



## COUNCIL MEETING AGENDA

Date: June 22, 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. June 8, 2021 Council Meeting Minutes

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#### D. FINANCIAL REPORTS

#### E. PUBLIC HEARINGS / APPOINTMENTS

The following public hearings were advertised on May 25, 2021 and June 1, 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. Division 9 - Bylaw C-8115-2020 - Road Closure Application

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File: PL20200159 (06935001, 06936001/2, 07901003/4)

2. Division 4 - Bylaw C-8141-2021 - Agricultural Use

30

File: PL20210003 (02320029)

##### AFTERNOON PUBLIC HEARINGS / APPOINTMENTS 1:00 PM

3. Division 3 - Bylaw C-8011-2020 - Residential Use

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File: PL20190140 (04702011)

#### F. GENERAL BUSINESS

1. Divisions 2 & 4 - Springbank and Langdon Stakeholder Engagement Framework Terms of Reference

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File: N/A

2. Division 8 - Damkar Applications – Request to Waive 6 Month Waiting Period for Re-Application

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File: PL20200050-1 (05618459)

3. Division 2 - Late Tax Payment Penalty Cancellation Request

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File: 05708078

4.	<b>Division 3 - Late Tax Payment Penalty Cancellation Request</b>	90
	File: 04714106	
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	File: 04324016	
9.	<b>All Divisions - Vacation Time Management</b>	131
	File: N/A	
<b>G.</b>	<b>BYLAWS</b>	
1.	<b>Division 8 - Bylaw C-8177-2021 - First Reading Bylaw – Residential Redesignation</b>	133
	File: PL20210055 (05607084)	
2.	<b>Division 9 - Bylaw C-8183-2021 - First Reading Bylaw – Agricultural Redesignation</b>	144
	File: PL20210070 (03230002)	
3.	<b>Division 5 - Bylaw C-8187-2021 - First Reading Bylaw – Business Redesignation</b>	154
	File: PL20210076 (04330005)	
4.	<b>Division 2 - Bylaw C-8186-2021 - First Reading Bylaw – Residential Redesignation</b>	164
	File: PL20200136 (05714039)	
<b>H.</b>	<b>UNFINISHED BUSINESS</b>	
<b>I.</b>	<b>COUNCILLOR REPORTS</b>	
1.	<b>All Divisions - Calgary Metropolitan Region Board (CMRB) Update</b>	
	File: N/A	
<b>J.</b>	<b>MANAGEMENT REPORTS</b>	
1.	<b>All Divisions - 2021 Council Priorities and Significant Issues List</b>	174
	File: N/A	
<b>K.</b>	<b>NOTICES OF MOTION</b>	

**L. PUBLIC PRESENTATIONS**

**M. CLOSED SESSION**

**1. RVC2021-18 - Grader Replacement**

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

Section 16 – Disclosure harmful to business interests of a third party

Section 24 – Advice from officials

Section 25 – Disclosure harmful to the economic or other interests of a public body

**2. RVC2021-21 - Calgary Metropolitan Region Board Communications Plan**

**THAT Council move into closed session to consider the confidential item "Calgary Metropolitan Region Board Communications Plan" 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

**N. ADJOURN THE MEETING**



**COUNCIL MEETING MINUTES**

Tuesday, June 8, 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) (arrived at 9:07 a.m.)  
Councillor K. Hanson (participated electronically) (arrived at 9:15 a.m.)  
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: 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  
A. Zaluski, Director, Legislative Services  
L. Wesley, Manager, Enforcement Services  
B. Woods, Manager, Financial Services  
D. Kalinchuk, Manager, Economic Development  
D. Lang, A/Manager, Recreation, Parks, and Community Support  
S. MacLean, Planning and Development Supervisor, Planning and Development Services  
J. Lee, Engineering Supervisor, Planning and Development Services  
X. Deng, Planner, Planning and Development Services  
L. Cox, Planner, Planning and Development Services  
C. Cresine, Community Project Coordinator, Recreation, Parks, and Community Support  
G. Rowland, Roads Maintenance Supervisor, Transportation Services  
T. Andreasen, Legislative Officer, Legislative Services  
M. Mitton, Legislative Officer, Legislative Services  
C. Anderson, Legislative Officer, Legislative Services  
E. McGuire, Legislative Officer, Legislative Services

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**A     Call Meeting to Order**

The Chair called the meeting to order at 9:04 a.m. with all members present, with the exception of Councillor Kamachi, Councillor Hanson, and Councillor Boehlke.





**B Updates/Approval of Agenda**

Councillor Kamachi arrived to the meeting at 9:07 a.m.

MOVED by Deputy Reeve McKylor that the June 8, 2021 Council meeting agenda be approved as presented.

Carried  
Absent: Councillor Hanson  
Councillor Boehlke

**C-1 May 17, 2021 Special Council Meeting Minutes**

**C-2 May 18, 2021 Council Meeting Minutes**

**C-3 May 25, 2021 Council Meeting Minutes**

MOVED by Councillor Deputy Reeve McKylor that the May 17, 2021 special Council meeting minutes be approved as presented;

AND THAT the May 18, 2021 Council meeting minutes be approved as presented;

AND THAT the May 25, 2021 Council meeting minutes be approved as presented.

Carried  
Absent: Councillor Hanson  
Councillor Boehlke

The Chair called for a recess at 9:09 a.m. Councillor Boehlke returned to the meeting during the recess and Councillor Hanson arrived to the meeting during the recess.

The Chair called the meeting back to order at 9:15 a.m. with all previously mentioned members present with all members present.

**E-1 Division 4 - Bylaw C-8087-2020 - Redesignation Item – Light Industrial Use**  
**File: PL20200086 (03315002)**

**F-1 Division 4 - Master Site Development Plan**  
**File: PL20200085 (03315002)**

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

Carried

Person(s) who presented: Bart Carswell, Carswell Planning (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 9:30 a.m. The Chair called the meeting back to order at 9:36 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: None

MOVED by Councillor Schule that the public hearing for item E-1 be closed at 9:39 a.m.

Carried

MOVED by Councillor Schule that Bylaw C-8087-2020 be amended in accordance with Attachment 'C'.

Carried

MOVED by Councillor Schule that Bylaw C-8087-2020 be given second reading, as amended.

Carried

MOVED by Councillor Schule that Bylaw C-8087-2020 be given third and final reading, as amended.

Carried

MOVED by Councillor Schule that the Troy Clay Inc. Master Site Development Plan be approved as per Attachment 'C'.

Carried

Councillor Wright left the meeting at 9:44 a.m.

**E-2 Division 2 - Bylaw C-8175-2021 - Road Closure Item**  
**File: PL20200127 (05707003)**

MOVED by Deputy Reeve McKylor that the public hearing for item E-2 be opened at 9:45 a.m.

Carried

Absent: Councillor Wright

Person(s) who presented: Nathan Arthur, Stantec Consulting (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 9:53 a.m. The Chair called the meeting back to order at 9:59 a.m. with all previously mentioned members



present, with the exception of Councillor Hanson and Councillor Wright, and declared email submissions closed.

Email submissions in support: None

Email submissions in opposition: None

Person(s) who presented rebuttal: None

MOVED by Deputy Reeve McKylor that the public hearing for item E-2 be closed at 10:01 a.m.

Carried

Absent: Councillor Hanson  
Councillor Wright

Councillor Hanson returned to the meeting at 10:01 a.m.

MOVED by Deputy Reeve McKylor that Bylaw C-8175-2021 be given first reading.

Carried

Absent: Councillor Wright

MOVED by Deputy Reeve McKylor that Bylaw C-8175-2021 be forwarded to the Minister of Transportation for further consideration.

Carried

Absent: Councillor Wright

Councillor Wright returned to the meeting at 10:04 a.m.

**F-4 All Divisions - Consideration of Motion - Website Reporting of Councillors' Expenses**  
**File: N/A**

Main Motion:

MOVED by Councillor Kissel that Administration be directed to begin quarterly reporting of all Rocky View County Councillor Expenses on a per-Councillor basis, and that this reporting also be made retroactive to the beginning of this term of Council in October 2017, and that this reporting appear accessible to the public on the County Website.

Amending Motion:

MOVED by Deputy Reeve McKylor that the main motion be amended as follows:

THAT Administration be directed to begin quarterly reporting of all Rocky View County Councillor Expenses on a per-Councillor basis, ~~and that this reporting also be made retroactive to the beginning of this term of Council in October 2017,~~ to **begin on June 30, 2021** and that this reporting appear accessible to the public on the County Website.

Defeated



Amending Motion:

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

THAT Administration be directed to begin quarterly reporting of all Rocky View County Councillor Expenses on a per-Councillor basis, ~~and that this reporting also be made retroactive to the beginning of this term of Council in October 2017,~~ and that this reporting appear accessible to the public on the County website, **at the beginning of the next Council term.**

Amendment to the Amendment:

MOVED by Councillor Kissel that the amending motion be amended as follows:

THAT Administration be directed to begin quarterly reporting of all Rocky View County Councillor Expenses on a per-Councillor basis, ~~and that this reporting also be made retroactive to the beginning of this term of Council in October 2017,~~ and that this reporting appear accessible to the public on the County website, **at the beginning of the next Council term 2018 to current.**

Defeated

The Chair called for a vote on the amending motion.

Amending Motion:

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

THAT Administration be directed to begin quarterly reporting of all Rocky View County Councillor Expenses on a per-Councillor basis, ~~and that this reporting also be made retroactive to the beginning of this term of Council in October 2017,~~ and that this reporting appear accessible to the public on the County website, **at the beginning of the next Council term.**

Carried

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

Main Motion as Amended:

MOVED by Councillor Kissel that Administration be directed to begin quarterly reporting of all Rocky View County Councillor Expenses on a per-Councillor basis and that this reporting appear accessible to the public on the County website, at the beginning of the next Council term.

Carried

The Chair called for a recess at 10:50 a.m. and called the meeting back to order at 11:01 a.m. with all previously mentioned members present.

Motion Arising:

MOVED by Deputy Reeve McKylor that Administration be directed to standardize expense reporting for Councillors and include training on the standardized expenses to the new Council following the October 2021 election.

Carried



**F-2 All Divisions - Letter of Support – CN Rail Acquisition of Kansas City Southern**  
**File: N/A**

MOVED by Councillor Gautreau that Council supports the proposed CN Railway acquisition of Kansas City Southern, and that Administration be directed to send the letter of support to the Surface Transportation Board.

Carried

**F-3 Division 9 - Proposed Parking Change on Glenbow Road**  
**File: N/A**

MOVED by Councillor Wright that the public submissions for item F-3 be received in accordance with section 79 of the *Procedure Bylaw*.

Carried

The Chair called for a recess at 11:39 a.m. and called the meeting back to order at 11:45 a.m. with all previously mentioned members present.

