of this Policy so requires;
- (ee) **“Signage Maintenance Period”** is the twenty-one day period where the Applicant is responsible for the placement and removal of the sign, including replacement of the sign should it be damaged during the 21 day period.
- (ff) **“Subdivision and Development Appeal Board”** is the board that is governed under the *MGA* to hear appeals from the subdivision authority and the development authority.
- (gg) **“Subject Lands”** means the property or properties that are the subject of the application;

## POLICY

### Measurement

- 4 When identifying the Circulation Area, Administration will measure the distance from the Subjects Lands and include all properties, as measured from the property line of the Subject Lands, to the minimum distance (i.e. 1/2 mile or 1 mile).
- 5 When identifying the Circulation Area within a 2 lot depth, Administration will include all properties adjacent to the Subject Lands and the parcels adjacent to those properties.
- 6 When identifying the Circulation Area within a 5 lot depth, Administration will include all properties adjacent to the Subject Lands and the next 4 parcels adjacent to those properties.
- 7 When identifying the Circulation Area where it reaches a property within a cul-de-sac, Administration will include all properties within the cul-de-sac.

### Minimum Standards

- 8 Administration shall, at a minimum, meet the circulation and notification requirements established by the *MGA* or other statutes and associated regulations.

**Public Notice Sign Requirements**

- 9 An Applicant is required to install and maintain the display of a public notice sign for the following types of Planning Applications:
  - (1) An application to make an amendment to an Area Structure Plan;
  - (2) An application made to adopt or amend a Local Plan; and
  - (3) An application made to amend the *Land Use Bylaw* for the purposes of changing or amending a land use district or making such other amendments necessary to facilitate the development of a property, with the exception of redesignation:
    - i. To a Farmstead District;
    - ii. For the purposes of a First Parcel Out; or
    - iii. To a land use consistent with an approved Local Plan.
- 10 Where required by section 9, the public notice sign shall be maintained for the Signage Maintenance Period:
  - (1) The Signage Maintenance Period shall begin within 5 business days of the Planning Application going into Circulation.
  - (2) Should the sign be damaged or vandalized during the Signage Maintenance Period, the Applicant shall be responsible for the replacement and repair of the sign.
- 11 Upon completion of the Signage Maintenance Period the Applicant shall provide to the County a statutory declaration stating that the public notice sign was maintained in accordance with this policy.
- 12 Signs shall be:
  - (1) placed in a manner that keeps traffic and safety in mind;
  - (2) placed on the Subject Lands;
  - (3) placed on or within 1.5 m of the road frontage of the land;
  - (4) a minimum of 0.5 m above ground level;
  - (5) positioned to be visible from the constructed road frontage; and
  - (6) placed on each constructed road frontage where the property has multiple road frontages.

**Planning Application Circulation Requirements**

- 13 In Agricultural Areas, Administration will advise all Assessed Owners within a ½ mile ( $\pm$  805 m) of the Subject Lands of a Planning Application by mailing to them a Circulation Package.
- 14 In Fragmented Country Residential areas, Administration will advise all Assessed Owners within a 2 lot depth of the Subject Lands of a Planning Application by mailing to them a Circulation Package.
- 15 Within the boundary of an Area Structure Plan, Administration will advise all Assessed Owners within a ½ mile ( $\pm$  805 m) of the Subject Lands of a Planning Application by mailing to them a Circulation Package.

- 16 Notwithstanding section 15, within the boundaries of a Hamlet, Administration will advise all Assessed Owners within a 5 lot depth of the Subject Lands that are within the Hamlet boundary, and adjacent lands that are outside of the Hamlet boundary up to ½ mile ( $\pm$  805 m) of a Planning Application by mailing to them a Circulation Package.
- 17 For any other Planning Application not covered within sections 13 through 16 of this Policy, Administration will advise all Assessed Owners within a ½ mile ( $\pm$  805 m) of the Subject Lands of a Planning Application by mailing to them a Circulation Package.
- 18 In the following circumstances and notwithstanding sections 13 through 17 of this policy, Administration will advise all Assessed Owners within 1 mile ( $\pm$  1609 m) of the Subject Lands of a Planning Application by mailing to them a Circulation Package:
- (1) Aggregate extraction applications;
  - (2) Local Plans;
  - (3) Business Development proposals outside of an Area Structure Plan boundary;
  - (4) Commercial communications facilities (Type A, B, and C in the *Land Use Bylaw*);
  - (5) Applications proposing an industrial use that may have an effect on the safety, use, amenity, or enjoyment of nearby sites due to noise, odour, or emissions (e.g., General Industry Type III in the *Land Use Bylaw*);
  - (6) Applications for commercial, industrial, or business developments within a Hamlet Core; and
  - (7) Licensed Medical Marijuana Production Facility applications.

#### **License of Occupation for County Lands Circulation Requirements**

- 19 In Agricultural Areas, Administration will advise all Assessed Owners within a ½ mile ( $\pm$  805 m) of the Subject Lands of a License of Occupation Application by mailing to them a Circulation Package.
- 20 In Fragmented Country Residential areas, Administration will advise all Assessed Owners within a two lot depth of the Subject Lands of a License of Occupation Application by mailing to them a Circulation Package.
- 21 For any other License of Occupation Application not covered within sections 19 and 20 of this Policy, Administration will advise all Assessed Owners within a ½ mile ( $\pm$  805 m) of the Subject Lands of a License of Occupation Application by mailing to them a Circulation Package.

#### **Road Allowance Closure/Opening Circulation Requirements**

- 22 In Agricultural Areas, Administration will advise all Assessed Owners within a ½ mile ( $\pm$  805 m) of the Subject Lands of a Road Allowance Closure/Opening Application by mailing to them a Circulation Package.
- 23 In Fragmented Country Residential areas, Administration will advise all Assessed Owners within a two lot depth of the Subject Lands of a Road Allowance Closure/Opening Application by mailing to them a Circulation Package.
- 24 For any other Road Allowance Closure/Opening Application not covered within sections 22 and 23 of this Policy, Administration will advise all Assessed Owners within a ½ mile

(± 805 m) of the Subject Lands of a Road Allowance Closure/Opening Application by mailing to them a Circulation Package.

**Council Public Hearing Notification Requirements**

- 25 As a minimum requirement, Notification of a Public Hearing shall be in accordance with section 606 of *MGA*.
- 26 Notification of a Public Hearing shall be circulated to the same area as the Planning Application Circulation Area, and road allowance closure/opening application.

**Subdivision and Development Appeal Board Hearing Notification Requirements**

- 27 As a minimum requirement, hearing Notifications for the Subdivision and Development Appeal Board will meet the requirements as set out in Part 17 Division 10 of the *MGA*.
- 28 Subdivision and Development Appeal Board hearing Notification areas shall be the same as the Notice of Decision Notification Area and the Planning Application Circulation Area.



# Circulation and Notification Standards

## Council Policy

C-327

<b>Policy Number:</b>	<b>C-327</b>
<b>Policy Owner:</b>	<b>Planning &amp; Development Services</b>
<b>Adopted By:</b>	<b>Council</b>
<b>Adoption Date:</b>	<b>2017 October 3</b>
<b>Effective Date:</b>	<b>2017 October 3</b>
<b>Date Last Amended:</b>	<b>To be updated</b>
<b>Date Last Reviewed:</b>	<b>To be updated</b>

## Purpose

- 1 This policy establishes standards for public notice signs and:
  - (1) circulation for:
    - (a) statutory plan amendments;
    - (b) planning applications;
    - (c) license of occupation of County lands applications; and
    - (d) road allowance closure/opening applications;
  - (2) notification of:
    - (a) Council public hearings;
    - (b) Subdivision and Development Appeal Board (SDAB) hearings; and
    - (c) development permit notices of approval.



## Policy statement

- 2 The County commits to ensuring equitable circulation and notification processes that inform affected landowners and provide the opportunity for landowners to participate in the



# Circulation and Notification Standards

## Council Policy

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development of the County.

- 3 The County commits to transparency and providing a high standard of customer service.



## Policy

### Measurement

- 4 The radii of a circulation area or notification area are determined by Sections 21 through 24, inclusive.
- 5 The radii is taken from the property line of the subject lands.
- 6 All properties touched within the radius are included in the circulation area or notification area.
- 7 Where the radii reaches a property within a cul-de-sac, all properties in the cul-de-sac are included in the circulation area or notification area.
- 8 Notwithstanding any section of this policy; all parcels adjacent to the subject lands shall be included in the circulation or notification area.
- 9 The circulation and notification radii may be varied at the discretion of Council, Municipal Planning Commission, or SDAB.
- 10 All County circulations and notifications meet the requirements established by the *Municipal Government Act (MGA)* or other statutes and associated regulations.
- 11 Any applicable intermunicipal development plan and privacy legislation supersedes this policy.

### Hearing notifications

- 12 All Council public hearing notices are available on the County's website, as per the *Public Notification Bylaw C-7860-2019*.
  - (1) Should the *Public Notification Bylaw C-7860-2019* be rescinded then notification shall default back to Section 606 of the *MGA*.
- 13 Notification of a Council public hearing is mailed to the same area as the application circulation area.





## Circulation and Notification Standards

### Council Policy

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- 14 Notification of a SDAB hearing on a development permit application is the same as the development permit notice of approval notification area.
- 15 Notification of a SDAB hearing on a subdivision application is the same as the subdivision application circulation area.

### Public notice sign requirements

- 16 An applicant installs and maintains the display of a public notice sign for the following types of planning applications:
  - (1) to amend a statutory plan;
  - (2) to adopt or amend a local plan; and
  - (3) to amend the *Land Use Bylaw*, with the exception of redesignation to an Agricultural, General District as defined by the *Land Use Bylaw*.
- 17 At the beginning of the sign maintenance period, an applicant provides the County with:
  - (1) a statutory declaration stating that the public notice sign was placed on the subject lands in the format provided by the County and in accordance with this policy; and
  - (2) a photograph of the sign placed on the subject lands.
- 18 Where required by this policy, the public notice sign is maintained for the signage maintenance period:
  - (1) the signage maintenance period begins five business days after the planning application is sent to landowners in the identified circulation area; and
  - (2) if a public notice sign is damaged or vandalized during the signage maintenance period, the applicant is responsible for replacing and repairing the sign.
- 19 At the end of the signage maintenance period, the applicant provides the County with a statutory declaration stating that the public notice sign was maintained according to this policy.
- 20 Public notification signs must be:
  - (1) placed in a manner that keeps traffic and safety in mind;



## Circulation and Notification Standards

### Council Policy

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- (2) placed on the subject lands, not within road right-of-ways;
- (3) placed on each road frontage if the subject lands have multiple road frontages;
- (4) positioned to be visible from each road frontage and located no further than 1.5m from the property line of the subject lands which is adjacent to the road frontage;
- (5) positioned a minimum of 0.5m above the ground level; and
- (6) a minimum of 0.5m<sup>2</sup> (5.38ft<sup>2</sup>) in size.

### Circulation and notification radii

- 21 The radii for license of occupation or road allowance closure/opening application shall be 800m (½ mile).
- 22 The radii for statutory plan amendment or local plan application circulations shall be 1600m (1 mile).
- 23 The radii for redesignation application circulations shall be:
  - (1) 800m (1/2 mile) for applications within an Area Structure Plan;
    - (a) Notwithstanding 23 (1), the radii shall be a minimum 1600m (1 mile) for redesignation application circulations where natural resource extraction/processing, as defined by the Land Use Bylaw, is a listed use; and
  - (2) 1600m (1 mile) for applications outside of an Area Structure Plan.
- 24 The radii for subdivision application circulations shall be 800m (1/2 mile).
- 25 The notification radii for development permit notifications shall be the lesser of a two lot depth, being the parcels that are adjacent to the Subject Lands and the parcels adjacent to those properties, or 800m (1/2 mile).
  - (1) Notwithstanding 24, the radii shall be a minimum 400m (1/4 mile) for development permit notifications for the following uses, as defined by the *Land Use Bylaw*:
    - (a) billboards;



# Circulation and Notification Standards

## Council Policy

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- (b) cannabis retail store;
  - (c) cannabis cultivation;
  - (d) cannabis facility; and
  - (e) retail (restricted).
- (2) 400m (1/4 mile) for applications outside of a Hamlet Boundary and not within the Harmony Conceptual Scheme Area.
- (3) Notwithstanding 24 (1) and (2), the radii shall be a minimum 1600m (1 mile) for development permit notifications for natural resource extraction/processing, as defined by the Land Use Bylaw.

## Additional circulation and notification requirements

- 26 In instances where a circulation or notification area includes landowners in an adjacent municipality, Administration attempts to procure the addresses for the affected landowners to mail to them a circulation package or notice of approval.



## References

### Legal Authorities

### Related Plans, Bylaws, Policies, etc.

### Related Procedures

- [Municipal Government Act, RSA 2000 M-26](#)
- County [Land Use Bylaw C-8000-2020](#)
- County [Public Notification Bylaw 7860-2019](#)
- County [Policy 314 License of Occupation for County Lands](#)
- County [Policy 443 Road Allowance Closure and Disposal](#)
- County [Policy A-308 Commercial Communication Facilities](#)
- County Procedure 303 *Notification of Landowners and Developers*
- County Procedure 306 *Referral and Notification*
- County Procedure 314 *License of Occupation for County Lands*
- County Procedure 443 *Road Allowance Closure and Disposal*



# Circulation and Notification Standards

## Council Policy

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Other

- N/A



## Policy history

Amendment Date(s) – Amendment Description

- TBD

Review Date(s) – Review Outcome Description

- TBD



## Definitions

27 In this policy:

- (1) “adjacent” means land that is contiguous to the subject parcels and includes any other land identified in a *Land Use Bylaw* as adjacent land for the purpose of notification under the *MGA*;
- (2) “Administration” means the general operations of Rocky View County, including all employees and volunteers;
- (3) “applicant” means the registered owner of the land or their representative or agent certified as such;
- (4) “Area Structure Plan” means a document that is approved by Council as bylaw that provides a planning framework that guides future development of a specific area;
- (5) “billboard” has the same meaning as in the *Land Use Bylaw*;
- (6) “cannabis cultivation, cannabis processing or cannabis retail store” has the same meaning as in the *Land Use Bylaw*;
- (7) “circulation” means the referral period at the beginning of an application process where planning applications, development permit applications, license of occupation for county lands applications, and road allowance closure/opening applications are sent to landowners with the intent to receive resident and/or landowner comments/submissions on the application;
- (8) “circulation area” means the prescribed area that receives a circulation package;



## Circulation and Notification Standards

### Council Policy

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- (9) "circulation package" means written notice and appropriate maps (i.e. location map);
- (10) "Council" means the duly elected Council of Rocky View County;
- (11) "County" means Rocky View County;
- (12) "County lands" means any and all land to which Rocky View County holds title;
- (13) "cul-de-sac" means a dead-end road that is less than 400m in length;
- (14) "development permit application" means an application that is submitted for a development permit to the development authority;
- (15) "*Land Use Bylaw*" means Rocky View County Bylaw C-8000-2020, as amended or replaced from time to time;
- (16) "license of occupation" means a legal agreement authorizing the use/occupation of Crown lands managed by the County for a specific period of time with terms and conditions related to the use/occupation;
- (17) "listed use" means a use listed within a Land Use District or a Direct Control District;
- (18) "local plan" means a conceptual scheme as defined in the *MGA* or a master site development plan as defined in the County Plan;
- (19) "*MGA*" means the *Municipal Government Act*, RSA 2000, c M-26, as amended or replaced from time to time;
- (20) "Municipal Planning Commission" means the Municipal Planning Commission of Rocky View County;
- (21) "natural resource extraction/processing" has the same meaning as defined in the *Land Use Bylaw*;
- (22) "notice of approval" means a notice that is published to the County website, or mailed to residents and owners providing notice of an approved development permit subject to the statutory appeal period;
- (23) "notification" means a notice that is published in a newspaper, to the County website, mailed, or delivered to residents and landowners providing notice of a bylaw, resolution, meeting, public hearing, appeal hearing, or other thing;



## Circulation and Notification Standards

### Council Policy

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- (24) "notification area" means the prescribed area that receives a notification package;
- (25) "notification package" means written notice;
- (26) "parcel" means the one or more areas of land described in a certificate of title, and may also be referred to as a site;
- (27) "planning application" means an application for redesignation, subdivision, local plan, or area structure plan amendment;
- (28) "public hearing" has the same meaning as in the *MGA*;
- (29) "public notice signs" means a Coroplast or similar durable material with dimensions of 60 cm by 90 cm (24 x 36 inches) intended to advertise or call attention to a particular planning application applied for on the lands to which the object is affixed;
- (30) "retail (restricted)" has the same meaning as in the *Land Use Bylaw*;
- (31) "road allowance closure/opening application" means an application for closure/opening of a road allowance, lane and/or right(s)-of-way, as defined within the *MGA*;
- (32) "Rocky View County" means Rocky View County as a municipal corporation and the geographical area within its jurisdictional boundaries, as the context requires;
- (33) "SDAB" means the Subdivision and Development Appeal Board as appointed by Council under the *MGA*;
- (34) "signage maintenance period" is the 21 day period where the applicant is responsible for the placement and removal of the sign, including replacement of the sign should it be damaged during the 21 day period;
- (35) "statutory declaration" means a solemn declaration made in writing by a person believing it to be true and knowing that is of the same force and effect as if made under oath, as defined within the *Canada Evidence Act*, RSC 1985, c C-5, as amended or replaced from time to time; and
- (36) "subject lands" means the property that is the subject of the application or hearing.



## **LEGISLATIVE SERVICES**

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**TO:** Council

**DATE:** May 11, 2021 **DIVISION:** All

**FILE:** N/A **APPLICATION:** N/A

**SUBJECT:** Board and Committee Term Length Review

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### **POLICY DIRECTION:**

Council provided the following direction to Administration at the October 27, 2020 Council meeting:

*Motion Arising:*

*MOVED by Councillor Boehlke that Administration be directed to investigate and bring back to Council the possibility of standardizing all council boards and committees length of term by the end of June, 2021.*

*Carried*

### **EXECUTIVE SUMMARY:**

The County's boards and committees have varying lengths of appointments for councillors and members at large, as well as for chairs and vice chairs. Appointments range from one year for some appointments and up to four years for others.

Council provided direction to Administration to investigate the possibility of standardizing term lengths for boards and committees. It is within the purview of Council to set term lengths as it desires, but they are set through the terms of reference or bylaw of the board or committee.

Administration reviewed the County's various terms of reference and bylaws, and determined that there are many appointments that could be standardized if Council wishes. Administration is requesting direction to prepare the following amendments to the County's boards and committees:

Chair and Vice Chair Appointments:

- Chairs must be councillors, rather than members at large
- Vice chairs may be councillors or members at large
- Chairs must be appointed by Council, rather than the board or committee
- Vice Chairs are appointed by the board or committee, rather than Council
- Chairs and vice chairs are appointed for standardized two year terms

Councillor and Member at Large Appointments:

- Councillors are appointed to boards and committees for standardized two year terms
- Members at large are appointed for standardized three year terms

Term Limits:

- Administration recommends that Council revisit the term limits established in sections 27 and 28 of the *Boards and Committees Bylaw*.

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### **Administration Resources**

Tyler Andreasen, Legislative Services



### **ADMINISTRATION RECOMMENDATION:**

Administration recommends approval in accordance with Option #1.

### **BACKGROUND:**

In response to the direction received by Council, Administration's review included the boards and committees provided in Attachment 'A' of this report. Before bringing numerous terms of reference and bylaws to Council for amendments, Administration is first seeking direction from Council.

Overall, Administration recommends a standardized two year appointment for councillors, chairs, and vice chairs. Administration recommends three year appointments for members at large.

### **COUNCILLOR AND MEMBER AT LARGE TERM LENGTHS:**

Currently, appointments of councillors and members at large range from one year to four years across the County's various boards and committees. Administration reviewed the length of these appointments and is recommending that they be standardized as two years for councillors and three years for members at large.

Administration believes that two year appointments allow more time for councillors to learn the subject matter and procedures of a particular board or committee, while still allowing councillors to rotate their appointments at least once during their four year term as a councillor.

Administration recommends that members at large be appointed for three year appointments for members at large. Many of the boards and committees that members at large sit on do not meet frequently, with some only meeting a handful of times a year. Longer appointments would allow members at large to better learn the subject matter and procedures of their board or committee.

Two and three year terms between councillors and members at large would also offer an additional level of staggering, ensuring that appointments do not all expire at the same time.

In addition, the *Municipal Government Act* has been amended in recent years to require training for members of the Subdivision and Development Appeal Board and Assessment Review Boards. While the provincial government offers this training without cost, their training is not offered frequently. The County has had to pay for external training as a result. Given legislated training requirements, appointments do require an investment of time and money to ensure compliance with legislation.

It is worth noting that despite their length of appointment, members at large may be removed at the discretion of Council in accordance with the board or committee's terms of reference and the *Boards and Committees Bylaw*. Council has used this mechanism in the past.

### **CHAIR AND VICE CHAIR APPOINTMENTS:**

#### *Appointment Term Length*

Currently, all chair and vice chair appointments are for one year across all boards and committees. This convention allows different members an opportunity to serve as a board or committee's chair or vice chair. Administration reviewed this convention and is recommending that such appointments be increased from one year to two years.

The relationship between the chair, other members, and supporting staff is important. Different chairs have different styles of running meetings or interpreting procedures. There is also a steep learning curve for chairs of the Subdivision and Development Appeal Board and Assessment Review Boards given their quasi-judicial nature, in particular.

Annual turnover of chairs disrupts this relationship. Given that councillors are elected for four years, councillors would still have an opportunity to sit on multiple different boards and committees, while





allowing them to invest more time in their role as chair. The change to two year chair and vice chair appointments would also reduce the number of appointments required at the annual organizational meeting.

#### *Who Appoints the Chair and Vice Chair*

Currently, some chair and vice chair appointments are made by Council and others are made by the board or committee itself. Administration reviewed this practice and is recommending that all chairs are appointed by Council and all vice chairs are appointed by the board or committee itself.

This would standardize the appointment of these positions and reduce the number of appointments required at the annual organizational meeting. If the chair is unable to fulfill their duties, it would also provide a member at large the opportunity to act as the chair.

#### *Who Can be a Chair and Vice Chair*

Section 15(3) of the *Procedure Bylaw* requires that councillors must be the chair and vice chair of the County's various boards and committees. However, many boards and committees have terms of reference that allow for the chair and vice chair to be members at large. When the *Procedure Bylaw* conflicts with other bylaws, the other bylaws prevail over the *Procedure Bylaw*, so the County currently has chairs and vice chairs who are members at large.

Administration is recommending that the *Procedure Bylaw* be amended to allow for vice chairs to be members at large, and to amend the various terms of reference and bylaws to reflect that the chair is to be a councillor and the vice chair may be either a councillor or member at large.

#### **TERM LIMITS:**

Sections 27 and 28 of the County's *Boards and Committees Bylaw* include term limits for members at large appointed to boards and committees. Members at large may serve for a maximum of two consecutive terms and cannot serve for one term before being eligible for reappointment. The *Boards and Committees* bylaw was only adopted in 2019, so the term limits have yet to be applied to current members at large.

Administration believes there is value in retaining motivated, reliable members at large, but also recognizes that turnover allows others an opportunity to sit on the County's boards and committees, and to bring new ideas and personalities to the table. Given the benefits of both, Administration does not have a recommendation on this matter, but instead offers it as a point of consideration for Council.

Council has the discretion to appoint or not appoint the individuals it desires, with a few exceptions under the *Municipal Government Act* and other legislation. If term limits in the *Boards and Committees Bylaw* are removed, the amount of time a member at large has sat on a board or committee is always something that Council can consider on a case-by-case basis when it is making appointments at organizational meetings.

#### **BUDGET IMPLICATIONS:**

There are no significant budget implications with this staff report, but it is worth noting that the *Municipal Government Act* has been amended in recent years to require training for members of the Subdivision and Development Appeal Board and Assessment Review Boards.

The provincial government provides this training at no cost, but their training is not always available when needed. Over the past few years, Administration has needed to pay for external training of its board members to ensure members are properly trained in accordance with legislation.



**COMMUNICATIONS PLAN:**

There would be no communications plan as a result of this staff report.

**STRATEGIC OBJECTIVES:**

There are no strategic considerations for this staff report.

**OPTIONS:**

Option #1: THAT Administration be directed to prepare amendments to the County's board and committee governance documents in accordance with the following direction:

Chair and Vice Chair Appointments:

- Chairs must be councillors, rather than members at large
- Vice chairs may be councillors or members at large
- Chairs must be appointed by Council, rather than the board or committee
- Vice Chairs are appointed by the board or committee, rather than Council
- Chairs and vice chairs are appointed for standardized two year terms

Councillor and Member at Large Appointments:

- Councillors are appointed to boards and committees for standardized two year terms
- Members at large are appointed for standardized three year terms

Term Limits:

- Administration recommends that Council revisit the term limits established in sections 27 and 28 of the *Boards and Committees Bylaw*.

Option #2: THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

"Amy Zaluski"

"Kent Robinson"

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Director, Legislative Services

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Acting Chief Administrative Officer

TA

**ATTACHMENTS:**

ATTACHMENT 'A': Board and Committee Term Length Review



Board/Committee	Chair Appointed By	Vice Chair Appointed By	Chair and Vice Chair Appointment (Years)	Councillor Appointment (Years)	Member at Large Appointment (Years)
Agricultural Service Board	Council	Board/Committee	1	1	3
ALUS Partnership Advisory Committee	Board/Committee	Board/Committee	1	1	3
Assessment Review Board	Council or Board/Committee	Council or Board/Committee	1	Up to 3	Up to 3
Enforcement Appeal Committee	Board/Committee	Board/Committee	1	1	2
Subdivision and Development Appeal Board	Board/Committee	Board/Committee	1	1	2
Municipal Planning Commission	Council	Council	1	Determined by Council	Determined by Council
Bragg Creek FireSmart Committee	Board/Committee	Board/Committee	1	4	4
Emergency Advisory Committee	Terms of Reference	Terms of Reference	1	Determined by Council	N/A
Recreation Governance Committee	Council	Council	1	N/A	N/A
Family and Community Support Services Board	Board/Committee	Board/Committee	1	1	2
<b>Administration's Recommendation</b>	<b>Council</b>	<b>Board/Committee</b>	<b>2</b>	<b>2</b>	<b>3</b>



## LEGISLATIVE SERVICES

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**TO:** Council

**DATE:** May 11, 2021 **DIVISION:** All

**FILE:** N/A **APPLICATION:** N/A

**SUBJECT:** Correction to March 9, 2021 Council Meeting Minutes

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### POLICY DIRECTION:

There is no guidance within the *Municipal Government Act* or Rocky View County's *Procedure Bylaw* on the process for correcting meeting minutes. However, the general principle for documents such as bylaws, policies, and agreements is that the same authority that approves something must be the one to make amendments to it.

### EXECUTIVE SUMMARY:

The March 9, 2021 Council meeting minutes were approved at the March 23, 2021 Council meeting. The meeting minutes contain two errors. Both were in regards to amendments to Municipal Development Plan Bylaw C-8090-2020. One amendment was recorded as carried when it was defeated, and the other was recorded as defeated when it was carried.

The errors were discovered while preparing the County's submission to the Calgary Metropolitan Region Board. Administration reviewed all of the votes on the amendments to Municipal Development Plan Bylaw C-8090-2020 and no additional errors were found. Administration recommends that Council approve the corrections as presented in Attachment 'A'. The corrections can be found on page 13 of 15 of the meeting minutes.

### ADMINISTRATION RECOMMENDATION:

Administration recommends approval in accordance with Option #1.

### BACKGROUND:

The March 9, 2021 Council meeting minutes contained the following two errors:

*MOVED by Councillor Hanson that Bylaw C-8090-2020 be amended to insert new policy 3.3.1 (j) as follows:*

*(j) Collaborate with Alberta Environment and Parks with the intent of establishing appropriate mechanisms to minimize potential impacts of aggregate extraction development on provincial parks, particularly with respect to surface and ground water effects.*

*Defeated (this should have been recorded as carried)*

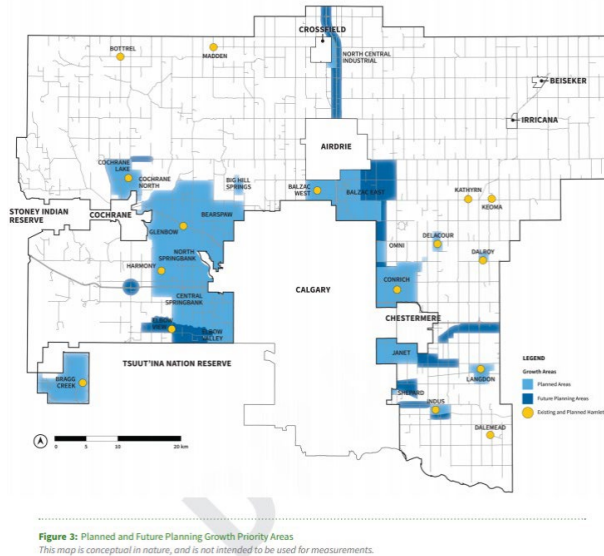
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### Administration Resources

Tyler Andreasen, Legislative Services



*MOVED by Councillor Wright Figure 3 of Bylaw C-8090-2020 be amended to remove Future Planning Areas from the City of Calgary Industrial Growth Corridor identified in the RVC/City of Calgary Intermunicipal Development Plan, which presently shows:*



*Carried* (this should have been recorded as defeated)

**BUDGET IMPLICATIONS:**

There are no budget implications with this staff report.

### COMMUNICATIONS PLAN:

The revised meeting minutes will be reposted to the County's website.

### STRATEGIC OBJECTIVES:

There no strategic considerations.

**OPTIONS:**

- Option #1: THAT March 9, 2021 Council meeting minutes be corrected in accordance with Attachment 'A'.
- Option #2: THAT alternative direction be provided.



ROCKY VIEW COUNTY

Respectfully submitted,

Concurrence,

“Amy Zaluski”

“Kent Robinson”

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Director, Legislative Services

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Acting Chief Administrative Officer

TA

**ATTACHMENTS:**

ATTACHMENT ‘A’: March 9, 2021 Council meeting minutes with proposed corrections



**COUNCIL MEETING MINUTES**

Tuesday, March 9, 2021  
9:00 AM

Held Electronically in accordance with the Meeting Procedures (COVID-19 Suppression) Regulation,  
Alberta Regulation 50/2020

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**Present:**

Reeve D. Henn  
Deputy Reeve K. McKylor  
Councillor M. Kamachi  
Councillor K. Hanson (participated electronically)  
Councillor A. Schule (participated electronically)  
Councillor J. Gautreau (participated electronically)  
Councillor G. Boehlke  
Councillor S. Wright (participated electronically)  
Councillor C. Kissel (participated electronically)

**Also Present:**

A. Hoggan, Chief Administrative Officer  
B. Riemann, Executive Director, Operations  
G. Kaiser, Executive Director, Community and Business  
K. Robinson, Executive Director, Corporate Services  
T. Cochran, Executive Director, Community Development Services  
R. Smith, Fire Chief, Fire Services  
D. Kazmierczak, Manager, Planning Policy  
G. Nijjar, Manager, Planning and Development Services  
S. Racz, Manager, Operational Services  
A. Yurkowski, A/Manager, Capital Project Management  
S. MacLean, Supervisor Planning & Development, Planning & Development Services  
J. Anderson, Senior Planner, Planning Policy  
O. Newmen, Planner, Planning & Development Services  
L. Cox, Planner, Planning & Development Services  
E. Schuh, Capital Projects Engineer, Capital Project Management  
K. Jiang, Legislative Officer, Legislative Services  
K. Tuff, Legislative Officer, Legislative Services  
T. Andreasen, Legislative Officer, Legislative Services  
B. Manshanden, Intergovernmental Affairs Coordinator, Legislative Services  
I. Smith, Lead Asset Management, Transportation Services

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**A     Call Meeting to Order**

The Chair called the meeting to order at 9:00 a.m. with all members present.



**B Updates/Approval of Agenda**

Councillor Boehlke that Council suspend the rules, section 159 of the Procedure Bylaw, to allow the rescinding of tabling motion from the March 2, 2021 Council Meeting for the Municipal Development Plan.

Carried

Councillor Boehlke that Council rescind the following tabling motion from the March 2, 2021 Council Meeting for the Municipal Development Plan:

"MOVED by Councillor Wright that further consideration of Bylaw 8090- 2020 be tabled until the April 27, 2021 Council meeting to allow for further collaboration with adjacent municipalities and First Nations."

Carried

Councillor Boehlke item F-6 Municipal Development Plan Bylaw C-8090-2020 be added to the March 9, 2021 Council Meeting as an emergent item.

Carried

MOVED by Councillor Boehlke that the March 9, 2021 Council meeting agenda be amended as follows:

- Remove item E-1 – Public Hearing for Bylaw C-8106-2020 – Redesignation Item – Special Use
- Remove item E-2 – Public Hearing for Bylaw C-8112-2020 – Redesignation Item – Special Use

AND that the March 9, 2021 Council meeting agenda be accepted as amended.

Carried

**C-1 February 23, 2021 Council Meeting Minutes**

MOVED by Deputy Reeve McKylor that the February 23, 2021 Council meeting minutes be approved as presented.

Carried

**E-3 Division 1 - Bylaw C-8072-2020 - Road Closure Item – Bragg Creek  
File: PL20200054 (03913043/3044/3045/3075/3076/3001)**

Councillor Kamachi declared a pecuniary interest on the public hearing for Bylaw C-8072-2020 and abstained from discussion and voting on the matter. Councillor Kamachi proceed to leave the meeting at 9:36 a.m.

MOVED by Deputy Reeve McKylor that the public hearing for item E-3 be opened at 9:39 a.m.

Carried

Abstained: Councillor Kamachi





Person(s) who presented: Allan Mar, IDGInc  
Bela Syal, Planning+  
Richard Koetsier (Applicant/Owner)

Pre-recorded audio/video presentations in support: None

Pre-recorded audio/video submissions in opposition: None

The Chair made the final call for email submissions and called for a recess at 10:03 a.m. The Chair called the meeting back to order at 10:09 a.m. with all previously mentioned members present and declared email submissions closed.

Email submissions in support: None

Email submissions in opposition: None

Person(s) who presented rebuttal: Richard Koetsier (Applicant/Owner)

MOVED by Deputy Reeve McKylor that the public hearing for item E-3 be closed at 10:12 a.m.  
Carried  
Abstained: Councillor Kamachi

MOVED by Councillor Hanson that Bylaw C-8072-2020 be given first reading.  
Carried  
Abstained: Councillor Kamachi

MOVED by Deputy Reeve McKylor that Bylaw C-8072-2020 be amended in accordance with the redline version distributed at the March 9, 2021 Council meeting.  
Carried  
Abstained: Councillor Kamachi

MOVED by Deputy Reeve McKylor that Bylaw C-8072-2020 be forwarded to the Minister of Transportation for approval as amended.  
Carried  
Abstained: Councillor Kamachi

Councillor Kamachi returned to the meeting at 10:17 a.m.



**F-1 Division 5 - Cost Recovery for Hazardous Material Response Cancellation Request**  
**File: 05220009**

Main Motion:

MOVED by Councillor Gautreau that the request to waive cost-recovery fees in the amount of \$25,082.50 be approved.

Amending Motion:

MOVED by Councillor Kamachi that the main motion be amended as follows:

THAT the request to waive cost-recovery fees in the amount of ~~\$25,082.50~~ **\$12,451.25** be approved.

Carried

The Chair called for a vote on the main motion as amended.

Main Motion as Amended:

MOVED by Councillor Gautreau that the request to waive cost-recovery fees in the amount of \$12,451.25 be approved.

Carried

Motion Arising:

MOVED by Deputy Reeve McKylor that Administration be directed to submit the invoice in the amount of \$12,451.25 to be forwarded to the RCMP.

Defeated

The Chair called for a recess at 10:48 a.m. and called the meeting back to order at 10:59 a.m. with all previously mentioned members present.

**F-2 All Divisions - Intermunicipal Collaboration Framework and Intermunicipal Development Plan between Kananaskis Improvement District and Rocky View County**  
**File: N/A**

MOVED by Councillor Hanson that an Intermunicipal Development Plan between Rocky View County and Kananaskis Improvement District is not required at this time.

Carried

MOVED by Councillor Hanson that the Intermunicipal Collaboration Framework between Kananaskis Improvement District and Rocky View County be approved as presented in Attachment 'A'.

Carried

**F-3 Division 8 - Bearspaw Drainage Projects – Meadow Drive and Burma/Range Road 25**  
**File: 5000-375**

MOVED by Councillor Wright that the Bearspaw Drainage Projects – Meadow Drive and Burma/Range Road 25 report be received for information.

Carried



**F-4 Division 7 - CrossIron Drive Project Update**  
**File: N/A**

MOVED by Councillor Boehlke that Council direct Administration to proceed with construction of the west mile of CrossIron Drive in 2021, and continue negotiations with landowners for future construction of the east mile.

Carried

**F-5 All Divisions - Budget Adjustment for Investing in Canada Infrastructure Program (ICIP) – COVID-19 Resilience Stream Funding**  
**File: N/A**

MOVED by Councillor Hanson that the budget adjustment be approved as presented in Attachment 'A'.

Carried

**G-1 All Divisions - Bylaw C-8125-2021 - Sidewalk Clearing Bylaw**  
**File: 1007-100 / 4050-100**

MOVED by Councillor Hanson that Bylaw C-8125-2021 be given first reading.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8125-2021 be given second reading.

Carried

MOVED by Councillor Boehlke that Bylaw C-8125-2021 be considered for third reading.

Carried

MOVED by Councillor Wright that Bylaw C-8125-2021 be given third and final reading.

Carried

MOVED by Councillor Kamachi that Snow and Ice Control Policy C-405 be amended as per 'Attachment C'.

Carried

MOVED by Councillor Hanson that Sidewalk Maintenance Policy C-458 be rescinded.

Carried

**G-2 Division 8 - Rescind Second Reading of Bylaw C-8037-2020**  
**File: PL20200010 (05724053)**

MOVED by Councillor Wright that second reading of Bylaw C-8037-2020 be rescinded.

Carried

**G-3 Division 4 - Bylaw C-8127-2021 - First Reading Bylaw – Residential Redesignation**  
**File: PL20200146 (03314006)**

**G-4 Division 1 - Bylaw C-8144-2021 - First Reading Bylaw – Redesignation**  
**File: PL20200161 (03909034)**



- G-5 **Division 1 - Bylaw C-8146-2021 - First Reading Bylaw – Redesignation**  
File: PL20200178 (03912130)
- G-6 **Division 7 - Bylaw C-8147-2021 - First Reading Bylaw – Redesignation**  
File: PL20200179 (06404005)
- G-7 **Division 8 - Bylaw C-8129-2021 - First Reading Bylaw – Residential Redesignation**  
File: PL20200186 (05735040)
- G-8 **Division 4 - Bylaw C-8149-2021 - First Reading Bylaw – Commercial/Industrial Redesignation**  
File: PL20200191 (03219003)
- G-9 **Division 4 - Bylaw C-8141-2021 - First Reading Bylaw – Agricultural Use**  
File: PL20210003 (02320029)
- G-10 **Division 4 - Bylaw C-8150-2021 - First Reading Bylaw – Agricultural Use**  
File: PL20210022 (03316010)
- G-11 **Division 9 - Bylaw C-8105-2020 - First Reading Bylaw – Residential Redesignation**  
File: PL20200114 (08912005)
- G-12 **Division 5 - Bylaw C-8106-2020 - First Reading Bylaw – Special Use Redesignation**  
File: PL20200149 (05320006)

MOVED by Deputy Reeve McKylor that the following bylaws receive first reading:

- Bylaw C-8127-2021
- Bylaw C-8144-2021
- Bylaw C-8146-2021
- Bylaw C-8147-2021
- Bylaw C-8129-2021
- Bylaw C-8149-2021
- Bylaw C-8141-2021
- Bylaw C-8150-2021
- Bylaw C-8105-2020
- Bylaw C-8106-2020

Carried

- I-1 **All Divisions - Calgary Metropolitan Region Board (CMRB) Update**  
File: N/A

Reeve Henn provided an update on the activities of the Calgary Metropolitan Region Board since the February 23, 2021 Council meeting.

The Chair called for a recess at 12:02 p.m. and called the meeting back to order at 1:03 p.m. with all previously mentioned members present, with the exception of Councillor Schule.



**E-4 Division 4 - Bylaw C-8084-2020 - Redesignation – Residential**  
**File: PL20200096 (03311004)**

Councillor Schule returned to the meeting at 1:06 p.m.

MOVED by Councillor Gautreau that the public hearing for item E-4 be opened at 1:00 p.m.  
Carried

Person(s) who presented: Larry Konschuk, Konschuk Consulting (Applicant)  
Geri Gowdy (Owner)

Pre-recorded audio/video presentations in support: None

Pre-recorded audio/video submissions in opposition: None

The Chair made the final call for email submissions and called for a recess at 1:13 p.m. The Chair called the meeting back to order at 1:18 p.m. with all previously mentioned members present and declared email submissions closed.

The Chair called for a recess at 1:19 p.m. and called the meeting back to order at 1:22 p.m. with all previously mentioned members present.

Email submissions in support: Donna and Andrew Court

Email submissions in opposition: None

Person(s) who presented rebuttal: None

MOVED by Councillor Schule that the public hearing for item E-4 be closed at 1:30 p.m.  
Carried

MOVED by Councillor Schule that Bylaw C-8084-2020 be amended in accordance with Attachment 'C'.  
Carried

MOVED by Councillor Schule that Bylaw C-8084-2020 be given second reading as amended.  
Carried

MOVED by Councillor Schule that Bylaw C-8084-2020 be given third and final reading as amended.  
Carried



**E-5 Division 2 - Bylaw C-8117-2020 - Conceptual Scheme Item – Amendment to Springbank Creek Conceptual Scheme**  
**File: PL20200130 (04722001)**

**E-6 Division 2 - Bylaw C-8091-2020 - Redesignation - Direct Control District Amendment**  
**File: PL20200105 (04722001)**

MOVED by Deputy Reeve McKylor that the public hearings for items E-5 and E-6 be opened concurrently at 1:37 p.m.

Carried

Person(s) who presented: Brad Prather, Bradon Construction (Applicant)  
Lorne Webber, Webber Academy (Applicant)

Pre-recorded audio/video presentations in support: None

Pre-recorded audio/video submissions in opposition: None

The Chair made the final call for email submissions and called for a recess at 2:10 p.m. The Chair called the meeting back to order at 2:15 p.m. with all previously mentioned members present and declared email submissions closed.

The Chair called for a recess at 2:17 p.m. and called the meeting back to order at 2:32 p.m. with all previously mentioned members present.

Email submissions in support: Listed in Schedule 'A'

Email submissions in opposition: Listed in Schedule 'A'

Person(s) who presented rebuttal: Brad Prather, Bradon Construction (Applicant)

MOVED by Deputy Reeve McKylor that the public hearings for items E-5 and E-6 be closed at 2:39 p.m.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8117-2020 be amended as per Attachment 'C'.  
Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8117-2020 given second reading, as amended.  
Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8117-2020 be given third and final reading, as amended.  
Carried



MOVED by Deputy Reeve McKylor that Bylaw C-8091-2020 be amended as shown in Attachment 'C'.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8091-2020 be given third and final reading, as amended.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8091-2020 be given third and final reading, as amended.

Carried

The Chair called for a recess at 2:46 p.m. and called the meeting back to order at 2:50 p.m. with all previously mentioned members present.

**F-6 All Divisions – Emergent Business Item – Municipal Development Plan Bylaw C-8090-2020**  
**File: 1013-136**

Main Motion:

MOVED by Councillor Wright that Bylaw C-8090-2020 be amended to insert new policy 4.1.2 (f) as follows:

Prior to approval of local plan and land use applications adjacent to another municipality, the County should consider the use of appropriate mechanisms, such as joint studies and infrastructure cost sharing agreements, to address cross boundary impacts identified by the County.

Amending Motion:

MOVED by Councillor Boehlke that the main motion be amended as follows:

Prior to approval of a local plan and land use applications adjacent to another municipality, the County **will collaborate with the affected municipality on opportunities for working together on issues they deem appropriate** ~~should consider the use of appropriate mechanisms, such as joint studies and infrastructure cost sharing agreements, to address cross boundary impacts identified by the County.~~

Amending Motion:

MOVED by Councillor Gautreau that the proposed amendment to the main motion be amended as follows:

Prior to approval of a local plan and land use applications adjacent to another municipality, the County **will collaborate with the affected municipality on opportunities for working together on issues they deem appropriate** ~~should consider the use of appropriate mechanisms, such as joint studies and infrastructure cost sharing agreements, to address cross boundary impacts identified by the County.~~

Carried



The Chair called for a vote on the amending motion as amended.

Amending Motion as Amended:

MOVED by Councillor Boehlke that the main motion be amended as follows:

Prior to approval of a local plan adjacent to another municipality, the County will collaborate with the affected municipality on opportunities for working together on issues they deem appropriate ~~should consider the use of appropriate mechanisms, such as joint studies and infrastructure cost sharing agreements, to address cross boundary impacts identified by the County.~~

Carried

The Chair called for a vote on the main motion as amended.

Main Motion as Amended:

MOVED by Councillor Wright that Bylaw C-8090-2020 be amended to insert new policy 4.1.2 (f) as follows:

Prior to approval of a local plan adjacent to another municipality, the County will collaborate with the affected municipality on opportunities for working together on issues they deem appropriate.

Carried

MOVED by Councillor Boehlke that Bylaw C-8090-2020 be amended to insert new policy 4.1.2 (g) as follows:

- (g) The County shall ensure early collaboration is undertaken with affected adjacent municipalities to address cross-boundary concerns in the preparation of area structure plans, local plans and any other statutory document guided by this Plan.

Carried

MOVED by Councillor Hanson that section 1.3, principle 1 of Bylaw C-8090-2020 be amended to replace "should" with "shall" as follows:

1. Rocky View County ~~should~~ shall concentrate growth within designated development areas, ensuring equitable services are provided to residents in a fiscally sustainable manner.

Defeated

MOVED by Councillor Boehlke that section 2.4.1 Employment Areas of Bylaw C-8090-2020 be amended to replace "should" with "shall" in all instances of its occurrence.

Defeated

MOVED by Councillor Wright that section 2.5.1 Hamlet Growth Areas of Bylaw C-8090-2020 be amended to replace "should" with "shall" in all instances of its occurrence.

Defeated





MOVED by Councillor Hanson that Bylaw C-8090-2020 be amended to remove policy 2.3.1(b) in its entirety, which presently reads:

- b) New development may occur outside of identified priority growth areas with Council review and approval.

Defeated

MOVED by Councillor Boehlke Bylaw C-8090-2020 be amended to insert new policy 4.1.2 (h) as follows:

- (h) In preparing area structure plans and/or local plans, the County should consider Intermunicipal Development Plans, Accords and any other statutory plans, which provide direction with respect to intermunicipal gateways, transition and interface; the County should address issues and opportunities through collaboration with the adjacent municipality.

Carried

MOVED by Councillor Boehlke that Bylaw C-8090-2020 be amended to insert new policy 4.1.2 (g) as follows:

- (g) The County should collaborate with adjacent municipalities to support the establishment of baseline conditions for infrastructure needs and environmental assets which assist in the planning and assessment of future growth and development.

Carried

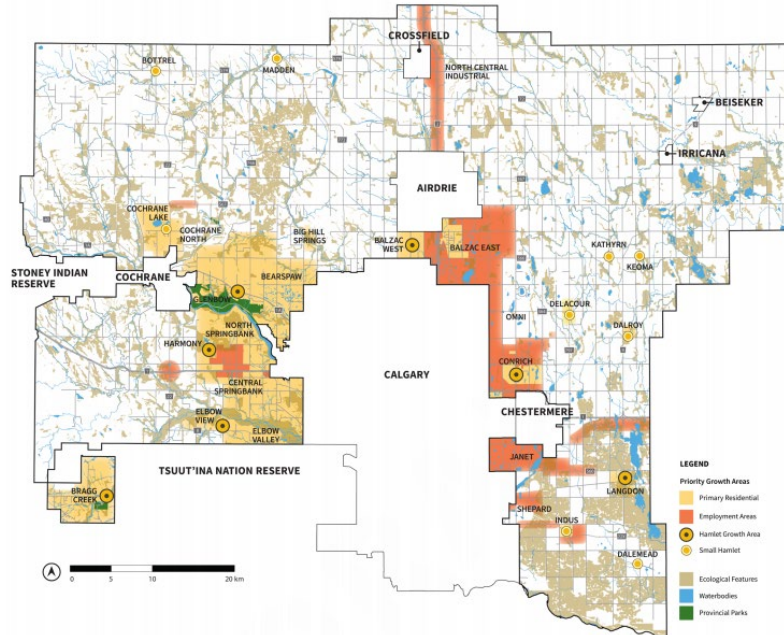
MOVED by Councillor Hanson that Bylaw C-8090-2020 be amended to insert a new definition to Appendix A: Glossary, for Baseline Conditions as follows:

**Baseline conditions:** conditions which provide a fixed point of reference through a study or assessment that can be used for comparison purposes when determining the real and expected changes over time within a defined geographical area.

Carried



MOVED by Councillor Boehlke that Figure 2 of Bylaw C-8090-2020 be amended to remove Employment Areas from the City of Calgary Industrial Growth Corridor identified in the RVC/City of Calgary Intermunicipal Development Plan, which presently shows:

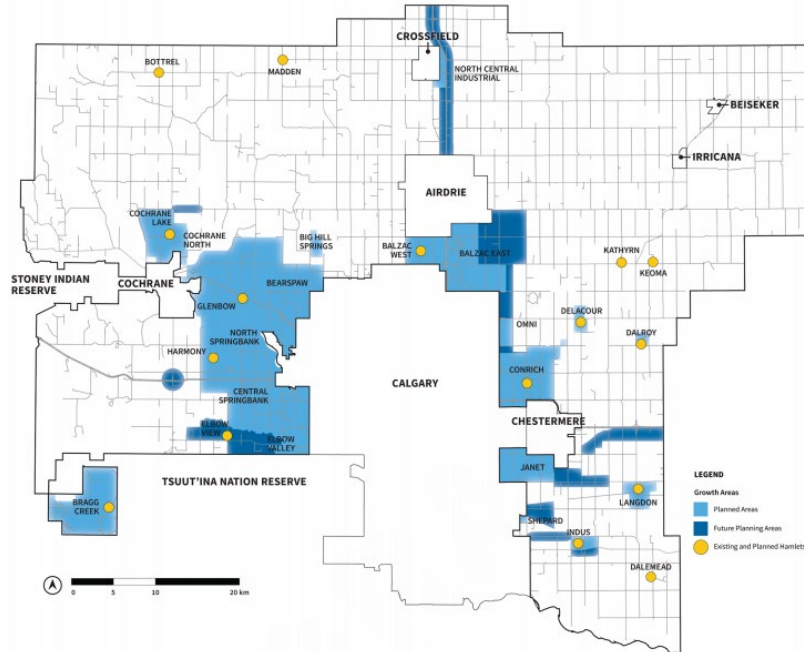


**Figure 2: Growth Concept Map Identifying Priority Areas for Growth**  
*This map is conceptual in nature, and is not intended to be used for measurements.*

Carried



MOVED by Councillor Wright Figure 3 of Bylaw C-8090-2020 be amended to remove Future Planning Areas from the City of Calgary Industrial Growth Corridor identified in the RVC/City of Calgary Intermunicipal Development Plan, which presently shows:



**Figure 3: Planned and Future Planning Growth Priority Areas**  
*This map is conceptual in nature, and is not intended to be used for measurements.*

~~Carried~~ Defeated

MOVED by Councillor Hanson that Bylaw C-8090-2020 be amended to insert new policy 3.3.1 (j) as follows:

- (j) Collaborate with Alberta Environment and Parks with the intent of establishing appropriate mechanisms to minimize potential impacts of aggregate extraction development on provincial parks, particularly with respect to surface and ground water effects.

~~Defeated~~ Carried

MOVED by Councillor Boehlke that Bylaw C-8090-2020 be given a second reading, as amended.  
Carried

MOVED by Councillor Boehlke that Bylaw C-8090-2020, as amended, be referred to the Calgary Metropolitan Region Board for approval.

Carried



**J-1    2021 Council Priorities and Significant Issues List**

The 2021 Council Priorities and Significant Issues List for March 9, 2021 was provided as information.

**N       Adjourn the Meeting**

MOVED by Councillor Wright that the March 9, 2021 Council Meeting be adjourned at 3:44 p.m.  
Carried

\_\_\_\_\_  
Reeve or Deputy Reeve

\_\_\_\_\_  
Chief Administrative Officer or Designate



**Schedule 'A' - Email Submissions in Support and Opposition**

Support

Lisa Sadownyk  
Cheryl and Leon Lyskiewicz  
Gary M. Houston  
Jillian Thurlow  
Chris Giannahopoulos  
Valerie Prather  
Heather Tilroe and David Boomer  
Kelco Properties  
Brandon Doering  
Brad W. Prather  
Beatriz Garcia and Dirk Blaufuss  
Brian Parker  
Milan Cacic  
Charles M. Duncan  
Marc Schulz



## OPERATIONAL SERVICES

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<b>TO:</b>	Council	<b>DIVISION:</b>	All
<b>DATE:</b>	May 11, 2021	<b>APPLICATION:</b>	N/A
<b>FILE:</b>	N/A		
<b>SUBJECT:</b>	Environmental Site Assessments		

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### EXECUTIVE SUMMARY:

Council has directed Administration to dispose of two County owned properties: the Cochrane gravel pit, and the Airdrie Operations Centre. As part of the disposal process, Administration undertook environmental studies to determine the extent of potential contamination on both sites.

The preliminary work completed to date suggests that some additional investigation should be conducted. Unfortunately, the initial report wasn't available when the 2021 budget was prepared; therefore, the purpose of this report is to respectfully request that additional funding be allocated for further environmental investigation. A budget adjustment has been prepared for Council's consideration for the estimated cost of this service.

### ADMINISTRATION RECOMMENDATION:

Administration recommends approval in accordance with Option #1.

### BUDGET IMPLICATIONS:

Administration recommends funding this additional work through a transfer in the amount of \$70,000.00 from the Tax Stabilization Reserve. Council will recall that, in most cases, any proceeds from the sale of County Lands is directed to this reserve.

### OPTIONS:

- Option #1:                    THAT the budget adjustment included in Attachment A be approved.
- Option #2:                    THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

"Byron Riemann"

"Kent Robinson"

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Executive Director  
Operations

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Acting Chief Administrative Officer

KR/rp

### ATTACHMENTS:

ATTACHMENT 'A': Budget Adjustment – Environmental Site Assessment

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### Administration Resources

Sheldon Racz, Operational Services

**ROCKY VIEW COUNTY**  
**BUDGET ADJUSTMENT REQUEST FORM**  
**BUDGET YEAR: 2021**

Description	Budget Adjustment
EXPENDITURES: Environmental Site Assessments	70,000
<b>TOTAL EXPENSE:</b>	<b>70,000</b>
REVENUES: Transfer from Tax Stabilization Reserve	(70,000)
<b>TOTAL REVENUE:</b>	<b>(70,000)</b>
<b>NET BUDGET REVISION:</b>	<b>0</b>
<b>REASON FOR BUDGET REVISION:</b> Budget Adjustment for environmental site assessments	
<b>AUTHORIZATION:</b>  <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Chief Administrative Officer: _____            Kent Robinson (Interim)</p> <p>Executive Director            Corporate Services: _____            Kent Robinson</p> <p>Manager: _____</p> </div> <div style="width: 45%;"> <p>Council Meeting Date: _____</p> <p>Council Motion Reference: _____</p> <p>Date: _____</p> </div> </div>	

Budget A/E No: \_\_\_\_\_

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



## UTILITY SERVICES

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**TO:** Council

**DATE:** May 11, 2021 **DIVISION:** 8

**FILE:** 5050-350 **APPLICATION:** N/A

**SUBJECT:** Borrowing Bylaw C-8165-2021 – Blazer Water System Acquisition

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### EXECUTIVE SUMMARY:

In accordance with Council's request, Administration is providing additional information for the report submitted for March 23, 2021, regarding Borrowing Bylaw C-8165-2021 – Blazer Water System Acquisition.

The borrowing bylaw has been advertised as per the *Municipal Government Act* (MGA) s. 251, Therefore, Administration is bringing forward Bylaw C-8165-2021 for consideration of second and third reading, with minor administrative amendments to remove redundancy.

### ADMINISTRATION RECOMMENDATION:

Administration recommends approval in accordance with Option #1.

### SUPPORTING INFORMATION:

Council discussed the following at the time of granting first reading to the bylaw:

- *How many existing customers are connected to the blazer water system?*
  - Administration has confirmed that the Blazer Water System has 623 customers currently being serviced.
- *What is the existing franchise boundary?*
  - Administration has provided a map of the existing franchise boundary (Attachment 'A').
- *How was the proforma determined?*
  - During the analysis process, Administration looked at historical financial results, the 5-year capital plan, both current operational and customer data, and projected development/customer growth per community for the Blazer Water System.

Financial projections included:

- A 5-year capital plan (provided by the current owner);
- Estimates for annual capital replacement expenditures and comparison vs. annual asset depreciation;
- High vs. low customer growth scenarios leveraging Blazer's previous estimates and RVC's assessment on current growth opportunities;
- Assessment of fixed vs. variable operating costs (i.e.: which costs are driven by water production):
  - Fixed costs increase with annual inflation rates and an estimated 15 percent increase vs. the given capital plant production expansion investments.
  - Variable costs increase based on estimated customer usage scenarios and inflationary factors. Per customer usage is estimated based on historical consumption habits from existing customer base.
- Assumption: customer rates increase approximately 6% once every 3 years (or close to 2% annually).

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### Administration Resources

Steve Seroya, Utility Services





Analysis projections included the following:

- Alternative utility system purchase price, financing arrangements, and developer contributions were analyzed and compared to system growth scenarios;
- RVC cost of debt and equity used to inform projected financing costs and discount rate;
- Projected cash flows were analyzed to determine annual results, cumulative results, payback period (or number of years RVC required to carry the investment before customer revenues exceed cash outflows), and net present value;
- Break-even analysis performed to identify a minimum annual number of new customers required to ensure a positive net present value (i.e.: worse-case growth scenario).

### 5 year Financial Projections

#### *Projected Revenues:*

2021	2022	2023	2024	2025	2026
\$988,024	\$971,743	\$1,348,667	\$1,660,160	\$1,829,123	\$2,011,529

#### *Projected Operating Expenses:*

2021	2022	2023	2024	2025	2026
\$633,771	\$654,013	\$678,656	\$678,480	\$749,492	\$843,563

#### *Capital Reinvestment:*

2021	2022	2023	2024	2025	2026
\$325,000	\$530,000	\$222,500	\$150,000	\$273,130	\$273,130

#### *Acquisition & Financing Cost:*

2021	2022	2023	2024	2025	2026
\$550,080	\$542,160	\$534,240	\$526,320	\$518,400	\$510,480

#### *Utility Cash Flow:*

2021	2022	2023	2024	2025	2026
\$ (520,827)	\$ (754,430)	\$ (86,729)	\$ 296,360	\$288,101	\$ 384,356

### **BACKGROUND:**

Administration completed negotiations with Blazer Water Systems Ltd. (Blazer), and they have agreed to a \$9,000,000 sale price for water subject to Council approval. Based on information provided by Blazer, and a review of the rate submissions to the Alberta Utilities Commission, the Blazer water system showed a net income of \$216,000 in 2020, and has projected a net income of \$290,000 for 2021. Administration completed a cash flow analysis using growth probability, operating expenses, as well as acquisition and financing costs to determine potential payback of the County's investment. Administration estimates that the first three years of operating the utility may run a deficit of \$1,600,000, which will require County reserve assistance. Depending on the Council approved repayment options, the acquired asset could be cash flow positive as soon as 2024 and potentially debt serviced by 2029.

Administration has determined that any, or a combination, of the following repayment options would be appropriate:

- Full Rate Recovery;



- Levy/Connection Fee;
- Rate and Connection Fee.

If Council were to give second and third reading of the borrowing bylaw (Attachment 'B'), the following would be the next steps:

- budget approval would be requested;
- Administration will return with amendments to the Master Rates Bylaw.

The purchase of this utility would better assist the County with service delivery, increased customer service, potential cost savings, and profitability, and would encourage growth.

The bylaw has been amended slightly since first reading to remove two superfluous clauses; clauses numbered 7 and 8 were already captured in clauses 3 and 6 respectively. Additionally, reference to public hearing in the signature block has been removed.

#### **HISTORY:**

May 21, 2020	Blazer Water Systems Ltd. approached the County regarding an interest in selling the water system. In accordance with the Franchise Agreement between the County and Blazer, the County has the first right of refusal for the purchase of the water system from Blazer Water System Ltd.
July 28, 2020	Administration provided Council with a number of updates, including Blazer's intent to sell, their customer base, and current capacities and licenses.
March 23, 2021	Council directed Administration to begin the process that will facilitate the purchase of the Blazer Water System and gave first reading to Borrowing Bylaw C-8165-2021.

#### **BUDGET IMPLICATIONS:**

Administration has prepared a budget adjustment for \$9,000,000.00 for Council's consideration, as presented in Attachment 'B'.

#### **OPTIONS:**

Option #1	Motion #1	THAT Borrowing Bylaw C-8165-2021 be amended as per Attachment 'B'.
	Motion #2	THAT Borrowing Bylaw C-8165-2021 be given second reading, as amended.
	Motion #3	THAT Borrowing Bylaw C-8165-2021 be given third and final reading, as amended.
	Motion #4	THAT the related budget adjustment be approved as per Attachment 'C'.
	Motion #5	THAT Administration be directed to prepare and return to Council with cost recovery fee amendments to the Master Rates Bylaw.
Option #2	THAT alternative direction be provided.	



ROCKY VIEW COUNTY

Respectfully submitted,

Concurrence,

“Byron Riemann”

“Kent Robinson”

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Executive Director  
Operations

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Interim Chief Administrative Officer

SS/bg

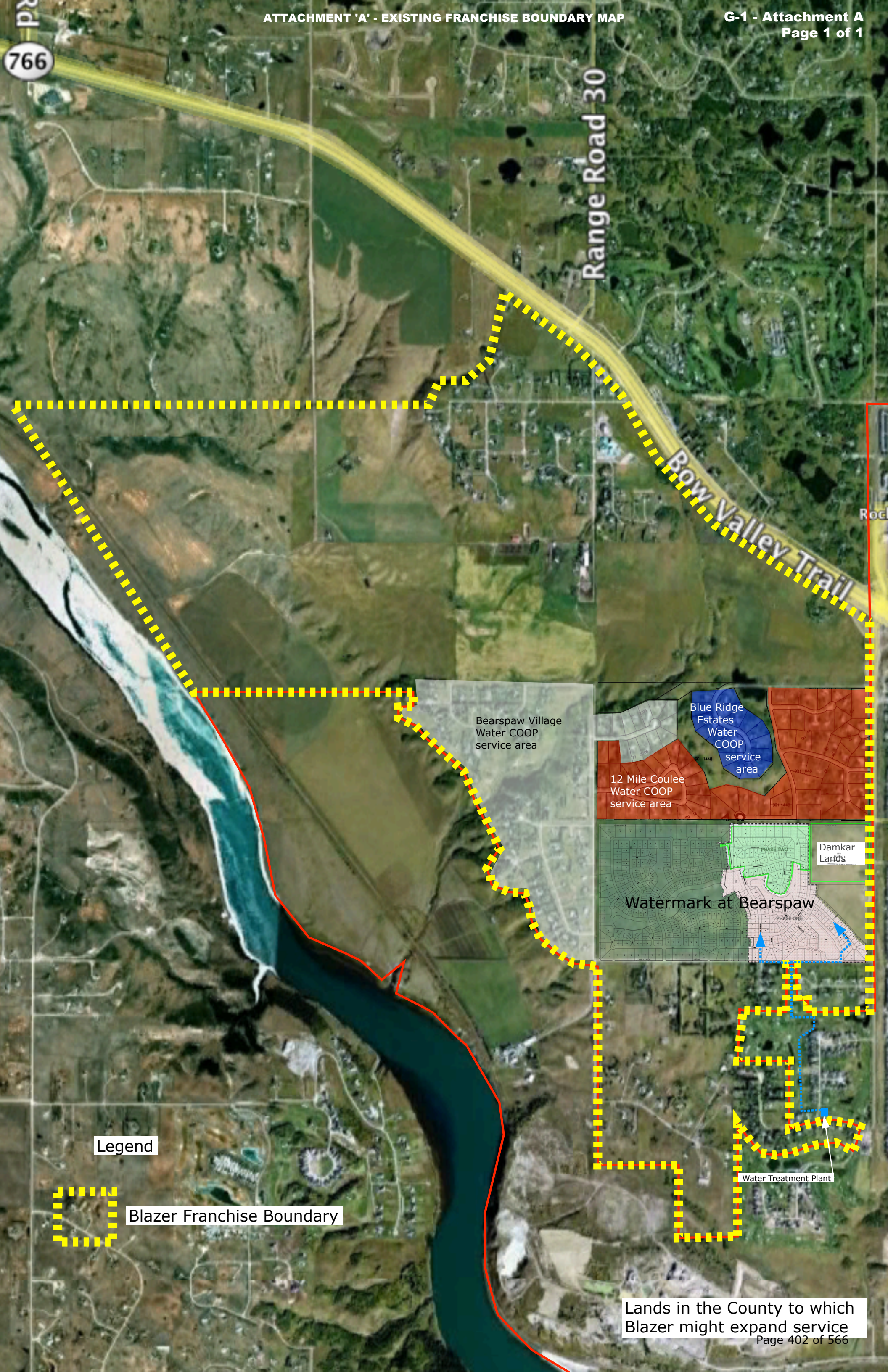
## **ATTACHMENTS**

ATTACHMENT ‘A’ – Existing Franchise Boundary Map

ATTACHMENT ‘B’ – Borrowing Bylaw C-8165-2021, as amended

ATTACHMENT ‘C’ – Budget Adjustment – Blazer Water System





766

Range Road 30

Bow Valley Trail

Bearspaw Village  
Water COOP  
service area

Blue Ridge  
Estates  
Water  
COOP  
service  
area

12 Mile Coulee  
Water COOP  
service area

Damkar  
Lands

Watermark at Bearspaw

Water Treatment Plant

Legend

Blazer Franchise Boundary

Lands in the County to which  
Blazer might expand service  
Page 402 of 566



# BYLAW C-8165-2021

**A Bylaw of Rocky View County, in the Province of Alberta, to authorize the Council of Rocky View County to incur indebtedness by the issuance of debenture(s) in the amount of \$9,000,000.00 for the acquisition of Blazer Water Systems Ltd Water Utility.**

**WHEREAS** the Council of Rocky View County has decided to issue a bylaw pursuant to Section 263 of the *Municipal Government Act* to authorize financing for the acquisition of Blazer Water Systems utility;

**WHEREAS** Plans and specifications have been prepared and the total cost of the acquisition is estimated to be \$9,000,000.00 and Rocky View County estimates the following contributions will be applied to the acquisition:

Rocky View County	<u>\$9,000,000.00</u>
Total Cost	\$9,000,000.00

**AND WHEREAS** in order to complete the acquisition of the water utility it will be necessary for Rocky View County to borrow the sum of \$9,000,000.00 for a period not to exceed 25 years, from the Government of Alberta or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw;

**AND WHEREAS** the estimated lifetime of the assets financed under this bylaw is equal to, or in excess of 25 years;

**AND WHEREAS** the principal amount of the outstanding debt of Rocky View County at December 31, 2020 is \$47,261,615 and no part of the principal or interest is in arrears;

**AND WHEREAS** All required approvals for the acquisition have been obtained and the acquisition is in compliance with all *Acts* and *Regulations* of the Province of Alberta;

**NOW THEREFORE**, The Council of Rocky View County, duly assembled, enacts as follows:

## Title

- 1 This Bylaw may be cited as *Bylaw C-8165-2021*.

## Definitions

- 2 Words in this Bylaw have the same meaning as those set out in the *Municipal Government Act* except for the definitions provided below:
  - (1) **“Council”** means the duly elected Council of Rocky View County;
  - (2) **“Municipal Government Act”** means the *Municipal Government Act*, RSA 2000, c M-26, as amended or replaced from time to time; and

- (3) **“Rocky View County”** means Rocky View County as a municipal corporation and the geographical area within its jurisdictional boundaries, as the context requires.

#### Effect

- 3 That, for the purpose of acquisition of Blazer Water Systems Ltd water utility, the sum of Nine Million (\$9,000,000.00) be borrowed from the Government of Alberta or another authorized financial institution by way of debenture on the credit and security of Rocky View County at large.
- 4 The proper officers of Rocky View County are hereby authorized to issue debenture(s) on behalf of Rocky View County for the amount and purpose as authorized by this bylaw, namely the Blazer Water Systems Ltd water utility acquisition.
- 5 Rocky View County shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed Twenty Five (25) years calculated at a rate not exceeding the interest rate fixed by the Government of Alberta or another authorized financial institution on the date of the borrowing, and not to exceed Five (5) percent.
- 6 During the currency of the debt there shall be raised annually, by way of user fees, developer contributions, offsite levies, tax levies or reserve transfers, an amount sufficient for payment of the principal and interest thereon.
- ~~7 The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.~~
- ~~8 The indebtedness shall be contracted on the credit and security of Rocky View County.~~
- 79 The net amount borrowed under the bylaw shall be applied only to the acquisition specified by this bylaw.

#### Severability

- ~~840~~ If any provision of this bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this bylaw will remain valid and enforceable.

#### Effective Date

- ~~944~~ Bylaw C-8165-2021 is passed and comes into full force and effect when it receives third reading and is signed in accordance with the *Municipal Government Act*.

READ A FIRST TIME IN COUNCIL this 23<sup>rd</sup> day of March, 2021

~~PUBLIC HEARING HELD this \_\_\_\_\_ day of \_\_\_\_\_, 2021~~

READ A SECOND TIME IN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_, 2021

READ A THIRD TIME IN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer or Designate

\_\_\_\_\_  
Date Bylaw Signed

**ROCKY VIEW COUNTY**  
**BUDGET ADJUSTMENT REQUEST FORM**  
**BUDGET YEAR: 2021**

Description	Budget Adjustment
EXPENDITURES: Acquisition of Blazer Water System	9,000,000
<b>TOTAL EXPENSE:</b>	<b>9,000,000</b>
REVENUES: Borrowing Bylaw (C-8165-2021)	(9,000,000)
<b>TOTAL REVENUE:</b>	<b>(9,000,000)</b>
<b>NET BUDGET REVISION:</b>	<b>0</b>
REASON FOR BUDGET REVISION: Budget Adjustment for acquisition of Blazer Water System Ltd.	
<b>AUTHORIZATION:</b>  <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Chief Administrative Officer: _____  Kent Robinson (Interim)</p> <p>Executive Director  Corporate Services: _____  Kent Robinson</p> <p>Manager: _____</p> </div> <div style="width: 45%;"> <p>Council Meeting Date: _____</p> <p>Council Motion Reference: _____</p> <p>Date: _____</p> </div> </div>	

Budget AJE No: \_\_\_\_\_

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



## UTILITY SERVICES

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**TO:** Council  
**DATE:** May 11, 2021 **DIVISION:** 9  
**FILE:** 4060-275 / 5051-700 **APPLICATION:** N/A  
**SUBJECT:** Borrowing Bylaw C-8166-2021 – Horse Creek Water & Waste Water Services Inc.

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### EXECUTIVE SUMMARY:

In accordance with Council's request on March 23, 2021, Administration is providing additional information regarding Borrowing Bylaw C-8166-2021: Horse Creek Water & Waste Water Services Inc.

The borrowing bylaw has been advertised as per the *Municipal Government Act* (MGA) s. 251, Therefore, Administration is bringing forward Bylaw C-8166-2021 for consideration of second and third reading, with minor administrative amendments to remove redundancy.

### ADMINISTRATION RECOMMENDATION:

Administration recommends approval in accordance with Option #1.

### SUPPORTING INFORMATION:

At the time of granting first reading to the bylaw, Council discussed the following and inquired as to how the performance was determined:

- During the analysis process, Administration leveraged stated financial and operational results per Alberta Utilities Commission; Horse Creek Water Services Inc. 2016 General Rate Application, dated October 20, 2017:
  - This included actual results for 2016 and forecasts for 2017 and 2018.
- Administration leveraged wastewater system operating cost estimates per the Developer Group proposal to RVC based on comparisons to similar systems and costs:

#### *Financial projections included:*

- Assessment of 2016 operating cost for fixed vs. variable operating characteristics (i.e.: which costs are driven by water production):
  - Each financial result was ascertained for its likely growth characteristic (i.e.: a) truly fixed and driven just by annual inflation; b) somewhat variable and will grow partially as a result of plant capacity expansion; or c) fully variable and will grow completely as plant production grows). Comparisons vs. other RVC water utilities were used as a basis to compare total costs vs. production levels to assess reasonableness of projections.
- Assessment of customer and capital expansion expenditure projections from the 2018 "Developer Group" proposal submitted to RVC with some modifications and sensitivity analysis.
- Estimated \$500,000 allowance for immediate one-time repairs / rehabilitation of assets at time of acquisition.

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#### Administration Resources

Steve Seroya, Utility Services



## ROCKY VIEW COUNTY

- Estimated \$60,000 net-new internal administration annual operating costs to recognize costs for RVC oversight and management.
- Estimated increasing capital reserve contributions / expenditures required as age of infrastructure increases (\$50,000/yr from 2027-2036 and \$100,000/yr from 2037+).

### *Analysis projections included:*

- Alternative utility system purchase price, financing arrangements, and developer contributions were analyzed and compared to system growth scenarios;
- RVC cost of debt and equity were used to inform projected financing costs and discount rate;
- Projected cash flows were analyzed to determine annual results, cumulative results, payback period (or number of years RVC required to carry the investment before customer revenues exceed cash outflows), and net present value
- Break-even analysis performed to identify a minimum annual number of new customers required.
- Administration has attached the financial predictions that indicates when the systems will be cash flow.

### 5 Year Financial Projections – Water & Wastewater

#### *Projected Revenues:*

2021	2022	2023	2024	2025	2026
\$ 413,993	\$475,326	\$643,990	\$ 879,097	\$ 1,178,092	\$ 1,540,975

#### *Projected Costs - Operating, Acquisition, Financing, Capital Replacement:*

2021	2022	2023	2024	2025	2026
\$ 1,476,534	\$989,812	\$747,631	\$ 747,772	\$786,041	\$858,509

#### *Projected Utility Cash Flow:*

2021	2022	2023	2024	2025	2026
\$ (1,062,540)	\$ (514,486)	\$ (103,641)	\$ 131,325	\$ 392,052	\$ 682,467

### **BACKGROUND:**

In accordance with Council's directive to provide safe, clean, and reliable potable water to Rocky View County residents, Administration completed negotiations with Horse Creek Water & Waste Water Services Inc. (Horse Creek). Under the evaluation suggested by Horse Creek, the following terms are considered appropriate:

#### **Terms:**

- The purchase price be split: \$4.5 million from the County and \$8.5 million from Macdonald Communities and Schickedanz.
- Payment terms to include a one-time bulk payment by all parties: \$4.5 million from the County and a bulk payment of 30% from Macdonald Communities and Schickedanz along with annual cost contribution or as development proceeds.



- The County to own and operate the water utility after acquisition.

Administration completed a cash flow analysis using growth probability, operating expenses, as well as acquisition and financing costs to determine potential payback of the County's investment. Administration estimates that the first four years of operating will run a deficit of \$1,700,000, which may require County reserve assistance. Depending on the Council-approved repayment options, the acquired assets could be cash flow positive as soon as 2025 and debt serviced by 2028. Administration has determined that any, or a combination of, the following repayment options would be appropriate:

- Full Rate Recovery;
- Levy/Connection Fee;
- Rate and Connection Fee.

If Council were to give second and third reading of the borrowing bylaw (Attachment 'A'), the following would be the next steps:

- budget approval would be requested; and
- Administration will return with amendments to the Master Rates Bylaw.

The bylaw has been amended slightly since first reading to remove two superfluous clauses; clauses numbered 7 and 8 were already captured in clauses 3 and 6 respectively. The name of the acquisition has been amended to specify Horse Creek Water & Waste Water Services Inc., rather than Cochrane Lakes Area water and wastewater utility. Additionally the table detailing the contributions to the acquisitions has been amended to reflect a clearer indication of the amounts being applied by each party. Finally, the reference to public hearing in the signature block has been removed.

## **HISTORY:**

February 5, 2019	Macdonald Communities Limited and Schickedanz West presented the Governance and Priorities Committee (GPC) with a potential strategy for the acquisition of the assets of Horse Creek Water Services Inc. and Horse Creek Sewer Services Inc. to resolve water and wastewater servicing issues impacting both current and future development in the Cochrane Lakes area. The purpose of the presentation was to provide relevant information and to discuss the merits of the strategy.
March 12, 2019	As recommended by the GPC, Council directed Administration to open up discussions with the current utility owner, assess future servicing strategies, and report back to Council on the results of the assessment.
April 10, 2019	Administration met with Horse Creek Water Services Inc. regarding the acquisition of the water and wastewater systems currently in operation at Cochrane Lakes. Horse Creek Water Services Inc. had responded with written confirmation that they are were willing to negotiate with the County for the sale of the water system only (including water licenses). The Chief Executive Officer of Horse Creek Water Services Inc. had suggested a \$9 million evaluation for the water system.
June 25, 2019	Council directed Administration to continue its negotiations with Horse Creek Water Services Inc. under the terms outlined in the in camera report.
August 12, 2020	The Chief Executive Officer of Horse Creek Water & Waste Water Services informed the County that he would like to sell both the water and waste water systems. The Chief Executive Officer of Horse Creek Water & Waste Water Services Inc. has suggested a \$13 million evaluation for the water and waste water systems.



September 1, 2020 Council directed Administration to continue its negotiations with Horse Creek Water & Waste Services Inc. under the terms outlined in the report.

March 23, 2021 Council directed Administration to begin the process that will facilitate the purchase of the Horse Creek Water & Waste Water Services Inc., and gave first reading to Borrowing Bylaw C-8166-2021.

**BUDGET IMPLICATIONS:**

Administration has prepared a budget adjustment for \$10,450,000.00 for Council's consideration, as presented in Attachment 'B'.

**OPTIONS:**

Option #1      Motion #1      THAT Borrowing Bylaw C-8166-2021 be amended as per Attachment 'A'

                    Motion #2      THAT Borrowing Bylaw C-8166-2021 be given second reading, as amended.

                    Motion #3      THAT Borrowing Bylaw C-8166-2021 be given third and final reading, as amended.

                    Motion #4      THAT the related budget adjustment be approved as per Attachment 'B'.

                    Motion #5      THAT Administration be directed to bring forward a request to amend the Master Rates Bylaw, C-8145-2021, to include the required fees for cost recovery.

Option #2      THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

"Byron Riemann"

"Kent Robinson"

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Executive Director  
Operations

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Interim Chief Administrative Officer

SS/bg

**ATTACHMENTS**

ATTACHMENT 'A' – Bylaw C-8166-2021, as amended  
ATTACHMENT 'B' – Budget Adjustment - Horse Creek Water & Waste Water Services Inc.

# BYLAW C-8166-2021

**A Bylaw of Rocky View County, in the Province of Alberta, to authorize the Council of Rocky View County to incur indebtedness by the issuance of debenture(s) in the amount of \$10,450,000 for the acquisition of water and waste water utility for the Cochrane Lakes Area.**

**WHEREAS** the Council of Rocky View County has decided to issue a bylaw pursuant to Section 263 of the *Municipal Government Act* to authorize financing for the acquisition of ~~Horse Creek Water & Waste Water Services Inc. Cochrane Lakes Area water and wastewater utility~~

**WHEREAS** Plans and specifications have been prepared and the total cost of the acquisition is estimated to be ~~\$13,000,000.00~~ ~~\$10,450,000.00~~ and Rocky View County estimates the following contributions will be applied to the acquisition:

Developer deposit	\$2,550,000.00
Rocky View County portion	<u>\$10,450,000.00</u>
Total Acquisition Cost	\$13,000,000.00
Developers	\$5,950,000.00
Rocky View County	<u>\$4,500,000.00</u>
Total Cost	\$10,450,000.00

**AND WHEREAS** in order to complete the acquisition of the water and waste water system it will be necessary for Rocky View County to borrow the sum of \$10,450,000.00 for a period not to exceed 25 years, from the Government of Alberta or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw;

**AND WHEREAS** the estimated lifetime of the assets financed under this bylaw is equal to, or in excess of 25 years;

**AND WHEREAS** the principal amount of the outstanding debt of Rocky View County at December 31, 2020 is \$47,261,615 and no part of the principal or interest is in arrears;

**AND WHEREAS** All required approvals for the acquisition have been obtained and the acquisition is in compliance with all *Acts* and *Regulations* of the Province of Alberta;

**NOW THEREFORE**, The Council of Rocky View County, duly assembled, enacts as follows:

## Title

1 This Bylaw may be cited as *Bylaw C-8166-2021*.

**Definitions**

- 2 Words in this Bylaw have the same meaning as those set out in the *Municipal Government Act* except for the definitions provided below:
- (1) **“Council”** means the duly elected Council of Rocky View County;
  - (2) **“Municipal Government Act”** means the *Municipal Government Act*, RSA 2000, c M-26, as amended or replaced from time to time; and
  - (3) **“Rocky View County”** means Rocky View County as a municipal corporation and the geographical area within its jurisdictional boundaries, as the context requires.

**Effect**

- 3 That, for the purpose of acquisition of water and waste water utility in the Cochrane Lakes area, the sum of Ten Million Four Hundred and Fifty Thousand (\$10,450,000.00) be borrowed from the Government of Alberta or another authorized financial institution by way of debenture on the credit and security of Rocky View County at large.
- 4 The proper officers of Rocky View County are hereby authorized to issue debenture(s) on behalf of Rocky View County for the amount and purpose as authorized by this bylaw, namely the acquisition of ~~Horse Creek Water & Waste Water Services Inc. Cochrane Lakes water and waste water utility.~~
- 5 Rocky View County shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed Twenty Five (25) years calculated at a rate not exceeding the interest rate fixed by the Government of Alberta or another authorized financial institution on the date of the borrowing, and not to exceed Five (5) percent.
- 6 During the currency of the debt there shall be raised annually, by way of user fees, developer contributions, offsite levies, tax levies or reserve transfers, an amount sufficient for payment of the principal and interest thereon.
- ~~7 The indebtedness shall be contracted on the credit and security of Rocky View County.~~
- ~~8 The net amount borrowed under the by-law shall be applied only to the project specified by this bylaw.~~
- ~~7 9~~ The net amount borrowed under the bylaw shall be applied only to the acquisition specified by this bylaw.

**Severability**

- ~~8 10~~ If any provision of this bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this bylaw will remain valid and enforceable.

**Effective Date**

~~9 11~~ Bylaw C-8166-2021 is passed and comes into full force and effect when it receives third reading and is signed in accordance with the *Municipal Government Act*.

READ A FIRST TIME IN COUNCIL this 23<sup>rd</sup> day of March, 2021

~~PUBLIC HEARING HELD this \_\_\_\_\_ day of \_\_\_\_\_, 2021~~

READ A SECOND TIME IN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_, 2021

READ A THIRD TIME IN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer or Designate

\_\_\_\_\_  
Date Bylaw Signed

**ROCKY VIEW COUNTY**  
**BUDGET ADJUSTMENT REQUEST FORM**  
**BUDGET YEAR: 2021**

Description	Budget Adjustment
EXPENDITURES: Acquisition of Horse Creek Water & Waste Water Services Inc.	10,450,000
<b>TOTAL EXPENSE:</b>	<b>10,450,000</b>
REVENUES: Borrowing Bylaw (C-8166-2021)	(10,450,000)
<b>TOTAL REVENUE:</b>	<b>(10,450,000)</b>
<b>NET BUDGET REVISION:</b>	<b>0</b>
<b>REASON FOR BUDGET REVISION:</b> Budget Adjustment for acquisition of Hose Creek Water & Waste Water Services Inc.	
<b>AUTHORIZATION:</b>  <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Chief Administrative Officer: _____            Kent Robinson (Interim)</p> <p>Executive Director            Corporate Services: _____            Kent Robinson</p> <p>Manager: _____</p> </div> <div style="width: 45%;"> <p>Council Meeting Date: _____</p> <p>Council Motion Reference: _____</p> <p>Date: _____</p> </div> </div>	

Budget AJE No: \_\_\_\_\_

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





## FINANCIAL SERVICES

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<b>TO:</b>	Council	
<b>DATE:</b>	May 11, 2021	<b>DIVISION:</b> 5
<b>FILE:</b>	0650	<b>APPLICATION:</b> N/A
<b>SUBJECT:</b>	Local Improvement Tax for Water System Upgrades in the Prince of Peace development - Borrowing Bylaw C-8180-2021	

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### POLICY DIRECTION:

Section 393 of the *Municipal Government Act* (MGA) provides that a group of owners in a municipality may petition the council for a local improvement.

### EXECUTIVE SUMMARY:

On July 28, 2020, Administration presented a report to Council to provide information with respect to a Local Improvement Tax Petition for water system upgrades in the Prince of Peace region. As presented, the Chief Administrative Officer deemed the petitions sufficient. Administration is now prepared to move forward and is requesting that Council grant first reading of borrowing bylaw C-8180-2021, and that Administration be directed to prepare a Local Improvement Plan for the Prince of Peace Harbor, Manor, and School.

### ADMINISTRATION RECOMMENDATION:

Administration recommends approval in accordance with Option #1.

### BACKGROUND:

On June 19, 2020, property owners in the Prince of Peace development submitted petitions requesting that Council proceed with the installation of a potable water pipeline. This portion of the development includes two senior living facilities, the Harbor and the Manor, and a school that is currently operated by Rocky View School Division.

On July 28, 2020, Administration presented Council with information respecting the local improvement tax petitions. The Chief Administrative Officer had deemed the petitions as sufficient as they meet the requirements prescribed in section 392(2) of the *MGA*. The attached Declarations of Sufficient Petition (Attachment 'B') satisfy section 226(1) of the *MGA*.

The next steps would be: 1) to give first reading on borrowing bylaw C-8180-2121 so that it may be advertised as per the *MGA* s. 251 (3); and 2) to prepare a Local Improvement Plan and notify owners that would be liable to pay the Local Improvement Tax.

### Local Improvement Plan

Sections 394 and 395 of the *MGA* provide that the County must prepare a Local Improvement Plan that sets out detailed information on the local improvement. Information such as costs, method of Local Improvement Tax distribution to properties affected, and the direction of the Local Improvement Tax are included in this plan.

---

### Administration Resources

Barry Woods, Financial Services



**Notification to Owners Liable to Pay Local Improvement Tax**

Section 396 of the Act provides that the County must send notices to the person(s) who would be liable to pay the Local Improvement Tax. These notices must include a copy of the Local Improvement Plan. If after 30 days the Chief Administrative Officer has not received a sufficient petition objecting to the Local Improvement Tax, Council may proceed with the Local Improvement Tax within three (3) years after the sending of the notices.

Administration is now prepared to move forward to the next stage of the Local Improvement Tax and is requesting first reading of borrowing bylaw C-8180-2021 and direction on the preparation and notification of a Local Improvement Plan for these three properties located in the Prince of Peace development.

**BUDGET IMPLICATIONS:**

Borrowing Bylaw C-8081-2021 for \$183,000.

**OPTIONS:**

- Option #1:      Motion # 1      THAT borrowing bylaw C-8180-2021 be given first reading.
- Motion # 2:      THAT Administration be directed to prepare and communicate a Local Improvement Plan for the water system in the Prince of Peace subdivision for the Harbor, Manor, and School properties.
- Option #2:                      THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

"Kent Robinson"

"Kent Robinson"

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Executive Director  
Corporate Services

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Acting Chief Administrative Officer

BW/rp

**ATTACHMENTS:**

ATTACHMENT 'A': Borrowing Bylaw C-8180-2021

ATTACHMENT 'B': Declarations of Sufficient Petition – Prince of Peace Harbor, Manor, and school



ROCKY VIEW COUNTY

# BYLAW C-8180-2021

**A Bylaw of Rocky View County, in the Province of Alberta, to authorize the Council of Rocky View County to incur indebtedness by the issuance of debenture(s) in the amount of \$ 183,000.00 for the Prince of Peace Harbor, Manor and School portions of construction on the Conrich water pipeline extension .**

**WHEREAS** the Council of Rocky View County has decided to issue a bylaw pursuant to Section 263 of the *Municipal Government Act* to authorize the financing, undertaking, and completion of the Conrich water pipeline extension;

**WHEREAS** Plans and specifications have been prepared and the total costs associated with Prince of Peace Harbor, Manor and School portion of the project is estimated to be \$183,000.00 and Rocky View County estimates the following contributions will be applied to the project:

Prince of Peace – Harbor	\$ 55,000.00
Prince of Peace – Manor	\$ 63,000.00
Prince of Peace - School	\$ 65,000.00
Total Cost	<u>\$ 183,000.00</u>

**AND WHEREAS** in order to complete the project it will be necessary for Rocky View County to borrow the sum of \$183,000.00, for a period not to exceed 25 years, from the Government of Alberta or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw;

**AND WHEREAS** the estimated lifetime of the project financed under this by-law is equal to, or in excess of 25 years;

**AND WHEREAS** the principal amount of the outstanding debt of Rocky View County at December 31, 2020 is \$47,261,615 and no part of the principal or interest is in arrears;

**AND WHEREAS** All required approvals for the project have been obtained and the project is in compliance with all *Acts* and *Regulations* of the Province of Alberta;

**NOW THEREFORE**, The Council of Rocky View County, duly assembled, enacts as follows:

## Title

- 1 This Bylaw may be cited as *Bylaw C-8180-2021*.