Main Motion:

MOVED by Councillor Kissel that Administration be directed to continue to work with Alberta Environment and Parks and the Glenbow Ranch Park Foundation on a parking and vehicle control strategy that is acceptable and maintains road safety and park access.

Amending Motion:

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

THAT Administration be directed to continue to work with Alberta Environment and Parks and the Glenbow Ranch Park Foundation on a parking and vehicle control strategy that is acceptable and maintains road safety and park access **and that vehicle parking be allowed on the east side of Glenbow Road until an agreement is made.**

Amendment to the Amendment:

MOVED by Deputy Reeve McKylor that the amending motion be amended as follows:

THAT Administration be directed to continue to work with Alberta Environment and Parks and the Glenbow Ranch Park Foundation on a parking and vehicle control strategy that is acceptable and maintains road safety and park access **and that until an agreement is made Rocky View Administration be directed to work with the Glenbow Ranch Foundation to identify an additional 10 roadside parking spots. ~~vehicle parking be allowed on the east side of Glenbow Road until an agreement is made.~~**

Defeated

Councillor Boehlke, with the unanimous consent of Council, withdrew the amending motion.



The Chair called for a vote on the main motion.

Main Motion:

MOVED by Councillor Kissel that Administration be directed to continue to work with Alberta Environment and Parks and the Glenbow Ranch Park Foundation on a parking and vehicle control strategy that is acceptable and maintains road safety and park access.

Carried

The Chair called for a recess at 12:10 p.m. and called the meeting back to order at 1:10 p.m. with all previously mentioned members present.

**E-3     Division 2 - Bylaw C-8157-2021 - Harmony Conceptual Scheme Amendments**  
**File: PL20200125 (Harmony Plan Area)**

**E-4     Division 2 - Bylaw C-8153-2021 - Harmony Conceptual Scheme Amendments**  
**File: PL20200121 (Harmony Plan Area)**

**E-5     Division 2 - Bylaw C-8154-2021 - Harmony Conceptual Scheme Amendments**  
**File: PL20200122 (Harmony Plan Area)**

**E-6     Division 2 - Bylaw C-8155-2021 - Harmony Conceptual Scheme Amendments**  
**File: PL20200123 (Harmony Plan Area)**

**E-7     Division 2 - Bylaw C-8156-2021 - Harmony Conceptual Scheme Amendments**  
**File: PL20200124 (Harmony Plan Area)**

MOVED by Deputy Reeve McKylor that the public hearing for items E-3, E-4, E-5, E-6, and E-7 be opened concurrently at 1:13 p.m.

Carried

Person(s) who presented:	Birol Fisekci, Harmony Developments (Owner) Nathan Arthur, Stantec Consulting (Applicant) Selby Thannikary, Stantec Consulting (Applicant) Cary Kienitz, Qualico Communities
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Councillor Hanson left the meeting at 2:20 p.m. and returned to the meeting at 2:22 p.m.

The Chair called for a recess at 2:34 p.m. and called the meeting back to order at 2:45 p.m. with all previously mentioned members present.

Pre-recorded audio/video presentations in support:	Natasha Jalbert Heidi Smyth
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Pre-recorded audio/video submissions in opposition:	None
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The Chair made the final call for email submissions and called for a recess at 3:11 p.m. The Chair called the meeting back to order at 3:17 p.m. with all previously mentioned members present and declared email submissions closed.

Email submissions in support:

Email submissions in opposition:

Person(s) who presented rebuttal:

MOVED by Deputy Reeve McKylor that the public hearing for items E-3, E-4, E-5, E-6, and E-7 be closed at 3:22 p.m.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8157-2021 be amended in accordance with Attachment 'C'.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8157-2021 be given second reading, as amended.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8157-2021 be given third and final reading, as amended.

Carried

MOVED by Deputy Reeve McKylor Bylaw C-8153-2021 be amended in accordance with Attachment 'C'.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8153-2021 be given second reading, as amended.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8153-2021 be given third and final reading, as amended.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8154-2021 be given second reading.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8154-2021 be given third and final reading

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8155-2021 be amended in accordance with Attachment 'C'.

Carried



MOVED by Deputy Reeve McKylor that Bylaw C-8155-2021 be given second reading, as amended.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8155-2021 be given third and final reading, as amended.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8156-2021 be amended in accordance with Attachment 'C'.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8156-2021 be given second reading, as amended.

Carried

MOVED by Deputy Reeve McKylor that Bylaw C-8156-2021 be given third and final reading, as amended.

Carried

**F-5     Division 5 - Late Tax Payment Penalty Cancellation Request**  
**File: 03330016 & 03330018**

MOVED by Deputy Reeve McKylor that the request for late tax penalty cancellation in the amount of \$30,882.83 be denied.

Carried

**F-6     Division 8 - Late Tax Payment Penalty Cancellation Request**  
**File: 06712029**

MOVED by Deputy Reeve McKylor that the request for late tax penalty cancellation in the amount of \$895.15 be approved.

Carried

**F-7     Division 5 - Late Tax Payment Penalty Cancellation Request**  
**File: 05328025**

MOVED by Deputy Reeve McKylor that the request for late tax penalty cancellation in the amount of \$706.15 be denied.

Carried

**F-8     Division 3 - Late Tax Payment Penalty Cancellation Request**  
**File: 04701334**

MOVED by Deputy Reeve McKylor that the request for late tax penalty cancellation in the amount of \$512.42 be denied.

Carried





**F-9 Division 8 - Late Tax Payment Penalty Cancellation Request**  
**File: 06712040**

MOVED by Councillor Gautreau that the request for late tax penalty cancellation in the amount of \$2,764.89 be tabled *sine die*.

Carried

**F-10 Division 7 - Late Tax Payment Penalty Cancellation Request**  
**File: 06507011**

MOVED by Councillor Boehlke that the request for late tax penalty cancellation in the amount of \$482.36 be denied.

Carried

**F-11 Division 3 - Late Tax Payment Penalty Cancellation Request**  
**File: 04606433**

MOVED by Deputy Reeve McKylor that the request for late tax penalty cancellation in the amount of \$897.49 be denied.

Carried

**F-12 Division 7 - Late Tax Payment Penalty Cancellation Request**  
**File: 06612020**

MOVED by Councillor Boehlke that the request for late tax penalty cancellation in the amount of \$459.15 be denied.

Carried

**F-13 Division 3 - Late Tax Payment Penalty Cancellation Request**  
**File: 04619007**

MOVED by Deputy Reeve McKylor that the request for late tax penalty cancellation in the amount of \$885.66 be denied.

Carried

**F-14 Division 5 - Late Tax Payment Penalty Cancellation Request**  
**File: 04324016**

MOVED by Councillor Wright that the request for late tax penalty cancellation in the amount of \$571.50 be tabled *sine die*.

Carried

**F-15 Division 2 - Late Tax Payment Penalty Cancellation Request**  
**File: 05717001, 05720005, 05721003 & 05721004**

MOVED by Deputy Reeve McKylor that the request for late tax penalty cancellation in the amount of \$470.69 be denied.

Carried



**F-17 Division 4 - Bow Valley Agricultural Society (BVAS) Letter of Support for Community Facility Enhancement Program Application**  
**File: N/A**

MOVED by Councillor Schule that Administration be authorized to provide a letter of support for the Bow Valley Agricultural Society's application to the Community Facility Enhancement Program, as per Attachment 'A'.

Carried

**F-16 Division 7 - Late Tax Payment Penalty Cancellation Request**  
**File: 06404455**

MOVED by Councillor Boehlke that the request for late tax penalty cancellation in the amount of \$99.15 be denied.

Carried

**G-1 All Divisions - Bylaw C-8067-2020 - Noise Control Bylaw**  
**File: N/A**

MOVED by Councillor Kissel that section 15(3) of Bylaw C-8067-2020 be amended as follows:

(3) any farming or agricultural work on ~~an agricultural operation~~ **an agricultural operation** ~~a bona-fide farming or agricultural property~~ which requires the work being performed to be done at that time in order to maintain crops or livestock being raised for sale, **when following generally accepted agricultural practices;**

Defeated

MOVED by Councillor Boehlke that Bylaw C-8067-2020 be given first reading.

Carried

MOVED by Councillor Boehlke that Bylaw C-8067-2020 be given second reading.

Carried

MOVED by Councillor Boehlke that Bylaw C-8067-2020 be considered for third reading.

Carried

MOVED by Councillor Boehlke that Bylaw C-8067-2020 be given third reading.

Carried

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

The Calgary Metropolitan Region Board (CMRB) Update for June 8, 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 June 8, 2021 was provided as information.

**N        Adjourn the Meeting**

MOVED by Deputy Reeve McKylor that the June 8, 2021 Council Meeting be adjourned at 4:40 p.m.

Carried

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

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



## PLANNING AND DEVELOPMENT SERVICES

<b>TO:</b>	Council	
<b>DATE:</b>	June 22, 2021	<b>DIVISION:</b> 9
<b>TIME:</b>	Morning Appointment	
<b>FILE:</b>	06935001, 06936001/002, 07901003/004	<b>APPLICATION:</b> PL20200159
<b>SUBJECT:</b>	Road Closure Application	

**APPLICATION:** To close portions of two road allowances totalling  $\pm$  11.95 acres known as Township Road 270 and Range Road 51, 260 metres east of the intersection of Wildcat Hills Road and Grand Valley Road; located along the southern boundaries of SW-1-27-5-W5M, and SE-1-27-5-W5M, and on the west side of NW-36-26-5-W5M. If successful, these portions of road allowances would be consolidated with the adjacent parcels on each side.

**GENERAL LOCATION:** Located approximately 7 kilometres northwest of the town of Cochrane; located east of the intersection of Wildcat Hills Road and Grand Valley Road.

**LAND USE DESIGNATION:** Agricultural, General District (A-GEN)

**EXECUTIVE SUMMARY:** The application is consistent with the requirements of Road Allowance Closure and Disposal Policy C-443. The subject lands are all under common ownership by Simpson Ranches, in addition to extensive land holdings in the area. The landowners currently lease the road allowances for cattle grazing and have done so for decades. The landowners seek to consolidate the lands for this purpose. As such, there is a limited impact on adjacent or nearby landowners.

Sufficient road allowances exist for current landowners to access their parcels, and the landowner has no plans to sell the lands in the near future. The presence of a proposed regional pathway as provided in the Open Space Master Plan would require coordination between the County and the landowner to shift the location onto nearby lands owned by the applicants.

### OPTIONS:

Option #1:     Motion #1:     THAT Bylaw C-8115-2020 be given first reading.  
                                  Motion #2:     THAT Bylaw C-8115-2020 be forwarded to the Minister of Transportation.

Option #2:     THAT Bylaw C-8115-2020 be refused.