## Definitions

- 2 Words in this Bylaw have the same meaning as those set out in the *Municipal Government Act* except for the definitions provided below:

- (1) **“Council”** means the duly elected Council of Rocky View County;

- (2) **“Municipal Government Act”** means the *Municipal Government Act*, RSA 2000, c M-26, as amended or replaced from time to time; and
- (3) **“Rocky View County”** means Rocky View County as a municipal corporation and the geographical area within its jurisdictional boundaries, as the context requires.

**Effect**

- 3 That, for the purpose of completing the Conrich water pipeline extension, the sum of One Hundred and Eighty Three thousand dollars (\$183,000.00) be borrowed from the Government of Alberta or another authorized financial institution by way of debenture on the credit and security of Rocky View County at large.
- 4 The amount of One Hundred and Eighty Three Thousand (\$183,000.00) is to be collected by way of local improvement tax.
- 5 The proper officers of Rocky View County are hereby authorized to issue debenture(s) on behalf of Rocky View County for the amount and purpose as authorized by this bylaw, namely the Conrich water pipeline extension.
- 6 Rocky View County shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed twenty-five (25) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed five (5) percent.
- 7 The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.

**Severability**

- 8 If any provision of this bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this bylaw will remain valid and enforceable.

**Effective Date**

- 9 Bylaw C-8180-2021 is passed and comes into full force and effect when it receives third reading and is signed in accordance with the *Municipal Government Act*.

READ A FIRST TIME IN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_, 2021

READ A SECOND TIME IN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_, 2021

READ A THIRD TIME IN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer or Designate

\_\_\_\_\_  
Date Bylaw Signed



ROCKY VIEW COUNTY

## DECLARATION OF SUFFICIENT PETITION

For a local improvement tax to cover Sage Properties Corp.'s portion of waterline construction costs, in the amount of \$55,000, to connect the Prince of Peace Harbour to the Conrich Water Reservoir

Pursuant to sections 392(2)(a)(b) of the *Municipal Government Act (MGA)*, I, Al Hoggan, Chief Administrative Officer of Rocky View County, do hereby declare that the local improvement tax petition received on October 5, 2020 from the Prince of Peace Harbour property owners meets the minimum requirements set out in the *MGA*, as noted below:

1. The petition is signed by two thirds of the owners who would be liable to pay for the local improvement tax; and
2. The owners who signed the petition represent at least half of the value of the assessments prepared under Part 9 for the parcels of land in respect to which the tax will be imposed.

Declared sufficient on this 19 day of October, 2020

  
\_\_\_\_\_  
Al Hoggan, Chief Administrative Officer  
Rocky View County



ROCKY VIEW COUNTY

## DECLARATION OF SUFFICIENT PETITION

For a local improvement tax for Sage Properties Corp.'s portion of waterline construction costs, in the amount of \$63,000, to connect the Prince of Peace Manor to the Conrich Water Reservoir.

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Pursuant to sections 392(2)(a)(b) of the *Municipal Government Act (MGA)*, I, Al Hoggan, Chief Administrative Officer of Rocky View County, do hereby declare that the local improvement tax petition received on October 5, 2020 from the Prince of Peace Manor property owners meets the minimum requirements set out in the *MGA*, as noted below:

1. The petition is signed by two thirds of the owners who would be liable to pay for the local improvement tax; and
2. The owners who signed the petition represent at least half of the value of the assessments prepared under Part 9 for the parcels of land in respect to which the tax will be imposed.

Declared sufficient on this 19 day of October, 2020



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Al Hoggan, Chief Administrative Officer  
Rocky View County



ROCKY VIEW COUNTY

## DECLARATION OF SUFFICIENT PETITION

For a local improvement tax for Sage Properties Corp.'s portion of waterline construction costs, in the amount of \$65,000, to connect the Prince of Peace School to the Conrich Water Reservoir.

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Pursuant to sections 392(2)(a)(b) of the *Municipal Government Act (MGA)*, I, Al Hoggan, Chief Administrative Officer of Rocky View County, do hereby declare that the local improvement tax petition received on October 19, 2020 from the Prince of Peace School property owners meets the minimum requirements set out in the *MGA*, as noted below:

1. The petition is signed by two thirds of the owners who would be liable to pay for the local improvement tax; and
2. The owners who signed the petition represent at least half of the value of the assessments prepared under Part 9 for the parcels of land in respect to which the tax will be imposed.

Declared sufficient on this 19 day of October, 2020

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Al Hoggan, Chief Administrative Officer  
Rocky View County





# Calgary Metropolitan Region Board

Agenda – May 6, 2021

9:00-12:30

Go-To Meeting/Call-In

**\*Meetings are recorded and live-streamed\***

- |  |              |                               |    |
|--|--------------|-------------------------------|----|
| 1. Call to Order & Opening Remarks   |              | Clark                         |    |
| <i>CMRB Admin will utilize the recording function on GoToMeeting as a backup recording in case an internet connection is lost and CMRB's YouTube account is unable to record the meeting. When the recording function is enabled, you will hear an audio prompt notifying that the meeting is being recorded</i> |              |                               |    |
| 2. Adoption of Agenda  |              | All                           |    |
| <b>For Decision:</b> Motion to adopt and/or revise the agenda  |              |                               |    |
| 3. Review and Approve Minutes  | (Attachment) | All                           | 3  |
| <b>For Decision:</b> Motion that the Board review and approve the Minutes of the April 23, 2021 meeting  |              |                               |    |
| 4. Growth and Servicing Plan Voting Process  | (Attachment) | Beesley/<br>Copping/<br>Clark | 6  |
| <b>For Information:</b> Motion that the Board receive for information the voting schedule for the Growth and Servicing Plans   |              |                               |    |
| 5. Board Vision  | (Attachment) | Clark/<br>Copping             | 9  |
| <b>For Decision:</b> Motion that the Board approve the Vision Documents as contained in the agenda package   |              |                               |    |
| 6. Phase 3 Public Engagement What We Heard Report  | (Attachment) | Harding                       | 22 |
| <b>For Decision:</b> Motion that the Board approve the Phase 3 What We Heard Report  |              |                               |    |
| 7. Proposed Growth Plan Changes  | (Attachment) | Tipman/<br>Copping            | 40 |
| <b>For Decision:</b> Motion that the Board approve each of the suggested changes to the Draft Growth Plan document   |              |                               |    |
| 8. IREF to REF   | (Attachment) | Tipman/<br>Copping            | 59 |
| <b>For Decision:</b> Motion that the Board discuss and approve one of the four options proposed for the transition of the IREF to REF  |              |                               |    |



9. Growth Plan Modelling Appendix (Attachment) Copping/ **66**  
**For Decision:** *That the Board approve the draft modelling work and results to be included in the Growth Plan as an appendix* HDRC
10. Draft Final Servicing Plan (Attachment) Graves/ **76**  
**For Information:** *Motion that the Board provide feedback on and receive for information the final draft final Servicing Plan* Copping
11. Dispute Resolution and Appeal Bylaw (Attachment) Copping **112**  
**For Decision:** *Motion that the Board approve the Dispute Resolution and Appeal Process Bylaw*
12. Roundtable All
13. Next Meeting: Thursday May 14, 2021 @ 9AM
14. Adjournment Clark

Upcoming Meetings:

Land Use & Servicing Committee/ Indigenous Awareness Workshop	Thursday June 3 @ 9:00	GoTo Meeting
Board Meeting	Friday May 14 @ 9:00 Friday May 21 @ 9:00 Friday May 28 @ 9:00	GoTo Meeting
Governance Committee	Thursday May 13 @ 9:00	GoTo Meeting
Advocacy Committee	TBD	GoTo Meeting



Minutes of the Go-To Meeting of the  
Calgary Metropolitan Region Board  
on Friday April 23, 2021

**Delegates in Attendance**

Mayor Peter Brown – City of Airdrie  
Mayor Naheed Nenshi – City of Calgary  
Mayor Marshall Chalmers – City of Chestermere  
Mayor Jeff Genung – Town of Cochrane (Vice Chair)  
Reeve Suzanne Oel – Foothills County  
Mayor Craig Snodgrass – High River  
Mayor Bill Robertson – Town of Okotoks  
Reeve Dan Henn – Rocky View County  
Mayor Pat Fule – Town of Strathmore  
Reeve Amber Link – Wheatland County  
Dale Beesley – Municipal Affairs

**CMRB Administration:**

Greg Clark, Chair  
Jordon Copping, Chief Officer  
Liisa Tipman, Project Manager–Land Use  
Jaime Graves, Project Manager–Intermunicipal Servicing  
Shelley Armeneau, Office Manager  
JP Leclair, GIS Analyst

**1. Call to Order & Opening Comments**

Called to order at 9:30 AM.

**2. Approval of Agenda**

**Moved by** Mayor Chalmers **Seconded by** Mayor Robertson, accepted by Chair.

M 2021-42

**Motion:** That the Board approve the agenda of the April 23, 2021 meeting.

**Motion carried unanimously.**

**3. Review and Approve Minutes**

**Moved by** Mayor Brown **Seconded by** Mayor Genung, accepted by Chair.

M 2021-43

**Motion:** That the Board approve the Minutes of the February 26, 2021 meeting.

**Motion carried unanimously.**

**4. Closed Session**

The Board entered a closed session at 9:35 AM and returned to the public session at 11:30 AM. Chair Clark noted that a question was raised about Board



Alternates attending closed sessions. This topic will be put on the agenda at an upcoming Governance Committee meeting.

**Moved by** Mayor Genung **Seconded by** Mayor Chalmers, accepted by Chair.

M 2021-44

**Motion:** That the Chair provide feedback regarding 2021 goals and performance review to the Chief Officer.

**Motion carried unanimously.**

**Moved by** Mayor Genung **Seconded by** Mayor Chalmers, accepted by Chair.

M 2021-45

**Motion:** To amend the agenda to skip the COVID Update and Phase 3 Public Engagement and go straight to agenda item #7: 2020 Audited Financial Statements.

**Motion carried unanimously.**

## 5. 2020 Audited Financial Statements

Calvin Scott from Avail LLP reviewed the Financial Statements including the Auditor's Report, financial results and financial notes. He indicated CMRB had a clean audit and the statements are being presented fairly in accordance with Canadian public sector accounting standards.

**Moved by** Mayor Brown **Seconded by** Mayor Chalmers, accepted by Chair.

M 2021-46

**Motion:** That the Board approve the Audited Financial Statements.

**Motion carried unanimously.**

## 6. Growth Plan Areas for Further Consideration

Members discussed Table 1 as set out in the agenda package and the following motions were made.

### Item 1. Identifying the Impacts of Development on Agriculture

**Moved by** Mayor Brown, **Seconded by** Mayor Genung, accepted by Chair.

M2021-47

**Motion:** That the Board adopt the proposed changes to Section 3.1.5.3 and 3.1.5.5 Identifying the Impacts of Development on Agriculture.

**Motion carried unanimously.**



## **Item 2. Existing ASPs and ARPs**

**Moved by** Mayor Genung, **Seconded by** Mayor Nenshi, accepted by Chair.

M2021-48

**Motion:** That the Board accept the proposal of no changes to 3.1.8.2 Existing ASPs and ARPs.

**Motion carried unanimously.**

## **Item 3. Joint Planning Areas**

**Moved by** Mayor Genung, **Seconded by** Mayor Nenshi, accepted by Chair.

M2021-49

**Motion:** That the Board accept the proposed changes to 3.1.7.5.

**Recorded vote requested:** In favour: Airdrie, Calgary, Chestermere, Cochrane, High River, Strathmore, Okotoks. Opposed: Foothills, Rocky View, Wheatland.

**Motion carries.**

## **Item 4. Hamlet Growth Areas**

The Board discussed this item and asked for clarification from CMRB Administration. A recorded vote was requested.

**Moved by** Mayor Brown, **Seconded by** Reeve Oel, accepted by Chair.

M2021-50

**Motion:** That the Board accept proposed changes to 3.1.6.1 b) Hamlet Growth Areas.

**Motion withdrawn.**

The Board agreed that further discussion by TAG and clarification was needed before this item could be voted on.

Due to time constraints, the balance of the agenda items were not completed and will go forward to the next Board meeting.

## **7. Next Meeting**

Board Friday May 6, 2021 @ 9 AM.

## **8. Adjournment at 12:30 PM.**

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Greg Clark, Chair



<b>Agenda Item</b>	<b>4</b>
<b>Submitted to</b>	<b>Board</b>
<b>Purpose</b>	<b>For Information</b>
<b>Subject</b>	<b>Growth and Servicing Plan Voting Process</b>
<b>Meeting Date</b>	<b>May 6, 2021</b>
<i>Motion that the Board receive for information the voting schedule for the Growth and Servicing Plans</i>	
<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>• The Calgary Metropolitan Region Board Regulation requires the delivery of Growth and Servicing Plans to the Minister no later than December 31, 2020.</li> <li>• The Board has been granted an extension to June 1, 2021 to deliver these plans to the Minister.</li> <li>• In addition, an updated REF process will need to be voted on, and will be sent to the Minister after Board approval.</li> </ul>	
<p><b>Attachments</b></p> <ul style="list-style-type: none"> <li>• Growth and Servicing Plan Voting Process timeline</li> </ul>	

## 1. Timeline

May 6

- Voting on changes to specific policies of the Growth Plan
- Providing feedback on the most recent version of the Servicing Plan

May 14

- Voting on changes to specific policies of the Growth Plan
- Providing feedback on the most recent version of the Servicing Plan
- Providing feedback on the updated Regional Evaluation Framework

May 21

- Voting on the Growth Plan by policy area
- Voting on the Growth Plan as an entire document
- Voting on the Servicing Plan as an entire document
- Voting on the Final Regional Evaluation Framework

Agenda Item 4

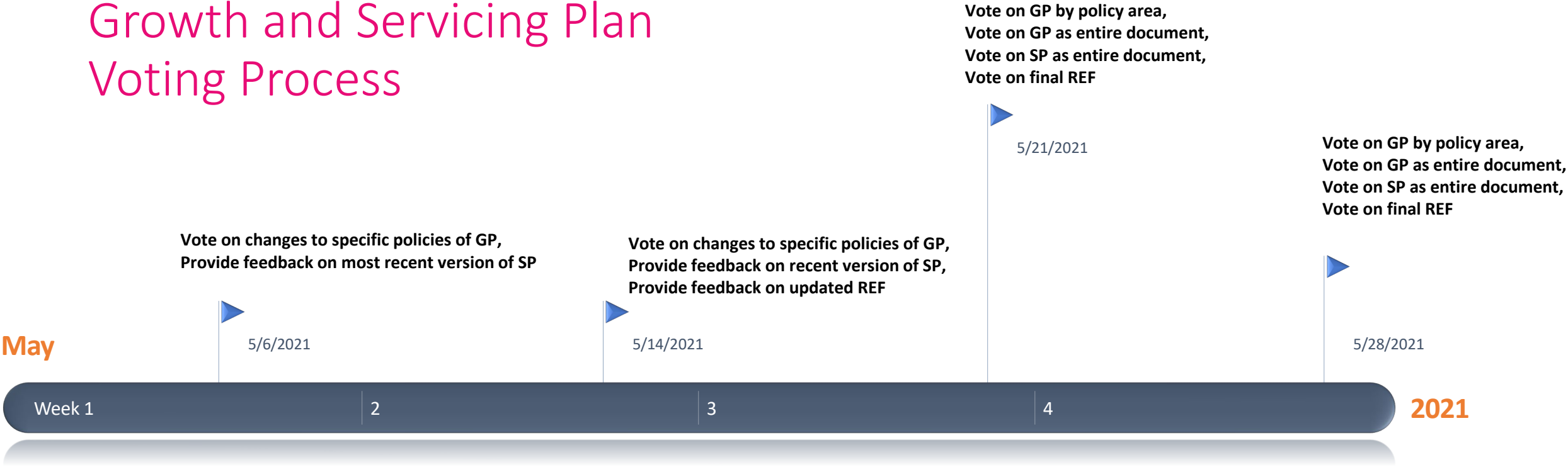
May 28 (if necessary)

- Voting on the Growth Plan by policy area
- Voting on the Growth Plan as an entire document
- Voting on the Servicing Plan as an entire document
- Voting on the Final Regional Evaluation Framework

## **2. Recommendation**

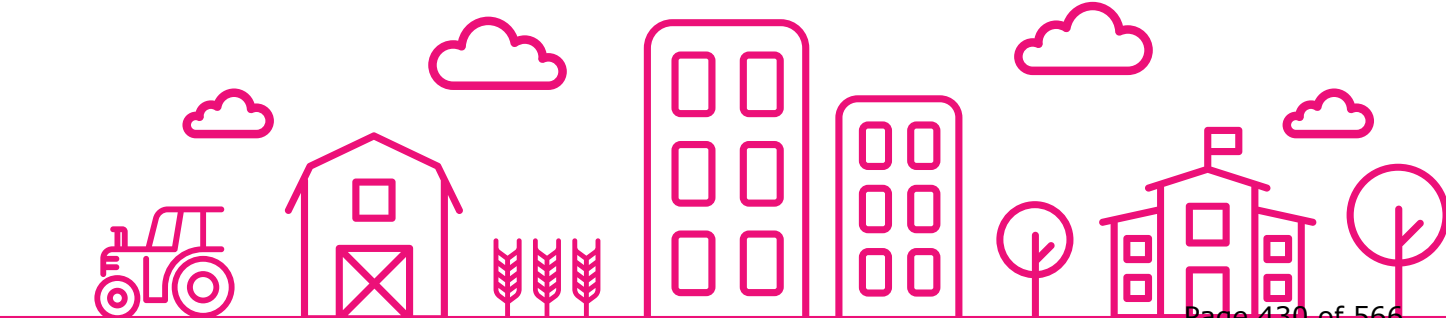
That the Board receive for information the voting schedule for the Growth and Servicing Plans

# Growth and Servicing Plan Voting Process



Agenda Item 4i

GP – Growth Plan  
SP – Servicing Plan  
REF – Regional Evaluation Framework







<b>Agenda Item</b>	<b>5</b>
<b>Submitted to</b>	<b>Board</b>
<b>Purpose</b>	<b>For Decision</b>
<b>Subject</b>	<b>Board Vision Documents</b>
<b>Meeting Date</b>	<b>May 6, 2021</b>
<i>That the Board approve the Vision Documents as contained in the Agenda package</i>	
<p>Background</p> <ul style="list-style-type: none"> <li>• CMRB began work on a vision for the Board and the Region in December 2018. This dialogue formed part of the discussion during the first workshop with HDR C in October, 2019.</li> <li>• A proposed Vision statement was brought forward in Q1 2020, as part of the CMRB Messaging Platform, however the Board did not feel it was appropriate, and it was not passed.</li> <li>• A consultant was engaged to do further work with the Board to finalize the Vision work, however the onset of the Covid-19 pandemic eliminated the ability to meet in person. In consultation with the consultant, Administration decided to postpone this work, concerned that the virtual format would not be conducive to finalizing the project.</li> <li>• As part of the motion to request to extend the deadline to submit the Growth and Servicing Plans to June 1, 2021, the Board directed Administration to finalize the vision work.</li> <li>• Given the long period of working in the virtual format, the consultant and Administration were confident that the visioning work could be finalized in this format.</li> <li>• Two workshops were held on March 4<sup>th</sup> and 18<sup>th</sup> 2021, and two documents were created from these workshops <ul style="list-style-type: none"> <li>○ CMRB Regional Vision and CMRB Corporate Vision</li> </ul> </li> <li>• These two documents were discussed and finalized during a brief third workshop held on April 23, 2021.</li> </ul>	
<p>Attachments: 1. CMRB Regional Vision 2. CMRB Corporate Vision</p>	

## 1. Recommendation

That the Board approve the Vision Documents as contained in the Agenda package.

Agenda Item 5

## Regional Vision 2051

### Brief and Purpose

The CMRB Regional Vision describes our vision for the region to 2051. Along with the Regulatory Mandate and Corporate Vision it forms the underpinning for the growth plan, serving plan and other CMRB plans and initiatives. It ensures alignment on the CMRB Board, Committee and sub-Committee Members, CMRB Staff and contractors.



### CMRB Regional Vision:

The Vision statement answers the "Why" question, an enduring cause or higher purpose for the region itself. It provides the strategic direction that guides regional development toward 2051.

Our Regional Vision is:

"Building on thousands of years of history,  
we welcome everyone to join us in living happy, healthy and  
prosperous lives in a spectacular natural environment.

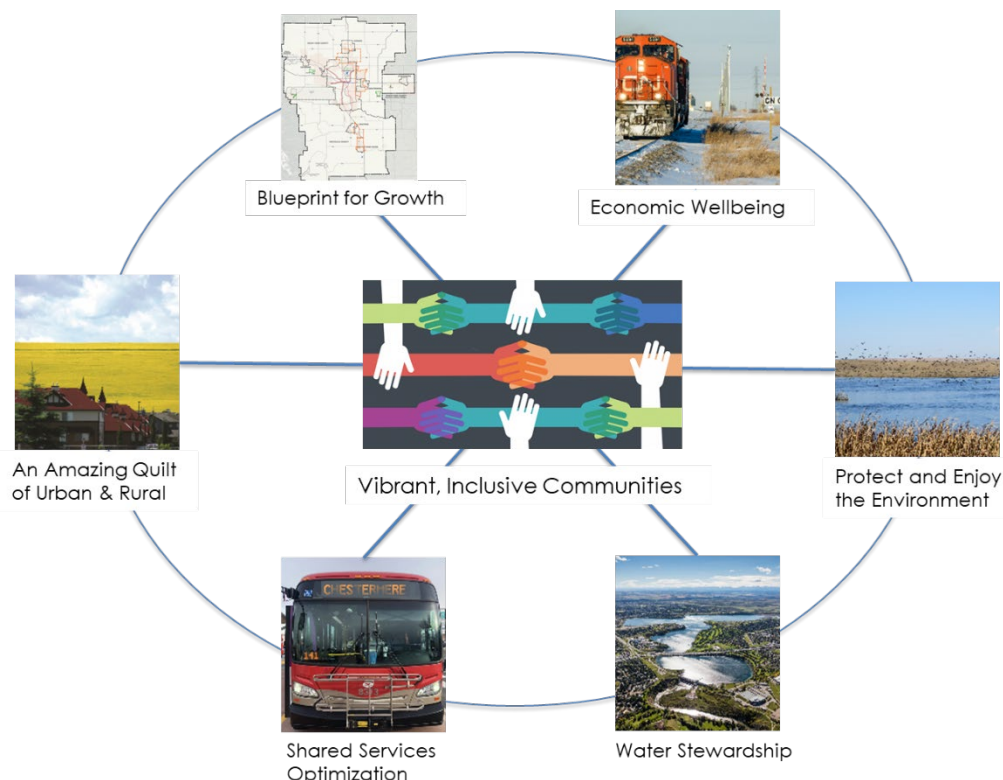
We are a world leading region built on hard work, resilience, helping  
others and a deep respect for nature.

We use our land wisely, share our services and care for our wildlife, air  
and water.

We grow together."

## Elements of our Vision:

Our Vision is further described by the following seven elements which add greater clarity and direction:



### ■ Vibrant Inclusive Communities

- Our residents enjoy some of the best quality of life in the world. They are safe, supported and free to pursue their hopes and dreams.
- People have the opportunity to live affordably close to where they work and play.
- The Calgary Metropolitan Region is known for its strong, diverse, well run and united communities

### ■ An Amazing Quilt of Rural & Urban

- The Calgary Metropolitan Region is known globally for having the best of both urban and rural life successfully thriving side-by-side to everyone's benefit.
- Our residents are proud of each of the unique parts of the region and the opportunities this diversity provides. It is at the heart of our quality of life and prosperity.
- Our municipalities have well defined boundaries and planned transitions that provide a strong unique identity and a sense of arrival.

Agenda Item 5i



## ■ **Blueprint for Growth**

- Our clear vision and policies allow member municipalities to develop their lands in a way that meets their needs and capitalizes on opportunities.
- We successfully use our commitment to preferred place-types and specified growth areas to accomplish our vision while reducing water consumption, vehicle mileage, carbon emissions, land consumption and the cost of infrastructure.
- The region is built on a backbone of excellent integrated multi-modal transportation which ensures efficient and effective movement of people and goods.

## ■ **Economic Wellbeing**

- The Calgary Metropolitan Region is a globally recognized economy, attracting the best and brightest in a variety of economic sectors to support regional prosperity and a high quality of life.
- The Calgary Metropolitan Region has a strong and coordinated approach to regional economic growth.
- The members of the region support each other and embrace that members share in regional prosperity.

## ■ **Protect and Enjoy the Environment**

- We enjoy and protect our spectacular natural environment which has been a source of our quality of life and prosperity for thousands of years.
- The Calgary Metropolitan Region is a global leader in minimizing the undesirable impacts of development on our natural environment including land, water, air and wildlife.
- The members of the region work proactively with each other and our neighboring regions to ensure our vision is shared and achieved.

## ■ **Water Stewardship**

- We work together to ensure our scarce fresh water is shared in a way that meets the needs of our current and future residents and our ecosystem. Our strategy works even in times of drought and flood.
- The members of the Calgary Metropolitan Region work together to manage fresh water, wastewater and stormwater in a way that minimizes waste and provides safe and healthy water for our growing region.
- The members of the region work proactively with each other and our neighbors to ensure flood prone areas are understood and proactively managed.



▪ **Shared Services Optimization**

- Residents of the Calgary Metropolitan Region experience borderless delivery of essential services based on a fair cost-benefit model.
- The members of the region work proactively with each other and our neighboring regions to deliver services in a more efficient and sustainable way.
- The members of the Calgary Metropolitan Region are able to do more with less by finding ways to stretch every capital and operational dollar.

Taken together these elements describe our aspirations for the Region to 2051!



## Brief and Purpose

The Corporate Vision document describes the key elements required to define the purpose and culture of the CMRB. It forms the underpinning for all CMRB activity and ensures alignment on the CMRB Board, Committee and sub-Committee Members CMRB Staff and contractors.

All aspects of CMRB are governed by its mandate as defined in the Municipal Government Act (Alberta Regulation 190/2017):

The Calgary Metropolitan Region Board supports the long-term sustainability of the Calgary Metropolitan Region by:

- Ensuring environmentally responsible land-use planning, growth management and efficient use of land;
- Developing policies regarding the coordination of regional infrastructure investment and service delivery;
- Promoting the economic wellbeing and competitiveness of the Calgary Metropolitan Region;
- Developing policies outlining how the Board shall engage the public in consultation.

## CMRB Corporate Purpose:

The Purpose statement answers the “Why” question, an enduring cause or higher purpose. It provides strategic direction and describes what the organization wants to achieve in the more distant future.

Our Purpose is:

“Grow a resilient and inspiring region with great quality of life and opportunity for all. Together.”

## Our Primary Customer:

Although CMRB has many significant stakeholders, our primary customer is defined as:

“Current and future residents of the region.”

This is a cornerstone of our work and ensures we always focus on our primary customer as we listen carefully to all of our stakeholders.



## CMRB Corporate Mission:

A mission is a high-level description of the tangible, real-world operational efforts your organization will undertake to achieve its goals. The CMRB's mission also provides a clear and concise way of communicating the organization's mandate, tailored specifically for public consumption. It describes "How" the organization will progress toward its Vision and further answers the question "What business are we in?"

Our mission statement is:

"The CMRB supports the long-term economic, environmental and social wellbeing of the Calgary Metropolitan Region by facilitating collaborative regional planning practices, optimizing shared services and land use, and fostering sustainable growth."

## Values:

Organizational values help shape and guide how you work, act and operate. They serve as a barometer for decision making and form the basis of who CMRB is and what it stands for as an organization. Our values are:

- **Collaboration**  
We work together to identify opportunities and efficiencies that reduce the costs of growth and help achieve sustained prosperity for our region.
- **Respect**  
We respect each other, our neighbours, our environment, and the land on which our region is built.
- **Innovation**  
We embrace new ideas and the development, testing and iteration of bold solutions to complex regional challenges.
- **Diversity**  
We embrace our differences and celebrate the diverse people and places that make up our region.
- **Good Governance**  
We are purposeful and thoughtful in our actions, prioritizing the development of strategies and plans that guide and enhance the work we do.



## Critical Success Factors:

Critical Success Factors are the key attributes of the CMRB that will ensure it is successful in fulfilling its purpose and mission. They are:

### ▪ **Start with why**

We must focus on the end state we are creating by keeping a keen eye on our purpose and the regional vision. This focus will prevent us from being distracted and help us achieve remarkable results more quickly and efficiently. It will also be a great tool to help us overcome the challenges we will face.

We must also keep in tune with the needs and aspirations of our residents who are our primary customer and bring those to the table in our roles as Board members and staff.

### ▪ **Listen**

We must listen well and recognize it entails receiving, understanding, considering and then incorporating information from many, often diverse, perspectives.

Listening is essential to building and maintaining trust and is an absolute requirement to be successful in working together to fulfill our purpose and work toward our vision.

### ▪ **Live our values**

We must not only know our values but our behaviour must bring them to life. This builds trust and accountability which are essential to our success.

We must use our values to test our intentions and decisions. If they do not pass the values test we should reevaluate them.

Although all of our values are equally important, three specific values were discussed in depth in identifying critical success factors:

- **Collaboration - Work Together** – We must work together in a trusting environment to support the needs and aspirations of our residents. What is good for one community will generally be good for all if we work towards win-win solutions. Working toward our Regional Vision will require teamwork.
- **Respect** – Like trust, respect is foundational. We must always behave in a respectful manner that recognizes our diversity and commitment to our vision.
- **Diversity - Celebrate Uniqueness** – We must strive for fair and equitable results that allow for the diversity across our region. We must empower each member municipality to be able to achieve success as a result of what we do as the CMRB.





- **Make tough Choices wisely**

As an organization we will be faced with many proactive and reactive decisions which require trade-offs. We must use the best information available and our Purpose, Mission, Values and Regional Vision to help us make these choices in a timely manner.

We recognize that at times we will have only incomplete or uncertain information. We must not be paralyzed nor irresponsible and instead use open and honest conversations to make the wisest choices. This will require a thoughtful approach that uses the available information, considers urgency and balances risk and reward.

- **Plan the work, work the plan**

We must strive to be proactive, well organized and well planned in our work. This entails a clear understanding of our priorities, objectives, timelines, scope approach and resources.

We build a multi-year strategic plan and renew it annually to ensure all our work is aligned, prioritized and visible. The strategic plan should be integrated with the Growth and Servicing plans to form the basis of all our initiatives.

- **Excellent CMRB Board, CMRB Staff and CAO relationships**

The board, staff, member councils and their administrations must all work together to pursue the vision for the region. Each group has an essential role to play that must be respected and empowered.

The CMRB Board must set the tone and direction for the region. It must clearly state why the organization exists, what the organization wants to achieve and the role it will take in pursuing each outcome.

The CMRB staff provides the technical skills to analyze information, present recommendations to the board and then execute based on the role defined by the board.

Proactive engagement of the councils and administrations of the member municipalities is essential to our success. Ultimately much of the work required to attain the Regional Vision must be executed by them using their resources. This engagement must be done in an organized and respectful manner through the appropriate board member or CMRB staff.



- **Be good role models**

To be successful we must take our fiduciary roles as board members seriously and conduct ourselves in a way that sets a positive example for our councils and residents.

If we are models to the behavior and culture we are trying to create, this will get back to the residents the community and organizations we serve. We can heavily influence perceptions based on what we report, so we must be committed to report positive opportunities and progress as well as areas where work has yet to be done.

Our stakeholders and other regional organizations should see CMRB as an example of excellence in best practices and professionalism with an excellent culture and track record.

## Decision Making Rules:

Our decision-making rules guide board decision making beyond the strict voting structure defined in the regulation. They embody the organizational culture and build on the vision, mission, values and critical success factors described above. Our decision making rules are:

1. **Be prepared**

We must come prepared to participate by reading relevant materials, protecting the time required and being ready to listen and participate.

2. **Focus on matters at hand**

When making a decision, we must focus on the matter at hand and avoid getting distracted by other matters, personalities or circumstances.

3. **Fact-based discussions and merit-based decision making**

Decisions should be made based on facts and the merit of the case. This means using the best information available and our Purpose, Mission, Values and Regional Vision to guide our decisions.

4. **Open dialogue, open mind**

Excellent decision making requires open, honest and respectful dialogue where members truly listen and understand a wide variety of perspectives. The views of each board member and each member community needs to be heard and understood so that we are working together to a more complete regional understanding. Members should be prepared to alter their views to accommodate new information and learning.

5. **Transparent and defensible to the customer**

The basis and rationale for our decisions must be transparent to our customers and stakeholders. This means adequate consultation and explaining the underlying facts, process and the reasoning for decisions made. This is a high level of accountability to our primary customer and stakeholders.



**6. Strive for consensus, don't focus on the voting structure**

Although a formal voting structure is required in any organization, it should be viewed as safety net and not as the primary mechanism for making decisions. The board should work to build consensus which results in decisions that all are able to support and implement, even if they vote against the motion.

Using the formal voting structure as a way to force a decision, or as an excuse not to build consensus results in poor decisions, breaks down trust and erodes the culture of the organization.

Consensus means everyone is heard and that everyone can "live with" the decision that is made.

**7. Once the Board makes a decision – stick to it unless new data**

Once a decision is made, the board should not re-open discussions on the same matter unless there is new information that materially affects the decision. This is at the discretion of the Chair who may seek a motion to reconsider a decision to be passed by the board.

This rule also applies to informal "re-litigation" of the decision by members during or between board meetings.

We recognize that there will be rare occasions where the decision of the board is formally disputed by one or more members. The use of the formal dispute resolution process is encouraged to bring final closure in these cases.

We should also keep in mind that the CMRB has the ability to influence its own future and continuously improve its methods of operation. These suggestions should be brought forward to the board for support and implemented as required.

## Degree of Control

The CMRB will play various roles with different degrees of control depending on the situation and the nature of the initiative. Understanding the role is essential to operating effectively, building trust and adding value to the current and future residents as well as the member municipalities.

### CMRB Roles

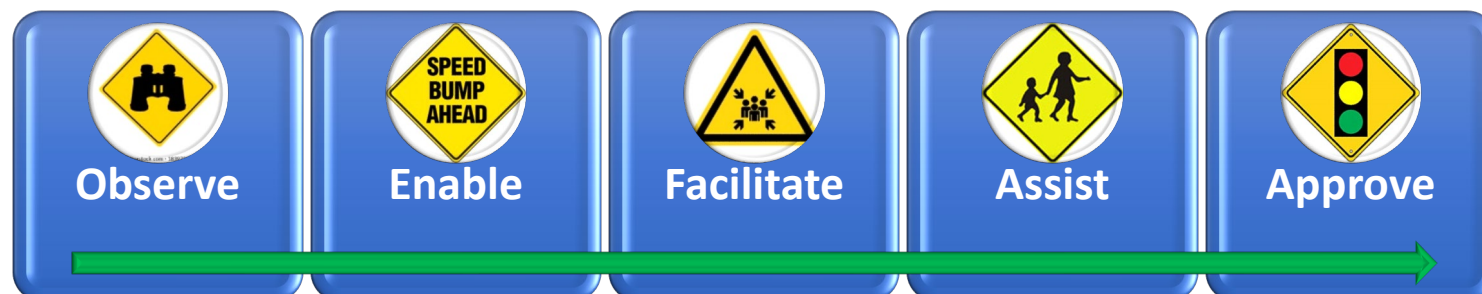


- **Observe:** In this role, the CMRB is monitoring progress and information with the goal of being well informed in areas of interest to the board and its members and stakeholders.
- **Enable:** In this role, the CMRB is providing resources and information to its members or stakeholders to support their needs, priorities and initiatives. These members and stakeholders act independently of the CMRB in utilizing these resources.
- **Facilitate:** In this role, the CMRB actively works with members and stakeholders to provide resources, information, and facilitation of processes to advance initiatives of interest to the CMRB and its members. The CMRB may assemble teams, organize, and lead meetings, coordinate communications and other roles meant to make collaboration across parties easier, faster and more effective. The work itself is done by the members of stakeholders.
- **Assist:** In this role, the CMRB is actively involved with the content and work. This may include any of the previously discussed roles but is unique in that the CMRB is an active contributor of expertise and content.
- **Approve:** In this role, the CMRB has formal final approval. The CMRB may or may not have also participated in any of the previous roles prior to reaching the approval state.

The CMRB staff will subsequently undertake to more fully define the role that the CMRB fulfils in each of the initiatives in question.


A draft of this analysis can be found in Attachment 1.

Attachment 1



<p><b>Proactive</b></p> <p><b>“Create the Future”</b></p>	<ul style="list-style-type: none"> <li>- GoA Municipal Affairs activity</li> <li>- Communication to member councils</li> <li>- Simple JPA work</li> </ul>	<ul style="list-style-type: none"> <li>- Data Sharing (Geospatial, economic, environmental)</li> <li>- IDPs</li> <li>- Flood area mgmt.</li> </ul>	<ul style="list-style-type: none"> <li>- Task Force (limited time working committees)</li> <li>- TAG activity</li> <li>- CMRB member relations</li> <li>- Emergency Management</li> <li>- Complex JPA work</li> </ul>	<ul style="list-style-type: none"> <li>• Board member preparation</li> <li>• Water*</li> <li>• Transportation</li> <li>• Cooperation</li> <li>• Lobbying</li> <li>• Public engagement</li> <li>• Agricultural Land planning</li> </ul>	<ul style="list-style-type: none"> <li>- Vision</li> <li>- Growth Plan</li> <li>- Servicing Plan</li> <li>- KPI's</li> <li>- Context Studies</li> <li>- JPAs</li> <li>- Hamlet Growth areas</li> <li>- ASP &amp; ARP (regionally significant)</li> </ul>
<p><b>Reactive</b></p> <p><b>“Respond to an immediate need”</b></p>	<ul style="list-style-type: none"> <li>- GoA updates</li> <li>- EMRB activity</li> <li>- Communications between member municipalities</li> </ul>	<ul style="list-style-type: none"> <li>- Data Sharing</li> </ul>	<ul style="list-style-type: none"> <li>- Resolve disputes among members</li> <li>- Technology usage</li> </ul>	<ul style="list-style-type: none"> <li>- Rapid Communication between municipalities</li> </ul>	<ul style="list-style-type: none"> <li>- Lobbying</li> </ul>

\* Part of Servicing Plan, how will board have influence over the fiduciary responsibilities of the license holders and their work.

<b>Agenda Item</b>	<b>6</b>
<b>Submitted to</b>	<b>Board</b>
<b>Purpose</b>	<b>For Decision</b>
<b>Subject</b>	<b>Phase 3 Public Engagement What We Heard Report</b>
<b>Meeting Date</b>	<b>May 6, 2021</b>
<i>Motion that the Board approve the Phase 3 Public Engagement What We Heard Report</i>	
<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>• The HDR Calthorpe Public Engagement Plan was approved by the Board in February 2020 which involved two phases of public engagement.</li> <li>• HDR Calthorpe conducted Phase 1 of Public Engagement for the Growth and Servicing Plans between July 24 and September 4, 2020. HDR Calthorpe conducted Phase 2 of Public Engagement for the Growth and Servicing Plans between November 5 and November 27, 2020. The What We Heard Report for Phase 1 and 2 were approved by the Board in November 2020, and January 2021, respectively. These reports are available on the CMRB website.</li> <li>• Phase 3 of Public Engagement was open from March 18 to April 8, 2021. Three virtual open houses were held, and a variety of engagement tools were used on the engagement website.</li> <li>• HDR Calthorpe has provided a draft What We Heard Report for Phase 3 of Public Engagement for the draft Growth Plan suitable for public release.</li> <li>• The Land Use &amp; Servicing Committee received an update on Phase 3 of Public Engagement at the April 15, 2021 meeting.</li> </ul>	
<p><b>Attachments</b></p> <ul style="list-style-type: none"> <li>• Draft Phase 3 What We Heard Report, HDR Calthorpe</li> <li>• Phase 3 Public Engagement What We Heard Report Appendices, HDR Calthorpe</li> </ul> <p> <a href="#">Board Agenda 2021 05 06 6ii reducedAppendix CMRB Phase 3 WWH - FINAL DRAFT.pdf</a></p>	

## 1. Introduction

Phase 3 of Public Engagement was conducted between March 18 to April 8, 2021. The goal for this phase of the engagement process was to inform the public about the draft growth plan while gathering feedback to build an understanding of the potential impacts, benefits, and levels of support for the draft Growth Plan in communities.

## 2. Recommendation

That the Board approve the Phase 3 Public Engagement What We Heard Report.

Agenda Item 6

DRAFT

## Public Engagement - Phase 3

We're planning for the next million residents in the Calgary Metro Region.  
Check out the draft growth plan and tell us what you think between March 18 and April 8.



## What We Heard Report

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Agenda Item 6i Attachment



## Introduction

The ten municipalities in the Calgary Metropolitan Region are working together to develop a long-term plan for managed, sustainable growth in the region. In 2020, nearly 5,000 community members took the time to learn more about the growth planning process and shared their views through the first two phases of public engagement. The "What We Heard" Reports from the first two phases of public engagement are available at [calgarymetroregion.ca/reports-studies](http://calgarymetroregion.ca/reports-studies).

As the draft growth plan was developed in February 2021, the Board wanted input from the public as another stream of information to use when making their final decision on the plan, so a third phase of public engagement was launched. Between March 18 and April 8, 2021 the growth plan engagement website was visited over 4,000 times by nearly 3,000 different visitors. Additionally, there were over 200 registrants and nearly 150 attendees at three virtual open houses that happened during the engagement period. As with previous phases of public engagement for the growth plan, Phase 3 engagement activities occurred entirely online due to the COVID-19 global pandemic.

The opportunities for participants to share their views in the third phase of public engagement were more specific than previous phases of engagement, as they were asked to comment on the specific choices that had been made in the draft growth plan. In Phase 3, participants were invited to learn about the draft growth plan, then comment on some of the key elements of the draft growth plan, such as the concepts of Preferred Placetypes and Preferred Growth Areas.

This report includes a summary of what was heard during Phase 3 by sharing key themes and outputs from both qualitative and quantitative responses. Verbatim responses from the survey, discussion forums, and direct correspondence can be found in the Appendix to this report.

To learn more about the Calgary Metropolitan Region Board (CMRB) and its mandate, visit [www.calgarymetroregion.ca](http://www.calgarymetroregion.ca).

## Summary

Between March 18 and April 8, 2021 there were 4,100 visits to the engagement website and 140 attendees among three virtual open houses. Visitors to the website were asked to learn about the specific choices that had been made in the draft growth plan and share their views through a survey, in discussion forums, and through quick polls. Additional comments and questions were received through a session with 30 members of organizations that are part of the CMRB External Technical Advisory Group (TAG), and another 17 unsolicited responses were received via the CMRB website or by direct email.

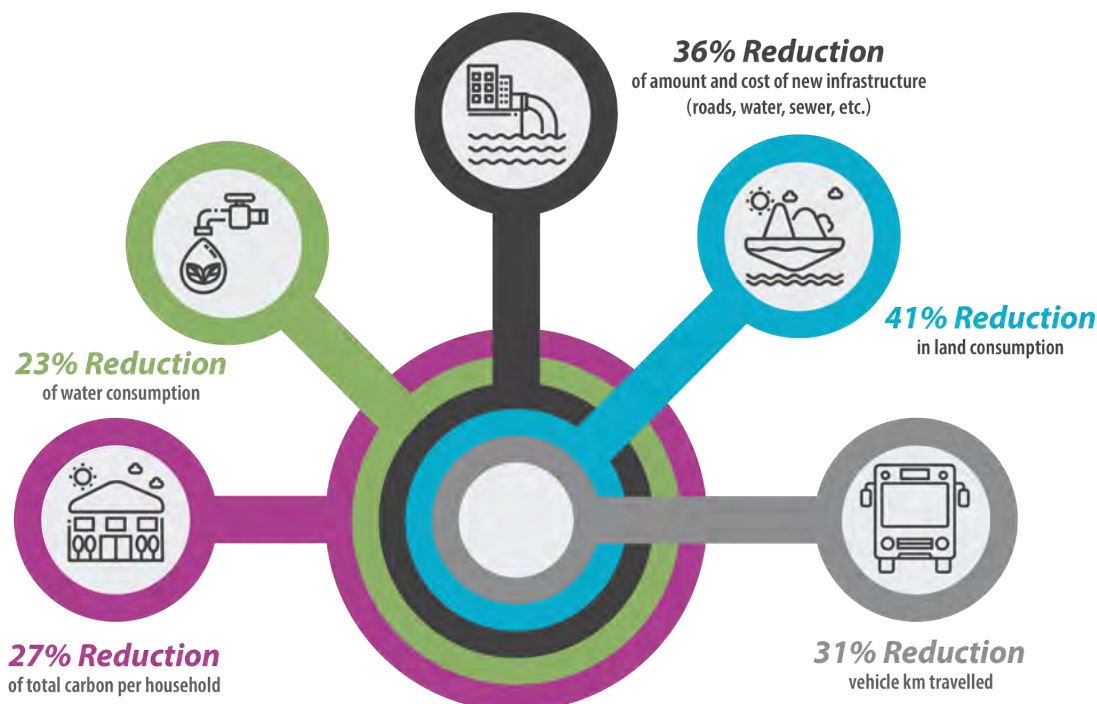


The goal of the third phase of public engagement was to inform the public about the draft growth plan while gathering feedback to understand potential impacts, benefits, and levels of support in communities within the CMRB. During the engagement period, there were 2,839 aware visitors (made at least one visit to the page), 1,660 informed visitors (clicked on something on the page), and 867 engaged visitors (made a contribution to an online tool). There were 226 registrants for the three open houses, 140 of whom attended the sessions live (note: some people attended more than one session).