### AIR PHOTO & DEVELOPMENT CONTEXT:



### Administration Resources

Oksana Newmen, Planning and Development Services



## APPLICATION EVALUATION:

The application was evaluated based on the technical reports submitted with the application and the applicable policies and regulations.

<b>APPLICABLE POLICY AND REGULATIONS:</b> <ul style="list-style-type: none"> <li>• <i>Municipal Government Act;</i></li> <li>• Municipal Development Plan;</li> <li>• Land Use Bylaw; and</li> <li>• County Servicing Standards.</li> </ul>	<b>TECHNICAL REPORTS SUBMITTED:</b> <ul style="list-style-type: none"> <li>• No technical reports submitted</li> </ul>
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## POLICY ANALYSIS:

### County Plan

Discussion regarding road allowance closure is not included in the County Plan.

### Land Use Bylaw

Road allowance closure is not considered by the Land Use Bylaw.

## ADDITIONAL CONSIDERATIONS:

The application for road closure initially included areas that have since been removed based on concerns raised by Administration and Alberta Transportation.

Alberta Transportation submitted preliminary concerns regarding the application. They noted that legal access, and the possibility of physical access via the road allowance to the east portions of NE-35-26-5-W5M and SE-2-27-5-W5M, and the entire ¼ sections of the SW-1-27-5-W5M and NW-36-26-5-W5M may be impacted. Based on these comments, the applicant made revisions to the application.

Administration had shared the concerns by Alberta Transportation, and together with the applicant, have proposed the road allowance closures as provided in this application. The amendment removed the closure of the allowance of the approximate 260m of the Township Road 270 allowance immediately east of Grand Valley Road to the allowance of Range Road 51 and the requirement that the parcels east of Grand Valley (within NE-35-26-5-W5M) and the entirety of NW-36-26-5-W5M be combined into a single parcel to provide for available frontage to Grand Valley Road if required.

Separately, a review of the Open Space Master Plan, adopted in May 2011, indicates a proposed regional pathway along the east-west closure area. Administration had initial concerns regarding the possibility of impacting future pathways, however, the applicant has indicated willingness to engage with the County in determining an alternate suitable pathway location within the vicinity of the proposed pathway. A condition could be added to the sales agreement, requiring the landowners to work with the County to secure an easement for the future pathway. Based on the applicant's commitment to work with the County on future pathway planning through their lands, Administration feels the matter can be addressed.

Based on the foregoing, should Council grant first reading to the road closure application, Administration recommends that the requirement to combine the parcels east of Grand Valley (within NE-35-26-5-W5M) and the entirety of NW-36-26-5-W5M and to provide alternate routing of the regional pathway be required.

Administration, therefore, recommends approval of the road closures, subject to the requirements above.



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

ON/lt

**ATTACHMENTS:**

ATTACHMENT ‘A’: Application Information  
ATTACHMENT ‘B’: Application Referrals  
ATTACHMENT ‘C’: Bylaw C-8115-2020 and Schedule A  
ATTACHMENT ‘D’: Map Set



## ATTACHMENT 'A': APPLICATION INFORMATION

<b>APPLICANT:</b> IDEA Group Inc. (Ryan Riddell)	<b>OWNERS:</b> Simpson Ranching Limited
<b>DATE APPLICATION RECEIVED:</b> November 18, 2020	<b>DATE DEEMED COMPLETE:</b> November 18, 2020
<b>GROSS AREA:</b> ± 4.84 hectares (± 11.95 acres)	<b>LEGAL DESCRIPTION:</b> southern boundaries of SW-1-27-5-W5M, and SE-1-27-5-W5M, and on the west side of NW-36-26-5-W5M
<b>SOILS (C.L.I. from A.R.C.):</b> <b>4T, H, R</b> – severe limitations due to adverse topography, temperature, and shallowness to bedrock <b>7 T, H, R</b> – no capability due to adverse topography, temperature, and shallowness to bedrock	
<b>HISTORY:</b> <b>April 14, 1970:</b> Bylaw C-746, approved by Council “to close for lease purposes”, several portions of road allowance, including west of NW-36-26-5-W5M, west and south of SW-1-27-5-W5M.	
<b>PUBLIC &amp; AGENCY SUBMISSIONS:</b> The application was circulated to nine adjacent landowners. There were no responses. The application was also circulated to a number of internal and external agencies, as depicted in Attachment 'B'; relevant comments are addressed within 'Additional Considerations' above.	



## ATTACHMENT 'B': APPLICATION REFERRAL

AGENCY	COMMENTS
<b><i>Province of Alberta</i></b>	
Alberta Transportation	<p>Closing this section of road will cut off legal access and the possibility of physical access via the road allowance to the east portions of Sec. NE-35-26-5-W5M &amp; Sec. SE-2-27-5-W5M and the entire ¼ sections of the SW-1-27-5-W5M &amp; NW-36-26-5-W5M.</p> <p>Alberta Transportation will comment further if/when the department receives a complete 1st reading bylaw road closure package.</p>
<b><i>Internal Departments</i></b>	
Recreation, Parks and Community Support	<p>Recreation would like to raise concerns about the application as it is located within the Grand Valley Foothills Region of the Parks and Open Space Master Plan, and a proposed pathway system is identified along the road closure area.</p>
Planning and Development Services - Engineering	<p>The closure of the proposed road allowance will limit further subdivision potential of NW-36-26-05-W05M as the future subdivision will result in parcels without access to the local road network.</p> <p>Also, this would put a significant burden on SW-01-27-05-W05M and NW-01-27-05-W05M for future road access to County's road network as the undeveloped road allowance proposed to be closed provides these lands the shortest access (approximately 0.25 kilometres and 1.05 kilometres respectively) to County's Road Network onto Grand Valley Road. Without this road allowance, these lands would have to rely on undeveloped road allowance to the north onto TWP 272 for future road access, which is approximately 2.4 km and 1.6 kilometres away for SW-01-27-05-W05M and NW-01-27-05-W05M.</p> <p>Engineering suggests following to alleviate County's concerns</p> <ul style="list-style-type: none"> <li>• That upon a road closure of north-south road allowance west of NW-36-26-05-W05M, the applicant consolidates parcels, NW-36-26-05-W05M and NE-36-26-05-W05M into one parcel. This will provide the consolidated parcel direct access off Grand Valley Road without limiting further subdivision potential.</li> <li>• That the applicant revises their proposal to exclude a stretch of east-west road allowance (approximately 260 m) west of SW-01-27-05-W05 from the current road closure proposal. This will ensure the shortest distance for future road access for SW-01-27-05-W05M and NW-01-27-05-W05M.</li> </ul>
Transportation Services	<p>Road Operations: No concerns. Applicant is the current holder of Grazing Leases for the same sections of the undeveloped roadway for which he is applying to close and consolidate. The termination of these existing Grazing Leases will need to be coordinated.</p>





AGENCY	COMMENTS
Capital Project Management	Capital Projects does not have any projects noted in that area.

Circulation Period: December 3, 2020, to December 24, 2020.

Agencies that did not respond, expressed no concerns, or were not required for distribution, are not listed.



ROCKY VIEW COUNTY

# BYLAW C-8115-2020

**A bylaw of Rocky View County, in the Province of Alberta, for the purpose of closing for public travel and creating titles to portions of a public highway in accordance with the *Municipal Government Act*.**

**WHEREAS** the lands hereafter described are no longer required for public travel;

**AND WHEREAS** an application has been made to the Council of Rocky View County to have a portion of the road allowance closed;

**AND WHEREAS** the Council of Rocky View County deems it expedient to close for public travel certain roads, or portions of roads, situated in Rocky View County and to dispose of the same;

**AND WHEREAS** notice of this bylaw was provided in accordance with the *Municipal Government Act* by circulation to landowners and advertisements on both the May 25, 2021, and June 1, 2021 Rocky View County Public Hearing Notices;

**AND WHEREAS** the Council of Rocky View County was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by this bylaw;

**NOW THEREFORE** the Council of Rocky View County enacts as follows:

## Title

- 1 This bylaw may be cited as *Bylaw C-8115-2020*.

## 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 The Council of Rocky View County does hereby close to public travel for the purpose of creating a title to the following described highway as shown on Schedule 'A' attached to and forming part of this bylaw, subject to the rights of access granted by other legislation:

- (1) THE ORIGINAL GOVERNMENT ROAD ALLOWANCE ADJACENT TO THE SOUTHERN BOUNDARIES OF SOUTH WEST SECTION 1, TOWNSHIP 27, RANGE 5, WEST OF THE 5<sup>TH</sup> MERIDIAN AND SOUTH EAST SECTION 1, TOWNSHIP 27, RANGE 5, WEST OF THE 5<sup>TH</sup> MERIDIAN;



ROCKY VIEW COUNTY

- (2) THE ORIGINAL GOVERNMENT ROAD ALLOWANCE ADJACENT TO THE WESTERN BOUNDARY OF NORTHWEST SECTION 36, TOWNSHIP 26, RANGE 5, WEST OF THE 5<sup>th</sup> MERIDIAN.

**Effective Date**

- 4 Bylaw C-8115-2020 is passed and comes into full force and effect when it receives approval from the Minister of Transportation and receives third reading and is signed in accordance with the *Municipal Government Act*.

PUBLIC HEARING HELD this \_\_\_\_\_ day of \_\_\_\_\_, 2021

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2021

APPROVED BY ALBERTA TRANSPORTATION \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Minister of Transportation

Approval valid for \_\_\_\_\_ months

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2021

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

\_\_\_\_\_  
Reeve

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

\_\_\_\_\_  
Date Bylaw Signed

**Schedule 'A'**
**Bylaw**  
**C-8115-2020**
**Road Closure Proposal**

To close portions of two road allowances totaling  $\pm 4.84$  ha ( $\pm 11.95$  ac) known as Township Road 270 and Range Road 51, 250 m east of the intersection of Wildcat Hills Road and Grand Valley Road; located along the southern boundaries of SW-1-27-5-W5M, and SE-1-27-5-W5M, and on the east side of NE-35-26-5-W5M. If successful, these portions of road allowances will be consolidated with the adjacent parcels on each side.

To close portions of two road allowances totaling  $\pm 4.84$  ha ( $\pm 11.95$  ac) known as Township Road 270 and Range Road 51, 250 m east of the intersection of Wildcat Hills Road and Grand Valley Road; located along the southern boundaries of SW-1-27-5-W5M, and SE-1-27-5-W5M, and on the west side of NW-36-26-5-W5M. If successful, these portions of road allowances will be consolidated with the adjacent parcels on each side.





## Location & Context

### Road Closure Proposal

To close portions of two road allowances totaling  $\pm 4.84$  ha ( $\pm 11.95$  ac) known as Township Road 270 and Range Road 51, 250 m east of the intersection of Wildcat Hills Road and Grand Valley Road; located along the southern boundaries of SW-1-27-5-W5M, and SE-1-27-5-W5M, and on the west side of NW-36-26-5-W5M. If successful, these portions of road allowances will be consolidated with the adjacent parcels on each side.

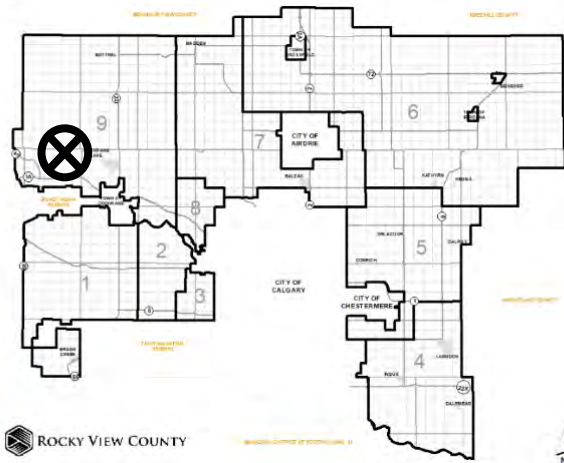
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Roll: 06935001, 06936001/002,  
07901003/004, 07902003

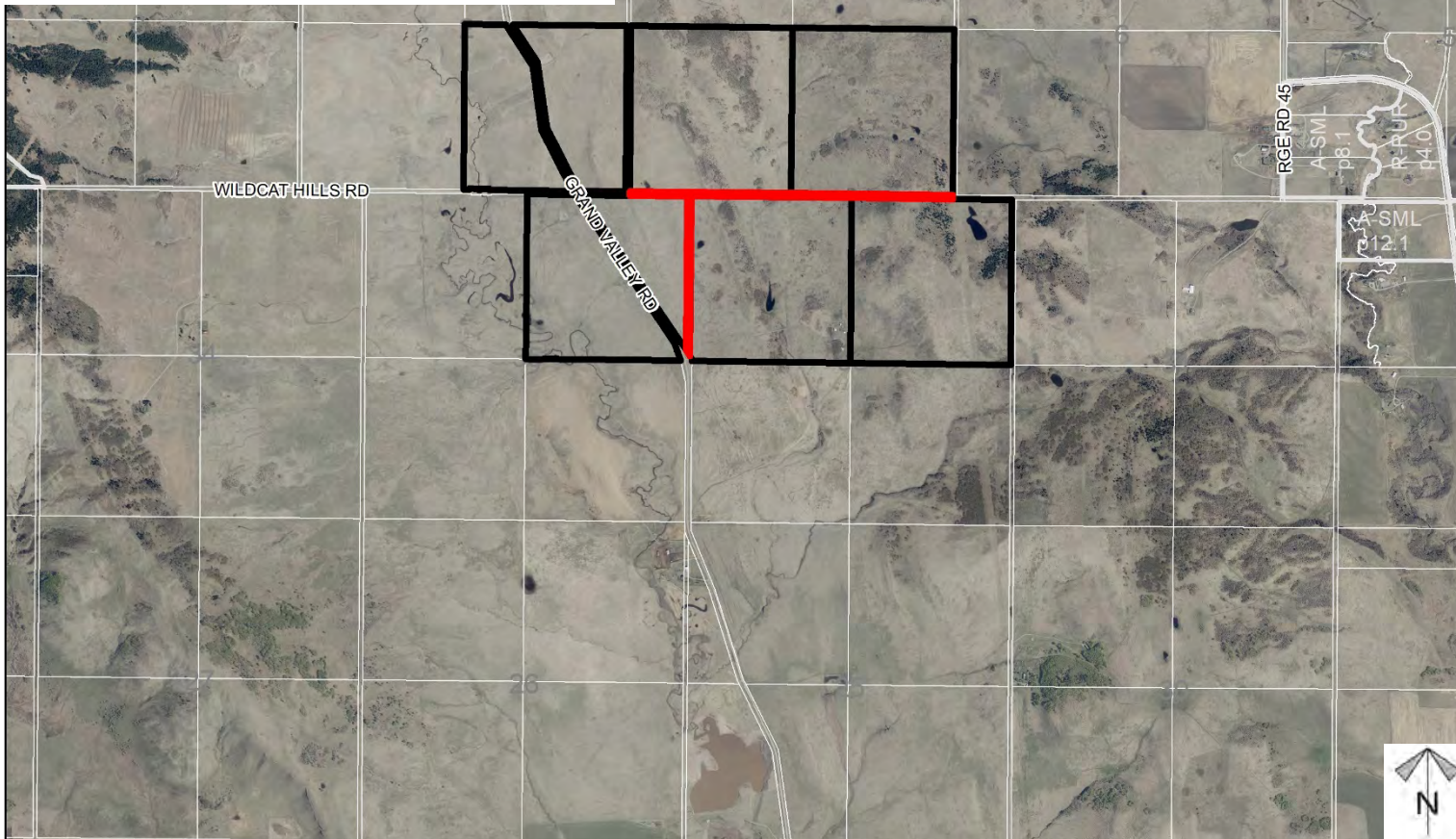
File: PL20200159

Printed: April 14, 2020

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ROCKY VIEW COUNTY







## Development Proposal

### Road Closure Proposal

To close portions of two road allowances totaling  $\pm 4.84$  ha ( $\pm 11.95$  ac) known as Township Road 270 and Range Road 51, 250 m east of the intersection of Wildcat Hills Road and Grand Valley Road; located along the southern boundaries of SW-1-27-5-W5M, and SE-1-27-5-W5M, and on the west side of NW-36-26-5-W5M. If successful, these portions of road allowances will be consolidated with the adjacent parcels on each side.