Visitors to the engagement website site were not required to register or share their email address, which decreased barriers to participate and allowed participants to maintain anonymity. In Phase 3, 19% of responses to the survey were received from participants at the same IP address, so quantitative responses are presented both in aggregate and with duplicates removed.

In sharing the draft growth plan with participants, a number of benefits were listed (see Figure 1 below), based on HDR|Calthorpe's analysis of outcomes of the draft growth plan when compared to outcomes of growth in the Region continuing to happen in the way it has previously (a "business as usual" scenario). Participants were told that in order to achieve these benefits on a regional scale, growth would need to be managed differently than it has been in the past. The key features of the draft growth plan that were highlighted for participants were *Preferred Placetypes* and *Preferred Growth Areas*. Participants were invited to learn more about what was proposed and to share their views.

**Figure 1: Graphic Depiction of Projected Benefits from Draft Growth Plan**



The participation in Phase 3 of public engagement differed from participation in previous phases (see Table 1). A key difference was the geographic distribution of responses, which reflected significantly more engagement from residents of Foothills County, Rocky View County, Okotoks, and High River and significantly less engagement from residents of the City of Calgary when compared with both population distribution in the Region and participation in previous phases of engagement. This is likely due to concerted efforts by Foothills County and Wheatland County that encouraged residents to participate and share their opposition to the draft growth plan and the CMRB (see Appendix F for media and publication excerpts).

The key themes that emerged through qualitative responses in the third phase of public engagement about the draft growth plan are below. A significant number of responses received were not specific to the draft growth plan, but rather addressed the existence of the CMRB and its governance structure. While comments related to the CMRB itself are outside the scope of this public engagement process, they are reflected in the Appendix for the reader's information.

## Key Themes

- Concern that the plan does not appropriately reflect rural interests
- Appreciation for a collaborative regional approach in which costs are shared
- Concern that the plan will result in increased costs and higher taxes
- Desire for a decrease in urban sprawl
- Desire for increased protection of agricultural land and uses
- Appreciation that the plan will bring more thoughtful development across the region
- Supportive of the plan
- Opposed to the plan

Public input will be considered by the Board as it works to finalize the Regional Growth Plan. Additional inputs to the Board's decision-making will include guidance and feedback from technical advisory groups, member municipalities, and common goals and interests that have been identified by member municipalities of the CMRB.

## Promotion

All three phases of public engagement relied heavily on existing promotional channels from member municipalities to get the word out about the opportunity to participate. Given pandemic-related restrictions, physical advertising was limited and no physical signage was put in place for Phase 3. Visually appealing graphics were created for municipalities to use on Twitter, Instagram, Facebook, and municipal webpages. The engagement process was also promoted through the Calgary Metropolitan Region's website and Twitter feed, and through two Facebook ad campaigns, as well as through direct email to those who subscribed for updates.

The first Facebook ad promoted the engagement process itself, while the second ad focused on the opportunity to learn more through the three virtual open houses. Results of the ad campaign are below:

- 81,388 Impressions
- 34,586 Reached
- 657 Clicks

The third phase of public engagement was launched with a media release from the CMRB, resulting in three media articles. Throughout the engagement process, municipalities continued to promote the opportunity for participation through local media outlets, resulting in additional media exposure in the region.

**Figure 2: sample graphics from phase 3 of the public engagement process**



Figure 2: sample graphics from phase 3 of the public engagement process



## Engagement Outcomes

The goal of the third phase of public engagement was to inform the public about the draft growth plan while gathering feedback to understand potential impacts, benefits, and levels of support in communities within the Calgary Metropolitan Region (CMR). The Board requested this third phase of public engagement to make sure that residents in the CMR knew what was being proposed and to offer the chance for community members to share if they are comfortable with the direction the CMRB is heading. Unlike previous phases of engagement, the input gathered in Phase 3 was more about testing the ideas that were proposed in the draft growth plan rather than generating new ideas.

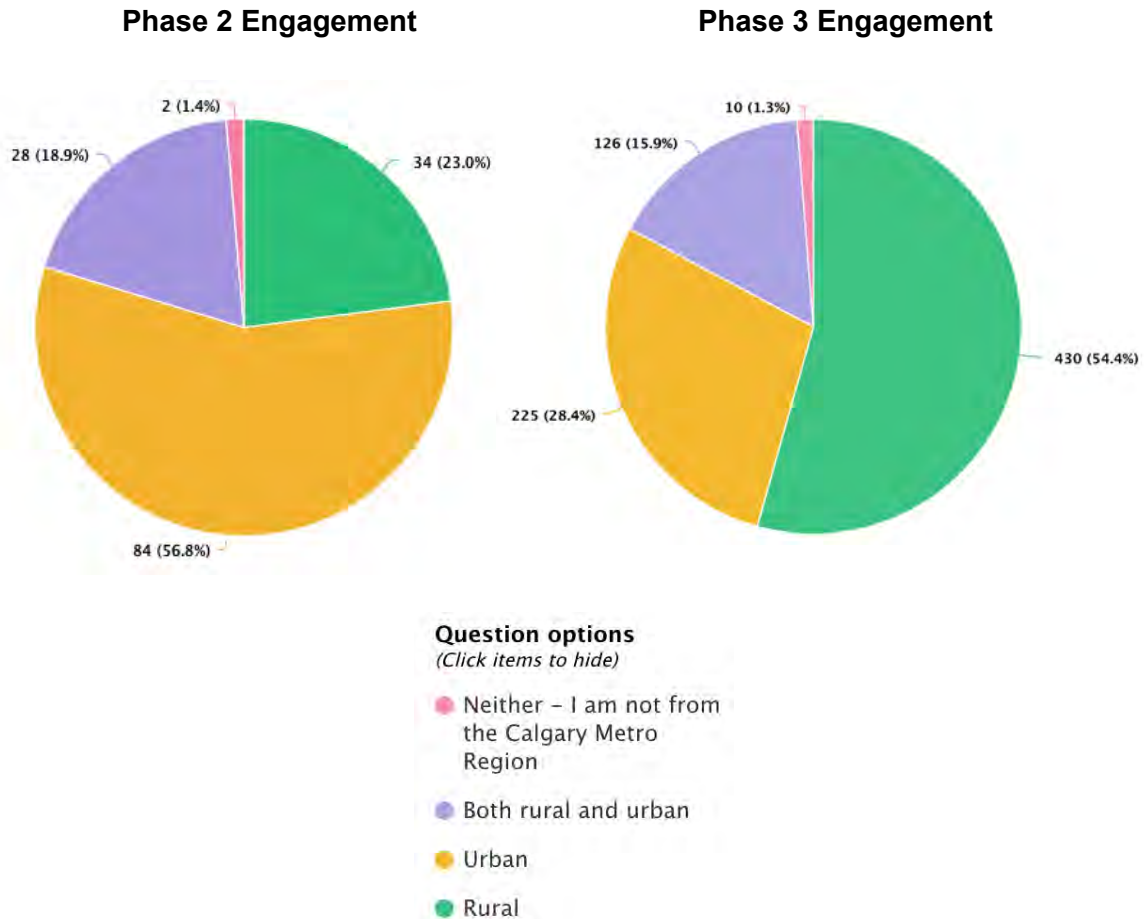
All three phases of engagement used the postal codes from survey responses as a proxy for regional participation, because the decision was made to reduce barriers to participation by not requiring participants to register for the engagement site and share their location. The third phase of engagement resulted in overall higher levels of participation than previous phases and a distribution of responses that is not reflective of the geographic distribution of people in the region (see Table 1).

**Table 1: Public Engagement Participation by Regional Distribution**

Municipality	% of Regional Population	% of Participants in Phase 1	% of Participants in Phase 2	% of Participants in Phase 3
Airdrie	4.21%	4.9%	4%	3%
Calgary	84.5%	66%	59%	23%
Chestermere	1.36%	2.1%	4%	1%
Cochrane	1.77%	10.2%	7%	7%
Foothills	1.55%	3.5%	11%	29%
High River	0.93%	1.3%	2%	8%
Okotoks	1.98%	5.8%	2%	11%
Rocky View	2.69%	2.6%	10%	16%
Strathmore	0.94%	3.0%	1%	1%
Wheatland (CMR portion)	0.06%	0%	0%	1%

Furthermore, the proportion of participants in Phase 3 with a rural perspective (70.3%) outweighed the involvement of those with an urban perspective (44.3%) (see Figure 3). These numbers differ significantly from Phase 2, which had 75.7% of participants with an urban perspective and 41.9% of participants with a rural perspective.

**Figure 3: Responses to the question: “We’re looking to receive input from all parts of the Calgary Metro Region. Please share which term best describes where you are from.”**



The geographic distribution of participant responses is notable when considering the engagement outcomes because it does not reflect the geographic distribution of communities in the CMR. Therefore, the results of the input received in Phase 3 should not be interpreted as being reflective of views of the region as a whole.

Unlike previous phases of public engagement, there was a concerted effort made by two municipalities in Phase 3 to have their residents participate in the engagement process in a particular way. Early in the engagement process, Foothills County and Wheatland County issued a “call to action” for their residents to review the materials posted on County websites, then respond to the questions in the engagement materials with a strong message (see Figure 4 below).



**Figure 4: Excerpts from Foothills County “Call to Action” Document**

## Foothills County's Concerns

### THE CURRENT DRAFT PLAN:

- Shuts the door on rural opportunity;
- Limits economic development for rurals;
- Creates red tape and economic uncertainty;
- Involved insufficient public engagement;
- Is biased against rural municipalities creating an unlevel playing field;
- Will cost taxpayers money.

## Call to Action

Please help us send a strong message to the CMRB and to the Provincial Government that this plan is harmful to Foothills County and its residents!

### What you can do:

1. Have your say by participating in the CMRB online public engagement at <https://www.calgarymetroregion.ca/> (open only until April 8, 2021)

The responses that were received through the survey, discussion forum, and in direct emails to the CMRB indicated that Foothills County residents took up the call and shared the messages from that municipality.

Not surprisingly, the survey results showed a majority of participants who were “not at all okay” with the key elements of the draft growth plan (see survey results below). While comments in the discussion forum offered a bit more of a balanced perspective on the draft growth plan, it is clear that the majority of people who participated in Phase 3 are not supportive of the draft growth plan.

## What Comes Next

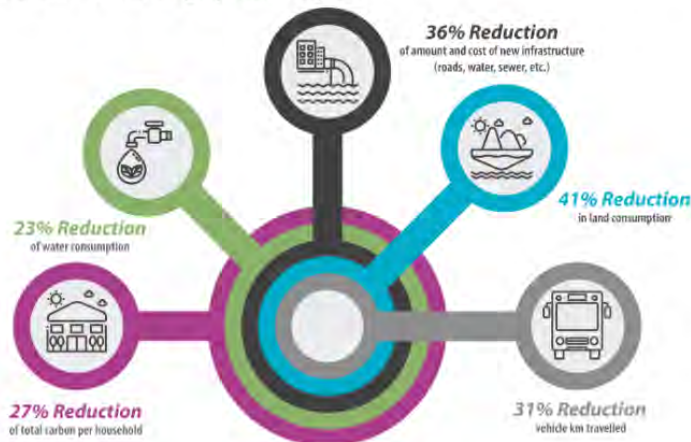
Public input will be considered by the Board as it works to finalize the Regional Growth Plan, which will be submitted to the Province by June 1, 2021. Additional inputs to the Board's decision-making will include guidance and feedback from technical advisory groups, member municipalities, and common goals and interests that have been identified by member municipalities of the CMRB. This report and the final Regional Growth Plan and Servicing Plan will be shared on the CMRB website and sent to those who subscribe for updates on the engagement website.

## Engagement Results

### Survey Results

Participants were asked four questions related to key elements of the draft growth plan. The four main questions that were asked are shown below:

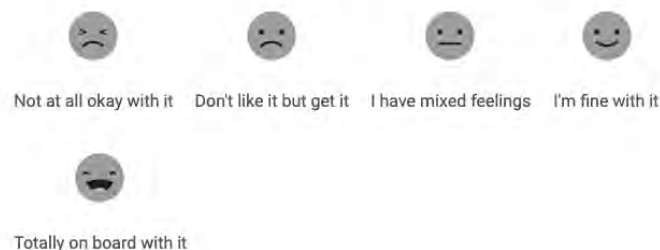
1. The choices in the **draft plan** are expected to result in the following benefits for the Calgary Metro Region:



One of those choices is to **prescribe where development happens** in '**preferred growth areas**' rather than allowing development to happen in an **entrepreneurial way** across the region.

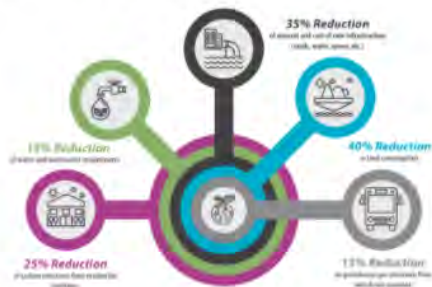
This means that those areas that are not "preferred" (which are all in rural municipalities) are not likely to see the development that municipalities and community members may have been hoping and planning for.

How comfortable are you with making a choice to have "preferred growth areas" if it results in the benefits shown above?





2. The choices in the draft plan are expected to result in the following benefits for the Calgary Metro Region:



The **draft plan** provides guidance on the type of development to happen through "**preferred placetypes**" that guide the density and type of development in a given area.

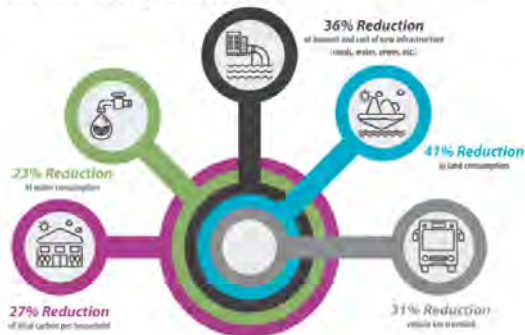
One of the choices in the plan is to **focus new development on three preferred placetypes** ([click here](#) to read the full recommendation):



How comfortable are you with the choice to focus development on **these three preferred placetypes** if it results in the benefits shown above?



3. The choices in the draft plan are expected to result in the following benefits for the Calgary Metro Region:



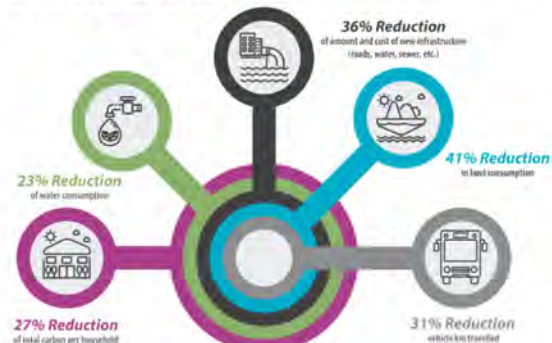
The **draft plan** provides guidance on the type of development to happen through "**preferred placetypes**" that guide the density and type of development in a given area.

One of the choices in the plan is **focus development in rural areas** to "**Hamlet Growth Areas**" in order to: align jobs with parts of the region that have greater potential for public transit; to focus growth in areas with adequate infrastructure, circulation, and services; and to preserve agricultural lands.

This means that the development of new "Employment Areas" in rural municipalities will be limited, which raises concerns about the potential economic impact within those communities.

How comfortable are you with the choice to focus rural development in Hamlet Growth Areas, if it results in the benefits shown above?

4. The choices in the **draft plan** are expected to result in the following benefits for the Calgary Metro Region:



One of those choices is to have designated "**Joint Planning Areas (JPAs)**" that require **neighbouring municipalities to work together to create new plans** that address issues like how they can equitably share costs and receive benefits associated with shared services like fire, police, recreation, transportation (including transit) and utilities.

This means that more municipal resources will need to be invested in JPA Context Studies and revisions may need to be made to current plans, which may redirect municipal resources away from other priorities.

How comfortable are you with making the choice to have "Joint Planning Areas" if it results in the benefits shown above?

There were 791 responses to the survey, 153 of which were from duplicate IP addresses. The use of an IP address for multiple survey responses could be explained by multiple people within a household filling out the survey, or by a single person filling out the survey for friends and family who do not have access to a computer. Multiple responses from the same IP address could also be explained by a single person filling out the survey multiple times in an effort to skew results in a particular direction.

Because a significant number of responses came from duplicate IP addresses, two sets of charts are shown below for survey responses: one that shows aggregated results from the 791 responses and one that shows results with the 153 duplicate IP addresses removed.

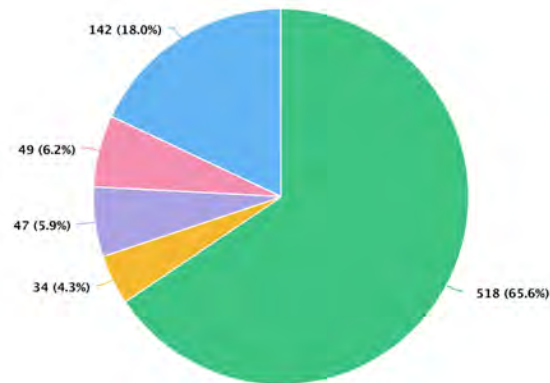
Given the disproportionate participation from municipalities in the CMR, Appendix D includes a breakdown of responses to each of the four survey questions by municipality. This further analysis shows that responses from Foothills County, Okotoks, and Strathmore were overwhelmingly (over 75%) negative toward the key elements of the draft growth plan, while responses from other municipalities were more balanced.

For all four main survey questions, the response options were the same, and can be read with the legend below:

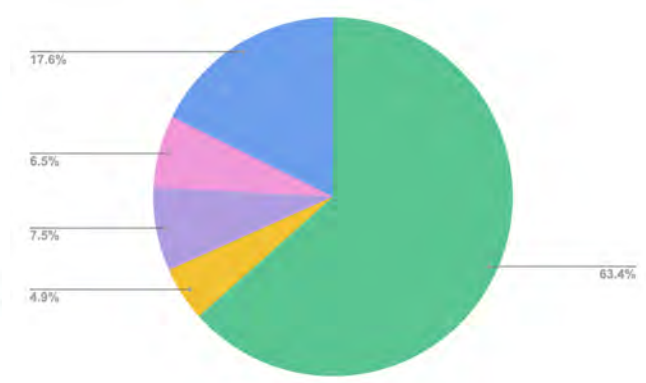


**Question 1: How comfortable are you with making a choice to have “preferred growth areas” if it results in the benefits shown above?**

Aggregated Responses



Duplicate Responses Removed

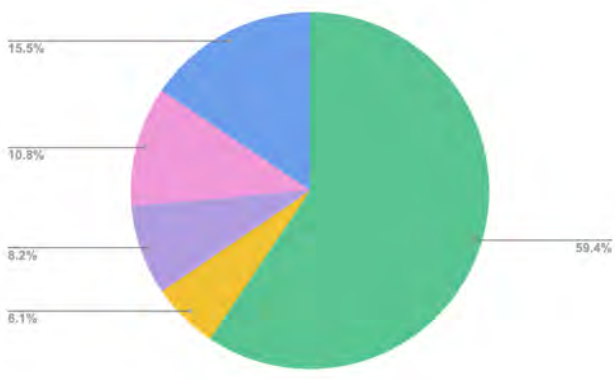


**Question 2: How comfortable are you with making the choice to focus development on these three preferred placetypes if it results in the benefits shown above?**

Aggregated Responses

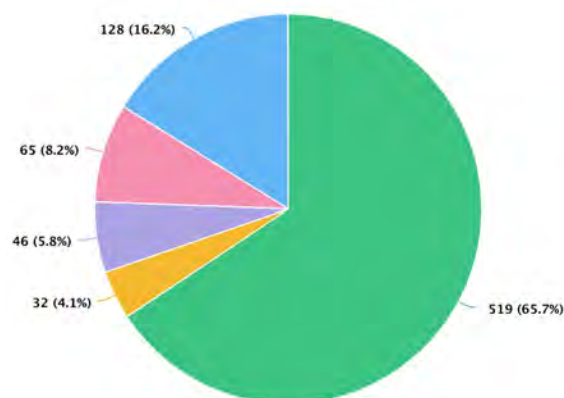


Duplicate Responses Removed

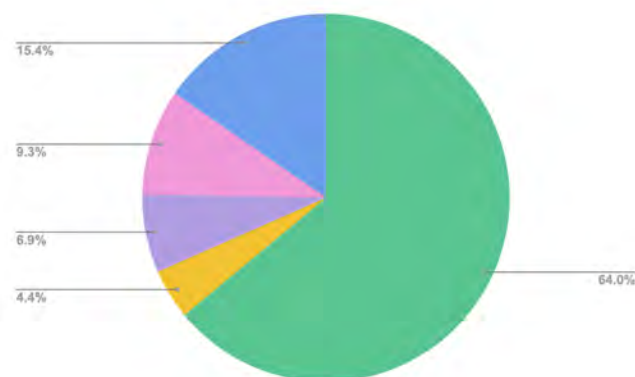


**Question 3: How comfortable are you with making the choice to focus rural development in Hamlet Growth Areas, if it results in the benefits shown above?**

Aggregated Responses

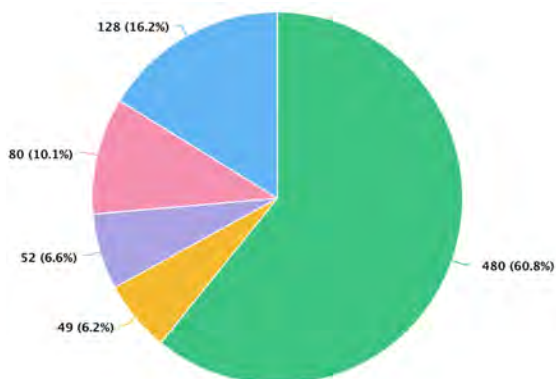


Duplicate Responses Removed

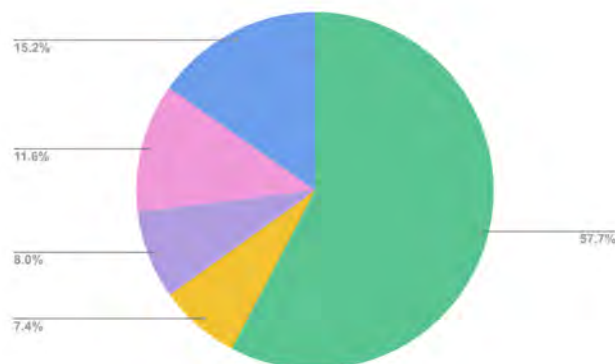


**Question 4: How comfortable are you with making the choice to have “Joint Planning Areas”, if it results in the benefits shown above?**

Aggregated Responses



Duplicate Responses Removed



### Question 9: What else would you like the Calgary Metro Region Board to know as they work toward a final Regional Growth Plan?

The 549 responses to this open-ended question were analyzed for common themes. As has been noted, many of the responses did not relate to the draft growth plan itself but rather were about the existence of the CMRB and its governance structure. The tables below show the key themes that emerged that relate to the draft growth plan. The Appendix includes all verbatim responses to this question, including those outside the scope of this engagement process.

Key Themes	Number of Comments
Concern that the plan does not appropriately reflect rural interests	155
Concern that the plan will result in increased costs and higher taxes	26
Desire for a decrease in urban sprawl	24
Appreciation that the plan will bring more thoughtful development across the region	16
Desire for increased protection of agricultural land and uses	16
Opposed to the plan	28
Supportive of the plan	27

### Discussion Forum Results

There were five discussion forum topics related to different experiences and interests of participants. All discussion forum questions asked “What do you see as the potential benefits and drawbacks of the draft plan for your community and the broader Calgary Metro Region?”

The five discussion forums related to:

- Rural Municipalities;
- Hamlets, Towns, and Cities;
- The City of Calgary;
- The Business Community; and
- Environmental Sustainability.

There were 105 discussion forum responses from 51 participants and 226 visitors. The responses were analyzed for common themes, and those that relate to the draft growth plan are shown in the table below. Appendix B includes all discussion forum responses, including those relating to the existence of the CMRB and its governance structure.



Themes	Number of Comments
Concern that the plan does not appropriately reflect rural interests	13
Appreciation that the plan will bring more thoughtful development across the region	6
Concern that the plan hurts business and competition in the region	2
Desire for more housing choices that are affordable	1
Appreciation for transportation systems that connect communities	1
Appreciation for taking a regional approach to reduce carbon emissions	1

## Quick Polls

The Phase 3 engagement process also included “quick polls” on the engagement website because in previous rounds of engagement, these opportunities to provide feedback without a lot of time increased participation in the process. This was an effective way to gather useful input in the first round of engagement because the polls asked participants about their personal preferences, which can be responded to without a lot of time invested in understanding the complexities of regional planning.

While there were three quick polls included in Phase 3 in an attempt to get participants “in the door” to spend more time learning about the draft growth plan, it was identified by member municipalities that these tools were not likely to lead to meaningful input unless participants also spent time on the website to understand the complexities of the draft growth plan. Therefore, in Phase 3, the quick polls were used more as a promotional tool to get participants interested in learning more, rather than as a vehicle for meaningful input due to their limitations in terms of providing appropriate context about the complexity of the questions.

There were 764 responses to the three quick polls used in Phase 3 - the results of these responses are shown in Appendix E, but have not been reflected in this report due to their limitations in offering meaningful input.

## Discussion

Public engagement is an important part of decision-making processes, through which those affected by decisions have an opportunity to be part of the decision-making process<sup>1</sup>. An important part of any public engagement process is the role of decision-makers to demonstrate a genuine interest in community members having the chance to share their own views and experiences about a decision or outcome.

This third phase of public engagement on the draft regional growth plan for the CMRB included a number of external influences by decision-makers that decreased the effectiveness of the engagement process as a vehicle for meaningful input into decision-making. Well-intentioned efforts to increase involvement in the process included strong positions of multiple member municipalities in the media. Furthermore, members of the public were encouraged by municipalities to provide feedback on items that were not part of the decision-making process, such as the existence and governance structure of the CMRB, which may have led the public to think that they had the opportunity to exert influence when they did not.

There is a significant risk to the effectiveness of an engagement process when decision-makers take a public position before a decision has been made, especially when they advocate for members of the public to share that position. Furthermore, decision-makers advocating for a specific outcome may also have led members of the public to believe that decision-makers had already made up their minds, thereby decreasing trust in current and future public engagement efforts.

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<sup>1</sup> *Core Values for the Practice of Public Participation*, International Association for Public Participation (<https://www.iap2canada.ca/foundations>)



<b>Agenda Item</b>	<b>7</b>
<b>Submitted to</b>	<b>Board</b>
<b>Purpose</b>	<b>For Decision</b>
<b>Subject</b>	<b>Proposed Growth Plan Changes</b>
<b>Meeting Date</b>	<b>May 6, 2021</b>
<i>Motion that the Board approve each of the suggested changes to the draft Growth Plan document</i>	
<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>• A third round of public engagement was conducted on the Growth Plan, version dated March 17.</li> <li>• The March 17 version of the Growth Plan has been updated to reflect input from Land Use and Servicing Committee (Committee) and TAG, and to reflect the public engagement outcomes, where applicable.</li> <li>• The attached version of the Growth Plan is the “final draft” version, dated April 28. This agenda item provides a general overview of the changes that have been made to the Plan.</li> <li>• Information tables have been provided on key changes to the Growth Plan that require Board direction. Table 1 identifies proposed changes for Board decision on May 6. Table 2 identifies proposed changes for Board decision on May 14 as these items require further work with TAG. Table 3 provides a list of previously discussed outstanding areas of concern and how they were handled by the Board.</li> <li>• Although full consensus on policy directions may not have been achieved on every item, a respectful dialogue has been undertaken. In areas where a general consensus of TAG has not been achieved, the various perspectives have been identified.</li> <li>• The recommendations or options provided to the Board are intended to provide direction to CMRB Administration and HDR Calthorpe on how to finalize the Growth Plan in ways that best reflect the goals of the Board.</li> </ul>	
<p><b>Attachments</b></p> <ul style="list-style-type: none"> <li>• Attachment 1: Board Values</li> <li>• Attachment 2: Growth Plan Goals, Directions and Priorities</li> <li>• Attachment 3: Summary of Key Growth Plan Policy Tools</li> <li>• Attachment 4: Harmony Hamlet Expansion/Employment Area</li> <li>• Attachment 5: Final Draft Growth Plan, April 28 Version</li> </ul> <p><a href="#">Link to Final Draft Growth Plan, April 28 Version</a></p>	



## 1. Background

There are remaining areas of the draft Growth Plan where further direction from the Board is necessary to finalize the policies of the Growth Plan. The recommendations provided in this agenda item consider discussions had with the Committee and TAG and consider input from the third round of public engagement. The focus of recent TAG meetings has been to recommend a single policy approach to the Board that resolves outstanding areas of concern. Where TAG was not able to reach consensus and provide a single recommendation to the Board, the diversity of opinions held at TAG is outlined in the tables below. Although full consensus may not have been achieved on every item, a respectful dialogue has been undertaken.

## 2. Final Draft of the Growth Plan, version dated April 28

With feedback from the Committee, Board, TAG, and as provided through public engagement, a “final draft” of the Growth Plan has been developed. The final draft Growth Plan is dated April 28. The previous version of the Plan reviewed by the Board was the public engagement version dated March 17.

The following is an overview of changes made to the March 17 version of the Growth Plan:

- Edited for grammar, spelling, formatting, awkward language, and other housekeeping matters
- Updated mapping to reflect CMRB Administration and TAG feedback
- Reorganized policies in the Growth Management section in response to feedback
- Made an amendment to JPA 4 boundary as agreed to by Foothills County and Town of High River
- Made an amendment to the Bragg Creek hamlet boundary to reflect approved planning documents and available servicing as agreed to unanimously at TAG
- Added region-wide policies on collaboration
- Added a Truth and Reconciliation statement as unanimously agreed to at TAG

Further discussion is continuing at TAG around the following areas, with recommended updates to the final draft Growth Plan to follow:

- Country residential policies
- Policies for existing ASPs and ARPs
- Truth and Reconciliation policy
- Additional housekeeping matters with the final draft Growth Plan, if required.

To finalize the Growth Plan, further Board direction is required on proposed policy changes as outlined in below and in Tables 1 and 2. Table 3 outlines past decision of the Board.

## 3. Request for Decision

CMRB Administration requests that the Board confirm proposed changes to the final draft Growth Plan so they may be incorporated if approved.

- Table 1 lists proposed changes to the draft Growth Plan. CMRB Administration, TAG, and HDR|Calthorpe have been working to provide recommended policy directions for Board review. Table 1:
  - Includes the policies provided in the Public Engagement version of the Growth Plan (dated March 17) and the proposed revision provided in the Final Draft version of the Plan (dated April 28).
  - Provides the rationale for undertaking the change. Areas where no general consensus could be reached at TAG are noted.

CMRB Administration requests Board direction on the matters presented in Table 1 at the May 6 Board meeting.

- Table 2 lists proposed changes to the draft Growth Plan to be presented for Board direction at the May 14 Board meeting. CMRB Administration, TAG, and HDR|Calthorpe have been working to provide recommended policy directions for Board review, but items in Table 2 require further discussion at TAG before presentation to the Board.
- Table 3 outlines the previous discussions and decisions of the Board on outstanding areas of concern. In some cases, no decision was made, and this is noted in the Table.

It is requested that the Board decide on each of the matters contained in Table 1 below.

**Table 1: Proposed Changes to the Draft Growth Plan – May 6 Board Meeting**

	<b>Overview</b>	<b>Existing (Public Engagement Version, March 17)</b>	<b>Proposed Change (Final Draft Version, April 28)</b>	<b>Rationale</b>
<b>1.</b>	<b>Requirements for Use of Statutory Plans</b>	<p><b>4.1.1.1</b> CMR member municipalities shall use Area Structure Plans and Area Redevelopment Plans for all of the following types of development:</p> <p>(a) Employment Areas greater than eight hectares (20 acres); and (b) any residential or mixed-use development with greater than 50 dwelling units.</p>	<b>Removed policy</b>	Policy 4.1.1.1 does not work as it was intended. TAG agrees that this policy is too constraining on municipal planning processes, both in urban and rural municipalities. This policy was intended to inform the REF but did not achieve the desired outcome. CMRB Administration requests Board support for removal of this policy.
<b>2.</b>	<b>Definition of Regionally Significant</b>	None proposed	<p><b>Added to Glossary of Terms</b></p> <p>Regionally Significant means:</p> <p>(a) of a scale and significance such that it may benefit or impact two or more municipal members of the Region by virtue of: adjacency, land-use, impact on a wider regional membership, natural systems, infrastructure, and/or servicing requirements; and/or</p> <p>(b) with proximity and impact to regionally significant transit and transportation corridors, regional energy corridors and regional utility corridors, natural systems and/or reliance on regional infrastructure that it may affect the regional significance of a proposed development.</p>	A definition of regionally significant is necessary in the Growth Plan. This definition has been modified from the Interim Growth Plan to better reflect the schedules and policies within the Growth Plan.

	Overview	Existing (Public Engagement Version, March 17)	Proposed Change (Final Draft Version, April 28)	Rationale
3.	<b>Providing for Small Employment Areas</b>	<p><b>3.1.4.1</b> Municipalities shall comply with the following locational criteria when designating areas for Placetypes:</p> <p>(a) Preferred Placetypes shall only be located in Urban Municipalities, Hamlet Growth Areas, or Joint Planning Areas;</p> <p>(b) new Employment Areas shall only be located in Preferred Growth Areas, with the exception of resource extraction and Agriculture-related business including Processors, Producers and other Agribusiness, which have no location criteria ...(continued)</p>	<p><b>Replace 3.1.4.1 with 3.1.6.1</b></p> <p>3.1.6.1 Municipalities shall comply with the following locational criteria when designating areas for Placetypes:</p> <p>(a) Preferred Placetypes shall only be located in Urban Municipalities, Hamlet Growth Areas, or Joint Planning Areas;</p> <p>(b) Employment Areas should only be located in Preferred Growth Areas, except the following, which have no locational criteria:</p> <ul style="list-style-type: none"> <li>i) resource extraction and energy development;</li> <li>ii) Agriculture-related business including Processors, Producers, and other Agri-business and related accessory uses;</li> <li>iii) home-based business; and</li> <li>iv) Small Employment Areas less than eight hectares (20 acres) and not within two kilometres of a neighbouring municipality unless otherwise stated by an Intermunicipal Development Plan.</li> </ul>	<p>Discussion at the Committee and TAG identified a need to clarify that small employment areas should be allowed within the Plan.</p> <p>The proposed policy allows for additional flexibility for employment growth in areas outside of Preferred Growth Areas while continuing to direct most employment growth to Preferred Growth Areas.</p> <p>Local Employment Areas were renamed to acknowledge that the discussion is about the size of the areas not the market they serve.</p> <p>(See further discussion on Small Employment Areas below)</p>

	Overview	Existing (Public Engagement Version, March 17)	Proposed Change (Final Draft Version, April 28)	Rationale
4.	<b>Identifying size criteria for Small Employment Areas</b>	3.1.5.4 Local Employment Areas that comply with the following criteria shall not be subject to the Regional Evaluation Framework approval process: (a) the proposed Employment Area does not exceed eight hectares (20 acres); (b) The proposed Employment Area is not contiguous to an Urban Municipality, with a recommended minimum distance of two kilometres	<b>Replace 3.1.5.4 with 3.1.6.1.b)iv</b>  3.1.6.1b) Employment Areas should only be located in Preferred Growth Areas, except the following, which have no locational criteria: i) resource extraction and energy development; ii) Agriculture-related business including Processors, Producers, and other Agri-business and related accessory uses; iii) home-based business; and iv) Small Employment Areas less than eight hectares (20 acres) and not within two kilometres of a neighbouring municipality unless otherwise stated by an Intermunicipal Development Plan.	<p>In the March 17 Growth Plan, Local Employment Areas (now renamed to Small Employment Areas) were allowed by being exempted from REF review in Growth Plan policies. Discussion with TAG indicated that it would be better and less confusing to provide a policy approach to Small Employment Areas. Under the current draft of the REF, Small Employment Areas would be exempt from REF review.</p> <p>The size of the Small Employment Areas continues to be a concern at TAG.</p> <ul style="list-style-type: none"><li>a. Some members feel there should be no size limit.</li><li>b. Some members have indicated that 20 acres is necessary to provide flexibility.</li><li>c. Some members have indicated that 20 acres is too large and 10 acres is a more appropriate requirement.</li></ul> <p>Employment areas larger than 20 acres would be defined as "Employment Areas" and should be directed to Preferred Growth Areas</p> <p>(See further discussion on Employment Areas below).</p>

	Overview	Existing (Public Engagement Version, March 17)	Proposed Change (Final Draft Version, April 28)	Rationale
5.	<b>Employment Areas Outside a Preferred Growth Area</b>	<p><b>3.1.2.3</b> Employment Area Placetypes <b>should</b> be directed to Preferred Growth Areas where infrastructure, servicing and transportation is available. In addition, they should be located in areas close to a population centre that can provide opportunities for short commutes and are located where transportation infrastructure can provide for efficient movement of goods.</p> <p><b>3.1.4.1</b> Municipalities shall comply with the following locational criteria when designating areas for Place-types:  (a) Preferred Placetypes shall only be located in Urban Municipalities, Hamlet Growth Areas, or Joint Planning Areas;  (b) new Employment Areas <b>shall only</b> be located in Preferred Growth Areas, with the exception of resource extraction and Agriculture-related business including Processors, Producers and other Agri-business, which have no location criteria;  ... (<i>policy continues</i>)</p>	<p><b>Keep policy 3.1.2.3 (now 3.1.3.3) and Add policy 3.1.3.4</b></p> <p><b>Keep policy 3.1.4.1 a) (now policy 3.1.6.1 a)</b></p> <p>3.1.3.4 Employment Areas may be considered outside of Preferred Growth Areas in circumstances where:  (a) the applicant municipality provides rationale as to why the Employment Area cannot be located within a Preferred Growth Area;  (b) the location can provide a transportation network suitable for the scale of the proposed development;  (c) the development is compact and makes efficient use of land, infrastructure and services;  (d) the applicant municipality has demonstrated collaboration with all municipalities within two kilometres, including consideration of cost and benefit sharing between these adjacent municipalities.; and  (e) the development has existing or planned services of water, wastewater and/or stormwater servicing with a preference for the potential for full municipal servicing.</p>	<p>The March 17 Growth Plan indicated that Employment Area Placetypes both <b>shall</b> and <b>should</b> be directed to Preferred Growth Areas. There was a contradiction in the March 17 Growth Plan that requires resolution.</p> <p>As there were no policies to guide what would happen if an Employment Area was not directed to a Preferred Growth Area, TAG discussed the need to provide direction on the location and character of Employment Areas outside of Preferred Growth Areas. Policy 3.1.3.4 to address this gap.</p> <p>Members of TAG have expressed concern about the cost and benefit sharing indicated in 3.1.3.4 d) because an Employment Area outside a Preferred Growth Area might be too far away from another member municipality to warrant cost and benefit sharing. This concern was partially addressed by adding a two-kilometre requirement.</p>

	Overview	Existing (Public Engagement Version, March 17)	Proposed Change (Final Draft Version, April 28)	Rationale
6.	<b>Approving new ASPs in JPAs Prior to Approval of a Context Study</b>	3.1.8.3 Statutory plan amendments in Joint Planning Areas may continue to be adopted prior to completion of Context Studies, subject to the policies of the Growth Plan.	<p><b>Keep policy 3.1.8.3 (now 3.1.8.10) and Add policy 3.1.9.5</b></p> <p>3.1.9.5 New Area Structure Plans or new Area Redevelopment Plans may be approved prior to completion of a Context Study unless a Terms of Reference adopted by all municipalities within the Joint Planning Area does not allow for new Area Structure Plans to be approved prior to completion of the Context Study.</p>	<p>The March 17 Growth Plan did not provide guidance on the approval of new ASPs prior to the completion of a Context Study. Members of TAG offered differing approaches:</p> <ul style="list-style-type: none"> <li>a. New ASPs can be adopted prior to approval of a Context Study because holding back development approvals for several years is not appropriate. A timeframe of three years for completion of the Context Studies was added to ensure timely completion.</li> <li>b. Approval of new ASPs should not be allowed prior to approval of a Context Study. New ASPs should reflect the results of the Context Studies and not allowing new ASPs until Study completion would promote its timely completion.</li> <li>c. The Terms of Reference for each Context Study should outline if new ASPs can be approved prior to completion of the Context Study</li> </ul>

	Overview	Existing (Public Engagement Version, March 17)	Proposed Change (Final Draft Version, April 28)	Rationale
7.	<b>Harmony/ Springbank Employment Area</b>	<p>No Employment Area was identified around the Springbank Airport or Highway 1 West area in the March 17 Growth Plan.</p> <p>The existing Harmony hamlet is identified as a Hamlet Growth Area. Harmony was designed as a complete community with opportunities to live, work, and play, including employment opportunities.</p>	<p><b>As presented by RVC for addition to the Growth Plan:</b> Expand the employment opportunities around the Springbank Airport and Highway 1 corridor to acknowledge the regional significance of the Springbank Airport and Highway 1. There is significant development pressure in this area and a need greater for employment opportunities.</p> <p>In the final draft Growth Plan, policy tools available to contemplate this employment opportunity could be:</p> <ul style="list-style-type: none"> <li>Expand the Harmony Hamlet Area as it is a Preferred Growth Area and can include Employment Areas</li> <li>Identify a new Employment Area outside of a Preferred Growth Area</li> <li>Make an exception to the Growth Plan consistent with the exceptions policy 3.1.11.</li> </ul> <p>RVC has provided a map of the subject area, which identifies development pressures and existing and approved development plans in place.</p>	<p><b>For discussion of the Board:</b> Input from land developers garnered in the third phase of public engagement noted that there is significant development pressure for employment land uses in this area.</p> <p>The RVC proposed expansion of the Harmony/Springbank Employment Area is significant in size and scale.</p> <p>The proposal may meet the requirements for Employment Areas outside of Preferred Growth Areas (see Policy 3.1.3.4 as noted above in item #45 in Table 1).</p> <p>The proposal does not likely meet the requirements for expansion of a Hamlet Growth Area as per policy 3.1.7.6 of the final draft Growth Plan.</p>
8.	<b>Transition IREF to REF</b>	The March 17 Growth Plan is silent on when policies and timelines for completion of studies and updates would begin (transition from IGP to GP and from IREF to REF).	This discussion is presented in another item within this agenda package.	Several policies in the final draft Growth Plan rely on Board direction around how the Board wishes to transition from IGP to GP and from IREF to REF.



**Table 2: Proposed Changes to the Draft Growth Plan – May 14 Board Meeting**

	Overview	Existing (Public Engagement Version, March 17)	Proposed Change	Rationale
1.	<b>Country Residential Policies</b>	<p>3.1.5. 2 The Rural and Country Cluster Placetype in rural areas should be characterized by larger lot sizes, lower density, and single-detached housing. This Placetype may include country cluster patterns that configure housing development in a focused area and preserves remaining land for open space.</p> <p>(a) The Rural and Country Cluster Residential Placetype is encouraged to be developed in a country cluster residential pattern to a maximum of 80 dwelling units, in locations where infrastructure and services can be provided.</p> <p>(b) The maximum Density is 1.2 dwelling units/hectare (0.5 dwelling units/acre) overall which can be clustered onto areas with no more than 80 dwelling units, and an average residential Density of 7.5 gross dwelling units/hectare (3 dwelling units/acre).</p>	To be further discussed with TAG on April 29 and presented at a future Board meeting	Significant concern has been expressed about the country residential policies at TAG. CMRB Administration and HDR Calthorpe continue to work with TAG to develop options for presentation to the Board.
2.	<b>Existing ASPs and ARPS</b>	3.1.8.4 Area Structure Plan or Area Redevelopment Plan amendments outside of a Preferred Growth Area shall not increase the overall projected population within the plan area.	To be further discussed with TAG on April 29 and presented at a future Board meeting	There was unanimous agreement at TAG that policy 3.1.8.4 of the March 17 version was too restrictive and not practically viable. CMRB Administration and HDR Calthorpe continue to work with TAG to develop options for presentation to the Board.