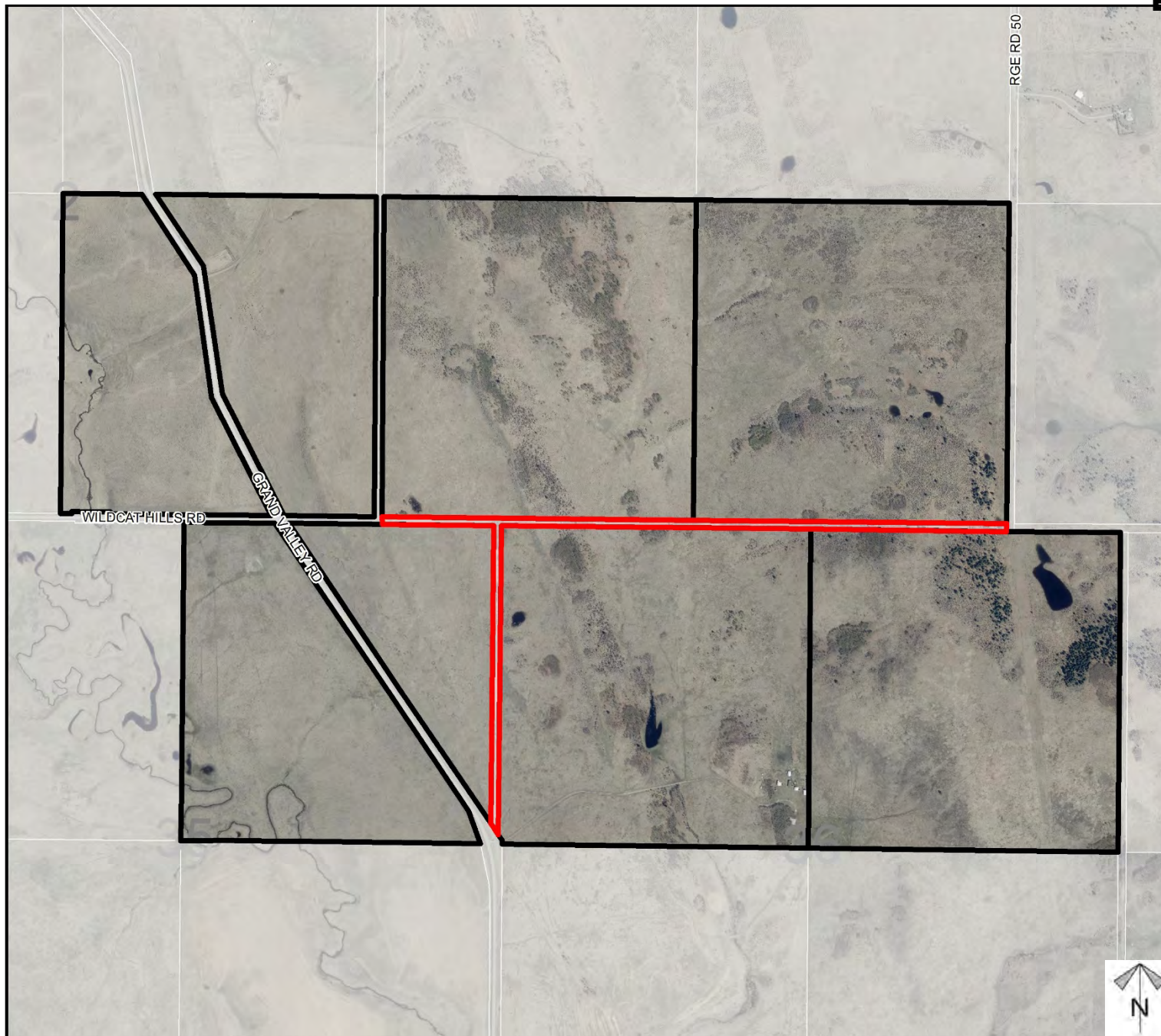
Division: 9

Roll: 06935001, 06936001/002,  
07901003/004, 07902003

File: PL20200159

Printed: April 14, 2020

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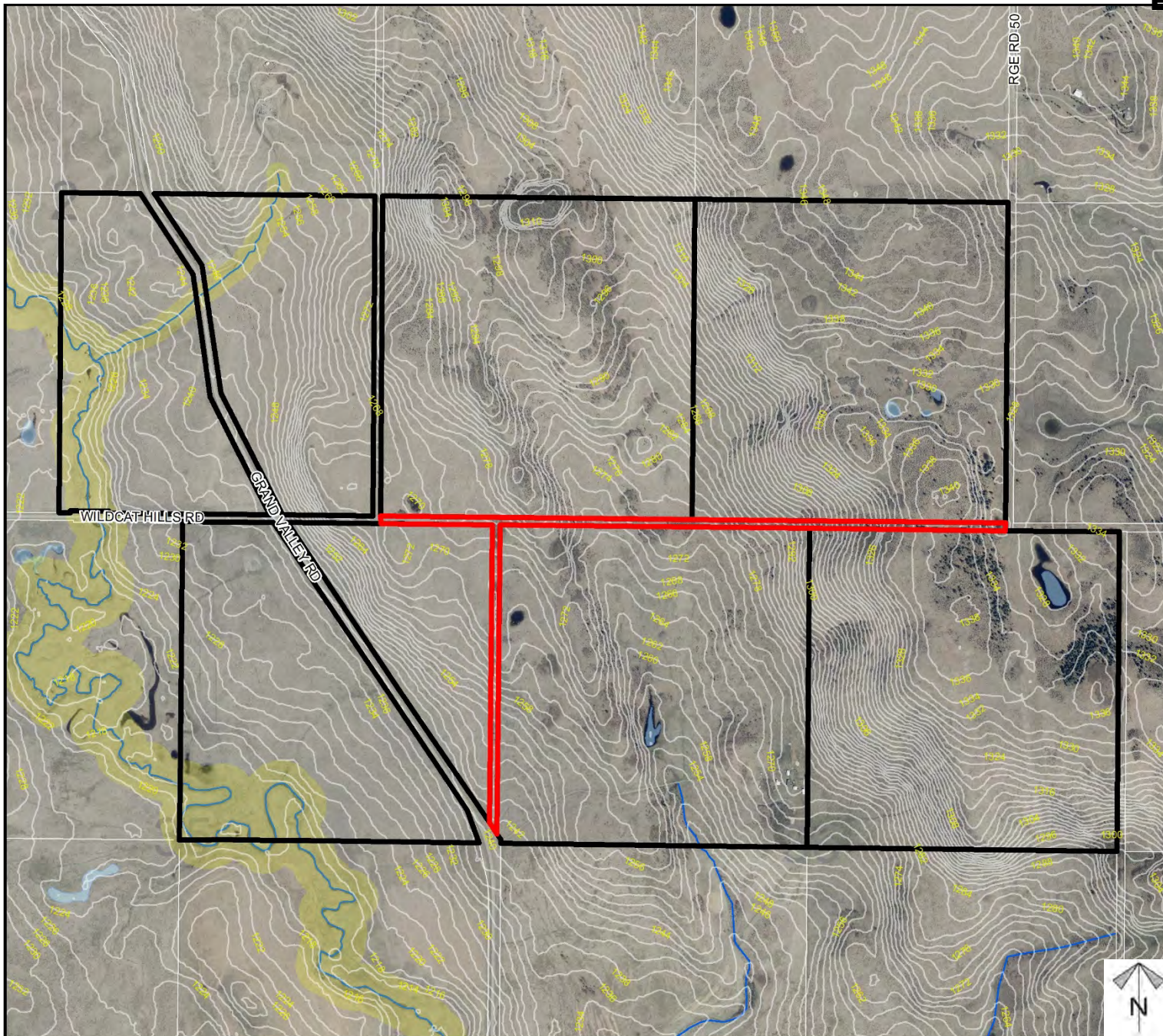
## Environmental

Road Closure Proposal

To close portions of two road allowances totaling  $\pm 4.84$  ha ( $\pm 11.95$  ac) known as Township Road 270 and Range Road 51, 250 m east of the intersection of Wildcat Hills Road and Grand Valley Road; located along the southern boundaries of SW-1-27-5-W5M, and SE-1-27-5-W5M, and on the west side of NW-36-26-5-W5M. If successful, these portions of road allowances will be consolidated with the adjacent parcels on each side.

-  Subject Lands
-  Contour - 2 meters
-  Riparian Setbacks
-  Alberta Wetland Inventory
-  Surface Water

Division: 9  
 Roll: 06935001, 06936001/002,  
 07901003/004, 07902003  
 File: PL20200159  
 Printed: April 14, 2020  
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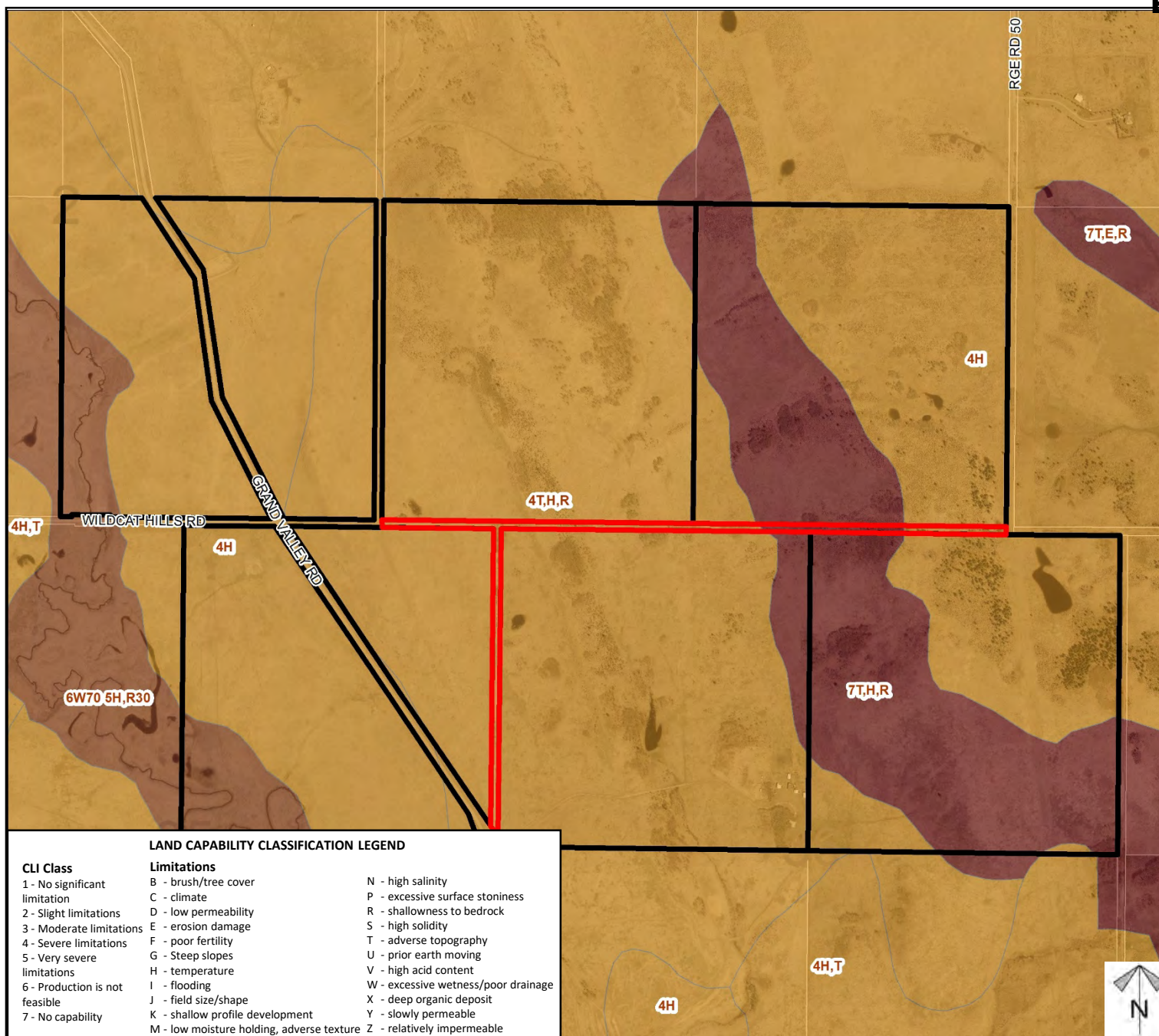




## Soil Classifications

### Road Closure Proposal

To close portions of two road allowances totaling  $\pm 4.84$  ha ( $\pm 11.95$  ac) known as Township Road 270 and Range Road 51, 250 m east of the intersection of Wildcat Hills Road and Grand Valley Road; located along the southern boundaries of SW-1-27-5-W5M, and SE-1-27-5-W5M, and on the west side of NW-36-26-5-W5M. If successful, these portions of road allowances will be consolidated with the adjacent parcels on each side.



#### LAND CAPABILITY CLASSIFICATION LEGEND

##### CLI Class

- 1 - No significant limitation
- 2 - Slight limitations
- 3 - Moderate limitations
- 4 - Severe limitations
- 5 - Very severe limitations
- 6 - Production is not feasible
- 7 - No capability

##### Limitations

- B - brush/tree cover
- C - climate
- D - low permeability
- E - erosion damage
- F - poor fertility
- G - Steep slopes
- H - temperature
- I - flooding
- J - field size/shape
- K - shallow profile development
- M - low moisture holding, adverse texture
- N - high salinity
- P - excessive surface stoniness
- R - shallowness to bedrock
- S - high solidity
- T - adverse topography
- U - prior earth moving
- V - high acid content
- W - excessive wetness/poor drainage
- X - deep organic deposit
- Y - slowly permeable
- Z - relatively impermeable

Division: 9

Roll: 06935001, 06936001/002, 07901003/004, 07902003

File: PL20200159

Printed: April 14, 2020

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## Landowner Circulation Area

### Road Closure Proposal

To close portions of two road allowances totaling  $\pm 4.84$  ha ( $\pm 11.95$  ac) known as Township Road 270 and Range Road 51, 250 m east of the intersection of Wildcat Hills Road and Grand Valley Road; located along the southern boundaries of SW-1-27-5-W5M, and SE-1-27-5-W5M, and on the west side of NW-36-26-5-W5M. If successful, these portions of road allowances will be consolidated with the adjacent parcels on each side.