	Overview	Existing (Public Engagement Version, March 17)	Proposed Change	Rationale
<b>3</b>	<b>Truth and Reconciliation</b>	The March 17 Growth Plan is silent on Truth and Reconciliation	<b>Statement added to page iii</b> A statement on Truth and Reconciliation has been added to the final draft Growth Plan for consideration of the Board	<p><b>For Discussion of the Board</b></p> <p>In addition to a statement, a policy could be added to the Growth Plan at the direction of the Board. This would require moving the statement into the policy section of the Growth Plan.</p> <p>Sample policies have been prepared by HDR C that will be reviewed by TAG on April 29:</p> <ul style="list-style-type: none"> <li>a. The CMRB will engage with Indigenous Nations and communities in and around the Region in meaningful and mutually beneficial ways over the long-term</li> <li>b. The CMRB will seek to build meaningful and mutually beneficial long-term relationships with Indigenous Nations and communities in and around the Region</li> </ul>

**Table 3: Decisions of the Board - April 23 Board Meeting**

	Overview	Existing	Proposed Change	Rationale	Board Decision
1.	<b>Identifying the Impacts of Development on Agriculture</b>	<p><b>3.1.5.3</b> Statutory plans shall identify the impacts, including fragmentation of farmland, of Greenfield Development on land used for agricultural purposes. Strategies to mitigate the identified impacts should also be included.</p> <p><b>3.1.5.5</b> Country Cluster development patterns should address preservation of wildlife corridors and conservation of environmental areas</p>	<p>Wording/Intent of 3.1.5.3 should remain the same, but the policy should be moved to another location of the Growth Plan such that it applies to all statutory plans for all Greenfield Developments</p> <p>Wording/Intent of 3.1.5.3 should be updated to also refer to adjacent agricultural land</p> <p>Wording/Intent of 3.1.5.5 should remain the same, but the policy should be moved to another location of the Growth Plan such that it applies to all statutory plans for all Greenfield Developments</p>	Reflects a request that certain policies in the Rural Area Development section of the Growth Plan should apply to all statutory plans for Greenfield Development	Approved

	Overview	Existing	Proposed Change	Rationale	Board Decision
2.	<b>Existing ASPs and ARPs</b>	<b>3.1.8.2</b> Area Structure Plan or Area Redevelopment Plan amendments within a Preferred Growth Area shall not decrease the overall Density of residential development or reduce the ratio of Preferred Placetypes within the Area Structure Plan or Area Redevelopment Plan.	No changes proposed.		Approved
3.	<b>Joint Planning Areas</b>	<b>3.1.7.5</b> Within one year, the participating municipalities shall adopt Terms of Reference to govern the development of the Context Study, which includes a process for dispute resolution and a timeframe for completion.	<p><b>New Policy:</b> Within three (3) years of the adoption of the Growth Plan by the Minister of Municipal Affairs, participating municipalities shall complete a Context Study for each Joint Planning Area</p> <p>Update 3.1.7.5: Within one year of the adoption of the Growth Plan by the Board, the participating municipalities shall adopt a Terms of Reference for each Context Study to govern the development of the Context Study, which includes a process for dispute resolution.</p>	<p>Added the timeframe for completion of Context Studies back in as per comments from member municipalities concerned that there is not an impetus to get the studies done in a timely fashion.</p> <p>Also addresses the need to proceed with Terms of Reference prior to Ministerial approval.</p>	Approved

	Overview	Existing	Proposed Change	Rationale	Board Decision
4.	<b>Hamlet Growth Areas</b>	<p><b>3.1.6.1</b> Hamlet Growth Areas shall be identified as follows:</p> <p>(a) within Rocky View County, a minimum of three Hamlet Growth Areas shall be established and are listed as Harmony, Bragg Creek and Langdon with boundaries shown on Schedule 1 – Regional Growth Structure;</p> <p>(b) within Foothills County, a minimum of three Hamlet Growth Areas shall be established at a future time by Foothills County in accordance with the criteria for establishing new Hamlet Growth Areas;</p> <p>... (policy continues)</p>	<p>Update 3.1.6.1 b) to the following:</p> <p>(b) within Foothills County, a minimum of three Hamlet Growth Areas shall be established at a future time by Foothills County in accordance with the criteria for establishing new Hamlet Growth Areas;</p> <p>(i) Foothills County does not require Board approval for the location of the three Hamlet Growth Areas provided the locations meet the criteria for new Hamlet Growth Areas established in the Plan. Once the three Hamlet Growth Area locations are established by Foothills County they will be considered as Preferred Growth Areas in accordance with the Plan.</p>	<p>An attempt to address the concern expressed by Foothills that Board approval would be required for the three new Hamlet Growth Areas.</p>	<p>Motion Withdrawn.</p> <p>Referred back to TAG for further discussion</p>



## 5.2 Recommendation

*Motion that the Board approve each of the suggested changes to the draft Growth Plan document*

## Attachment 1: Board Values

Board values include:

**Collaboration:** We work together to identify opportunities and efficiencies that reduce the costs of growth and help achieve sustained prosperity for our region.

**Respect:** We respect each other, our neighbours, our environment, and the land on which our region is built.

**Innovation:** We embrace new ideas and the development, testing and iteration of bold solutions to complex regional challenges.

**Diversity:** We embrace our differences and celebrate the diverse people and places that make up our region.

**Good Governance:** We are purposeful and thoughtful in our actions, prioritizing the development of strategies and plans that guide and enhance the work we do.

## Attachment 2: Growth Plan Goals, Direction & Priorities

Section 2.6 of the Growth Plan outlines the goals and objectives of the Plan. These goals, directions and priorities are built upon the Board values and form the basis of the policies presented in the Growth Plan.

As stated in Section 2.6 of the Public Engagement version of the Growth Plan (dated March 17, 2021), the goals, directions and priorities of the Growth Plan are:

*The CMRB has defined goals organized around six themes to provide vision and direction for the CMRB, and to ultimately track and measure progress. These goals for the CMRB provide overall direction for the Growth Plan.*

### 2.6.1 Growth Management and the Efficient Use of Land

- *The CMR grows in a balanced way that reflects a variety of land uses and capitalizes on growth opportunities.*
- *The CMR grows in a way that reduces the amount of land and resources consumed by development.*
- *The CMR grows in a fiscally sustainable way, including the integration of regional servicing to promote efficient land use.*

### 2.6.2 Economic Wellbeing

- *The CMR is a globally recognized economy, attracting the best and brightest in a variety of economic sectors to support regional prosperity and a high quality of life.*
- *The CMR has a strong and unified approach to regional economic growth, maximizing the return we will realize from investments in development.*

### 2.6.3 Environmentally Responsible Land Use

- *The CMR recognizes the important role of natural systems in the Region.*
- *The CMR is a leader in sustainable regional planning, which avoids and/or minimizes the impacts of development on our land, water and air.*

### 2.6.4 Water Stewardship

- *The CMR has a water strategy which promotes healthy people, healthy ecosystems and is resilient in times of drought and flood.*

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- *The CMR has an evidence based and coordinated approach to water, wastewater, and stormwater management, which provides safe and healthy water for our growing region.*

#### 2.6.5 Shared Services Optimization

- *Residents of the CMR experience borderless delivery of essential services based on a fair cost-benefit model.*
- *The CMR delivers services in a more efficient and sustainable way through shared services optimization.*

#### 2.6.6 Embracing Rural/Urban Differences

- *The CMR has grown in a way which celebrates the individual character of our municipalities, while working together to build a stronger region.*
- *The CMR has worked together to make our developments perform better financially, environmentally and socially.*

## Attachment 3: Summary of Key Growth Plan Policy Tools

HDR|Calthorpe completed a draft Growth Plan using the work plan approved by the Board. The process to develop the draft Growth Plan has included a modeling process, workshops with the Board and TAG groups, public engagement opportunities, stakeholder input, and ongoing document review and refinement. This agenda item refers to the March 17, 2021 version of the Growth Plan, which was reviewed by the public as part of the third round of public engagement.

HDR|Calthorpe has recommended that, given the values of the Board and the requirements of the CMRB Regulation, the CMRB should make growth management and efficient use of Land the substantial focus of the Growth Plan. HDR|C has identified the benefits to the CMRB, its members, and ratepayers, of moving towards a regional planning system where future growth areas are clearly identified. These growth areas are used in the Servicing Plan to support regional collaboration on the efficient and cost-effective delivery of services.

The following table outlines the core elements of the proposed approach to growth management as found in the March 17 version of the Growth Plan.

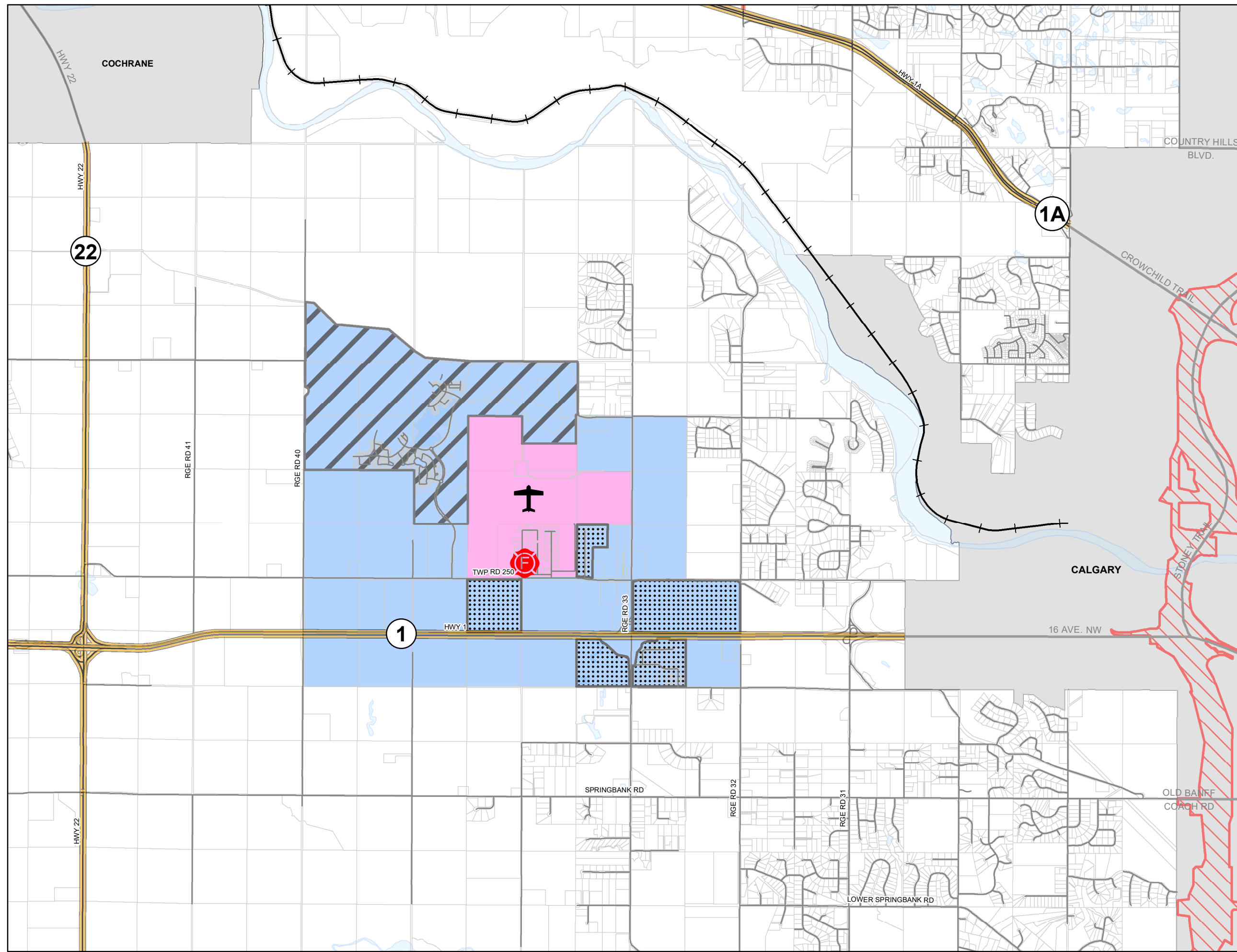
Growth Management Framework (Location and Scale of Growth)	
<b>Purpose</b>	To establish the location and scale of preferred growth areas for all member municipalities
<b>Description</b>	Growth management creates clear expectations about where growth is preferred and how much growth can be expected in specific locations. This reduces the amount of land consumed by development and creates opportunity to optimize service delivery to growth areas.



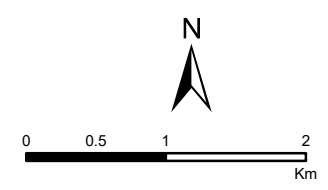
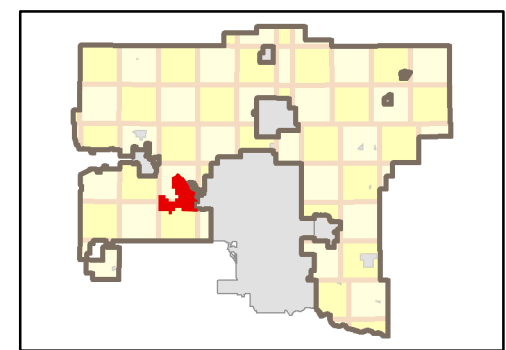


<b>Implementation Tools</b>	<ul style="list-style-type: none"><li>• Regional Growth Structure Map</li><li>• Growth Areas, which include: locations within existing urban municipal boundaries, Joint Planning Areas, Hamlet Growth Areas, existing Area Structure Plans, and Rural and Country Cluster Residential Areas.</li><li>• Preferred Growth Areas, which include: locations within existing urban municipal boundaries, Joint Planning Areas, and Hamlet Growth Areas</li><li>• An understanding of scale of growth (population and employment projections)</li></ul>
<b>Joint Planning Areas</b>	
<b>Purpose</b>	To enhance collaboration between member municipalities
<b>Description</b>	Joint Planning Areas are locations where higher growth pressure is expected (and in some cases already occurring), and it is important that regional infrastructure and services be coordinated to optimize the economic, social, and environmental potential of those areas.
<b>Implementation Tools</b>	<ul style="list-style-type: none"><li>• Regional Growth Structure Map. Joint Planning Area Boundaries</li><li>• Context Studies</li></ul>
<b>Placetype Recommendations</b> (Quality and Type of Growth)	
<b>Purpose</b>	To create high quality places in the CMR
<b>Description</b>	Placetypes are based on the premise that the form and character of growth is critically important to achieving identified regional goals, such as reduction in land and resource consumption. Placetypes provide guidance on development type through consideration for character and form. Placetypes include guidance around density, mix of land uses, and quality of place (experience).
<b>Implementation Tools</b>	<ul style="list-style-type: none"><li>• Placetypes, which include: Infill and Redevelopment, Mixed Use Center/TOD, Masterplan Community, Employment Area, Residential Community and Rural and Country Cluster</li><li>• Preferred Placetypes, which include: Infill and Redevelopment, Mixed Use Centre/TOD, and Masterplan Community</li><li>• Implementation Reporting (every two years)</li></ul>

# Springbank Proposed Employment Area Consideration



- Springbank Airport
- Fire Hall
- Highways**
- ClassType**
- Regional Mobility Corridor
- Secondary Highway
- Existing Hamlet
- Designated for Employment Uses through existing ASP, Local Plans and/or Land Use Approvals
- Land with Development Approvals, Interests, or Pressures
- Airport Boundary
- Transportation and Utility Corridor





<b>Agenda Item</b>	<b>8</b>
<b>Submitted to</b>	<b>Board</b>
<b>Purpose</b>	<b>For Decision</b>
<b>Subject</b>	<b>IREF to REF</b>
<b>Meeting Date</b>	<b>May 6, 2021</b>
<i>Motion that the Board discuss and approve one of the four options proposed for the transition of the IREF to REF</i>	
<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>• The Growth Plan, Servicing Plan and REF must be submitted to the Minister of Municipal Affairs by June 1, 2021.</li> <li>• The Growth Plan and REF are approved through Ministerial Order. The Servicing Plan is to be filed with the Minister.</li> <li>• As noted in the CMRB Regulation, the Growth Plan and the REF come into force once approved by the Minister of Municipal Affairs. This leaves an interim period where the Board has approved a REF process and Growth Plan but will legally be approving statutory plans under the Interim Growth Plan (IGP) policies through the Interim Regional Evaluation Framework (IREF) process.</li> <li>• Statutory plans may be brought forward through IREF during the interim period following June 1, 2021 that are not consistent with the policies of the Growth Plan.</li> </ul>	
<p><b>Attachments</b></p> <ul style="list-style-type: none"> <li>• Excerpts from CMRB Regulation</li> <li>• Excerpts from Municipal Government Act (Mar 2021)</li> </ul>	

## 1. Background

The Growth Plan must be submitted to the Minister of Municipal Affairs by June 1, 2021. As noted in the CMRB Regulation, the Growth Plan and the REF come into force once approved by the Minister of Municipal Affairs (see Appendix A). This leaves an 'interim period' where the Board has approved a Growth Plan, and it will legally be approving policies under the Interim Growth Plan. Statutory plans may be brought forward through IREF during this interim period that are not consistent with the policies of the Growth Plan (GP).

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This discussion is intended to gain input of the Board to make an informed choice about how to proceed during the interim period. This interim period could be substantial in length. The EMRB approved its second Growth Plan on October 13, 2016. The Minister approved the Growth Plan on October 26, 2017; therefore, it was more than a year between when the new EMRB GP was submitted and the previous EMRB GP was repealed.

## 2. CMRB Regulation, MGA and draft Growth Plan Policies

The CMRB Regulation does provide some guidance on the coming into effect of the REF and the Growth Plan. See Appendix 1 for additional detail.

The Municipal Government Act (MGA) states:

### **Conformity with growth plan**

#### **708.14 (1) (current version of the MGA)**

*The council of a participating municipality must amend every statutory plan and bylaw as necessary to conform with a growth plan no later than the date specified by the growth management board.*

Based on this section of the MGA, the Board should establish an agreement on the transition from IREF to REF.

Under all options presented below, **the IREF is the legal instrument to approve plans during the interim period.** However, the first option is that the Board **may forward-cast the date by which all plans must conform** to the Growth Plan as the date of the ministerial order. The other option is the Board **may back-cast the date by which all plans must conform** to the Growth Plan.

### **Draft Growth Plan (Version April 29)**

Policy 3.1.9.1 of the draft Growth Plan states that ASPs and ARPs adopted in accordance with the MGA or under the IREF prior to the Growth Plan coming into force remain in effect. Policy 3.1.10.1 of the draft Growth Plan sets out a period of time in which member municipality MDPs must comply with the policies of the Growth Plan (three years).

### **Section 3.1.9 Existing Area Structure Plans and Area Redevelopment Plans**

3.1.9.1 Existing Area Structure Plans and Area Redevelopment Plans adopted in accordance with the Municipal Government Act prior to the date this Growth Plan comes into force, will remain in effect.

### **Section 3.1.10 Municipal Development Plan Updates**

**3.1.10.1** Within three years of adoption of the Growth Plan, all member municipalities shall update their Municipal Development Plan to:

- (a) create an alignment table between the regional Placetypes defined in the Growth Plan and land uses or typologies in the Municipal Development Plan; or

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- (b) develop an overlay map showing the locations of Preferred Placetypes and Employment Areas within the municipality; and, if relevant
- (c) undertake other revisions which incorporate the findings and agreements arrived at in the Context Study process.

### 3. Options and Rationale

#### 3.1. Option A

Statutory Plans are reviewed and approved under the IGP in the interim period.

Under Option A, Statutory Plans and Statutory Plan Amendments will continue to be reviewed and approved under the IGP, as is current practice. Once the communication from the Minister is received that the REF and Growth Plan are approved, the REF would be used as the legal framework for approving statutory plans. This would include ASPs and ARPs.

Benefits	Drawbacks
Allows some time for an education initiative for municipal staff, development industry and other stakeholders to familiarize with the requirements of the Growth Plan and REF	While waiting for the order in council indicating the Minister's approval of the Growth Plan, there may be developments and statutory plans coming forward through the IREF that are measured against the IGP that are not consistent with the GP.
Provides certainty to municipalities and developers. If an approval is given under the IREF, the approval will stand after the GP is approved.	Does not allow the Board to begin using the GP and REF once approved by the Board.
Is clear and straightforward in terms of implementation. Any changes made by the Minister to the Growth Plan will not affect REF approvals made between June 1, 2021 and the approval of the Growth Plan by the Minister.	

#### 3.2. Option B

Statutory Plans are reviewed and approved under the IGP in the interim period.

Under Option B, Statutory Plans and Statutory Plan amendments adopted between June 1, 2021 and when the Minister of Municipal Affairs approves the Growth Plan through a Ministerial Order must align to the Growth Plan by June 1, 2022 (or date established by the Board). This would include ASPs and ARPs approved after June 1, 2021.

<b>Benefits</b>	<b>Drawbacks</b>
Allows the Board to establish a reasonable time frame for when plans approved under the IREF in the 'interim period' after Board approval and before Ministerial approval must align with the GP	May create confusion or concern in the development industry and/or member municipalities
Allows Municipalities to continue to submit plans under the IREF and IGP but sets a clear expectation that the Growth Plan is anticipated as the key guiding plan into the future	Difficult if the Minister makes significant changes to the Growth Plan
Clarifies expectations and encourages alignment to the Growth Plan in the interim period with both developers and municipalities	
Encourages Municipalities to begin to align to the Growth Plan as plans are being developed as opposed to grandfathering new ASPs and MDPs that may not align.	

### 3.3. Option C (Hybrid Option)

Statutory Plans are reviewed under the policies of both the IGP and GP, but they are approved under the IGP until the Minister of Municipal Affairs approves the Growth Plan. This affords the Board the opportunity to make decisions about the approval of a statutory plan in consideration of its consistency with both the IGP and the GP.

<b>Benefits</b>	<b>Drawbacks</b>
Allows some time for an education initiative for municipal staff, development industry and other stakeholders to familiarize with the requirements of the Growth Plan and REF	Does not allow the Board to begin using the GP and REF once approved
Gives the Board an opportunity to review the proposed statutory plan from the perspective of the IGP and the GP and make an informed decision.	Allows the Board decisions to be informed by the policies of both the IGP and the GP
	Does not create as much certainty for developers and municipalities about how the Board will review and approve plans if a plan does comply with the IGP but does not comply with the Growth Plan.
	May result in a municipality filing statements of dispute triggering the appeal process

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### 3.4. Option D (Second Hybrid Option)

Statutory Plans are reviewed under the policies of both the IGP and GP, but they are approved under the IGP until the Minister of Municipal Affairs approves the Growth Plan. This affords the Board the opportunity to make decisions about the approval of a statutory plan in consideration of its consistency with both the IGP and the GP. The third party review process would be augmented to formally report on consistencies and inconsistencies with both the IGP (IREF) and the Growth Plan (REF).

Benefits	Drawbacks
Allows some time for an education initiative for municipal staff, development industry and other stakeholders to familiarize with the requirements of the Growth Plan and REF	Adds complexity and cost to the review process. Third party reviewers would be completing essentially two reviews per submission.
Gives the Board an opportunity to review the proposed statutory plan from the perspective of the IGP and the GP and make an informed decision.	Does not allow the Board to begin using the GP and REF once approved
	Allows the Board decisions to be informed by the policies of both the IGP and the GP
	Does not create as much certainty for developers and municipalities about how the Board will review and approve plans if a plan does comply with the IGP but does not comply with the Growth Plan.
	May result in a municipality filing statements of dispute triggering the appeal process

## 4. Recommendation

CMRB Administration does not have a recommendation for presentation in the May 6 Board agenda meeting.

At the April 16<sup>th</sup> meeting of TAG, no consensus position was found. Consequently, CMRB Administration would appreciate discussion by, and direction from, the Board on this matter.

## **Attachment 1: Excerpts from CMRB Regulation**

### **Definitions**

1 In this Regulation,

(e) "Growth Plan" means an integrated growth management plan for the Calgary Metropolitan Region, including any amendments to that plan, approved by the Minister under section 708.1 of the Act;

### **Part 3 Approval of Statutory Plans**

#### **Application of Part**

11 This Part applies to a statutory plan only after a Regional Evaluation Framework is approved by the Minister under section 12.

#### **Regional Evaluation Framework**

12 (1) The Board shall prepare and submit to the Minister a Regional Evaluation Framework containing

(a) criteria to be used to determine whether a statutory plan must be submitted for approval under section 13(1),

(b) procedures for submitting statutory plans for approval under section 13(1), and

(c) the criteria and procedures to be followed by the Board for the objective evaluation and approval of statutory plans in relation to the Growth Plan and the Servicing Plan

(2) The Minister may, by order, approve, reject or amend a Framework.

(3) The Framework has no effect until it is approved by the Minister.

(4) If the Board fails to provide a Framework, the Minister may, by order, establish a Framework.

(5) Subject to subsections (3) and (4), if the Minister establishes or approves a Framework, the Minister shall provide a copy of it to each participating municipality.

(6) The Framework is not a regulation within the meaning of the Regulations Act.

#### **Approval of statutory plan**

13 (1) Statutory plans to be adopted by a participating municipality that meet the criteria set out in the Framework must be submitted to the Board for approval.

13(6) This section applies only to statutory plans to be adopted by a participating municipality after the establishment of the Framework.



## Attachment 2: Excerpts from MGA (Mar 2021)

### Plan prevails

708.13 Despite any other enactment, but subject to section 708.14(5), a growth plan prevails in the event of a conflict or inconsistency between the growth plan and a statutory plan, bylaw, resolution or municipal agreement of a participating municipality.

### Conformity with growth plan

708.14(1) The council of a participating municipality must amend every statutory plan and bylaw as necessary to conform with a growth plan no later than the date specified by the growth management board.

(2) If the council of a participating municipality fails to amend a statutory plan or bylaw in accordance with subsection (1), the statutory plan or bylaw is deemed to be invalid to the extent that it conflicts or is inconsistent with a growth plan.

(3) The Minister may, in respect of a municipal agreement entered into by a participating municipality that conflicts or is inconsistent with a growth plan, require the council of the participating municipality, to the extent possible under the terms of the municipal agreement,

(a) to amend the municipal agreement so that it conforms to the growth plan, or

(b) to terminate the municipal agreement.

(4) If the council of a participating municipality fails to amend or terminate a municipal agreement when required to do so by the Minister under subsection (3), the municipal agreement is deemed to be invalid to the extent that it conflicts or is inconsistent with the growth plan.

(5) Except as otherwise provided in the regulation establishing the growth management board of which the participating municipality is a member, section 708.13 and this section apply to statutory plans adopted, bylaws made, resolutions passed and municipal agreements entered into before or after the coming into force of that regulation.



<b>Agenda Item</b>	<b>9</b>
<b>Submitted to</b>	<b>Board</b>
<b>Purpose</b>	<b>For Decision</b>
<b>Subject</b>	<b>Growth Plan Modelling Appendix</b>
<b>Meeting Date</b>	<b>May 6, 2021</b>
<i>Motion that the Board approve the draft modelling work and results to be included in the Growth Plan as an appendix</i>	
<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>At the February 26, 2021 Board meeting, which was continued on March 4, the Board passed a motion instructing the Growth Plan consultant to provide additional information on the modelling work that informed the scenario development and policies in the Growth Plan.</li> <li>During the Board meeting, it was agreed that this information should form an appendix in the Growth Plan.</li> <li>The motion passed by the Board stated <i>That the Board direct the Growth Plan consultant to provide the information on the modelling work and the results of the modelling work for inclusion as an appendix in the Growth Plan.</i></li> <li>HDR Calthorpe has produced a draft appendix, attached, in response to the Board's motion.</li> <li>Note that figure numbers are intentionally labeled 'X' at this time.</li> </ul>	
<p><b>Attachments</b></p> <ul style="list-style-type: none"> <li>Draft CMRB Scenario Appendix, HDR Calthorpe</li> </ul>	

## 1. Introduction

At the February 26, 2021 Board meeting, which was continued on March 4, 2021, the Board directed the Growth Plan consultant to provide information on inputs to the modelling work done to create the Growth Plan scenarios and the results of the modelling work. The Board requested that this information form an appendix to the Growth Plan.

## 2. Recommendation

That the Board approve the draft modelling work and results to be included in the Growth Plan as an appendix

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## CMRB Scenario Appendix

Over the past several decades, Peter Calthorpe has created and refined regional planning models that quantifies the cost of growth and its impact on the environment. This plan is a proactive approach to guiding future decisions in the most environmentally sustainable manner possible. The status quo or business-as-usual approach, will result in the least favourable outcome based on environmental impacts and costs to residents. Although the Business as Usual scenario is identified, it is not recommended. The modelling done in support of this plan, clearly demonstrates that a new approach to planning is needed to reduce costs of development and lower environmental impact.

### Exploring Scenarios for Growth

Over the next 30 years, the Calgary Metro Region is expected to grow by one million residents and add about half a million new jobs.<sup>1</sup>

The majority of this growth is expected to occur within the City of Calgary. The Regional Growth Plan is based on these forecasts, which are based on validated research. The Plan addresses the regional needs to better identify opportunities and efficiencies to reduce the costs of growth, attract investment to the region, and realize sustained prosperity. Most importantly, it also provides an opportunity to counter carbon emissions through coordination of land use and services in a more efficient manner.

Scenarios are map-based illustrations that tell stories about potential futures. Scenarios were used in the planning process to identify different land use changes and transportation system improvements that will reduce the cost of growth if implemented appropriately. Land use changes included accommodating expected growth in different parts of the planning area or in different types of development, such as the amount of mixed use or single-family development. Transportation options included varying assumptions about the level of transit service, roadway expansion, and incentives connected to alternative mode usage.

Envision Tomorrow, a scenario planning software, was used to illustrate four growth scenarios for the Calgary Metro Region that reflect employment and population numbers for expected growth in the region. The scenarios demonstrate a range of growth options for the coming decades. The information gathered from each scenario illustrates potential outcomes of choosing certain policies and strategies in comparison to other options. The scenario evaluation process provided the structure for this policy document, which will provide guidance for growth.

### Evaluating Scenarios

#### Envision Tomorrow

Envision Tomorrow (ET) is a suite of scenario planning and analysis tools used to analyze a region's growth patterns and decisions impacting future growth. ET measures various impacts, including public health, fiscal resiliency, and environmental sustainability. The analysis tools allow users to analyze aspects of their current

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<sup>1</sup> Rennie population forecast and Applications Management employment forecast

community using accessible GIS data, including taxation and Census data. The scenario painting tool allows users to "paint" alternative future development scenarios on the landscape and compare scenario outcomes.

ET provides a sketch-level glimpse of the possible impacts of policies, development decisions and current growth trajectories, and is used by communities to develop a shared vision of a desirable and attainable future. The input information is enhanced with local information regarding development, utility usage, and costs.

Figure X Envision Tomorrow Development Process Option1

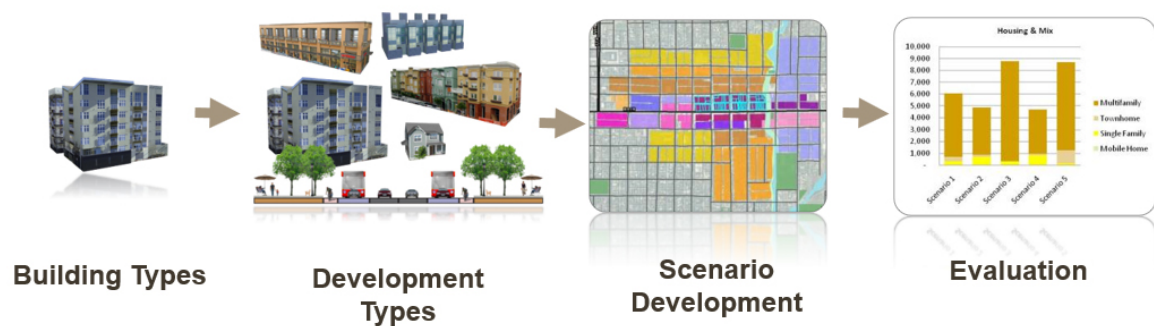
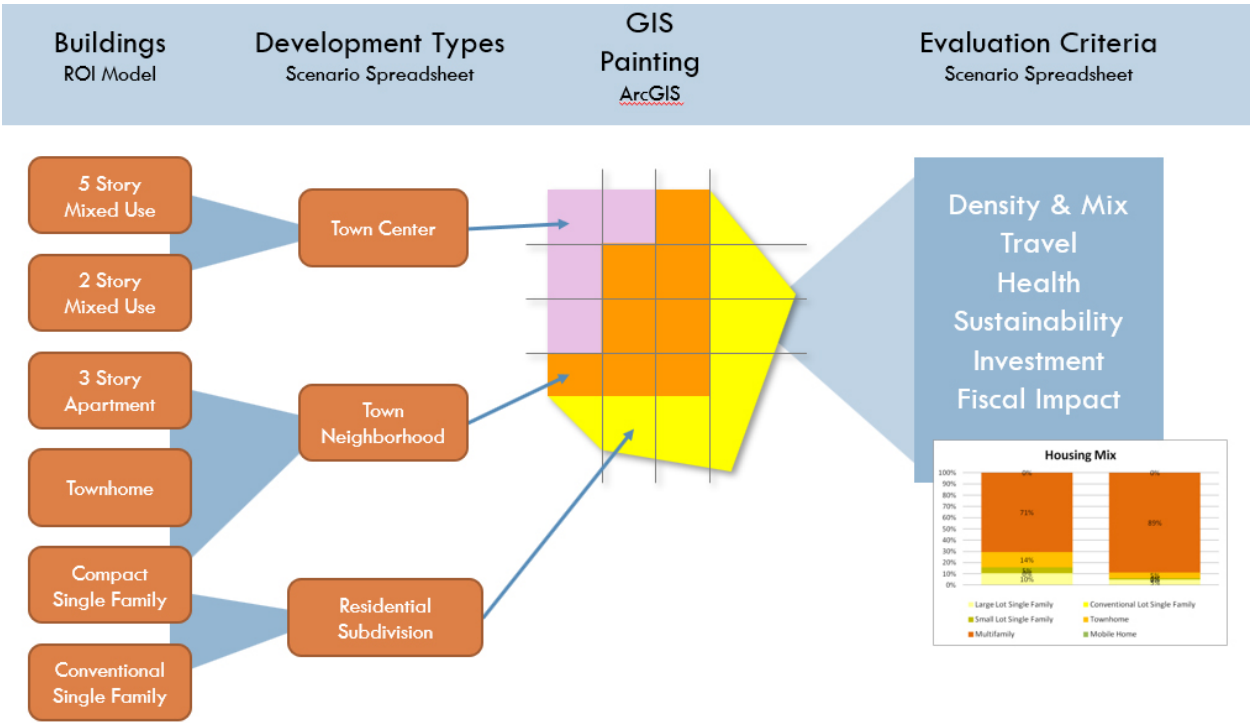


Figure X Envision Tomorrow Development Process Option2



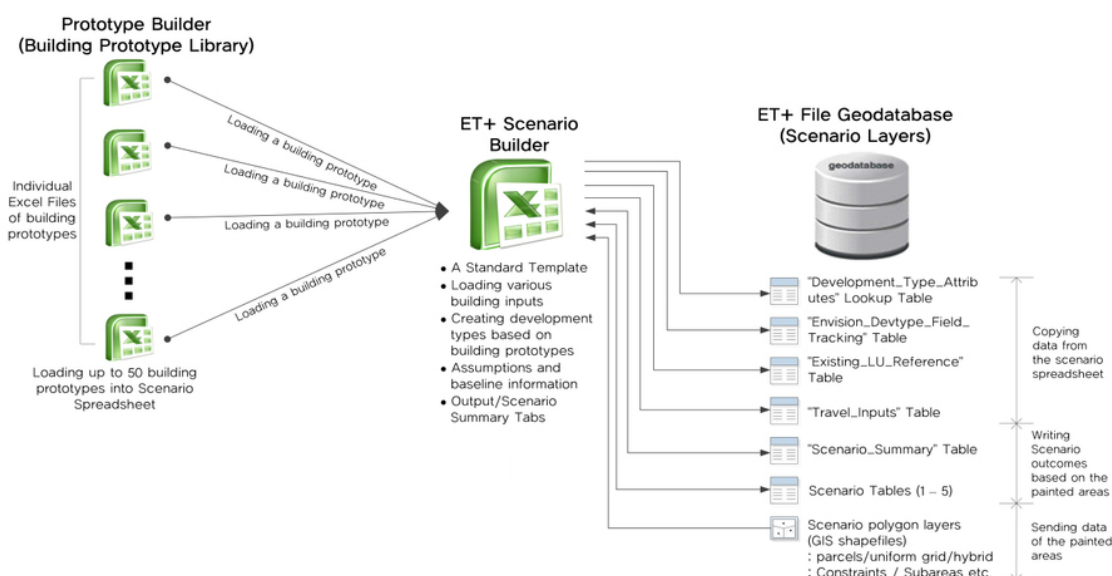
Buildings are the smallest unit of analysis in the scenario process. Individual buildings are modeled in a template spreadsheet called a Prototype Builder. This template spreadsheet is a simplified, planning-level pro

forma. The Prototype Builder includes physical attributes of buildings, such as height, landscaping, travel behavior, as well as financial attributes such as construction costs, land costs, and rent.

The Prototype Builder serves as the template for creating a library of building types. CMRB's Prototype Library includes 32 general building types ranging from multiple types of single-family homes to industrial sites to mixed use buildings. The building library is loaded into the Scenario Spreadsheet.

The Scenario Spreadsheet represents a dynamic link to the painted scenario within GIS. The spreadsheet takes local information and combines it with the scenario as designed in GIS to inform indicators. The information fed into the spreadsheet is based on information collected from the CMRB itself including regional water consumption, a blend of recent detailed design and construction projects in the Calgary area, and annual electricity use by household type via Energy Efficiency Alberta.

**Figure X Envision Tomorrow Components**



The scenarios themselves are painted within ArcGIS. The GIS layer holds information on existing conditions including existing land use, demographics on population and housing characteristics, and employment numbers. Envision Tomorrow includes specific land use categories. The land uses are listed in the table below.

Existing Land Use Classification	EX_LU GIS Name
Mixed-Use	MU
Multifamily	MF
Townhome	TH
Single Family Small Lot*	SF_SM

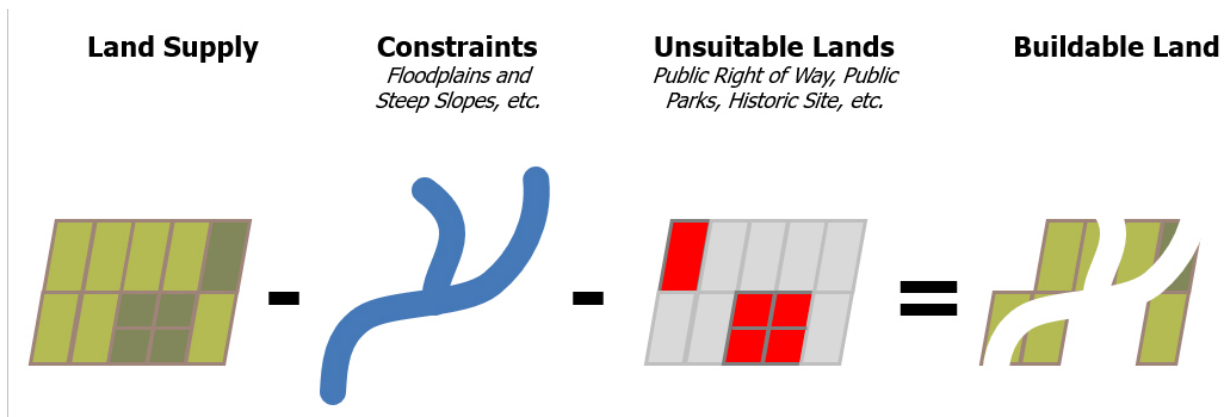
Single Family Conventional Lot	SF_MD
Single Family Large Lot	SF_LRG
Mobile Home	MH
Retail	RET
Office	OFF
Industrial	IND
Public / Civic	PUB
Educational	EDU
Hotel / Hospitality	HOTEL
Utilities / Infrastructure	UTIL
Commercial Parking	PKG
Agricultural	AG
Open Space	OS
Vacant	VAC
Unknown	NONE

CMRB's DEAL data set, Bing (Microsoft) building footprint as well as aerial imaging and Street View by Google Maps were used to determine land use for each parcel within the region.

The scenario layer handles demographic and employment data similar to existing land use. Housing units and employment numbers are added for each sub type by parcel. Housing and population information from the Census are equally assigned to the unique land uses by dissemination area. The same is done for the individual employment mixes by transportation area zone (TAZ).

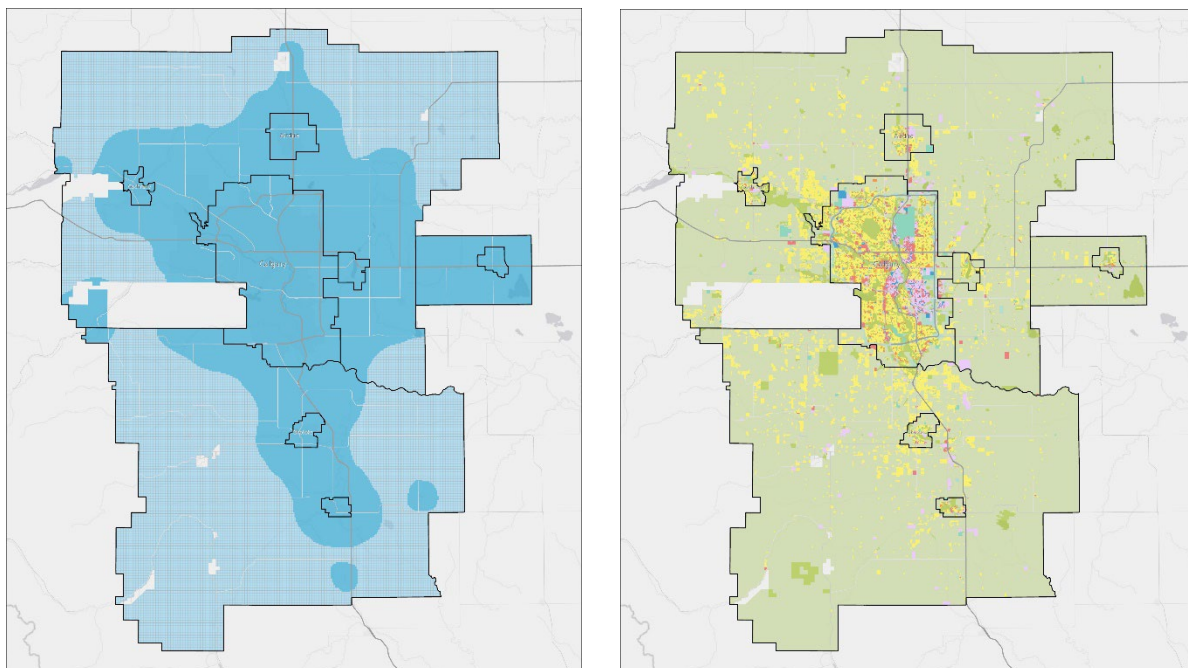
Envision Tomorrow works off land acreage. It calculates the amount of land painted multiplied by the assigned density for the future land use. Envision Tomorrow does this by summarizing the amount of buildable vacant land and development land within the GIS Layer and pushing this information into the Scenario Spreadsheet. Envision Tomorrow relies on two primary GIS fields to quantify the amount of buildable land for each polygon. The VAC\_ACRE field is a numeric acreage field where the amount of vacant, buildable (not constrained) land is quantified. The DEVD\_ACRE field is a numeric field where the amount of currently developed, but redevelopable land is quantified. The constrained land for the region is kept very basic to water bodies, streams, parks, and floodways. The "hard" environmental constraints are removed from the developable lands within a scenario layer. "Soft" constraints, on the other hand, may not explicitly restrict growth but to test policy options in a scenario. Soft constraints are used as a guide and include natural lands made up by wetlands, floodplains, and wildlife habitat.

#### Figure X Schematic of Buildable Land Analysis



The last step in the scenario setup is the selection of the planning geography. The Calgary Metropolitan Region stretches over 5,000 km<sup>2</sup>. For processing purposes, a larger scenario polygrid was selected. Parcel data was allocated to a 5 acre grid for populated more urban areas and 20 acre grid for further out areas.

**Figures X and XX Scenario Polygrid and Allocated Existing Land Use**



The scenario painting itself happens in ArcGIS. Multiple aspects are used to guide this process. Besides workshop input by stake holders and public, environmental constraints as mentioned above, aerial imaging, Google Map's Street View, and existing conditions future planning layers were used for guiding the scenarios. This covers but is not limited to the DEAL coverage. Existing Area Structure Plans were studied. All scenarios take into account layouts and predicted housing units for the individual Area Structure Plans.