#### Legend

Support



Opposition



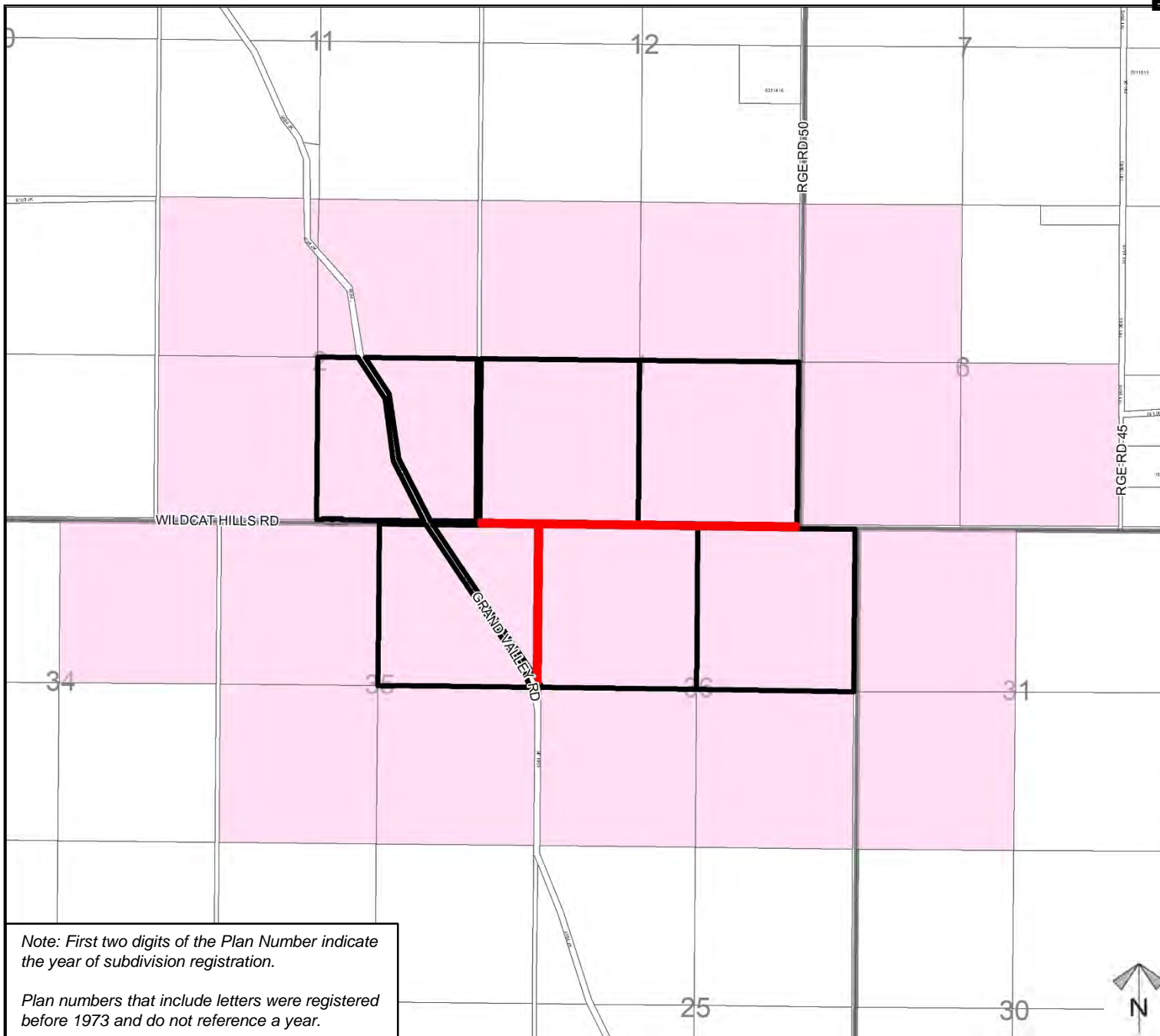
Division: 9

Roll: 06935001, 06936001/002,  
07901003/004, 07902003

File: PL20200159

Printed: April 14, 2020

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Note: First two digits of the Plan Number indicate the year of subdivision registration.

Plan numbers that include letters were registered before 1973 and do not reference a year.



## PLANNING AND DEVELOPMENT SERVICES

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**TO:** Council

**DATE:** June 22, 2021 **DIVISION:** 4

**TIME:** Morning Appointment

**FILE:** 02320029 **APPLICATION:** PL20210003

**SUBJECT:** Redesignation Item – Agricultural Use

---

**APPLICATION:** To redesignate a portion of land from Agricultural, General District (A-GEN) to Agricultural, Small Parcel District (A-SML), in order to facilitate the creation of a  $\pm 50$  acre parcel for horticultural development with a  $\pm 96.4$  acre remainder.

**GENERAL LOCATION:** Located at the east border of the city of Calgary, approximately 3.88 kilometres (1.5 miles) south of Highway 22 X, on the east side of Range Road 285, and south side of Township Road 224.

**LAND USE DESIGNATION:** Agricultural, General District (A-GEN)

### EXECUTIVE SUMMARY:

Council gave first reading to Bylaw C-8141-2021 on March 9, 2021. The proposal is consistent with the County Plan and Land Use Bylaw:

- The proposal meets the Agricultural policies within the County Plan;
- The proposed parcel size meets the Land Use Bylaw.

**ADMINISTRATION RECOMMENDATION:** Administration recommends approval as per Option #1.

### OPTIONS:

Option #1: Motion #1 THAT Bylaw C-8141-2021 be given second reading.  
 Motion #2 THAT Bylaw C-8141-2021 be given third and final reading.

Option #2: THAT application PL20210003 be refused.

### AIR PHOTO & DEVELOPMENT CONTEXT:



### Administration Resources

Xin Deng, Planning and Development Services

**APPLICATION EVALUATION:**

The application was evaluated based on the technical reports submitted with the application and the applicable policies and regulations.

<b>APPLICABLE POLICY AND REGULATIONS:</b> <ul style="list-style-type: none"> <li>• <i>Municipal Government Act;</i></li> <li>• City of Calgary / Rocky View County Intermunicipal Development Plan;</li> <li>• County Plan;</li> <li>• Land Use Bylaw; and</li> <li>• County Servicing Standards.</li> </ul>	<b>TECHNICAL REPORTS SUBMITTED:</b> <ul style="list-style-type: none"> <li>• N/A</li> </ul>
--	---

**POLICY ANALYSIS:**City of Calgary / Rocky View County Intermunicipal Development Plan

The land falls within the future growth area within the Plan. It indicates that development in this area should be governed by the planning document of the local municipality; therefore, the proposal is primarily evaluated by the County Plan.

County Plan

Policy 8.18 outlines criteria for evaluation of redesignation and subdivision proposals for smaller agricultural parcels. The Applicant proposes a new and distinct agricultural use to build a greenhouse for decorative flowers with a market delivery service. The proposed agricultural use and the parcel size are compatible with adjacent lands to the north. The proposal does not anticipate any impact on County infrastructure, and would not have an adverse impact on the land, air quality, and surface water.

Land Use Bylaw

The proposed new lot meets the minimum parcel size requirement of the Agricultural, Small Parcel District (A-SML) of the Land Use Bylaw.

Respectfully submitted,

“Brock Beach”

\_\_\_\_\_  
Acting Executive Director  
Community Development Services

Concurrence,

“Kent Robinson”

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

XD/llt

**ATTACHMENTS**

ATTACHMENT ‘A’: Application Information  
ATTACHMENT ‘B’: Application Referrals  
ATTACHMENT ‘C’: Bylaw C-8141-2021 and Schedule A  
ATTACHMENT ‘D’: Map Set  
ATTACHMENT ‘E’: Public Submission



ROCKY VIEW COUNTY

## ATTACHMENT 'A': APPLICATION INFORMATION

<b>APPLICANT:</b> Carswell Planning (Bart Carswell)	<b>OWNERS:</b> 1667249 Alberta Ltd.
<b>DATE APPLICATION RECEIVED:</b> January 15, 2021	<b>DATE DEEMED COMPLETE:</b> January 15, 2021
<b>GROSS AREA:</b> ± 59.25 hectares (± 146.40 acres)	<b>LEGAL DESCRIPTION:</b> A Portion of NW-20-22-28-W04M
<b>SOILS (C.L.I. from A.R.C.):</b> 1 1 – The land contains good soil with no significant limitations for cereal crop production.	
<b>HISTORY:</b> <p>September 12, 2006: Council approved Subdivision application (2006-RV-174) to create a ± 15 acre farmstead parcel with a ± 145 acres remainder. The remaining land is the subject land in this case.</p> <p>September 12, 2006: Council approved a Redesignation application (2006-RV-173) to redesignate the land from Ranch and Farm District to Farmstead District, in order to create a ± 15 acre parcel with a ± 145 acres remainder.</p>	
<b>PUBLIC &amp; AGENCY SUBMISSIONS:</b> <p>The application was circulated to 43 county adjacent landowners and 37 City of Calgary adjacent residents. 1 letter in support and 1 letter with concern were received in response, which is included in Attachment 'E'.</p> <p>The application was also circulated to a number of internal and external agencies, as depicted in Attachment 'B'.</p>	



## ATTACHMENT 'B': APPLICATION REFERRALS

AGENCY	COMMENTS
<b>Internal Departments</b>	
Agricultural Services	The two components of the proposal appear to be acceptable operations as the land will continue to be used for agricultural/horticultural purposes. The proposed new and distinct agricultural operation could also be carried out under the current land use designation.
Road Maintenance	The proposed redesignation and subdivision of the 50 acre lot will be accessed by Twp Rd 224 which is currently a chip seal road. It is expected that additional maintenance will be required with the increased commercial traffic generated from the addition of the proposed greenhouse.
Road Operation	Applicant to confirm how he intends to access the proposed two (2) lots. Any new approach construction will require the Applicant to contact County Road Operations to confirm approach location and scope of work to ensure adherence to County Servicing Standards.
Planning and Development Services - Engineering	<p><b>General:</b></p> <ul style="list-style-type: none"> <li>The applicant is not required to demonstrate adequate servicing for the subject lands, as per the County's Residential Water and Sewer Requirements Policy (C-411), since the subject lands are located in an Agricultural land use district and are greater than 30 acres in size.</li> <li>As per the application, the proposed change in land use is to support a greenhouse agricultural operation.</li> </ul> <p><b>Geotechnical:</b></p> <ul style="list-style-type: none"> <li>As per GIS review, slopes steeper than 15% are not observed on the subject lands.</li> </ul> <p><b>Transportation:</b></p> <ul style="list-style-type: none"> <li>The proposed 50 acre parcel has frontage on Township Road 224 which is a chip-sealed road.</li> <li>Given the nature of the proposed development, engineering does not anticipate a significant increase in traffic therefore a TIA is not required at this time.</li> <li>As a condition of future subdivision or development permit;             <ul style="list-style-type: none"> <li>the Applicant/Owner shall construct a new paved approach on Township Road 244 in order to provide access to the proposed 50 acre. parcel.</li> <li>the Applicant/Owner shall construct a new paved approach on Township Road 244 or Range Road 285 in order to provide access to the remainder.</li> </ul> </li> </ul> <p><b>Sanitary/Waste Water:</b></p>



ROCKY VIEW COUNTY

AGENCY	COMMENTS
	<ul style="list-style-type: none"> <li>No comments at this time</li> </ul> <p><b>Water Supply And Waterworks:</b></p> <ul style="list-style-type: none"> <li>No comments at this time.</li> </ul> <p><b>Storm Water Management:</b></p> <ul style="list-style-type: none"> <li>Future Subdivision and/or Development Permit applications may require a Stormwater Management Report to be submitted. The SWMR shall demonstrate how the runoff arising from the construction of the proposed development will be managed.</li> </ul> <p><b>Environmental:</b></p> <ul style="list-style-type: none"> <li>As per county GIS, numerous wetlands are observed on the subject lands. Should the owner propose development that has a direct impact on any wetlands, the applicant will be responsible for obtaining all required AEP approvals.</li> </ul>

Circulation date: January 29, 2021 – February 22, 2021

Agencies that did not respond, expressed no concerns, or were not required for distribution, are not listed.