## Scenarios

Two alternative growth scenarios were initially created as a result of a workshop with the project team and representatives from the ten member municipalities in October 2019. These results and ideas from the workshop were then used to create a business-as-usual and two alternative scenarios that illustrate a range of different futures for the region. A third alternative, the Synthesis scenario was later developed, building on the lessons learned from the business-as-usual and alternative growth scenarios.

### Business-as-Usual (BAU)

The BAU scenario shows how growth would occur if today's planning direction based on the current mix of land uses and densities continue and there is no major expansion of transit in the region. Within the three counties, residential growth is more scattered, employment growth is concentrated to current employment areas, and towns and cities experience continuous growth. This scenario has the lowest redevelopment rates of all the scenarios and uses the most undeveloped land. It is the most inefficient scenario with the highest long-term costs to current and future generations.

### Compact Growth

The Compact Growth scenario shows how growth would happen if much more of the future growth is infill development, creating higher density development, particularly in urban centres like Calgary. The choices reflected in this scenario are about aggressive higher density development in key urban areas, and minimal new development in areas of the region that are not currently developed. As with the other scenarios, this scenario accounts for currently planned suburban developments, has the highest redevelopment rates of existing land, and is the most stringent on land consumption. The challenge with this scenario is that it focuses on intensification (growing up) and limits connectivity between the 10 municipalities as a result.

### Transit Oriented Development (TOD)

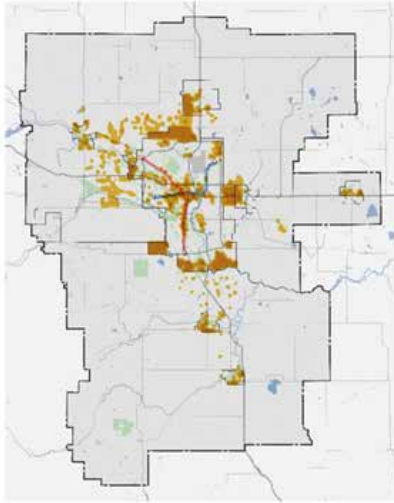
The TOD scenario demonstrates how growth could happen in higher density clusters around future transit stations and city or town centres. This scenario requires major regional transit extensions (bus rapid transit or light rail transit) to Airdrie, Chestermere, Cochrane, and Rocky View County. The choices reflected in the TOD scenario are about spreading higher density development out across expanded transit networks in the region. This scenario uses a redevelopment rate that is higher than BAU, but lower than the Compact Growth scenario. New land is consumed at higher densities, especially for areas situated new transit stations.

### Synthesis

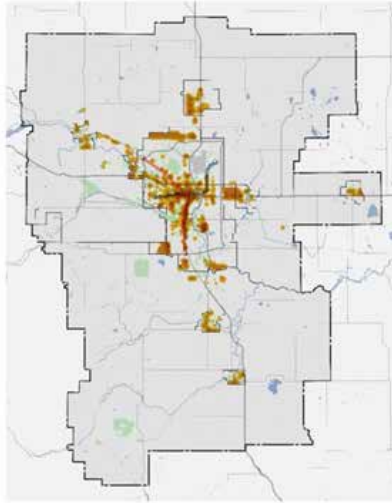
The final scenario is based on evaluating other scenarios, individual meetings with the ten municipalities making up the Calgary metropolitan region, and public input collected through the public engagement process in Fall of 2020. It includes elements of all three scenarios. It blends the Compact Growth and TOD scenarios, and retains a focus on more compact development and more redevelopment of existing land than has been done in the past, but with a less aggressive approach than in the Compact Growth scenario and less reliance on transit expansion than the TOD scenario. The scenario assisted in creating the Regional Growth Structure map.

#### Figure X Preliminary Scenarios - Population

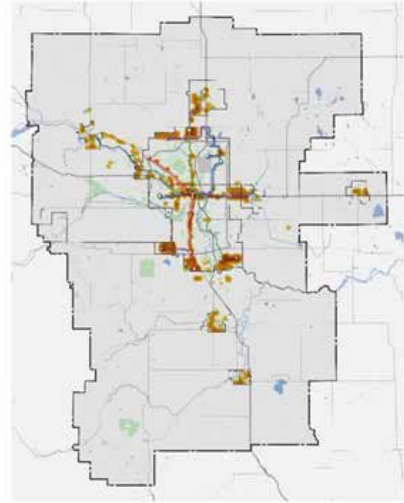




Business-as-Usual



Compact Growth



TOD

Figure X Preliminary Scenarios – Employment

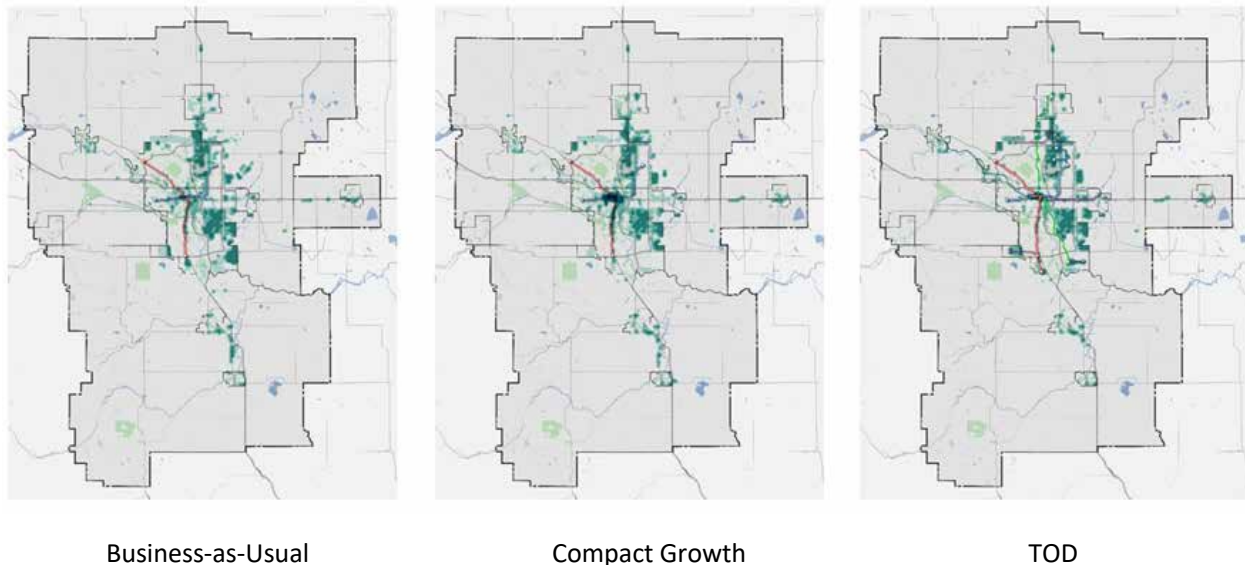


Figure X Scenario Indicators

	Business as Usual	Compact	TOD	Synthesis
Land Consumption per household (hectare)	0.14	0.09	0.07	0.08
Vehicle km traveled per household	47	31	32	33
Road and Infrastructure Cost per household*	\$119,000	\$71,000	\$74,000	\$76,000
Water Consumption per household (liters/day)*	661	499	505	507
Electricity Cost per household (annual)* **	\$534	\$427	\$431	\$432
Natural Gas Cost per household (annual)* **	\$301	\$252	\$254	\$254
Total Carbon per household (metric ton/year)*	9.91	7.00	7.18	7.19

\* Numbers are based on local input (CMRB reports, regional transportation studies, local utility costs and consumption rates by household type);

\*\*Excludes fees

## Lessons from the Scenarios

Each of the scenarios demonstrates different ways to accommodate future growth. Each scenario's performance was calculated and compared, such as greenfield land consumption, road and infrastructure cost, water usage, energy costs, and carbon production for households.

1. **High Calibre Development Matters.** Scenarios showed a dramatic range of future implications, both positive and negative, directly influenced by choices of density, new local streets, housing type, open space preservation, and overall impervious surface added.
2. **Location Matters.** The cost to future homebuyers, renters, taxpayers, and utility rate payers will vary based on where new development occurs, with higher density, masterplan, and town-style growth being most cost-efficient.
3. **Change Matters** A constellation of province and local laws, policies, and practices need to limit unconstrained and costly lower density growth to achieve the Region's goal of prosperity.
4. **Prosperity Requires Density.** Business-as-Usual develops the most vacant land and uses precious natural resources that enhance the life of all residents within the region. The other three scenarios have a much lower rate of greenfield development. The TOD scenario shows the highest residential density on greenfield developments as it adds multiple high-density transit developments on currently undeveloped land. Building on greenfield can increase auto travel and the output of CO<sub>2</sub>, in addition to adding cost for roads and infrastructure. Choosing to develop at higher densities reduces the impacts of these factors. Compact development shows the highest reduction by concentrating development within existing centres. Synthesis offers similar benefits as Compact and TOD while considering desired development practices by the public and the ten municipalities.



<b>Agenda Item</b>	<b>10</b>
<b>Submitted to</b>	<b>Board</b>
<b>Purpose</b>	<b>For Information</b>
<b>Subject</b>	<b>Final Draft Servicing Plan</b>
<b>Meeting Date</b>	<b>May 6, 2021</b>
<i>That the Board provide feedback on and receive for information the final draft Servicing Plan</i>	
<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>The draft Servicing Plan is based on background reports and studies to-date, draft Growth Plan policies and discussions and feedback from the Board, Committee and TAGs.</li> <li>A preliminary working draft was brought to the Land Use and Servicing Committee (LUSC) on February 4, 2021. The working draft did not meet the requirements of the regulation and was sent back for a new approach.</li> <li>An annotated draft Servicing Plan outline was created and circulated to TAG on March 5, 2021. TAG met with HDR C to review the annotated draft Servicing Plan structure on March 12, 2021. Overall, TAG was supportive of the outline and gave additional feedback for consideration by HDR C. That feedback was incorporated while creating the content of the draft document.</li> <li>The Servicing Plan content draft was released in March, and has since been revised in consideration of feedback from member municipality administrations.</li> </ul>	
<p><b>Attachments</b></p> <ul style="list-style-type: none"> <li>Final Draft Servicing Plan 2021-04-29, HDR Calthorpe</li> </ul>	

## 1. Background

The attached draft Servicing Plan identifies proposed content based on background reports completed to date, conversations with the Committee, Board and TAGs and in consideration of the draft Growth Plan.

The draft Growth Plan, as released for public engagement, represents a significant input to the Servicing Plan (the draft Growth Plan version referenced in this agenda item is dated March 17, 2021). To develop a system and expectations for addressing

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collaborative regional servicing matters, the pattern of growth in the CMR should be known. Without it, it is difficult to focus efforts and investment in ways that meet the objectives set out by the Government of Alberta in the CMRB Regulation. Those objectives include finding opportunities for optimization and efficiency for servicing new growth in the CMR. The logical first iteration of the Servicing Plan should develop a strong foundation and collaborative process on which to build lasting relationships regarding collaborative regional servicing in the CMR. The Servicing Plan is to be filed with the Minister of Municipal Affairs, as required by the CMRB Regulation.

## **2. What's New?**

Key additions to this version of the Servicing Plan include:

1. Adding that Preferred Growth Areas identified in the Growth Plan are priority servicing locations;
2. Adding that member municipalities commit to come to the table as potential service providers in pursuit of the best servicing option for future planned growth that is in alignment with the Growth Plan;
3. Adding working group principles to guide the future servicing working groups; and
4. Adding TAG recommendation to explore collaborative servicing opportunities on a case by case basis for statutory plans adopted before the growth plan.

## **3. Next Steps**

Municipalities provided feedback resulting in the revised version attached for the May 6, 2021 Board meeting. The final draft Growth Plan, REF and Servicing Plan documents must be ready for circulation to individual member municipal councils by May 7, 2021 to give each municipality time to review the document prior to the final Board review on May 21, 2021.

## **4. Recommendation**

That the Board provide feedback on and receive for information the final draft Servicing Plan.

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# Calgary Metropolitan Region Servicing Plan CONTENT DRAFT

Revised April 29, 2021

~~Revised April 8, 2021~~

~~Revised March 21, 2021(ver.2)~~

~~Preliminary Content Draft March 21, 2021 (ver.1)~~

~~Annotated Revised Outline March 4, 2021~~

~~Working Preliminary Draft January 28, 2021~~

Agenda Item 10i Attachment

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## Definitions

(NOTE: FOR THIS DRAFT, THESE DEFINITIONS ONLY INCLUDE THOSE DEFINITIONS NOT IN THE GROWTH PLAN. WHEN COMPLETE, ALL DEFINITIONS USED IN THE SERVICING PLAN WILL BE INCLUDED)

**Evidence-Based Decision-Making** means basing decisions on information which is accurate and applicable to the context. Accuracy includes proper interpretation of gathered information and/or descriptive statistics keyed to the circumstances, demonstrating cause and effect of proposed actions. The purpose of evidence-based decision making is to use “evidence/information” in decision making, which demonstrates “causation” as opposed to “co-relation” of data.

**Higher Order Transit** is frequent and reliable transit service, that is given priority in mixed - traffic or separated partially or completely from general traffic and able to maintain higher levels of speed and reliability.

**Regional Stormwater Servicing** means the collection, conveyance, storage and discharge of stormwater that crosses intermunicipal boundaries, through engineered infrastructure or natural drainage.

**Servicing** means the provision or use of infrastructure required for utilities, recreation, transportation, or transit.

**Stormwater** means runoff from rainstorms, hailstorms or melting snow that is shed from urban and rural landscapes.

# 1 Introduction

The Calgary Metropolitan Region Board's (CMRB) Servicing Plan supports the CMRB Growth Plan (Growth Plan) and outlines how the planning and coordination of regional servicing will support the implementation of the Growth Plan. It is intended as a key supporting document to the Growth Plan and should be read and interpreted alongside the Growth Plan.

Key components of the Servicing Plan include:

- Recognizing that Preferred Growth Areas identified in the Growth Plan are priority servicing areas; and
- A commitment from member municipalities to find cost-effective and efficient servicing solutions together that align with the Growth Plan.

## 1.1 Links to the Growth Plan

The Servicing Plan supports the policy direction of the Growth Plan by identifying opportunities for efficient, cost effective, and collaborative service delivery. The Growth Plan is a policy framework for managing growth for the next million people in the region. Through growth management and the efficient use of land, the Growth Plan sets out to achieve reductions in water consumption, greenhouse gas emissions, infrastructure costs and energy costs as the Region accommodates the next million people, in approximately 25 to 30 years. The Growth Plan identifies regionally significant growth areas, called Preferred Growth Areas that support the future coordination of servicing. By identifying Preferred Growth Areas, the Growth Plan creates direction to coordinate service delivery, including cost and benefit sharing, amongst member municipalities.

Providing services to growth areas requires a significant investment of time, capital and other resources. By providing a clear plan for growth, the Growth Plan helps create certainty for municipalities and developers, allowing for the best economic, environmental and social servicing options to be identified.

The Growth Plan provides direction around forms of development, called Placetypes. Placetypes prescribe the density of development, but they also refer to the quality of development, including higher densities, compact, walkable and mixed-use communities.

Preferred Placetypes include:

- Infill and Redevelopment;
- Masterplan Communities; and
- Mixed-Use / Transit Oriented Development.

Preferred Placetypes reduce the negative impacts of growth associated with water use, vehicle kilometres travelled, and capital investment in infrastructure. The application of Preferred Placetypes enables creation of more integrated communities with a range of housing types and land uses.

Together, Preferred Growth Areas and Preferred Placetypes encourage an efficient and cost-effective growth pattern, by clearly identifying areas for investment in servicing, while promoting development forms that are higher in density, with a mix of uses.

The Growth Plan Regional Structure map is shown as Figure 1.

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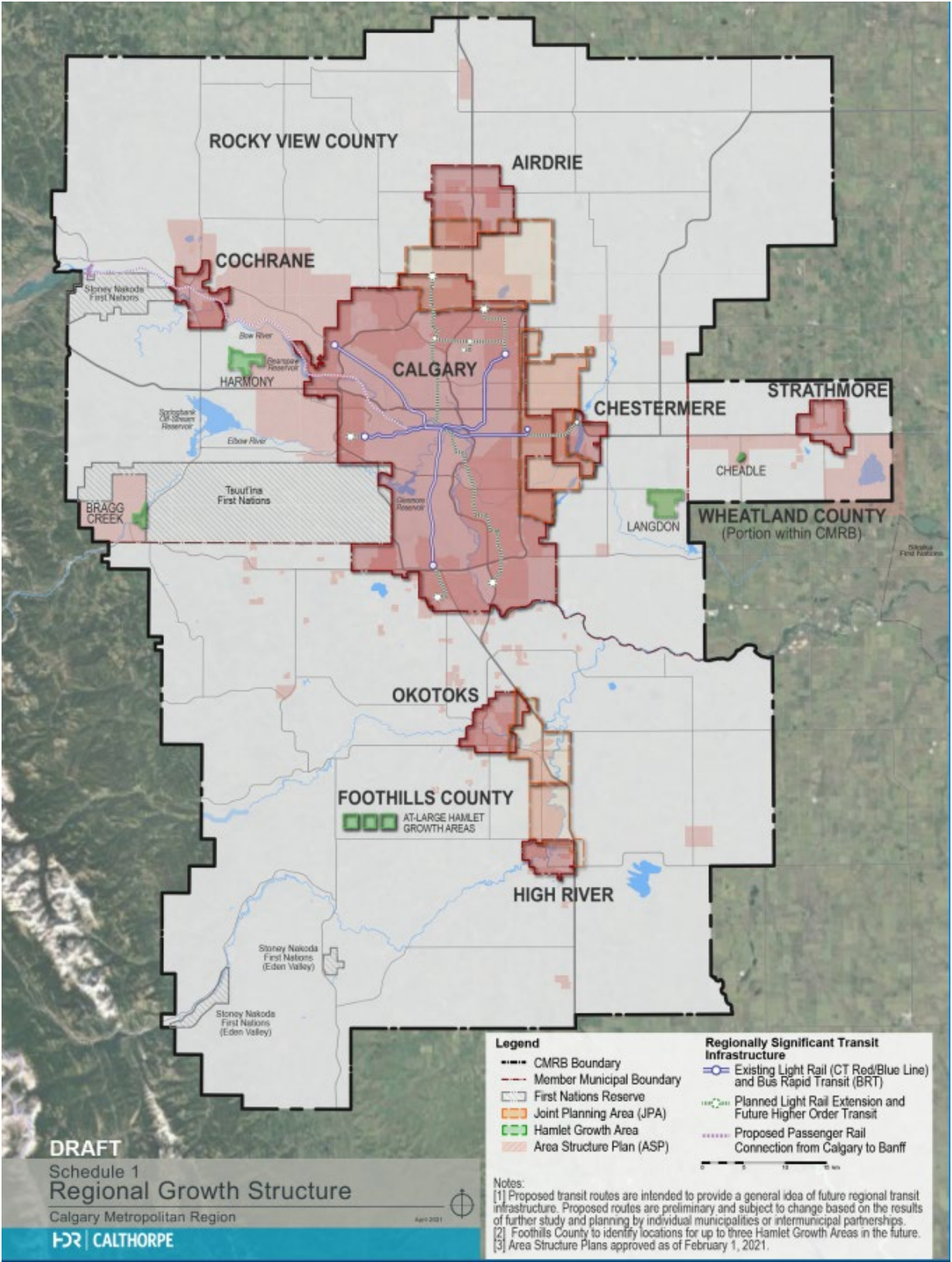


Figure 1: Growth Plan Regional Structure

## 1.2 Regulatory Framework

The Servicing Plan is regulated by the Calgary Metropolitan Region Board Regulation that came into effect on January 1, 2018. The CMRB Regulation stipulates the completion of a Growth Plan and a Servicing Plan within three years of the Regulation coming into force. While originally due was January 1, 2021, an extension to June 1, 2021 was granted for the completion of both plans.

The objectives for the Servicing Plan as set out in the CMRB Regulation are to:

- identify the services required to support the goals of, and to implement the Growth Plan;
- support the optimization of shared services to enhance use of ratepayer dollars; and
- facilitate orderly, economical and environmentally responsible growth in the Calgary Metropolitan Region.

The Servicing Plan will fulfill these objectives through a flexible and adaptive approach that:

- identifies servicing priorities in the Region;
- creates a collaborative regional framework for municipal engagement; and
- promotes evidence-based decision-making, which is grounded in research undertaken in accordance with recognized and scientifically proven research methodology.

## 2 Service Pillars

### 2.1 Plan Hierarchy

While there are many servicing matters that impact the Calgary Metropolitan Region municipalities, the purpose of the Servicing Plan is to focus on collaborative servicing, including intermunicipal servicing, regional servicing, and/or sub-regional servicing.

### 2.2 Board Goals

The Board has established goals for six thematic areas that are the framework for the Growth Plan and guidance for the Servicing Plan. These thematic areas include:

- Growth Management and Efficient Use of Land,
- Economic Wellbeing,
- Environmentally Responsible Land Use,
- Water Stewardship,
- Ensuring Efficient Shared Services, and
- Celebrating Urban-Rural Differences.

### 2.3 Focus of the Servicing Plan

The Servicing Plan focuses on six servicing priorities where the optimization of services can be improved through regional cooperation and coordination, as follows:

- transportation and transit;
- long-term water strategy;
- water and wastewater servicing;
- stormwater; and
- recreation.

While additional services may be added in the future, these servicing priorities were deemed by the Board to be important for the inaugural Servicing Plan.

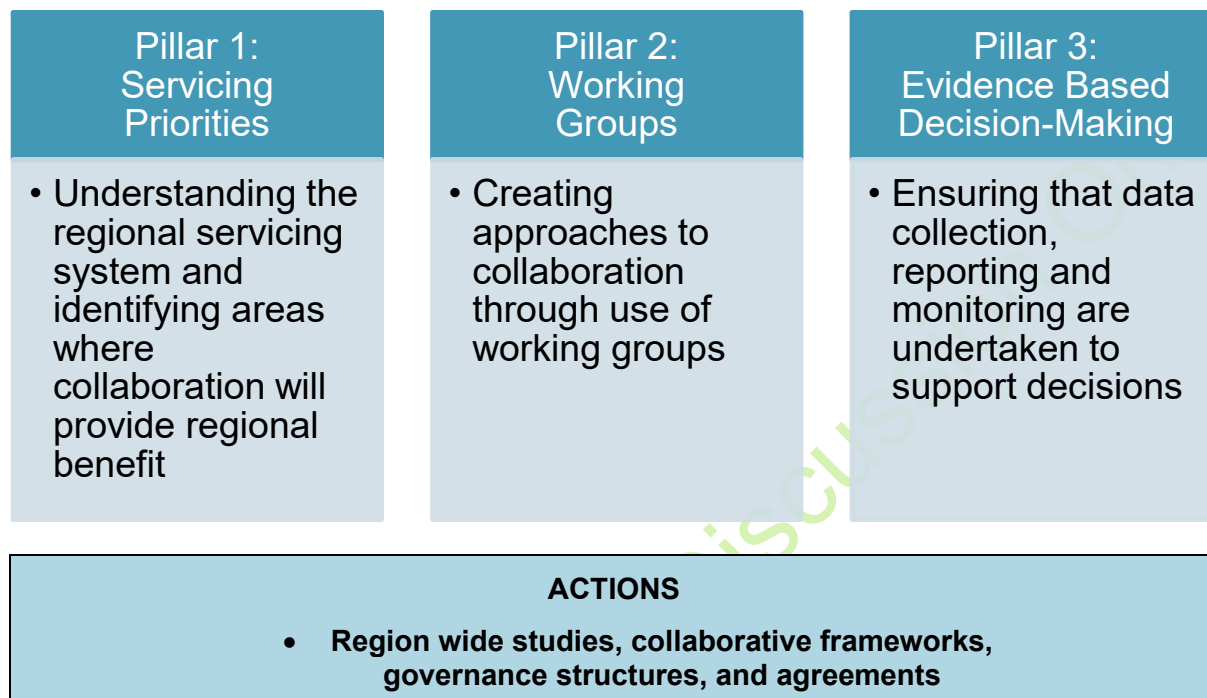
### 2.4 Servicing Plan Pillars

Servicing Plan objectives outlined in the CMRB Regulation (cited above) are supported by three Servicing Plan pillars, that shape the structure of each section of this Plan. The intent of the pillar-based approach to the Servicing Plan is to ensure implementation is broad and does not rely on a single method. Collectively the three pillars address key questions related to intermunicipal servicing:

1. What are the beneficial collaborative servicing priorities for the Region?
2. What on-going work should occur across the Region on servicing, to better understand how services are currently delivered, where there are gaps in service provision, or how to best approach regional servicing?



3. How can the region use evidence-based decision making to create innovative, meaningful and measurable improvements to service delivery for rate payers? What information or data is required at the regional level to assist future decision-making?



**Pillar 1 – Servicing Priorities:** The CMRB has completed several studies and technical reports that gather data and identify the existing regional system for regional services. The Servicing Plan builds opportunities for the CMRB to work together to identify both broad regional servicing priorities and approaches, as well as supporting more detailed discussions about servicing for Preferred Growth Areas. The relationship between these two scales of planning must be thoughtfully coordinated to allow any approach to detailed planning to feed into the broader regional discussion and vice versa. This coordination will be provided by CMRB Administration, the Land Use and Servicing Committee, and the working groups who will be providing technical support at the regional and sub-regional scales.

**Pillar 2 – Working Groups:** The creation of a broad regional network of collaborative working groups is a key component to the Servicing Plan. These groups are intended to bring together regional experts to guide the planning process for different services and to advise the Board on the studies, collaborations or processes that should occur to optimize cost-effective service delivery. Coordination between disciplines and working groups will also be critical as many issues crossover into numerous technical disciplines. While some servicing priorities within the Plan emphasize establishment of a working group, to a greater extent than others, this is an important tool to optimize servicing.

Working groups will establish:

- a clear mandate and/or terms of reference;
- a work plan; and
- measurable goals and outcomes that identify how the work of the group optimizes cost-effective service delivery to the benefit of every citizen.

Working groups will achieve the identified goals and outcomes through collaboration, and efficient, cost-effective service delivery.

**Pillar 3 – Evidence-Based Decision-Making:** The Board values Evidence-Based Decision-Making to create innovative, meaningful and measurable improvements to cost-effective service delivery for citizens. This process requires information and data that supports problem definition, clear targets, measurable outcomes and monitoring of results. The technical nature of servicing and the high cost of construction, operation, and maintenance makes robust information and data gathering an important tool to support decision-making. The CMRB supports the collection, reporting, and open and timely sharing of data at the regional scale whenever possible to guide the Region towards its identified goals and objectives.

**Actions:** Each servicing priority identifies actions that are required to optimize cost-effective services. Actions include region-wide studies, agreements, governance structures and collaborative frameworks. Specific actions are stated when possible. In circumstances where this is not possible, due to the complexity of service delivery, lack of regional information, lack of data or other barriers, working groups are the mechanism to undertake additional work to resolve the issue.



### 3 Transportation and Transit

*Regional transportation and transit is the system of arterial roads, highways, rail, pathways, airports, and related services that support intermunicipal travel and/or trade within the CMRB and beyond.*

#### 3.1 Background and Intent

The transportation and transit networks are major influences on growth in the region. They connect residents and businesses with goods, services, employment, and social networks. Regional coordination of transit and transportation strengthens the region. An efficient and well-connected transportation system provides many benefits.

- Reliable access to jobs, with choice of travel modes is an important factor in attracting talent to the region.
- Efficient access to markets supports regional commerce and competitiveness.
- Reduction in the total vehicle-kilometres travelled creates shorter commutes, connecting people to the places they need to go, and lessens the environmental impact of travel.
- Regional transit creates equity among residents by providing travel options for those who may not own a car, do not wish to drive, or cannot drive.

This section provides a path to an efficient transportation and transit networks in the region that supports economic growth and high-quality of life. It is informed by the North Calgary Regional Transportation Study, the South and East Calgary Regional Transportation Study (including the NCRTS/S&ECRTS Integration Memo that consolidated the results of the two studies), and the Transit Background Report.

#### 3.2 Servicing Priorities

The transportation corridors are the connective framework of the region, and may include a variety of routes for roads, highways and transit infrastructure. The regional transportation corridors are shown in Figure 2.

##### 3.2.1 Region-Wide Priorities

###### 3.2.1.1 REGIONAL TRANSPORTATION AND TRANSIT MASTER PLAN (RTTMP)

- **Undertake a Regional Transportation and Transit Master Plan (RTTMP) to develop a unified vision for the future regional transportation network that aligns with the Growth Plan.**

The RTTMP should include an update to the regional model to reflect the Growth Plan, including an update to the prioritization process from the North, and South and East Calgary Regional Transportation studies (and Integration Memo), to reflect the goals and policies of the Growth Plan. It will update and define the future regional network, align planning with Preferred Growth

Areas, individual municipalities and the province. An initial list of considerations for a Regional Transportation and Transit Master Plan is provided in Appendix A.

### 3.2.1.2 TRANSPORTATION CORRIDORS AND REGIONAL ECONOMIC DEVELOPMENT

- **Include assessments of transportation considerations to support economic growth and competitiveness.**

The Growth Plan identifies the strong connection between economic competitiveness and transportation. An effective transportation system provides reliable access to jobs and provides routes to move goods to markets, both of which are important economic growth considerations. A future regional economic development initiative should consider how the regional transportation system can best support the economic growth and competitiveness of the Calgary Metropolitan Region.

### 3.2.1.3 TRANSPORTATION AND UTILITY CORRIDORS

- **Optimize the use of major transportation corridors by co-locating other utilities and services where appropriate.**

The Growth Plan highlights the need for coordination between services and the importance of the multi-use of corridor to for a variety of services. While this priority can be applied to corridors primarily used by other services, transportation corridors offer the best opportunity for co-location of services.

## 3.2.2 Preferred Growth Areas Priorities

### 3.2.2.1 JOINT PLANNING AREA CONTEXT STUDIES

- **Use Context Studies, local transportation master plans, Transit Background Report and the North, and South and East Calgary Regional Transportation Studies (and Integration Memo) to build a better understanding of regional corridors, demand, servicing systems and other key considerations in Joint Planning Areas.**

Context Studies will be the primary mechanism to guide integration of transportation and land use within Joint Planning Areas. The North and South and East Calgary Regional Transportation studies, completed by the CMRB in 2020, assessed the regional transportation network, and established priorities for transportation investment throughout the Calgary Metropolitan Region. These studies will provide a foundation of network information that will need to be further refined as Context Studies are developed. Given the importance of Context Studies, and the requirement to complete them within the Growth Plan, Context Studies will occur in advance of the RTTMP, with the outcomes of the Context Studies informing the RTTMP on Preferred Growth Areas and transportation.

### 3.2.2.2 PREFERRED GROWTH AREAS OUTSIDE JOINT PLANNING AREAS

- **Address transportation and transit needs for Preferred Growth Areas outside of Joint Planning Areas through local transportation master plans, and through the Regional Transportation and Transit Master Plan and/or a future regional economic development initiative.**

There are several important connections outside Joint Planning Areas that can best be addressed through region-wide planning initiatives and within local transportation plans. Corridors that connect urban municipalities outside Joint Planning Areas and those that connect Hamlet Growth Areas will require specific attention.

### 3.3 Working Groups

Two groups noted below, comprised of CMRB administration and representatives of member municipalities administrations, worked to coordinate delivery of previous transportation and planning documents.

- The Transportation Technical Advisory Group worked effectively with CMRB administration and consultants to oversee the South and East Calgary Region Transportation Plan, and to integrate with the North Calgary Region Transportation Plan.
- The Transit Subcommittee developed the Transit Background Report.

Working groups will be required to support the development of the RTTMP, the Context Studies and the transportation components of a future regional economic development strategy. In the near term:

- these groups will merge and continue as an advisory Working Group, drawing on the expertise of key external stakeholders such as Alberta Transportation, as required; and
- the status quo approach of delivering transportation infrastructure and services on a case-by-case basis will continue.

In the longer term, and pending the recommendations of Context Studies and the RTTMP, more formalized governance or collaborative structures or agreements may be appropriate, particularly for the delivery of transit.

### 3.4 Evidence-Based Decision-Making

The following mechanisms provide valuable sources of information, which will enable the Board to undertake Evidence-Based Decision-Making, as defined earlier in this plan:

- **Regional Transportation Model** – Regional transportation models are a fundamental tool to assist with transportation planning. The CMRB has previously partnered with the City of Calgary to maintain a regional version of its transportation model. Sharing of a common model between the CMRB and City of Calgary will simplify planning and reduce the potential for conflicts, particularly associated with development approvals. In addition, Alberta Transportation is a partner with the City of Calgary model, also allowing for consistency between agencies. The land use elements of the regional model should be updated as part of the RTTMP, to reflect the Growth Plan and details established in Context Studies.
- **GIS Database** – The CMRB with inputs from municipalities and Alberta Transportation, should develop and maintain a basic road centerline database, with a long-term goal of creating a central regional repository for transportation and traffic information.

Monitoring of transportation activity can support evidence-Based Decision-Making and can be used to measure the effectiveness of implementation for both the Growth Plan and Servicing Plan. There are several sources of information that can assist in monitoring. The RTTMP should identify a simple and succinct set of metrics, which at a minimum should include network vehicle-kilometers travelled, which in turn can provide estimates of greenhouse gas emissions. In addition, the travel surveys used to update the regional model and the National Household Survey Journey to Work statistics, provide relatively understandable, meaningful and accessible monitoring information.

### **3.5 Actions**

As noted above, the CMRB will:

- complete the Context Studies for the Joint Planning Areas in a way that provides information and data to the broader regional planning initiatives;
- study regional corridors as an element of future regional economic development initiatives;
- develop a regional transportation model;
- merge the Transportation Technical Advisory Group and Transit Subcommittee; and
- complete a regional Transportation and Transit Master Plan.



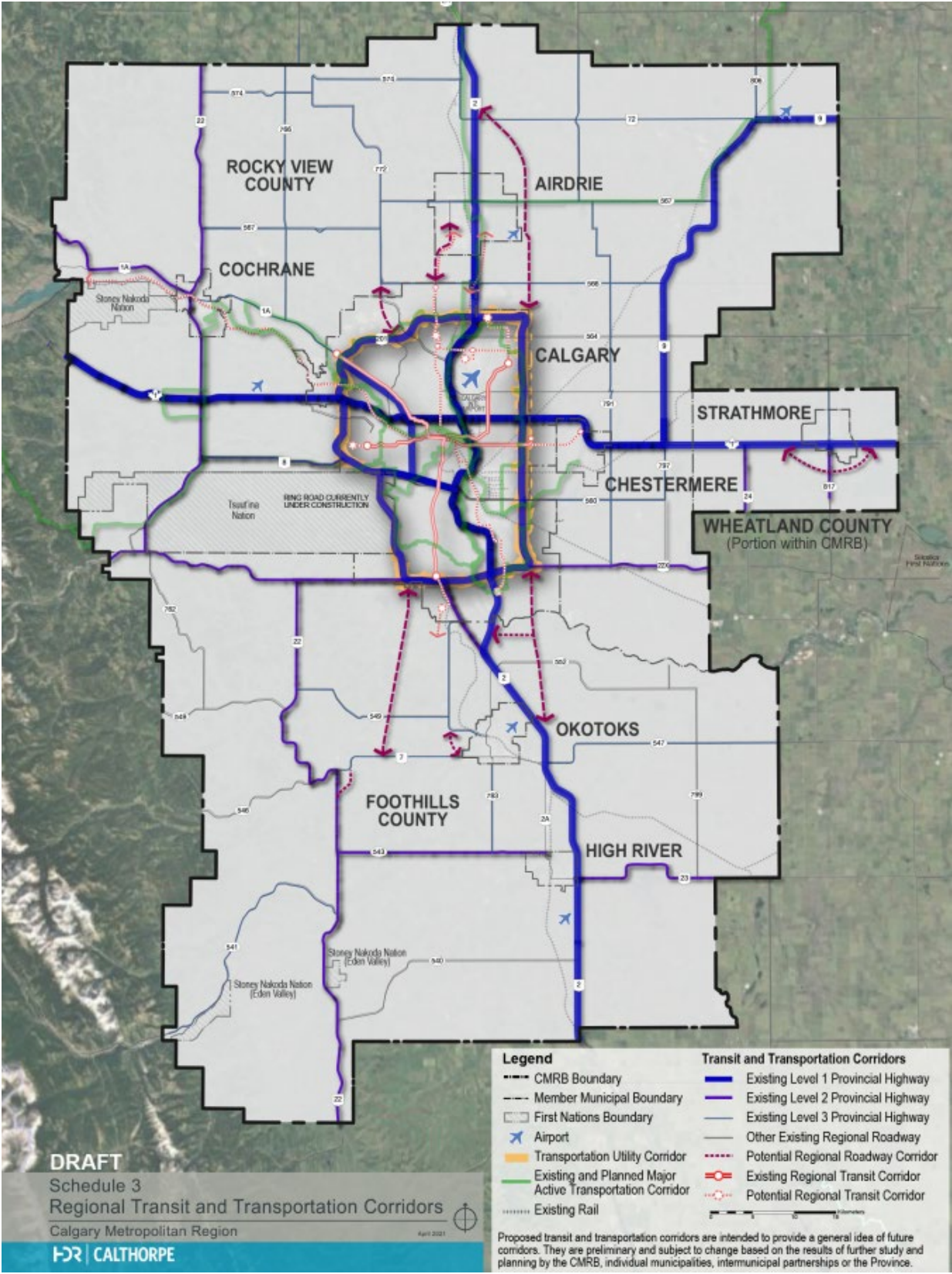


Figure 2: Regional Transit and Transportation Corridors

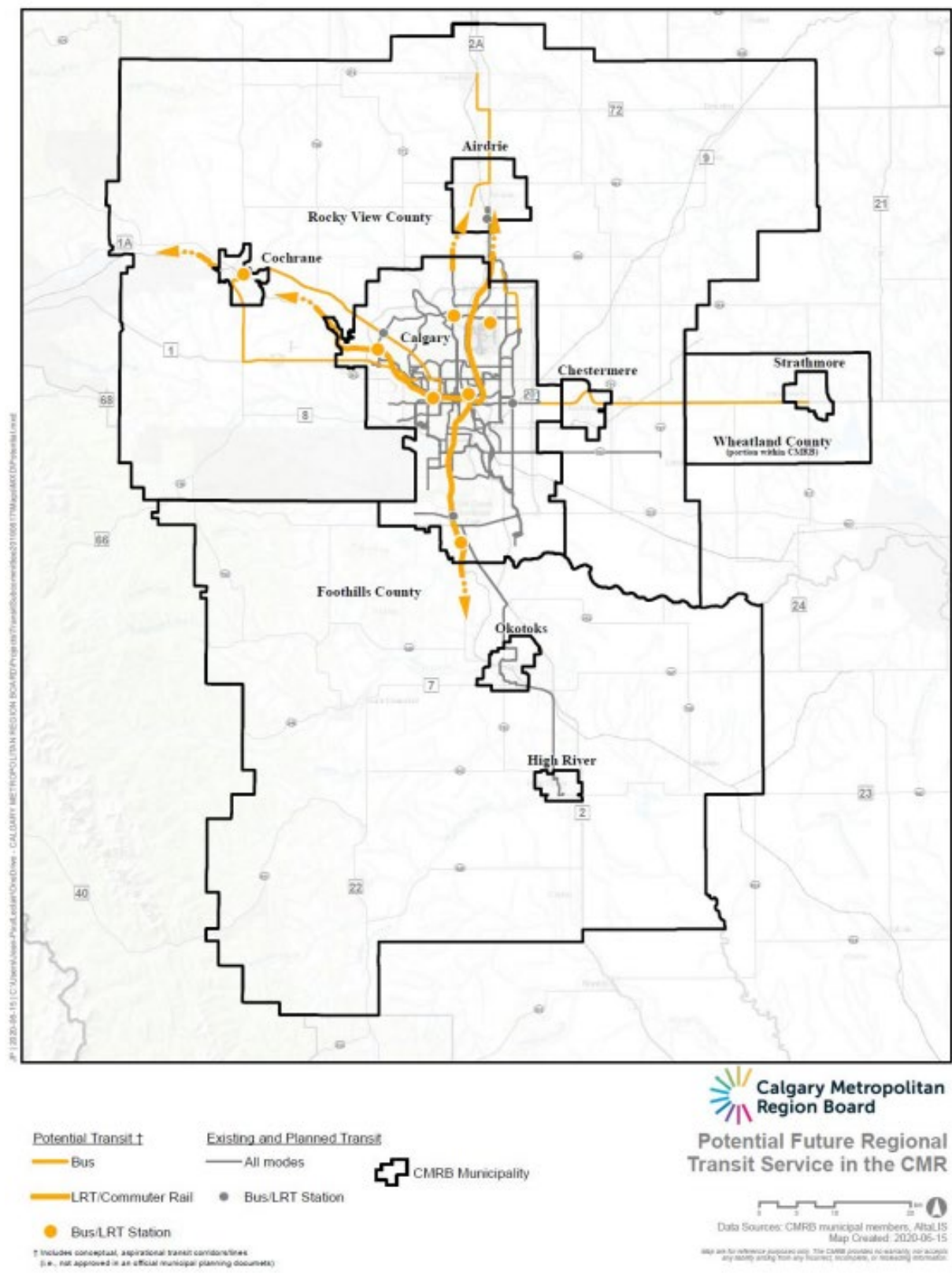


Figure 3: Potential Future Regional Transit Service in the CMR  
Source: CMRB Transit Background Report, 2020

## 4 Long-Term Water Strategy

*The long-term water strategy will be the Region's plan to protect and use water in a sustainable and responsible manner to enable continued growth and prosperity.*

### 4.1 Background and Intent

The Calgary Metropolitan Region spans the South Saskatchewan River Basin including the Bow River, Oldman River and Red Deer River sub-basins. These river systems experience a climate that is susceptible to both intense floods and prolonged droughts, often within a short time period.

Continued climate change will amplify the magnitude of these extreme events, thereby necessitating a comprehensive strategy to support growth in the Calgary Metropolitan Region. Physical evidence within the South Saskatchewan Basin points to continued overall decline in average flows within the Calgary Metropolitan Region watersheds, that threaten the overall security and quality of the water supply to existing license holders.

Subsequently, all Calgary Metropolitan Region sub-basins are expected to experience some degree of water quantity constraints within the next 30 years. In response to this, the Bow and Oldman sub-basins were closed to new water license applications in 2007.

*"The SSRP sets the stage for robust growth, vibrant communities and a healthy environment within the region for the next 50 years. The SSRP establishes the need to consider cumulative environmental impacts in decision making and the need to establish a cumulative environmental management system to manage the cumulative effects of development on air, water, land and biodiversity to ensure the value and benefit of these environmental systems are sustained at the regional level and contribute to provincial outcomes. The SSRP has established baseline outcomes and objectives along with strategies and actions that will be used to achieve them. Integrated monitoring, evaluation and reporting systems are essential as they are used to assess progress in achieving outcomes and objectives"*

- South Saskatchewan Regional Plan

Sub-regional entities, including individual municipalities and other sub-basin groups play an important part in watershed planning. Watershed Planning and Advisory Councils and Watershed Stewardship Groups have taken a lead in watershed protection and planning, with support from the province by developing water management plans for some of the sub-watersheds in the Calgary Metropolitan Region. These water management plans align water stewardship goals in the region, and provide cumulative benefits that improve outcomes, at both the sub-watershed and watershed levels.

There are opportunities to improve the way that water is managed and delivered between member municipalities, with other regional partners and stakeholders, and within the Preferred Growth Areas. Collaborative servicing and watershed planning could provide opportunities to reduce our impact on the watershed, improve efficiency, and support regional economic growth.



## 4.2 Servicing Priorities

As previously noted, there are many groups working towards a long-term water strategy for the region and its watersheds. Given the anticipated growth to occur over the lifetime of the Growth Plan, and the water required to support that growth, it is imperative that the CMRB determine how it best fits into the ongoing deliberations around water. This is a complex topic, and an effective strategy is necessary to ensure the future supply of water for the region and the health of the watershed. These two considerations are intricately linked.

### 4.2.1 Region-Wide Priorities

#### 4.2.1.1 WATERSHED PLANNING

- **Determine how the CMRB can contribute to and integrate with regional watershed planning**

Watershed planning focuses on broad watershed protection, and the issues of water quality and quantity. Watershed planning is most effective at the watershed scale, and the Calgary Metropolitan Region represents only a portion of the South Saskatchewan River Basin. The South Saskatchewan Regional Plan is the guiding document for planning in the watershed. The South Saskatchewan Regional Plan cites policies to enable the Province to limit activities that impact water quality and quantity and provides broad guidance for watershed protection. The South Saskatchewan Regional Plan is the tool that implements the South Saskatchewan Region Surface Water Quality Management Framework. This provincial framework establishes the guiding principles, and the province's management system of water quality monitoring for all water users in the South Saskatchewan Region, in which the Calgary Metropolitan Region is located. The Calgary Metropolitan Region and its members must be compliant with the South Saskatchewan Regional Plan and can advocate for enhanced protection of the watersheds that the Calgary Metropolitan Region relies on, including watersheds within and outside of the region's boundary.

#### 4.2.1.2 WATER USE AND EFFICIENCY

- **Identify opportunities to improve water efficiency through regional collaboration**

All Calgary Metropolitan Region members have implemented water conservation initiatives at some level, and these include initiatives such as water metering, consumer education, subsidies for low-flow fixtures, outdoor watering restrictions and tiered rate structures, to promote conservation/efficiency. These initiatives have reduced per capita water use in the Calgary Metropolitan Region in the past decade, based on current consumption patterns. However, the long-term planned projected regional growth will require more water than is currently approved for municipal use.

#### 4.2.1.3 ADVOCACY

- **Advocate on regional issues, including water licensing, approvals, transfers, and regulatory barriers**

The Water Act allows for water license transfers, provided an approved Water Management Plan is in place. However regulatory constraints, including the 10% conservation hold-back,



have created administrative complexity, that have prevented water license transfers and sharing.

The Calgary Metropolitan Region can advocate to the Province and stakeholders to reduce existing regulatory barriers to sharing and efficiently allocating water.

## 4.2.2 Preferred Growth Areas Priorities

### 4.2.2.1 OPPORTUNITY FOR LEARNING

- **Incorporate lessons learned through planning in the Joint Planning Areas into the region's long-term water strategy**

Preferred Growth Areas may have water management plans for consideration in the long-term water strategy, as appropriate. The findings from the Context Studies in Joint Planning Areas may provide additional information and considerations for the regional long-term strategy, as appropriate.

## 4.3 Working Groups

As demonstrated by the plethora of issues at different scales and under different authorities and jurisdictions, the development of a long-term water strategy for the Calgary Metropolitan Region will be a significant task, and will be undertaken in parts that will ultimately form a cohesive long-term water strategy. To begin to address these issues, water subject matter experts from each member municipality (known as the "Water Table") developed a "Water Road Map", which outlines the iterative process for water-related planning in the Calgary Metropolitan Region. The Water Table will continue as the Water Working Group and will update the Water Road Map by engaging with external groups and organizations. This initiative is important and necessary to advance a long-term water strategy for the region.

The Water Table has guided several background studies noted below, which should be referenced and used to inform the next steps of a long-term water strategy:

- Water Use and Conservation in the Calgary Metropolitan Region Study
- Natural and Managed Capacity of Regional Water Supply in the Calgary Metropolitan Region Report
- Calgary Metropolitan Region Existing Water and Wastewater Servicing and Regional Potential Report
- Stormwater Background Report

Developing a long-term water strategy for the Region is an inherently collaborative exercise, given that a significant part of the Region fits within one watershed, being the South Saskatchewan River Basin.

## 4.4 Evidence Based Decision Making

The working group will need to determine what information and data it requires to address the long-term water strategy priorities. The priorities will build on an evidence-based approach that can be measured and monitored.

## 4.5 Actions

- Update the Water Road Map to identify the best path to a long-term water strategy.
- Address priorities to begin development of a long-term water strategy, which includes:
  - identification of existing barriers and gaps to water security;
  - goals for the long-term water strategy;
  - applicable international or regional best practices;
  - ongoing regional initiatives and how the CMRB supports or integrates with this ongoing work;
  - a framework for water security including studies, collaborations, stakeholder engagement, data collection or other necessary elements;
  - a work plan for achieving the goals of the strategy; and
  - other considerations.
- Complete Context Studies for the Joint Planning Areas in a manner that considers stormwater management and conservation of environmentally sensitive areas, to support a greater long-term water strategy, and to provide information and data for broader regional planning initiatives.

## 5 Water and Wastewater Servicing

*Water and Wastewater Servicing includes the access, treatment and servicing of water and wastewater for development. Primary aspects include water and wastewater treatment, conveyance via major corridors, and licensing.*

### 5.1 Background and Intent

Continued growth in the Region is predicated on not only water availability, but on the efficient and affordable provision of water to residents and businesses. This includes the collection, treatment and distribution of potable water, and the conveyance, treatment and discharge of wastewater.

The wastewater systems in the region mirror the water systems, with many municipalities owning and operating their own collection lines and wastewater treatment facilities. The Calgary Metropolitan Region Existing Water & Wastewater Servicing & Regional Potential background report provides a baseline inventory of existing water and wastewater servicing capacity in the region, and identifies major treatment and sub-regional transmission facilities.

Some member municipalities have recently taken the initiative to provide sub-regional water servicing through collaboration. An example is the Foothills/Okotoks sub-regional water pipeline project. The two municipalities plan to build a raw water pipeline from the Bow River, and share costs based on usage. This project will enable continued water access and growth while providing value to residents through cost sharing.

The Foothills/Okotoks sub-regional water pipeline project was partially spurred by water license limitations. Under current regulations, water must be used and returned to the same watershed from which it was withdrawn. Water licensees can draw water from the river system up to their allotted limits, which include annual and instantaneous withdrawal amounts permitted. While water access in times of shortage is governed using Alberta's priority system from the Water Act, there may be opportunities to advance the management and allocation of water to enable more efficient use and sharing within the region. This will require working with the Province, and specifically Alberta Environment and Parks.

The following servicing plan, priorities, and action items outline a way forward to address these water, wastewater and water licensing issues.

### 5.2 Servicing Priorities

#### 5.2.1 Region-Wide Priorities

##### 5.2.1.1 REGIONAL UTILITY SYSTEM

- **Assess opportunities for shared servicing at the regional level based on findings and lessons learned through Context Studies and at the sub-regional level**

There is no regional water and wastewater utility provider in the Calgary Metropolitan Region. Although there are municipal utilities that provide services to other municipalities, they are provided to customers on a cost recovery basis. Municipalities that receive water and wastewater services from other providers, typically treat and distribute the water within their own municipal boundaries. In some cases, provision of water includes development of intermunicipal infrastructure. An example of an existing intermunicipal facility is the East Calgary Regional Water Line, which delivers water from Calgary to the Town of Strathmore and City of Chestermere.

A broad regional approach to utility servicing is not being pursued by the Calgary Metropolitan Region at this time, as it would be an extensive and expensive undertaking, and is not anticipated to have a significant regional benefit. Most Preferred Growth Areas already have utility servicing planning provided. Remaining growth areas should be considered on a case-by-case basis. A bottom-up approach to collaboration will be used, where the background studies and planning documents for Preferred Growth Areas will inform the need and direction of subsequent regional or sub-regional collaboration for water and wastewater servicing.

## 5.2.2 Preferred Growth Areas Priorities

### 5.2.2.1 SUB-REGIONAL SERVICING

- **Evaluate opportunities for servicing collaboration through planning in the Preferred Growth Areas**

Preferred Growth Areas are an ideal place to start collaborating inter-municipally to optimize the regional water and wastewater servicing system, and they could bring to light opportunities for collaboration in other locations. Starting with these areas will create a clear path to service optimization and allow for targeted discussions around location, land use, level of service, cost-benefit impacts, levies, and other considerations deemed relevant.

## 5.3 Working Groups

Strategies for sub-regional servicing will be identified in the Context Studies for the Joint Planning Areas. The Context Studies will be led by the Calgary Metropolitan Region and developed by members. The working group, or a sub-committee working group will act as an advisor to the process, providing consistency between the different Joint Planning Areas.

Municipalities will be required to collaborate in the Context Studies in Joint Planning Areas and associated discussions on water servicing. Similarly, where there is a need for water or wastewater servicing in other Preferred Growth Areas (Hamlet Growth Areas and Urban Municipalities), municipalities with capacity to provide services to these Preferred Growth Areas are required to jointly review potential servicing strategies with the municipality requiring servicing.

Through collaboration, all municipalities are encouraged to supply water and wastewater services in the most cost-effective manner possible, while ensuring negative consequences to the environment are avoided.

## 5.4 Evidence Based Decision Making

Evidence based decision making for water and wastewater services will require information on a range of variables, including the land use / Placetypes need, infrastructure capacity, water quality and water quantity, regulatory and environmental constraints and cost-effectiveness. It will also require reliable data sources to understand how water is currently being used, which requires effective monitoring.

The CMRB will set standards for data collection to ensure the provision of consistent regional data to all members, and to inform planning in the Preferred Growth Areas. Guidance on evidence-based decision making will be provided by the working group, some of which will be garnered through the Context Studies for Joint Planning Areas.

## 5.5 Actions

- Complete the Context Studies for the Joint Planning Areas in a manner which considers servicing optimization and cost-effectiveness for all parties involved.
- Update the Water Roadmap with the working group, given the identification of Preferred Growth Areas in the Growth Plan.
- The working group will identify areas for Preferred Growth Areas, that may require support from regional partners, due to lack of water or wastewater capacity over the life of the Servicing Plan. The working group will identify ways to determine which municipalities can most efficiently and effectively provide servicing to the Preferred Growth Area being evaluated.



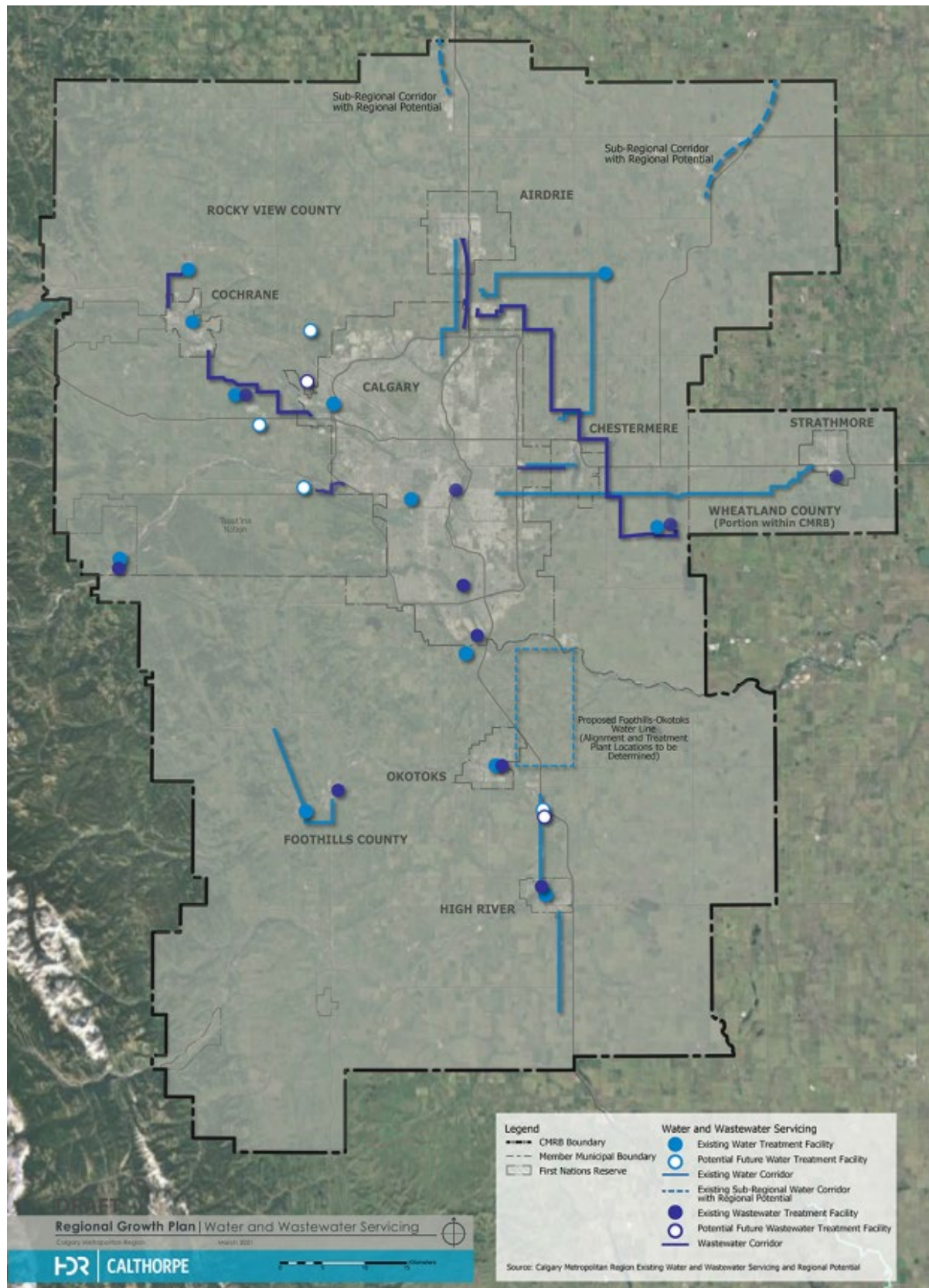


Figure 4: Regional Water and Wastewater Utility Corridors

## 6 Stormwater Management

*Stormwater is runoff from rainstorms, hailstorms or melting snow that is shed from urban and rural landscapes.*

### 6.1 Background and Intent

Stormwater management is one of the topics to be addressed in the Context Studies required by the Growth Plan in the Joint Planning Areas. However, given the values of the Board and the mandate to ensure environmentally responsible growth, it is appropriate that the Calgary Metropolitan Region consider region-wide opportunities, to improve environmental outcomes related to stormwater management. Regional priorities include:

- Drinking water quality for public health and safety
- Affordability of water treatment
- Water quality for ecosystems and downstream users
- Management of nutrient loading
- Protection of people, land, property and ecosystems
- Stormwater use
- Increase public utilization of stormwater infrastructure

Quality and quantity requirements for stormwater runoff are regulated by the Province, which grants municipalities jurisdiction over the design and operation of stormwater facilities through land use plans. Stormwater management is necessary to protect drinking water, the aquatic health of rivers, and environmentally sensitive areas. It also protects communities and infrastructure from flooding, reducing improvement/upgrade costs, which ultimately benefits ratepayers. Improved stormwater management also provides opportunities, such as stormwater use where appropriate, to reduce water needs.

Stormwater management challenges that the Calgary Metropolitan Region is facing include:

- source water quality concerns related to upstream land uses;
- relatively flat terrain in some areas of the region, that increases risk of overland flooding during extreme events; and
- limited access to receiving water bodies within the northeast portion of the region, resulting in development restrictions due to zero discharge requirements.

Stormwater management creates challenges and opportunities for land development and watershed protection in the Calgary Metropolitan Region. Collaborative management and planning, both regionally and within the Preferred Growth Areas, represents a way forward in stormwater management and has a role in collaborative watershed protection initiatives.

## 6.2 Servicing Priorities

### 6.2.1 Region-Wide Priorities

#### 6.2.1.1 STORMWATER USE AND WATER REUSE

- **Advocate for stormwater use**

Many jurisdictions around the world have used innovative strategies to purify grey water and re-use stormwater as measures to effectively increase water supply. The province is working on guidance to progress opportunities for the capture, treatment, and reuse of stormwater. As member municipalities consider potential water shortages in the future, due to natural climate variations and human induced climate change, stormwater use becomes an attractive solution with wide ranging benefits. Key challenges around stormwater use in the CMRB include:

- incomplete provincial direction regarding stormwater use;
- extreme variability in flows associated with intense rainfall events;
- addressing snow and hail events in the design of engineering systems intended for the collection and conveyance of stormwater;
- nutrient loading and high salinity associated with early-spring runoff from impermeable surfaces;
- undertaking cost-benefit evaluations of stormwater use versus raw water treatment/distribution; and
- potential for cross-contamination with sewer overflows.

Stormwater use has been identified by the public, member municipalities and the CMRB Advocacy Committee as a common opportunity for municipalities to augment their supply with fit-for-purpose management strategies, while respecting public health and safety. The CMRB can advocate to the province for stormwater reuse on behalf of its members, and work to enable innovative stormwater management strategies for the benefit of ratepayers.

#### 6.2.1.2 REGIONAL INITIATIVES

- **Lead collaboration at the regional and sub-regional levels to improve stormwater management**

As a regional body, the CMRB can lead discussions between members at the regional and sub-regional levels to facilitate opportunities for coordination and cooperation. This may include coordination with external stakeholders such as the Province, First Nations, the Western Irrigation District, Watershed Planning and Advisory Councils, Watershed Stewardship Groups, and other intermunicipal watershed protection groups. Increased collaboration between CMRB members has the potential to improve the operating efficiencies and economics of stormwater management infrastructure, while the alignment of plans in adjacent municipalities can ensure the cumulative effects of stormwater on quality and quantity of water are managed.

An example of cooperative stormwater and drainage management is the Nose Creek Watershed Water Management Plan. The Plan provides recommendations for setbacks and



stormwater management principles that are being adopted within Airdrie, Calgary, Rocky View, Crossfield and the Calgary Airport Authority. The establishment of the Cooperative Stormwater Management Initiative (CSMI) is another example of collaboration between municipal and other water users, in this case an irrigation district, to mitigate the effects of stormwater runoff on irrigation water quality, while reducing the restrictions that stormwater discharge imposes on land development.

### Preferred Growth Areas Priorities

#### 6.2.1.3 CONTEXT STUDIES FOR JOINT PLANNING AREAS

- **Initiate stormwater management collaboration in Preferred Growth Areas**

The Preferred Growth Areas will be the priority locations for collaboration on stormwater management. Context Studies for the Joint Planning Areas will provide an opportunity to determine if there are sub-regional gaps in conveyance or drainage, or concerns regarding the quality and capacity of receiving water bodies. The need for collaborative solutions can be determined through the Context Studies.

## 6.3 Working Groups

Stormwater initiatives will be coordinated through the same working group as the long-term water strategy, and water and wastewater servicing.

## 6.4 Evidence Based Decision Making

Member municipalities should work together to catalogue and establish tools for innovative stormwater management. These can be used to support discussions with citizens and the development community on the best practices for greenfield development and stormwater management. This could include the cataloguing of management practices such as stormwater infrastructure ponds and recreational amenity management approaches. Other data gathering functions can be identified in the future, as required.

## 6.5 Actions

- Update the Water Roadmap to identify stormwater priorities.
- Working group to identify areas that may have regional stormwater issues that would benefit from a regional approach.
- Complete Context Studies for the Joint Planning Areas in a way that considers stormwater management and environmentally sensitive areas.
- Context Studies may identify opportunities to support a greater long-term water strategy, and provide information and data to the broader regional planning initiatives.

## 7 Recreation

*Regional recreation includes facilities, spaces, programs or services that are owned or operated by a CMRB member municipality, and have a realistic potential of use by, and broader benefits to, residents from outside the municipal boundaries in which they are provided.*

### 7.1 Background and Intent

The recreation system across the Calgary Metropolitan Region is diverse, complex, and multifaceted. Recreation services provided by municipalities leads to residents and visitors being more physically active, promoting improved physical fitness. Recreation also brings people together which can, positively contribute to desired outcomes for other important societal needs, including public education, and positive mental health.

Municipalities are interested in coordinating servicing efforts, where new community growth, within a potential recreation service area is occurring. Due to the high capital costs of recreation facilities, increasing operation and maintenance costs for delivering this service, and the public's increasing demand for services, municipalities are finding it difficult to balance fiscal constraints with public demand for recreation. For these reasons, paired with a sincere interest for municipalities to provide residents with a high quality of life, a more collaborative approach is necessary. Once a facility, program or service is defined as regional, areas for collaboration and coordination may include evidence-based planning for capital investment, operations and maintenance or facility planning.

### 7.2 Servicing Priorities

#### 7.2.1 Region-Wide Priorities

##### 7.2.1.1 MUNICIPAL COLLABORATION

- **Collaborate to realize mutually agreed upon outcomes.**

Collaboration can lead to cost savings, risk-reduction, resources and responsibility sharing, while improving the quality of services delivered. There are some areas of the Calgary Metropolitan Region where collaboration is thriving and other areas where the full benefits from collaboration have yet to be realized.

### 7.3 Working Groups

A Recreation Working Group will identify regional or sub-regional priorities on a voluntary case-by-case basis. Regional collaboration should be an ongoing activity, built on a foundation of partnerships and evidence-based decision making. The Recreation Technical Advisory Group should evolve to a working group comprised of member municipality experts to facilitate collaboration by identifying areas of common interest, coordination, regional challenges and to

share information. The working group should establish collaborative processes for regional recreation decision-making, and shared-services integration that will build trust, be transparent, and respect an individual municipality's right to make its own recreation decisions.

## 7.4 Evidence-Based Decision Making

Calgary Metropolitan Region member municipalities should establish processes that incorporate evidence-based decision making to the greatest extent possible. Creating a common understanding of the current state of recreation in the Region will require establishment of common region-wide metrics to support data gathering, assessment, and study. Member municipalities will collect and share data in support of evidence-based approaches to decision-making at the regional level.

## 7.5 Actions

- Establish a Recreation Working Group.
- Provide advice on recreation servicing for Context Studies.

## 8 Implementation

The implementation of the Servicing Plan will be enacted primarily through the completion of the actions identified within each service area. These actions are either specifically identified within this Plan or stated generally and will be further detailed as various working groups fulfill their respective mandates. As shown in Figure 5 below, the overall administrative structure for the Servicing Plan includes the Board, who approves the Plan, Committees of the Board, CMRB Administration, and working groups. Regional stakeholders, municipal, and consultant experts will engage with the working groups, on an as needed basis. The data collected, the studies, and the timing of work will be coordinated through CMRB Administration.

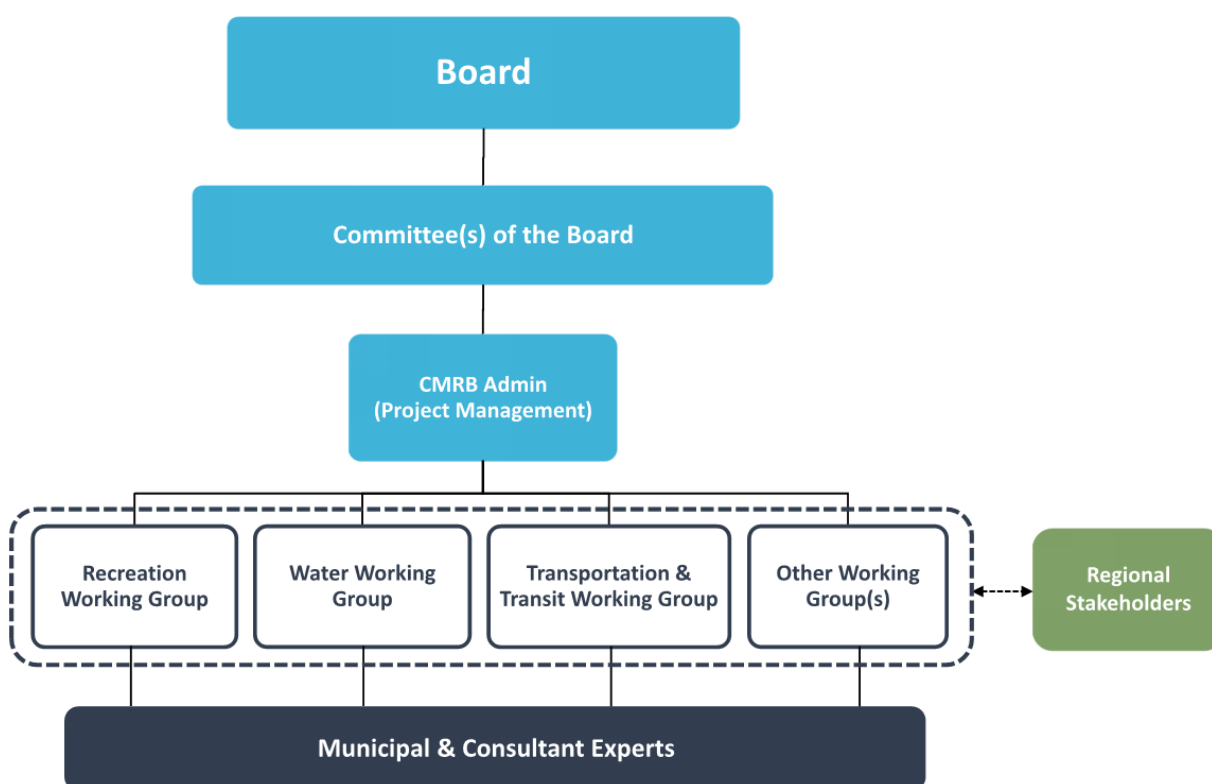


Figure 5: Administrative Structure for Servicing Plan

### 8.1 Working Groups Guiding Principles

The following principles will guide the future work of all Working Groups:

- Actively seek opportunities for efficient service provision and equitable sharing of costs and benefits.
- Work with a Regional mindset that considers the collective good of our citizens.
- Pursue innovative research, technology, and best practices.
- Build, collect, and openly share regionally relevant data, information and knowledge in a timely way.

- Support regionally scaled service investments informed by evidence regarding customer, fiscal and environmental outcomes.
- Prioritize sub-regional service initiatives that align with the Growth Plan.
- Recognize the autonomy and individuality of municipalities and how this influences service delivery.
- Prioritize the provision of safe and reliable services to citizens and businesses in the CMR.
- Act and advocate in a regional manner with a unified voice.

## 8.2 Data Collection and Monitoring

One of the key pillars of the Servicing Plan is evidence-based decision-making, which requires timely collection and monitoring of information. This pillar is vital to the implementation and success of the Plan. CMRB administration will be a data repository, that will provide the Region with a valuable collection of region-wide data, which is not present at this time. CMRB administration, with the assistance of working groups and municipalities, will reach out to research institutions, universities and colleges to obtain the most current information and ensure the data is available for decision making and monitoring. The information collected will be updated regularly and integrated into the CMRB's data collection and monitoring system.

The benefits to the Region of a strong region-wide data collection system include:

- improved economic development initiatives for attraction and retention of businesses in a globally competitive economy;
- cost-savings for municipalities;
- data consistency across the Region;
- improved environmental stewardship;
- better land use planning; and
- improved decision-making through use of innovative data modeling and scenarios.

In summary, a strong region-wide data collection system will support the optimization of regional services, identified in earlier sections of this Plan.

## 8.3 Plan Update and Review

Implementation of the Servicing Plan will require reviews and updates to ensure continued alignment with the Growth Plan, and potentially new directions from the Board.

The Plan should be reviewed and updated every five and ten years when the Growth Plan is updated, or any other time when directed by the Board or Minister.

## Appendix A

### Considerations for a Regional Transportation and Transit Master Plan and for Context Studies

#### 1. Regional Transportation and Transit Master Plan

The RTTMP should consolidate plans within the region and address several topic areas to support the next million population in the Region, and to support “foreshadowing” of longer term needs beyond the next million people.

**a) Road and Highway Network** – The North and South and East Calgary Regional Transportation studies set the framework for road and highway planning in the Region, including prioritization of infrastructure projects. The RTTMP should define what is regionally significant with regard to roads. The provincial highway network is an important component of the regional roads and highways network, and therefore Alberta Transportation should be a direct participant in the RTTMP development.

**b) Goods Movement** – The goods movement network is directly connected to and part of the regional road and highway network, but also includes the rail and air modes of transportation. It includes truck and dangerous goods routes, including high and wide load corridors in the region. The RTTMP should:

- Identify strategies to minimize the effects of commuter congestion on important goods movement and trade routes;
- Identify a network of priority routes for regional goods movement, linking key hubs such as intermodal facilities and the Calgary International Airport with an emphasis on reliability; and
- Protect the integrity of major goods movement routes by coordinating adjacent land use planning with the provision of adequate truck accessibility.

**c) Transit** - There are a range of municipally and privately provided transit options at both the regional and local scales. Calgary, which offers 4,369 km of transit routes, 159 bus routes and 45 LRT stations, has the most rapid transit riders per million residents of any major Canadian city. Airdrie offers fixed route, on-demand, and intermunicipal bus service. Both Cochrane and Okotoks offer on-demand transit services in their communities. Private operators are creating connections and accessibility for residents across the region, while providing services for vulnerable populations in rural areas. Chestermere and Calgary are currently investigating extension of Calgary Transit service to Chestermere. The RTTMP should reference the Transit Background report as a starting point for defining desired outcomes.

**d) Active Transportation** – There are several regional active transportation corridors that serve a dual function as recreational corridors and transportation routes. Coordination of these routes among municipalities will allow for a well-connected regional network that can support a variety of purposes. Additionally, regional active transportation should also consider how active modes

can be integrated with other modes, including transit, and the importance of compact growth in supporting active transportation. The RTTMP should consider how regional active transportation activity is measured, how needs are assessed, and how ongoing monitoring is undertaken.

**e) Air** – The Calgary Airport Authority operates the primary airports in the Calgary Metropolitan Region, including Calgary International Airport and the Springbank Airport. There are several other airfields throughout the region, providing a variety of services. The RTTMP should identify connectivity requirements for the regionally significant airports (the Calgary Airport Authority airports at a minimum).

**f) Rail** – Rail provides an important connection for cargo in the Region. Although there are currently no passenger rail services (excluding the Rocky Mountaineer tourist train), future opportunities associated with rail or high-speed rail between Calgary and Edmonton and the proposed Calgary-Banff commuter rail corridor, should be monitored and further evaluated in the RTTMP.

**g) Governance** – Responsibility and jurisdiction for provincial highways, airports and railways are outside the jurisdiction of the CMRB. While there are opportunities for additional collaboration related to maintenance and operation of municipal roads, it is anticipated that responsibility will remain with individual municipalities in the foreseeable future.

As the region grows, increased transit demand, and related regional demand may present opportunities for alternative delivery options for transit in the Calgary Metropolitan Region. The RTTMP should investigate potential regional service delivery models, with consideration to the location and scale of growth areas outlined in the Growth Plan.

## **2. Context Studies for Joint Planning Areas**

Context Studies should consolidate the relevant components of:

- integration with growth areas;
- individual municipal transportation plans;
- provincial plans;
- any applicable Regional Transportation Studies (e.g. North Calgary, South and East Calgary, and Integration Memo); and
- Transit Background Reports.

Context Studies should also identify additional regional needs to support intended growth patterns within the Joint Planning Area, including:

- Planning for regional multi-use corridors including, but not limited to, transportation, utility, communications, and active transportation
- designation of key future transportation corridors, including major roads with regional connections;
- regional transit corridors and transit-ready corridors for Transit-Oriented Development; and
- pathways and active transportation networks.



<b>Agenda Item</b>	<b>11</b>
<b>Submitted to</b>	<b>Board</b>
<b>Purpose</b>	<b>For Decision</b>
<b>Subject</b>	<b>CMRB Draft Dispute Resolution and Appeal Bylaw</b>
<b>Meeting Date</b>	<b>May 6, 2021</b>

*That the Board review and approve the Dispute Resolution and Appeal Process Bylaw*

### Summary

- The *Municipal Government Act* (MGA) requires the CMRB to approve an appeal mechanism or dispute resolution mechanism by bylaw for the purposes of resolving disputes arising from actions taken or decisions made by the growth management board.
- In response to a request of all ten municipalities by the Chair, Rocky View County submitted a proposal detailing potential mechanisms to be explored by the CMRB.
- At its May 2018 meeting, the Governance Committee provided the following direction to CMRB Administration, *"Convene a workshop of member CAOs, providing them with resources needed -including legal if necessary, in order to make a recommendation to the Board regarding a dispute resolution mechanism or appeal process that will satisfy the requirements of the legislation and provide a workable mechanism for the Board in the future."*
- CAO workshops were held on July 11, September 11, and December 5, 2018. These meetings were productive and led to a consensus position among the CAOs that there is need to develop a dispute resolution mechanism. This mechanism would be used to mediate disagreements between municipalities in the event a challenge is filed against a recommendation of approval of an IREF application by CMRB Administration.
- At the September 2019 Board meeting, the Governance Committee recommended Proposed Option 2 of the CMRB Dispute Resolution Mechanism for approval by the Board.
- At the October 2019 meeting of the Board, this issue was referred back to the Governance Committee for further discussion.
- At the February 21, 2020 meeting of the Governance Committee the following direction was given to Administration:
  - Eliminate option "Appeal to the Minister of Municipal Affairs".
  - Administration to consult with Municipal Government Board to ask if they would consider creating a review track specific to CMRB.



- Consider discussion on IREF process and whether the Board should be removed from that decision.
  - Bring back to Governance Committee meeting for additional vetting before going to the Board.
- At the July 2, 2020 meeting of the Governance Committee a two-track appeal mechanism was put forward by Administration, as well as the possibility of working with the Edmonton Metropolitan Region Board on a possible appeal mechanism.
  - The Governance Committee was not ready to support recommending a two-stream appeal mechanism to the Board at the time and the City of Calgary and Foothills County requested time to provide further input into the development of the mechanism.
  - CMRB Administration continued to work with the EMRB to explore areas of joint interest and possible cooperation.
- At the October 2020 meeting of the Governance Committee, the committee approved using a two-track appeal mechanism. One track was for appeals pertaining only to REF decisions and the other track was for reconsideration pertaining to non-REF decisions. Administration was asked to explore the details of the REF decision appeals and also Non-REF decision reconsiderations to include the option for mediation.
- **REF Decisions:** At the December 2020 meeting, the majority of feedback indicated that utilizing a three step **REF Appeal** process was preferable and that the final step utilize a fully external panel to render a final decision. CMRB Administration received confirmation from the MGB that they could be utilized as the final step. Consequently, as the final step utilizes an existing body with its own set of bylaws and processes, there is no need for a CMRB Appeal Committee to administer the third step in the process. Consequently, the Appeal Committee will not be struck by the Board.
- **Non-REF Decisions:** At the December 2020 meeting, the majority of feedback indicated that utilizing a two step **Non-REF Decision Reconsideration** process was preferable. The steps are to include facilitated discussions and mediation. The outcome of the two steps included recommendations made to the Board on the Notice of Dispute.
- At the February 2021 meeting of the Governance Committee, the Committee approved the dispute resolution framework. The Committee also approved the REF Appeal Process, and the non-REF Reconsideration Process (both with amendments discussed in the meeting) and directed CMRB Administration to draft a Bylaw.
- At the April 2021 meeting of the Governance Committee, the Committee recommended approval to the Board of the Dispute Resolution and Appeal Process Bylaw as amended, and the Dispute Resolution Committee Terms of Reference, as amended.
- The amendments requested by the Governance Committee have been made.

**Attachments:**

- Process Diagram: REF Decision Appeal Process
- Process Diagram: Non-REF Reconsideration Process

- Draft Dispute Resolution and Appeal Bylaw
- Draft TOR Dispute Resolution Committee

## Introduction

The MGA requires the creation of an appeal or dispute resolution mechanism. There are several dispute mechanisms which could be considered by the Board including, but not limited to: mediation, arbitration, mediation-arbitration, referral to an adjudicative body or referral to the courts.

However, Section 13 of the CMRB Regulation states:

(4) Subject to an appeal or dispute resolution mechanism established under section 708.23(1) of the *Act* or as otherwise provided in the Framework, a participating municipality has no right to a hearing before the Board in respect of its approval or rejection of a statutory plan.

(5) Subject to section 708.23(1) of the *Act*, a decision of the Board under this section is final and not subject to appeal.

(6) This section applies only to statutory plans to be adopted by a participating municipality after the establishment of the Framework.

It is important to note that the Regulation recognizes the supremacy of the Board in approving statutory plans which are reviewed under the Interim Region Evaluation Framework (IREF).

## Background

The full text of the pertinent section of the MGA and of the CMRB Regulation is as below.

### *Municipal Government Act*

**708.23(1)** A growth management board must at its inception establish by bylaw an appeal mechanism or dispute resolution mechanism, or both, for the purposes of resolving disputes arising from actions taken or decisions made by the growth management board.

**(2)** Section 708.08(2) and (3) apply to a bylaw made under this section as if the bylaw were made under that section

### *CMRB Regulation*

#### Approval of statutory plan

**13(1)** Statutory plans to be adopted by a participating municipality that meet the criteria set out in the Framework must be submitted to the Board for approval.

- (2) In accordance with the Framework, the Board may approve or reject a statutory plan.
- (3) A statutory plan referred to in subsection (1) has no effect unless it is approved by the Board under subsection (2).
- (4) Subject to an appeal or dispute resolution mechanism established under section 708.23(1) of the *Act* or as otherwise provided in the Framework, a participating municipality has no right to a hearing before the Board in respect of its approval or rejection of a statutory plan.
- (5) Subject to section 708.23(1) of the *Act*, a decision of the Board under this section is final and not subject to appeal.
- (6) This section applies only to statutory plans to be adopted by a participating municipality after the establishment of the Framework.

## **2.1. Top Tier Decisions**

By member suggestion, and agreed upon by the Governance Committee, it is recommended that the Board consider separating decisions into 'Top Tier' decisions and other decisions. Top Tier decisions would include decisions such as passing the Growth and Servicing Plans, and ideally, would be passed by consensus of the entire membership of the Board. Top Tier decisions would not be subject to an appeal process.

Other decisions, which would not require consensus, would fall into two categories. The two categories are REF decisions and non-REF decisions.

## **2.2. Applicability of the Appeal Mechanism to REF Decisions versus Non-REF Decisions**

The CMRB has been enabled to provide coordinating functions to member municipalities in the Region. The Regulation provides significant latitude in the range of endeavours the Board can direct Administration to undertake as long as those endeavours are focused on benefiting the members of the Region. One key role of the Region is to develop the Growth and Servicing Plans, the policies necessary to implement these plans, and the Regional Evaluation Framework necessary to ensure member municipalities are meeting the agreed upon commitments made in Growth and Servicing Plans.

The Board has the authority to determine which Board decisions will be subject to an appeal mechanism. At the October 2020 meeting of the Governance Committee, it was agreed that the Appeal Mechanism be applicable only to REF decisions of the Board. A separate reconsideration mechanism is to be applicable to non-REF decisions and is to be established through bylaws adopted by the Board.

## **2.3. Work of the Edmonton Metropolitan Region Board**

EMRB is currently working on creating an appeal mechanism or dispute resolution mechanism as directed in section 708.23 of the MGA. Similar to the work previously done in the CMRB, the EMRB has a CAO Working Group to develop this process. One potential solution which has been raised in the Edmonton Metropolitan Region is the creation of a roster of knowledgeable individuals who would be able to hear appeals from the EMRB.

To enact this idea, the Board would create a pool of individuals who are knowledgeable regarding the MGA, Statutory Plans who would serve on a roster to hear appeals of decisions made by the CMRB. The Governance Committee supported CMRB Administration exploring this option at the October 2020 meeting. This avenue offers a number of benefits for the CMRB:

- Requires no regulatory change
- Allows the CMRB to maintain control of the process
- Allows the CMRB to control timing and cost
- Is an outside body, which addresses concerns raised by some members

Borrowing elements of the work products developed by the EMRB, CMRB Administration propose the attached three (3) staged process to a REF Decision Appeal.

## **3.0 Two Stream Process**

The Governance Committee supported a two-stream process, one addressing REF decisions and one addressing other decisions of the Board. A Dispute Resolution Committee would be part of the process for both streams, and the TOR of that committee forms part of this agenda item.

It is noted that Foothills County raised concerns over the creation of a separate committee and felt that one of the existing committees of the Board could serve this purpose. However, other members of the Governance Committee did not agree with that position.

### **3.1 Proposed REF Appeal Process**

This process has three stages of potential resolution, each with escalating level of effort and cost, encouraging the parties to come to agreement. Those stages are:

Stage 1: Facilitated discussion (Dispute Resolution Committee and facilitator)

Stage 2: Mediation (Dispute Resolution Committee and mediator)

Stage 3: Appeal (Municipal Government Board (MGB))

This proposed process involves creation of one committee. An internal Dispute Resolution Committee of the Board would be struck for the purposes of administering facilitated discussion and, failing that, mediations on behalf of the Board and making

recommendations to the Board regarding Notices of Dispute. Draft Terms of Reference are attached.

At the December 2020 meeting of the Governance Committee, the preference of the members was to utilize a fully external panel to render a final decision. Since that meeting, at the direction of the Governance Committee, CMRB Administration has been in discussions with the MGB. The MGB is able to act in this capacity for the CMRB. As the MGB is an existing entity with existing procedures, there is no need for a separate committee of the Board to administer the third stage of the process.

The MGB will adjudicate a hearing, failing the previous two steps of facilitated discussions and mediation, with respect to Notices of Dispute and render a binding decision.

The process is outlined in the REF Decision Appeal Process diagram attachment.

## **3.2 Appeal to the Municipal Government Board**

The MGB is undergoing a transformation to become the Land and Property Rights Tribunal (LPRT). Alberta Government Bill 48 (2020) established the *New Land and Property Rights Tribunal Act* to legislatively combine 4 boards (Municipal Government Board, New Home Buyer Protection Board, Land Compensation Board, Surface Rights Board) into a single public agency. The LPRT is scheduled to come into existence on June 1, 2021.

Regulations for the new organization are currently being drafted and staff from Municipal Affairs have agreed to ensure that the LPRT will be granted the authority to hear appeals from Growth Management Boards (GMB), should a GMB choose to utilize these services.

As a larger organization, the LPRT will have greater capacity to hear appeals of REF decisions from the CMRB.

## **3.3 Proposed Non-REF Reconsideration Process**

For Board decisions that are not related to REF, the Governance Committee wanted to establish a separate process for decisions lacking an established agreement to measure against (as is the case for REF decisions). This proposed process has two stages of potential resolution, each with escalating level of effort and cost, encouraging the parties to come to agreement. The stages are:

Stage 1: Facilitated discussion (Dispute Resolution Committee and facilitator)

Stage 2: Mediation (Dispute Resolution Committee and mediator)

At the December 2020 meeting of the Governance Committee, the committee was overall in favour of striking the Dispute Resolution Committee (DRC) to administer a portion of the proposed REF Appeal process. The proposed DRC would then also administer the Non-REF Decision reconsideration process and make recommendations

to the Board regarding Notices of Dispute in accordance with the Terms of Reference (draft attached).

The process is outlined in the attached process diagram, entitled Non-REF Decision Reconsideration Process.

## **4. Suggested Edits from Municipal CAOs**

As was discussed with the Governance Committee at the April 8, 2021 meeting, the Draft Bylaw and Terms of Reference for the Appeal Committee were circulated to member CAOs for feedback. The below chart captures the proposed changes and how they were addressed.

**Table 1: Proposed Changes to the Dispute Resolution and Appeal Bylaw**

	<b>Administrative Changes from Municipalities</b>	<b>Proposed Change</b>	<b>Rationale</b>
1.	Remove Section 3.4 this provision is redundant since 3.1 and 3.2 already say the same thing	Section 3.4 be removed	The section is redundant.
2.	<p>Section 3.5 – this provision needs adjustment. It is not necessary to say that “notwithstanding section 3.2(b) and 3.3” since those provisions do not conflict with 3.5. This should be deleted</p> <p>3.5. <del>Notwithstanding Section 3.2(b) and 3.3 of this Bylaw,</del> Decisions of the Board on applications submitted pursuant to the Regional Evaluation Framework are subject to the dispute resolution and appeal process set out in this Bylaw provided that one or more of the grounds set out in Section 3.1 of this Bylaw are satisfied.</p>	No Change	The current language provides greater certainty to participating municipalities.
3.	Section 4.5 – It is not necessary to say “The CO of the Board, or their designate – since this has already been set out in 1.4. I recommend they	Changes made with the exception of 4.6 because it applies to the CO and the Chair.	The definition was added in after and the corresponding changes were missed in the body of the bylaw.

	just refer to "The CO" in 4.5, 4.5(b), 4.6, 4.7		
4.	8.1 for clarity should add "Subject to Section 3.4 of this Bylaw" to make clear that REF decisions can only be made for breach of process or procedural fairness	No Change	Current language provides clarity
5.	8.4, 8.5 – Appellant and Respondent are capitalized – they may want to capitalize these words in 8.2 and 8.3 for consistency	Changed for consistency	Consistency in the document
6.	<p>8.6 – Question about this one - Is this the right cross reference, to 3.5 – I think it might actually be 3.6. If so, change it to "Subject to Section 3.6 of this Bylaw...."</p> <p>8.6. Without limitation to Section 3.5 of this Bylaw, a decision by the Appeal Committee is final, and not subject to further dispute or appeal.</p>	Changed to suggested cross-reference.	The incorrect section was cited in the original cross reference.