ROCKY VIEW COUNTY

# BYLAW C-8141-2021

**A Bylaw of Rocky View County, in the Province of Alberta, to amend Rocky View County Bylaw C-8000-2020, being the *Land Use Bylaw*.**

The Council of Rocky View County enacts as follows:

## Title

1 This Bylaw may be cited as *Bylaw C-8141-2021*.

## 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) **“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 B, Land Use Maps, of C-8000-2020 be amended by redesignating a portion of NW-20-22-28-W04M from Agricultural, General District (A-GEN) to Agricultural, Small Parcel District (A-SML), as shown on the attached Schedule 'A' forming part of this Bylaw.

4 THAT a portion of NW-20-22-28-W04M is hereby redesignated to Agricultural, Small Parcel District (A-SML), as shown on the attached Schedule 'A' forming part of this Bylaw.

## Effective Date

5 Bylaw C-8141-2021 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 9<sup>th</sup> day of March , 2021

PUBLIC HEARING HELD this \_\_\_\_\_ day of \_\_\_\_\_, 2021

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2021

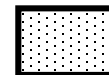
READ A THIRD AND FINAL TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2021

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





## Schedule 'A'

Bylaw  
C-8141-2021AmendmentFROMAgricultural, General District  
(A-GEN)TOAgricultural, Small Parcel  
District (A-SML)

CALGARY

RGE RD 285

TWP RD 224

**A-SML**  
 $\pm 20.23$  ha  
 ( $\pm 50$  ac)

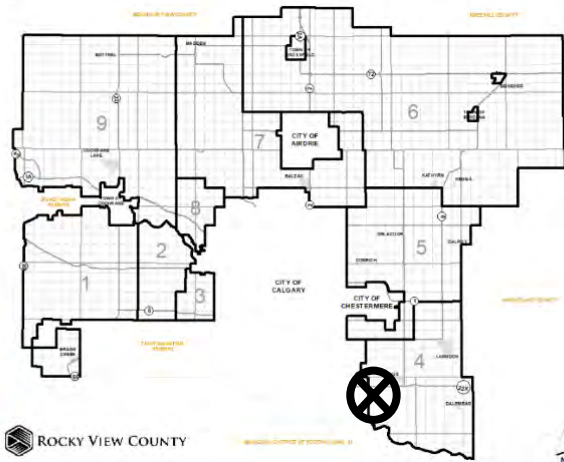


## Location & Context

### Redesignation Proposal

To redesignate a portion of land from Agricultural, General District (A-GEN) to Agricultural, Small Parcel District (A-SML), in order to facilitate the creation of a  $\pm 50$  acre parcel for a greenhouse with a  $\pm 96.4$  acre remainder.

Division: 04  
Roll: 02320029  
File: PL20210003  
Legal: A portion of NW-20-22-28-W04M  
Page 38 of 177  
Printed: Jan 22, 2021







## Development Proposal

### Redesignation Proposal

To redesignate a portion of land from Agricultural, General District (A-GEN) to Agricultural, Small Parcel District (A-SML), in order to facilitate the creation of a  $\pm 50$  acre parcel for a greenhouse with a  $\pm 96.4$  acre remainder.



Division: 04  
Roll: 02320029  
File: PL20210003  
Legal: A portion of NW-20-22-28-W04M

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Printed: Jan 22, 2021



## Environmental

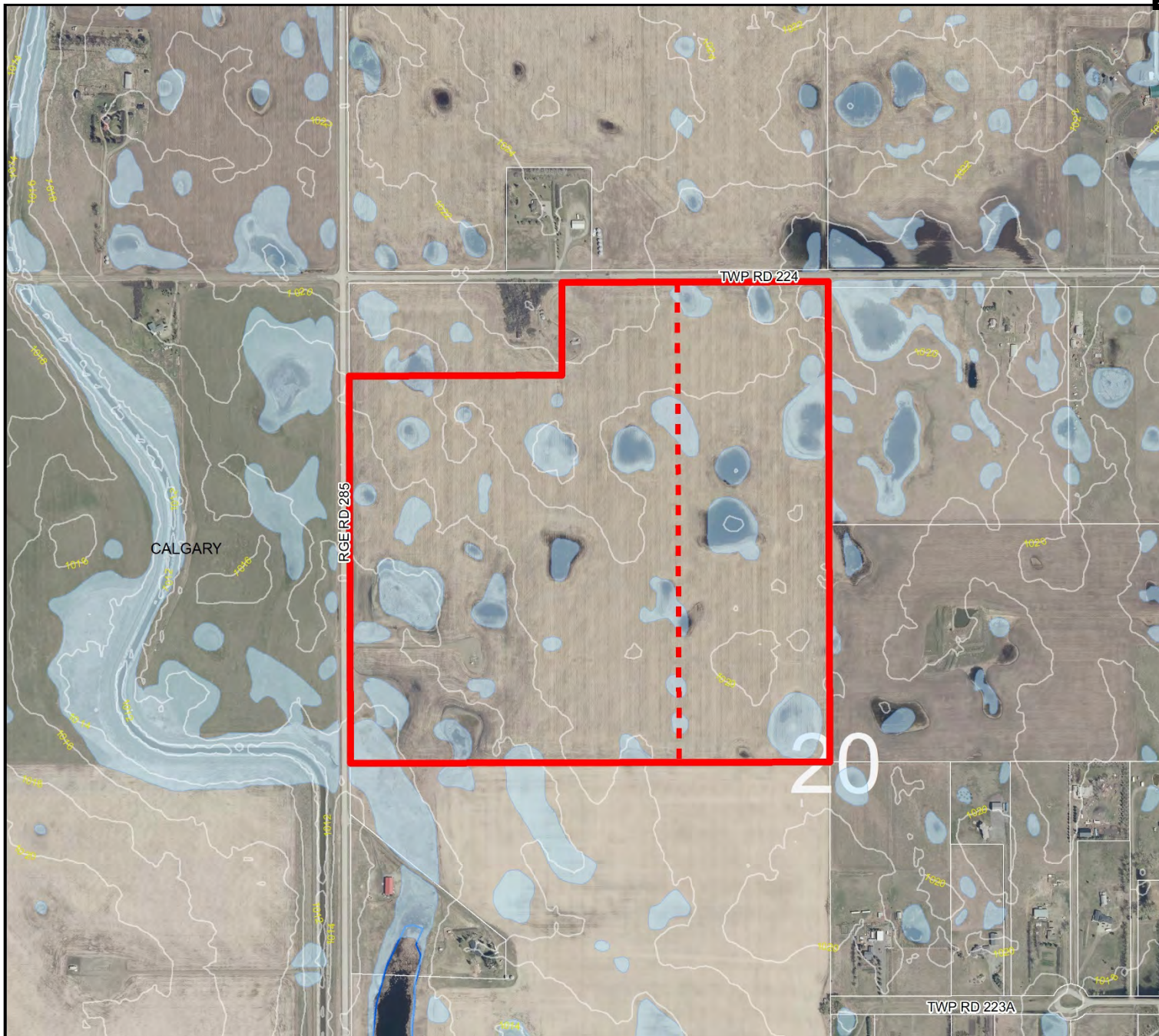
### Redesignation Proposal

To redesignate a portion of land from Agricultural, General District (A-GEN) to Agricultural, Small Parcel District (A-SML), in order to facilitate the creation of a  $\pm 50$  acre parcel for a greenhouse with a  $\pm 96.4$  acre remainder.

-  Subject Lands
-  Contour - 2 meters
-  Riparian Setbacks
-  Alberta Wetland Inventory
-  Surface Water

Division: 04  
 Roll: 02320029  
 File: PL20210003  
 Legal: A portion of NW-20-22-28-W04M

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 Printed: Jan 22, 2021

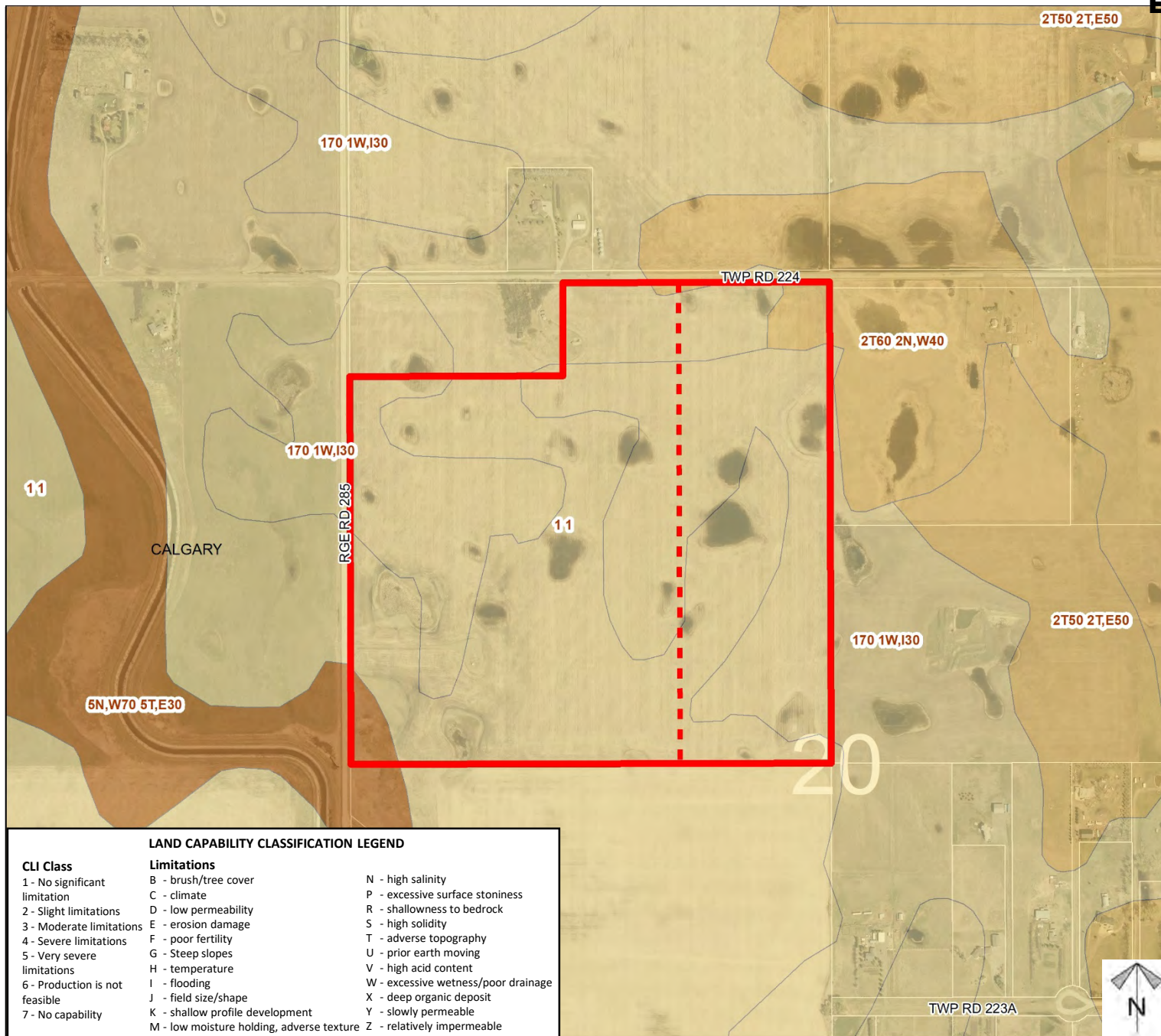




## Soil Classifications

### Redesignation Proposal

To redesignate a portion of land from Agricultural, General District (A-GEN) to Agricultural, Small Parcel District (A-SML), in order to facilitate the creation of a  $\pm 50$  acre parcel for a greenhouse with a  $\pm 96.4$  acre remainder.