7.	10.1 should be revised for clarity  10.1. Participation in the dispute resolution and appeal procedures set out in this Bylaw is mandatory if a Participating Municipality wishes to dispute a decision of the Board. <b>Subject to Section 6.8(b) of this Bylaw, a</b> Complainant must participate in each stage of the dispute resolution or appeal procedure before proceeding to the next stage, unless otherwise agreed upon by the Complainant and the Board	Change made	Provides greater clarity to the section.
	<b>Substantive Changes from Municipalities</b>	<b>Proposed Change</b>	<b>Rationale</b>
8.	3.1  (b) Discriminatory treatment, which for the purpose of this Bylaw shall mean a failure to treat Participating Municipalities equally where no reasonable distinction exists between the Participating Municipalities to justify the inconsistent treatment.  Wonder if the word should be equally, or equitably or both.... This is a lightning rod issue currently and just wonder if some form of definition for equally/equitably may help	Equitably added to the definition	Provides greater clarity for members



9.	Request adding a S. 3(c) to the bylaw that invites members to dispute all decisions of the Board.	No Change	Suggested edit is contrary to previous direction from Governance Committee
10	Include greater clarity around when you would use facilitated discussions versus mediation.	No Change	The Dispute Resolution Committee has the flexibility to determine the best course of action.
11	<p>Section 3.1 – Application of Bylaw</p> <p>- We believe that there should be a third bullet as grounds for appealing REF decisions:</p> <p>“C) Decisions contrary to CMRB Administration recommendation, which for the purposes of this bylaw shall mean a REF decision by the Board that was contrary to the recommendation by CMRB Administration.”</p> <p>- This may be covered by the broad ‘discriminatory treatment’ referred to in B – in which case it does not hurt to make it explicit.</p> <p>- At the 2021-04-08 Governance Committee, elected members agreed that this was covered by discriminatory treatment, so it is not clear why they objected to including this clause, which provides greater clarity and certainty.</p>	No Change	The Governance Committee did not support a motion to make the proposed change at the meeting of April 8, 2021.

12	<p>Section 3.1 – Extend Applicability to Decisions Made Under IREF and Interim Growth Plan</p> <ul style="list-style-type: none"> <li>- We believe that decisions made under the Interim Growth Plan and IREF should also be appealable. Would it be possible to add a clause to clarify and allow appeal for CMRB decisions made under IREF/IGP?</li> <li>- Otherwise, decisions made under the interim Growth Plan do not have means for recourse – contradicting Sec 708.23(1) of the MGA which specifies that the CMRB must have a functioning Dispute Resolution / Appeal Mechanism at its inception.</li> </ul>	Administration seeks guidance from the Board	<p>The regulation does not contemplate the Interim Growth Plan, it speaks solely to the Growth and Servicing Plans. The IGP was intended to be completed no later than Q1, 2018 to provide certainty to the development community.</p> <p>The legislation does not specify ‘functioning’ it states “...establish by bylaw an appeal mechanism or dispute resolution mechanism, or both, for the purposes of resolving disputes arising from actions taken or decisions made by the growth management board.”</p>
13	<p>Section 3.2 – Growth Plan, Servicing Plan and Regional Evaluation Framework Not Subject to Dispute Resolution Process</p> <ul style="list-style-type: none"> <li>- It is not clear why these important decisions are excluded from the dispute resolution process.</li> <li>- If CMRB Administration wishes to put limitations on the appeal for reasons of timeliness, it may make sense to exclude the first iteration of the Growth Plan, Servicing Plan, and REF – but there may be occasions in the future where reasonable disputes on the next iterations of these could be resolved via facilitated discussion</li> </ul>	No Change Proposed	<p>The Board has been working to develop these documents since July, 2019, and actively discussing policies since Q4, 2020. Governance Committee has given direction with the agreement that these ‘Top Tier’ decisions would not be subject to the Dispute Resolution Process (See section 2.1, above). Engaging in a dispute resolution process is unlikely to yield a significantly different outcome.</p> <p>An appeal of these documents to the LPRT is significantly challenged as there is no measure against which to determine if a Participating Municipality has met the requirements as these documents set out the requirements.</p>

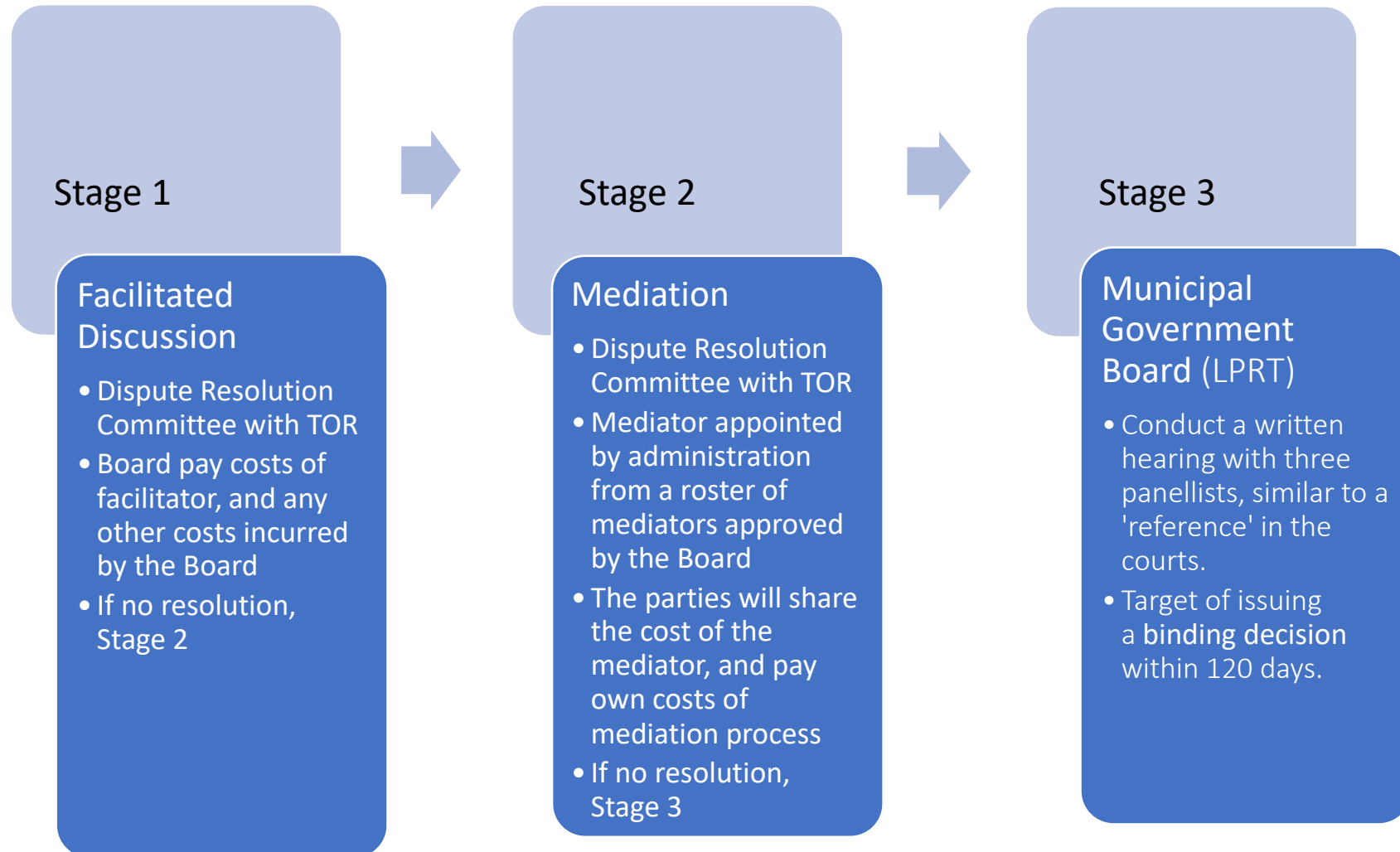


	<p>or mediation between some of the parties.</p> <p>- What is the rationale for exclusion? We would prefer to remove these limitations, or restrict them to the first iteration of the Plans/REF while allowing these tools to be used on future iterations/updates.</p>		
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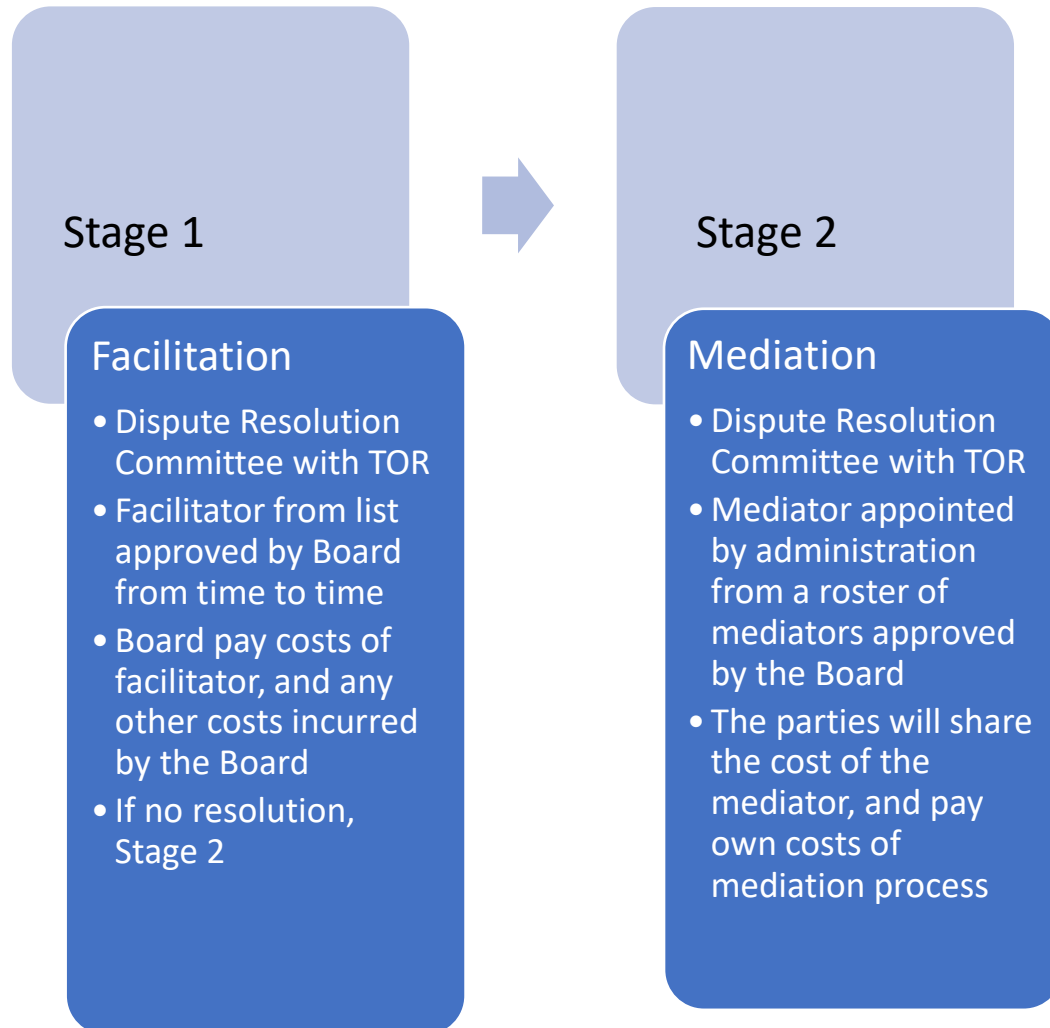
## 5. Recommendation

That the Board review and approve the Dispute Resolution and Appeal Process Bylaw.

# REF Decision Appeal Process



# Non-REF Decision Reconsideration Process



Agenda Item 11ii Attachment

## **CALGARY METROPOLITAN REGION BOARD DISPUTE RESOLUTION AND APPEAL BYLAW**

WHEREAS the Calgary Metropolitan Region Board is a Growth Management Board established pursuant to Part 17.1 of the *Municipal Government Act*, RSA 2000, c. M-26 and the Calgary Metropolitan Region Board Regulation, AR 190/2017;

AND WHEREAS the Calgary Metropolitan Region Board is required, by s. 708.23(1) of the *Municipal Government Act*, to establish by bylaw an appeal and/or dispute resolution mechanism for the purpose of resolving disputes arising from actions taken or decisions made by the Board;

NOW THEREFORE the Calgary Metropolitan Region Board, duly assembled, hereby enacts as follows:

**1. DEFINITIONS 1.1.** This Bylaw may be referred to as the "Dispute Resolution and Appeal Bylaw".

**1.2.** In this Bylaw

- (a) "Administration" means the Administration of the Calgary Metropolitan Region Board
- (b) "Board" means the Calgary Metropolitan Region Board;
- (c) "Complainant" means a Participating Municipality that has submitted a Notice of Dispute in accordance with Part 4 of this Bylaw.
- (d) "Challenger" means a Participating Municipality which challenged CMRB Administration's recommendation of approval
- (e) "Dispute Resolution Committee" means the Committee established by the Board pursuant to Part 5 of this Bylaw for the purpose of participating in dispute resolution proceedings on behalf of the Board;
- (f) "Notice of Dispute" means a written notice of dispute filed with the Board in accordance with Part 4 of this Bylaw;
- (g) "Participating Municipality" has the meaning set out in the Calgary Metropolitan Region Board Regulation.
- (h) "Regional Evaluation Framework" means the Regional Evaluation Framework prepared by the Board and approved by the Minister pursuant to Section 12 of the Regulation.
- (i) "Regulation" means the Calgary Metropolitan Region Board Regulation, AR 189/2017, as amended from time to time.

**1.3.** For the purpose of this Bylaw a reference to a day shall be deemed to be a reference to a calendar day. If the time set out in this Bylaw for doing a thing expires or falls on a weekend or a holiday, as defined in the *Interpretation Act*, RSA 2000, c. I-8, the thing may be done on the day next following that is not a holiday.

**1.4.** For the purpose of this Bylaw a reference to the CO shall be deemed to be a reference to the CMRB's Chief Officer or their designate.

## **2. PURPOSE**

**2.1.** The purpose of this Bylaw is to establish a dispute resolution and appeal process for resolving disputes arising from actions taken or decisions made by the Board, in accordance with the requirements of the *Municipal Government Act* and Regulation.

## **3. APPLICATION OF BYLAW**

**3.1.** The grounds for submitting a decision of the Board to the dispute resolution and appeal process set out in this Bylaw are as follows:

- (a) Breach of process or procedural unfairness, which for the purposes of this Bylaw shall mean a breach of the requirements of procedural fairness or the Board's established procedures, or;
- (b) Discriminatory treatment, which for the purpose of this Bylaw shall mean a failure to treat Participating Municipalities equally and/ or equitably where no reasonable distinction exists between the Participating Municipalities to justify the inconsistent treatment.

Decisions which do not satisfy one or more of the grounds set out in Section 3.1 herein are final, and are not subject to the dispute resolution and appeal process set out in the Bylaw.

**3.2.** The following decisions of the Board are not subject to the dispute resolution and appeal process set out in this Bylaw:

- (a) Decisions with respect to the preparation and submission of the Growth Plan, pursuant to s. 7(1) of the Regulation;
- (b) Decisions with respect to the preparation and submission of the Regional Evaluation Framework, pursuant to s. 12(1) of the Regulation, and;
- (c) Decisions with respect to the preparation and review of the Servicing Plan, pursuant to s. 14 of the Regulation

regardless of whether the grounds set out in Section 3.1 of this Bylaw are satisfied.

**3.3.** The following decisions of the Board are not subject to the appeal process set out Section 8 in this Bylaw:

- (a) Any decisions or action taken outside of applications submitted pursuant to the Regional Evaluation Framework

**3.5.** Notwithstanding Section 3.2(b) and 3.3 of this Bylaw, decisions of the Board on applications submitted pursuant to the Regional Evaluation Framework are



subject to the dispute resolution and appeal process set out in this Bylaw provided that one or more of the grounds set out in Section 3.1 of this Bylaw are satisfied.

**3.6.** Nothing in this Bylaw shall limit a Participating Municipality's ability to seek judicial review of Board decisions or actions that are not subject to dispute resolution or appeal pursuant to this Bylaw or decisions of the Dispute Resolution Committee pursuant to Part 5 of this Bylaw.

#### **4. NOTICE OF DISPUTE**

**4.1.** A Participating Municipality may dispute a decision of the Board, in accordance with the requirements of Part 3 of this Bylaw, by filing a written Notice of Dispute with the Board within twenty-eight (28) days of the date of the decision being disputed.

**4.2.** The CO may extend the period referred to in Section 4.1 herein by a maximum of fourteen (14) days if, in the opinion of the CO, there are special or extenuating circumstances which warrant an extension. A Complainant may request an extension of the period referred to in Section 4.1 herein by submitting a request in writing to the CO, which request may be made prior to or after the expiry of the period referred to Section 4.1 herein.

**4.3.** The decision of the CO on a request for an extension made pursuant to Section 4.2 shall be provided in writing to the Complainant within five (5) business days of receipt of the request. If the CO refuses the request, the Complainant may seek a review of the CO's decision by the Board by submitting a written request for a review to the CO within ten (10) days of receipt of the written refusal.

**4.4.** A Notice of Dispute must include:

- (a) a description of the decision of the Board being disputed;
- (b) the grounds on which the decision is disputed;
- (c) reasons for the dispute, and;
- (d) a certified copy of a resolution of the Council of the Complainant authorizing the submission of the Notice of Dispute.

**4.5.** The CO must, within three (3) business days of receipt of a Notice of Dispute, determine whether the Notice of Dispute complies with the requirements of Section 4.4 herein, and;

(a) if the Notice of Dispute complies with the requirements of Section 4.4 herein, provide written acknowledgement of the complete Notice of Dispute to the Complainant, or;

(b) if the Notice of Dispute does not comply with the requirements of Section 4.4 herein, provide written notice to the Complainant that the Notice of Dispute is incomplete and requiring any outstanding documents and information to be submitted within five (5) business days of the written notice provided however that in determining whether the Notice of Dispute complies with the requirements of Section 4.4 herein the CO shall not make a

substantive determination as to whether the grounds set out in Section 3.1 of this Bylaw have been satisfied.

**4.6.** If the outstanding documents and information are provided within five (5) business days of a written notice issued in accordance with Section 4.5(b) herein, the Chair and CO of the Board, or their designates, shall provide written acknowledgment of receipt of the complete Notice of Dispute to the Complainant.

**4.7.** The CO, may reject a Notice of Dispute if the Complainant, after receiving written notice in accordance with Section 4.5(b) herein, fails to provide the outstanding documents and information within five (5) business days of said written notice, and shall advise with the Complainant in writing of the rejection.

## **5. ESTABLISHMENT OF A DISPUTE RESOLUTION COMMITTEE**

**5.1.** The Board hereby establishes a Dispute Resolution Committee for the purpose of:

- (a) participating in Facilitated Discussions and Mediations on behalf of the Board, and;
- (b) making recommendations to the Board regarding Notices of Dispute,

pursuant to this Bylaw and in accordance with the Terms of Reference adopted by the Board from time to time.

## **6. FACILITATED DISCUSSIONS**

**6.1.** The CO shall appoint a facilitator from a list of individuals approved by the Board from time to time and schedule a Facilitated Discussion between the Complainant and the Dispute Resolution Committee to occur within thirty (30) days of written acknowledgement of a complete Notice of Dispute.

**6.2.** The Complainant and the Dispute Resolution Committee shall participate in the Facilitated Discussion in good faith, with the objective of resolving the matters set out in the Notice of Dispute.

**6.3.** The CO may extend the period referred to in Section 6.1 herein by a maximum of fourteen (14) days if, in the opinion of the CO, there are special or extenuating circumstances which warrant an extension. A Complainant may request an extension of the period referred to in Section 6.1 herein by submitting a request in writing to the CO, which request may be made prior to or after the expiry of the period referred to Section 6.1 herein.

**6.4.** The decision of the CO on a request for an extension made pursuant to Section 6.3 shall be provided in writing to the Complainant within five (5) business days of receipt of the request. If the CO refuses the request, the Complainant may seek a review of the decision by the Board by submitting a written request for a review to

the CO which request for review must be submitted within ten (10) days of receipt of the refusal.

**6.5.** A Facilitated Discussion may be continued beyond time periods referred to in Sections 6.1 and 6.3 herein with the agreement of the Complainant and the Dispute Resolution Committee.

**6.6.** The Facilitated Discussion shall be conducted in accordance with the Terms of Reference for the Dispute Resolution Committee adopted by the Board from time to time.

**6.7.** Following the conclusion of the Facilitated Discussion, the Dispute Resolution Committee shall make a recommendation to the Board in accordance with its Terms of Reference, which shall include an assessment of whether or not the grounds for submitting a Notice of Dispute set out in Section 3.1 of this Bylaw have been satisfied, unless the Notice of Dispute is withdrawn in accordance with Part 9 of this Bylaw. The Board may accept, reject or modify the Dispute Resolution Committee's recommendation.

**6.8.** If a Notice of Dispute is not resolved to the Complainant's satisfaction following the Board's decision on the Dispute Resolution Committee's recommendation, the Complainant may

- (a) request that the Notice of Dispute be submitted to Mediation in accordance with Part 7 of this Bylaw, or;
- (b) elect to proceed directly to an appeal hearing in accordance with Part 8 of this Bylaw.

The Complainant's request or election must be made in writing to the Board within five (5) business days of the Board's decision.

**6.9.** The Board shall pay the costs of the facilitator and any other external or third-party costs incurred by the Board with respect to the Facilitated Discussion. The Complainant shall be responsible for its own costs with respect to the Facilitated Discussion.

## **7. MEDIATION**

**7.1.** The CO shall appoint a mediator from a list of individuals approved by the Board from time to time and schedule a Mediation between the Complainant and the Dispute Resolution Committee to occur within thirty (30) days of the Complainant's request in accordance with Section 6.8 herein.

**7.2.** The Complainant and the Dispute Resolution Committee shall participate in the Mediation in good faith, with the objective of resolving the matters set out in the Notice of Dispute.

**7.3.** The CO may extend the timeline referred to in Section 7.1 herein by a maximum of fourteen (14) days if, in the opinion of the CO, there are special or

extenuating circumstances which warrant an extension. A Complainant may request an extension of the period referred to in Section 7.1 herein by submitting a request in writing to the CO, which request may be made prior to or after the expiry of the period referred to Section 7.1 herein.

**7.4.** The decision of the CO on a request for an extension made pursuant to Section 7.3 shall be provided in writing to the Complainant within five (5) business days of receipt of the request. If the CO refuses the request, the Complainant may seek a review of the decision by the Board by submitting a written request for a review to the CO which request for review must be submitted within ten (10) days of receipt of the refusal.

**7.5.** Mediation may be continued beyond the time periods referred to in Sections 7.1 and 7.3 herein with the agreement of the Complainant and the Dispute Resolution Committee.

**7.6.** The Mediation shall be conducted in accordance with the Terms of Reference for the Dispute Resolution Committee adopted by the Board from time to time.

**7.7.** Following the conclusion of the Mediation the Dispute Resolution Committee shall make a recommendation to the Board in accordance with its Terms of Reference, unless the Notice of Dispute is withdrawn in accordance with Part 9 of this Bylaw. The Board may accept, reject or modify the Dispute Resolution Committee's recommendation.

**7.8.** If a Notice of Dispute is not resolved to the Complainant's satisfaction following the Board's decision on the Dispute Resolution Committee's recommendation, the Complainant may request that the Notice of Dispute be submitted to the Appeal Committee in accordance with Part 8 of this Bylaw. The Complainant's request must be made in writing to the Board within five (5) business days of the Board's decision.

**7.9.** The Board shall pay the costs of the mediator and any other external or third-party costs with respect to the Mediation. The Board and the Complainant shall each be responsible for their own costs with respect to the Mediation.

## **8. APPEAL**

**8.1.** Participating Municipalities disputing a decision of the Board on applications submitted pursuant to the Regional Evaluation Framework may appeal the decision to the Land and Property Rights Tribunal.

**8.2.** In the event that a Participating Municipality is appealing a decision of the Board where CMRB Administration recommended refusal of an application pursuant to the Regional Evaluation Framework, CMRB Administration will be the Respondent in the appeal process.

**8.3.** In the event that a Participating Municipality is appealing a decision of the Board where CMRB Administration recommended approval of an application pursuant to the Regional Evaluation Framework, and one or more Participating Municipalities challenged Administration's recommendation, the Participating

Municipality(ies) who filed the challenge will be the Respondent(s) in the appeal process.

**8.4.** At the discretion of the Appellant either a written or an oral hearing may be requested from the Land and Property Rights Tribunal.

**8.5.** The Appellant and the Respondent(s) shall be responsible for their own costs with respect to the appeal process.

**8.6.** Without limitation to Section 3.6 of this Bylaw, a decision by the Appeal Committee is final, and not subject to further dispute or appeal.

## **9. WITHDRAWAL OF NOTICE OF DISPUTE**

**9.1.** A Complainant may withdraw its Notice of Dispute at any time throughout the dispute resolution and appeal process set out in this Bylaw.

## **10. MANDATORY PARTICIPATION**

**10.1.** Participation in the dispute resolution and appeal procedures set out in this Bylaw is mandatory if a Participating Municipality wishes to dispute a decision of the Board. Subject to Section 6.8(b) of this Bylaw, a Complainant must participate in each stage of the dispute resolution or appeal procedure before proceeding to the next stage, unless otherwise agreed upon by the Complainant and the Board.

## **11. GENERAL**

**11.1.** This Bylaw shall come into force upon approval of the Minister in accordance with s. 708.08(2) of the *Municipal Government Act*.

**11.2.** The Board shall review this Bylaw within two years of the Bylaw coming into force in accordance with Section 11.1 herein.

**11.3.** If any provision of this Bylaw is deemed invalid by legislation or a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

## **TERMS OF REFERENCE DISPUTE RESOLUTION COMMITTEE**

The Dispute Resolution Committee plays a key role in the dispute resolution process.

### **1. PURPOSE 1.1** The purpose of the Committee is to:

- (a) Make a determination whether the Notice of Dispute complies with the requirements as set out in the DISPUTE RESOLUTION AND APPEAL BYLAW
- (b) Participate in facilitated discussions and mediations with the Complainants regarding Notices of Dispute on behalf of the CMRB; and
- (c) Make recommendations to the CMRB regarding Notices of Dispute, including with respect to the validity of the Notice of Dispute and procedural and substantive matters.

### **2. COMMITTEE AUTHORITY**

**2.1.** The Committee is an advisory body to the CMRB. Recommendations by the Committee to the CMRB will require a motion of the Committee.

### **3. MEMBERSHIP OF COMMITTEE**

**3.1.** The membership of the Committee shall consist of three (3) representatives of participating municipalities or their designated alternates, appointed by the CMRB as follows:

- One (1) representative from a City;
- One (1) representative from a Town, and;
- One (1) representative from a County,

**3.2.** In addition to the above, the CMRB shall appoint three (3) alternate members, consisting of:

- (a) one (1) alternate representative from a City;
- (b) one (1) alternate representative from a Town, and;
- (c) one (1) alternate representative from a County,

that are not otherwise represented on the Committee.

**3.3.** An alternate shall participate as a member of the Committee only when a Committee member is the Complainant or when otherwise required to maintain the composition of the Committee set out in these Terms of Reference.

#### **4. TERM**

**4.1.** The CMRB will appoint Committee members for a term of two (2) years. The MRB may, but is not required to, appoint members for varying or staggered terms. Committee members shall be prepared to serve for a minimum term of two (2) years.

**4.2.** The CMRB will appoint new Committee members as required, including following municipal elections. The CMRB may remove a previously appointed Committee member if, in the opinion of the CMRB, it is appropriate to do so.

#### **5. COMPOSITION OF COMMITTEE**

**5.1.** The participating members of the Committee may be varied from time to time depending on the nature of a Notice of Dispute.

**5.2.** In the event that a member of the Committee represents the Complainant, the member shall not participate in any meetings regarding the Notice of Dispute and the alternate member shall participate as a member of the Committee for all purposes related to the Notice of Dispute. For further clarity, the alternate member shall represent the same type of municipality (i.e., City, Town or County) as the Complainant.

**5.4.** In the event that a Notice of Dispute is filed by Complainants who collectively constitute all of the Counties, Towns or Cities that are participating municipalities of the Board, the Committee shall be comprised of three (3) members appointed by the Board, in consultation with the Complainant(s), for the limited purpose of the Notice of Dispute in question, which may include individuals that are not regular members of the Committee or alternates.

#### **6. FACILITATOR/MEDIATOR RESPONSIBILITIES**

- 6.1.** The appointed facilitator or mediator shall be responsible to:
- (a) open and adjourn facilitated discussion or mediation proceedings;
  - (b) chair and otherwise conduct facilitated discussion or mediation proceedings, and;
  - (c) preserve order and decorum in facilitated discussion or mediation proceedings.

## **7. COMMITTEE DUTIES AND RESPONSIBILITIES**

**7.1.** The Committee shall meet and participate in facilitated discussions and mediations with the Complainant regarding the Notice of Dispute in accordance with the timelines established by the Bylaw.

**7.2.** The Committee may, with the agreement of the Complainant, hold one or more additional meetings for the purpose of continuing facilitated discussions or mediations with the Complainant.

**7.3.** The Committee shall provide a recommendation to the CMRB regarding a Notice of Dispute at the CMRB Meeting following the conclusion of the CMRB's facilitated discussion or mediation with the Committee. The Committee's recommendation shall be presented by the Committee to the Board, and shall include:

- (a) The Committee's assessment of whether or not the grounds for submitting a decision of the Board to the dispute resolution and appeal mechanism process (as set out in the Bylaw as amended from time to time) are satisfied;
- (b) The Committee's recommendation regarding any actions to be taken or decisions made by the CMRB in response to the Notice of Dispute, and;
- (c) Reasons for the Committee's assessment and recommendation.

## **8. QUORUM**

**8.1.** Quorum is defined as all three of the participating members of the Committee.

## **9. DECISION MAKING**

**9.1.** Members of the Committee and shall have one (1) vote each. A simple majority (50% plus one) of members in attendance is required to pass a motion.

**9.2.** In making its decisions, the Committee must consider the *Municipal Government Act*, Regulation, Bylaw, these Terms of Reference, and the best interests of the Calgary Metropolitan Region.

## **10. MEETING PROCEDURES**

**10.1.** The Committee shall meet as necessary to fulfill its duties and responsibilities and otherwise as directed by the CMRB.

**10.2.** A Complainant is required to submit any materials its wishes to rely upon or refer to during a facilitated discussion or mediation a minimum of fourteen (14) business days prior to the commencement of a facilitated discussion or



mediation. The Complainant shall clearly identify, at the time of submission, any material that the Complainant believes should be exempt from disclosure pursuant to Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act* ("FOIP").

**10.3.** Administration will endeavor to provide meeting agendas, reports, and supporting materials, and materials submitted by a Complainant (an "Agenda Package") to the facilitator or mediator, Committee members and Complainant in electronic format seven (7) days prior to scheduled facilitated discussions or mediations.

**10.4.** All information contained in an Agenda Package will be publicly available and is subject to disclosure, unless it contains material that cannot or should not be disclosed due to the application of FOIP. The determination of whether or not material is exempt from disclosure shall be made by Administration.

**10.5.** The Committee shall represent the Board during facilitated discussions and mediations. The Complainant shall be represented by its appointed representative, alternative, and CAO or designate. Additional persons may be present with the agreement of the parties. The parties are entitled to have legal counsel present during facilitation discussions and mediation.

**10.6.** The Committee is required to conduct its meetings in public unless a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of FOIP, pursuant to s. 708.04 of the *Municipal Government Act*. Meetings at which the Committee participates in facilitated discussions or mediation with a Complainant shall be closed to the public on the basis of legal (without prejudice) privilege in accordance with s. 27(1)(a) of FOIP, provided however that any opening statement or submissions made by the Complainant or on behalf of the Committee shall occur in the public portion of the meeting.

## **11. SUPPORT AND RESOURCES**

**11.1.** The Committee shall be supported by the Chief Officer, and CMRB Administration and outside consultants and professionals as determined to be necessary and directed by the Chief Officer.

**11.2.** The Chief Officer shall engage the services of facilitators and mediators as required and in accordance with the Bylaw and these Terms of Reference. Facilitators and mediators shall be selected from a list of qualified individuals approved by the Board from time to time.

## **12. AMENDMENTS TO THE TERMS OF REFERENCE**

**12.1.** The CMRB may, from time to time, consider changes to the Terms of Reference.

**City of Chestermere – Rocky View County Intermunicipal Committee**  
**Terms of Reference**

**Background and Context**

The City of Chestermere and Rocky View County have established an Inter-Municipal Committee (IMC) to increase collaboration and regular communication between elected officials. The Committee is comprised of appointed members from each Council and supported by municipal Administration.

IMC provides a regular opportunity for the City of Chestermere and Rocky View County to discuss issues of mutual interest and concern. In addition, IMCs can be utilized to allow both municipalities to work together to address concerns with both statutory and non-statutory plans and land use proposals. The IMC is intended to assist parties in finding consensus positions.

The City of Chestermere and Rocky View County are both members of the mandated Calgary Metropolitan Region Board (CMRB). Since the inception of the CMRB on January 1, 2018, IMC meetings have continued on a regular basis. Both municipalities recognize the importance of ongoing information sharing and the value of working together cooperatively to address issues of mutual interest.

**Purpose**

The purpose of IMC is to facilitate the ongoing sharing of information between the two municipality's elected officials and Administrations. It will provide a forum for discussion, issue resolution, and greater intermunicipal cooperation at the elected official level and to enable Administration to receive formal direction from the IMC on topics of mutual interest.

**Objectives**

The objectives of the Intermunicipal Committee include:

- a. Enhancing communication between City of Chestermere and Rocky View County elected officials and Administrations on issues of mutual interest and concern;
- b. Sharing information and knowledge on key issues;
- c. Maintaining positive, constructive, and working relationships; and
- d. Representing joint municipal interests to the Government of Alberta.

**Scope**

IMC is able to address any item that is of mutual interest to members and is of an inter-municipal or regional nature.

**Constraints**

IMC is an advisory body. It has no official status or formal decision-making authority; however, it can give direction to respective Administrations as per the 'IMC Recommendations' section and provide recommendations to each Council.

**Meeting Frequency**

There should be a minimum of three scheduled IMC meetings per calendar year: one in the spring, one in the fall, and one in the winter. Either municipality can request an additional meeting on an as-needed basis or request to cancel a meeting if it is felt that a meeting is not necessary.

To augment the effectiveness of IMC and to continue to enhance positive intermunicipal relationships, an annual all-Council function is recommended. This could be used as an opportunity for informational presentations and to facilitate discussions in areas of mutual interest.

### **Meeting Protocols**

IMC meetings:

- a. closed to the public (MGA/FOIP);
- b. produce meeting notes that are not public (FOIP);
- c. ensure confidentiality;
- d. alternate chairing and hosting between municipalities. Hosts are responsible for the cost of the venue and food/refreshments;
- e. agenda packages should be circulated one week prior to a meeting. An agenda package will include an agenda, meeting notes from the previous meeting, and agenda reports on all items, excluding general updates, to provide background and context on discussion items. Reports should be based on the agreed-upon template and be brief in nature, where applicable;
- f. meeting notes should be circulated two weeks following a scheduled meeting by the host municipality in collaboration with the other municipality and shall be marked as “draft”;
- g. any suggested changes to the draft notes will be provided by IMC members at any time in advance of the next IMC meeting;
- h. IMC members will be required to confirm the draft meeting notes at the next IMC meeting.

### **IMC Recommendations**

IMC is advisory only. Where possible, the Committee strives for consensus. IMC has the ability to make requests for:

- a. readily available additional information directly to respective municipal staff.
- b. detailed direction, projects, studies, plans, dispute resolution (anything that requires resources not already planned/budgeted) by referring the request to respective administrations. Some of these requests may be required to go to Council for direction and/or approval.

IMCs can be used as a preliminary step in a dispute resolution process, if necessary and agreed to by both parties.

### **Membership**

#### ***Number of Representatives***

Up to a maximum of three appointed elected members of each municipality comprise the Committee. Only elected representatives of the City of Chestermere and Rocky View County are considered Committee members. If the appointed member cannot attend, an alternate may be designated. Other elected representatives may attend as observers.

#### ***Appointment of Co-Chairs***

Two co-chairs, one from each municipality, will be appointed by the IMC at the first IMC meeting after each municipality holds their respective organizational meetings. The hosting municipality will chair the meeting.

#### ***Guests of the Committee***

Guests may be present at IMC on an issue-specific basis or by invitation, conditional upon agreement from both municipalities.

***Administrative Support***

Each municipality provides Administration to support the work of the Committee, however Administration are not considered Committee members. Administration will provide advisory support to the Committee including provision of background information, resources, and advice to IMC members.

**Committee Members Roles and Responsibilities**

The roles and responsibilities of Committee members include:

- a. committing to attending scheduled meetings;
- b. engaging in discussions in a respectful manner;
- c. working with other Committee members to attempt to reach consensus on items before the Committee;
- d. representing the interests of their respective municipality;
- e. providing direction to Administration regarding IMC work, actions, and requirements;
- f. communicating back to respective Councils on Committee discussions; and
- g. adhering to these Terms of Reference.

**Maintenance and Review of Terms of Reference**

The Terms of Reference will be reviewed and updated as required.

Division	Status	Topic	Description	Date Raised Scheduled	Target Completion Date	Responsible Area
All	Active	CMRB Public Information	Administration was directed at the April 13, 2021 Council meeting to prepare a communications plan for Council's consideration to inform residents and ratepayers on the impacts of the CMRB.	13-Apr-21	4-May-21	Community Development Services Division
All	Active	Water and Wastewater Debt Repayment	Administration was directed at the December 23, 2020 Council Meeting to investigate sources for annual debt payments for water and wastewater infrastructure, and to bring a report back to Council before the last meeting in May 2021.	22-Dec-20	31-May-21	Financial Services
All	Active	Credit Card Payments for Property Taxes	Administration was directed at the October 27, 2020 Council meeting to return with an update on or before the end of March, 2021.  Administration was further directed at the April 13, 2021 Council meeting to bring back budget adjustments for Council's consideration to begin the process of accepting online credit card payments.	28-Apr-20	31-May-21	Financial Services
All	Active	Board and Committee Amendments	Administration was directed at the October 27, 2020 Council meeting to bring back amendments to standardize the term lengths for all boards and committees by the end of June, 2021.	27-Oct-20	11-May-21	Legislative Services
All	Active	Voter Identification Bylaw	Administration was directed at the January 12, 2021 Council meeting to prepare a voter identification bylaw.	12-Jan-21	TBD	Legislative Services
All	Active	Reinstatement of Dog License Fees	Administration was directed at the February 23, 2021 Council meeting to review reinstating the dog license fee in time for the 2022 budget cycle.	23-Feb-21	TBD	Municipal Enforcement
All	Active	Feasibility of Cemetery Services	Administration was directed at the November 4, 2019 Council meeting to look at the feasibility of Cemetery Services and investigate potential options for Council's consideration.	4-Nov-19	25-May-21	Operational Services
1	Active	Bragg Creek Hamlet Expansion Strategy	Council adopted a terms of reference for the Bragg Creek Hamlet Expansion Strategy Project at the January 8, 2019 Council meeting.  Administration was directed at the May 12, 2020 Council meeting to continue with the project and to finalize amendments to the Greater Bragg Creek ASP based on higher residential densities.	8-Jan-19	TBD	Planning Policy
5	Active	Janet ASP Amendment for an Expanded Study Area	Council approved the project terms of reference at the April 30, 2019 Council meeting, and provided further direction to expand the project area at the May 28, 2019 Council meeting.	30-Apr-19	TBD	Planning Policy

Division	Status	Topic	Description	Date Raised Scheduled	Target Completion Date	Responsible Area
All	Active	Circulation and Notifications Standards Policy C-327	Administration was directed at the December 23, 2020 Council meeting to bring Circulation and Notification Standards Policy C-327 for review by the end of April, 2021.	22-Dec-20	11-May-21	Planning Policy
All	Active	Recreation and Parks Foundation	Administration was directed at the September 24, 2019 Council meeting to explore the establishment of a Recreation and Parks Foundation to support the buildout and long-term maintenance of recreation and parks amenities and programs in Rocky View County.  Administration was directed at the April 28, 2020 Council meeting to cease exploration of the Foundation and revisit its creation within six months of the approval of the Recreation and Parks Master Plan.	24-Sep-19	30-Jun-21	Recreation, Parks and Community Support
4	Active	Hamlet of Langdon Library	Administration was directed at the May 11, 2021 Council meeting to pursue the development of a library in the hamlet of Langdon, and to prepare a formal plan for Council's consideration.	11-May-21	TBD	Recreation, Parks and Community Support
9	Active	Cochrane Lakes Water Acquisition	Administration was directed at the December 22, 2020 Council meeting to prepare a borrowing bylaw and budget adjustment for the purchase of Horse Creek Water & Waste Water Services Inc.  Administration be directed to begin the process that will facilitate the purchase of Horse Creek Water & Waste Water Services Inc. at the March 23, 2021 Council meeting  Council provided first reading to Borrowing Bylaw C-8166-2021 at the March 23, 2021 Council meeting.	12-Mar-19	11-May-21	Utility Services
All	Active	Report on Waste to Energy Solutions	Administration was directed at the March 23, 2021 Council meeting to bring a report back to Council on waste to energy solutions, including technologies, regional markets and economic costs/benefits to Council by end of July, 2021.	9-Jul-19	27-Jul-21	Utility Services
All	Active	Blazer Water System Acquisition	Administration be directed to begin the process that will facilitate the purchase of Blazer Water System at the March 23, 2021 Council meeting  Council provided first reading to Borrowing Bylaw C-8165-2021 at the March 23, 2021 Council meeting.	23-Mar-21	11-May-21	Utility Services
9	Ongoing	Sale of the Cochrane Gravel Pit Lands	Administration was directed at the February 25, 2020 Council meeting to negotiate a purchase and sale agreement for the sale of the Cochrane Gravel Pit lands.  At the June 9, 2020 Council meeting, Council declined a letter of intent received.	25-Feb-20	Ongoing	Legal and Land Administration

Division	Status	Topic	Description	Date Raised Scheduled	Target Completion Date	Responsible Area
5	Ongoing	Sale of the Chestermere Regional Recreation Center	<p>Administration was directed at the September 24, 2019 Council meeting to explore the sale of the land and remediation of the facility.</p> <p>Administration was further directed at the January 28, 2020 Council meeting to review the letter of intent presented by the City of Chestermere and prepare a report for Council's consideration.</p> <p>At the May 12, 2020 Council meeting, Council declined an offer from the City of Chestermere.</p> <p>Administration was directed at the November 24, 2020 Council meeting to enter into negotiations with the City of Chestermere regarding the Chestermere Regional Recreation Centre.</p>	28-Jan-20	Ongoing	Legal and Land Administration
1	Ongoing	Garden of Peace Chapel Lease	Administration was directed at the February 25, 2020 Council meeting to negotiate a 5-year lease for the Garden of Peace Chapel and related lands.	25-Feb-20	Ongoing	Legal and Land Administration
All	Ongoing	Potential Joint Assessment Review Board	<p>Administration was directed at the February 11, 2020 Council meeting to bring back options for a joint Assessment Review Board once Administration has concluded preliminary discussions with potential partner municipalities.</p> <p>Administration was directed at the June 23, 2020 Council meeting to continue discussions and return with options for the 2021 assessment year.</p>	11-Feb-20	Ongoing	Legislative Services
2&3	Ongoing	Animal Care and Control Bylaw	Administration was directed at the November 6, 2018 PPC meeting to bring the Animal Care and Control Bylaw to a future Policy Review Subcommittee meeting for further consideration. The Animal Care and Control Bylaw was considered at the November 14, 2018 PRS meeting.	6-Nov-18	Ongoing	Municipal Enforcement
All	Ongoing	Aqueduct Update	Administration was directed at the December 19, 2019 Council meeting to schedule a CAO workshop with Jonathan Huggett by the end of February, 2020.	10-Dec-19	Ongoing	Operations Division
All	Ongoing	County Plan Amendments to Accommodate Developer-led ASP	<p>Administration was directed at the February 11, 2020 Council meeting to draft amendments to the County Plan to allow for development proponents to prepare new area structure plans or amendments to existing area structure plans, subject to Council-adopted terms of reference.</p> <p>Council provided Municipal Development Plan Bylaw C-8090-2021 second reading and referred it to the CMRB for approval.</p>	11-Feb-20	Ongoing	Planning and Development Services

Division	Status	Topic	Description	Date Raised Scheduled	Target Completion Date	Responsible Area
All	Ongoing	New Municipal Development Plan	<p>Administration was directed at the May 18, 2018 Council meeting to initiate the process of amending the County Plan.</p> <p>Administration was further directed at the March 12, 2019 Council meeting to begin the process of creating a new Municipal Development Plan.</p> <p>Council provided Municipal Development Plan Bylaw C-8090-2021 second reading and referred it to the CMRB for approval.</p>	8-May-18	Ongoing	Planning and Development Services
All	Ongoing	Springbank Land Purchase	<p>Administration was directed at the July 9, 2019 Council meeting to investigate the purchase of lands as discussed in the closed session.</p> <p>Administration was directed at the March 10, 2020 Council meeting to prepare a business plan to support the purchase of the land.</p> <p>Administration was directed at the February 9, 2021 Council meeting to proceed with the mandate outlined in the closed session.</p>	9-Jul-19	Ongoing	Recreation, Parks and Community Support