#### LAND CAPABILITY CLASSIFICATION LEGEND

##### CLI Class

- 1 - No significant limitation
- 2 - Slight limitations
- 3 - Moderate limitations
- 4 - Severe limitations
- 5 - Very severe limitations
- 6 - Production is not feasible
- 7 - No capability

##### Limitations

- B - brush/tree cover
- C - climate
- D - low permeability
- E - erosion damage
- F - poor fertility
- G - Steep slopes
- H - temperature
- I - flooding
- J - field size/shape
- K - shallow profile development
- M - low moisture holding, adverse texture
- N - high salinity
- P - excessive surface stoniness
- R - shallowness to bedrock
- S - high solidity
- T - adverse topography
- U - prior earth moving
- V - high acid content
- W - excessive wetness/poor drainage
- X - deep organic deposit
- Y - slowly permeable
- Z - relatively impermeable

## Landowner Circulation Area

### Redesignation Proposal

To redesignate a portion of land from Agricultural, General District (A-GEN) to Agricultural, Small Parcel District (A-SML), in order to facilitate the creation of a  $\pm 50$  acre parcel for a greenhouse with a  $\pm 96.4$  acre remainder.

### Legend

Support (1)



Not Support (1)



Note: First two digits of the Plan Number indicate the year of subdivision registration.

Plan numbers that include letters were registered before 1973 and do not reference a year.

CALGARY

RGE RD 285

0313479

0815342

981 2431

29

6694 JK TWP RD 224

1912469



RGE RD 284

20



7410071

0811141

0813110

301 0572

6963 JK

911 2475

941 1089

TWP RD 223A

7410071



Division: 04

Roll: 02320029

File: PL20210003

Legal: A portion of NW-20-22-28-W04M

Page 42 of 177

Printed: Jan 22, 2021

February 18, 2021

Rocky View County  
Planning & Development Services  
Attn.: Xin Deng  
E: [xdeng@rockyview.ca](mailto:xdeng@rockyview.ca)

**Re: File Number 02320029 – Application Number PL20210003 – Division 4**

Dear Xin Deng,

My family resides at 284082 TWP Rd 223A ("Perry" residence). In general, we are pro development – increasing the tax base, adding infrastructure for all of the local residences, etc. It is, however, my opinion that the current infrastructure is somewhat at the "safe limit" for residences and commercial operations. Should this Agriculture redesignate be considered, we hope that Rocky View County considers the following:

- 1) **Intersection at 22x/201 & RR285.** It is completely dark and there is no traffic control. We witnessed a few bad accidents this past year, and we understand that this is routine. It is not lit, whatsoever, despite a large business (RV storage) on the SW corner, access / turning of large Burnco, etc. trucks, Grain & Livestock haulers, etc. Beyond safety, there are significant challenges (heading Northbound) entering 22X West from RR285 now – this is exacerbated in bad winter weather – risking accidents from oncoming traffic heading West on the 22x.
- 2) **Access in and out of the facility.** Should traffic increase, will there be on / off lanes to the property for turning vehicles? There is not for the Calgary farmyard, and this creates an issue from a safety perspective. I have pulled a person out of a ditch myself, that had to swerve to avoid a person turning into that facility at the last minute. "Neighbour Speak" has indicated that this is a problem that has worsened with increased traffic to their (wonderful – we are fans of it) facility. I have referenced this in order to avoid any further such problems with this new facility – will they be entering / exiting from RR285 or TWP224 – or both?

*With these two points, please remember that there are large cul-de-sacs of acreages just South on 284 and TWP 223A that require ease of access etc. in an out of their properties.*

- 3) **Well Water & Disposal** – we are assuming that any aquifers and disposal wells are accounted for and it will not challenge the existing residents, farms, and commercial facilities. I am not a hydrologist so this is out of my scope of expertise.
- 4) Please confirm "what kind" of agriculture it is being zoned for: I.E., will odour (venting) and light pollution, particularly at night, be an issue?

I am sure that Carswell Planning will be a good neighbour. I do appreciate the opportunity to discuss these matters in a constructive form.

Thanking you in advance for your consideration and I welcome your clarifications,

Dean Perry  




Nahal Redesignation  
NW-20-22-28-W04M

**SURVEY**

Your comments are important to us in shaping Rocky View County. Please take a few minutes to take this short survey. Thank you.

1. Do you see agricultural land as fitting in with the character of the surrounding area?

☒ Yes ☐ No

Comments: \_\_\_\_\_

2. The intent of this proposal is to have a greenhouse for flowers. Do you see the idea of a greenhouse fitting in with a new agricultural use in the area?

☒ Yes ☐ No

Comments: PENDING AMOUNT OF WATER REQUIRED AND  
IF OPEN TO PUBLIC THERE MUST BE A STOP SIGN ENTERING  
TWP R2 284 ALSO TYPE OF HEATING USED

3. A greenhouse operation would not require as much land and a future proposal to divide off 50 acres is being considered on the eastern portion of the property. Do you support another entrance on Township Rd. 224 for access to one new agricultural lot?


☒ Yes ☐ No

Comments: \_\_\_\_\_

4. Is there something else you would like to see in this proposal?

☐ Yes ☒ No

Comments: \_\_\_\_\_

Name	Email/Address	Signature
<u>Rick Smith</u>	<div style="background-color: black; width: 150px; height: 20px;"></div>	

Note: These comments may be shared with Rocky View County





"No Hurdle too high"

May, 2021

Attention: Rocky View County, Planning & Development Services  
 Fax: 403.277.3066  
[development@rockyview.ca](mailto:development@rockyview.ca)



Re: Land Use Redesignation to support greenhouse agricultural operation  
 NW-20-22-28-W04M in Rocky View County (RVC)

To Whom it may concern,

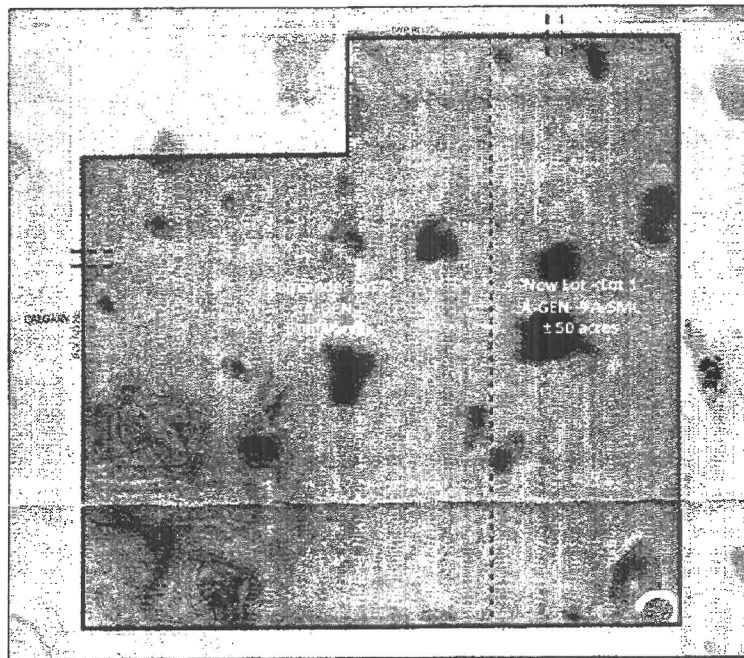
As neighbouring property owners to the above-mentioned property, I (we) support the application for the plan as presented. We understand the intent is to:

- Change the land use for a smaller parcel of 50 acres to support a greenhouse agricultural operation in the northeastern corner of the subject lands.
- Following approval of the Land Use, a Development Permit will be applied for.

Thank you,

RICK SMITH

of address 284112 TWP RD 223A, dated MAY 31 2021



ROCKY VIEW COUNTY

### Development Proposal

#### Redesignation Proposal

To redesignate a portion of land from Agricultural, General District (A-GEN) to Agricultural, Small Parcel District (A-SML), in order to facilitate the creation of a ± 50 acre parcel for a greenhouse with a ± 96.4 acre remainder.

Division Of  
 Real Estate  
 File: P\_20210003  
 Legal: A portion of NW-20-22-28-W04M

Printed: Jan 22, 2021

Should you have any questions, please feel free to contact us.

Bart Carswell

Bart Carswell, MA, MCIP, RPP  
 Carswell Planning Inc.



"No hurdle too high"

Office Address: #209, 1324 - 11 Ave, SW Calgary, AB T3C 0M6  
 Mailing Address: Box 223, 104-1240 Kensington Rd. NW Calgary, AB T2N 3P7  
 Phone: (587) 437-6750 (Bart)  
[bart.carswell@carswellplanning.ca](mailto:bart.carswell@carswellplanning.ca)



## PLANNING AND DEVELOPMENT SERVICES

**TO:** Council  
**DATE:** June 22, 2021 **DIVISION:** 3  
**TIME:** Afternoon Appointment  
**FILE:** 04702011 **APPLICATION:** PL20190140  
**SUBJECT:** Redesignation Item – Residential Use

**APPLICATION:** To redesignate the subject land from Residential, Rural District (R-RUR) to Residential, Country Residential District (R-CRD) to facilitate the subdivision of seven lots.

**GENERAL LOCATION:** Located approximately 0.21 kilometres (1/8 mile) south of Highway 8 and on the east side of West Meadows Estates Road.

**LAND USE DESIGNATION:** Residential, Rural District (R-RUR)

**EXECUTIVE SUMMARY:** Council gave first reading to Bylaw C-8011-2020 on February 25, 2020. The Bylaw has been amended to reflect the new land use districts. The application is consistent with the relevant policies of the County Plan.

**ADMINISTRATION RECOMMENDATION:** Administration recommends approval in accordance with Option #1.

### OPTIONS

Option #1: Motion #1 THAT Bylaw C-8011-2020 be amended in accordance with Attachment C.  
 Motion #2 THAT Bylaw C-8011-2020 be given second reading, as amended.  
 Motion #3 THAT Bylaw C-8011-2020 be given third and final reading, as amended.  
 Option #2: THAT application PL20190140 be refused.

### AIR PHOTO & DEVELOPMENT CONTEXT:



### Administration Resources

Logan Cox, Planning & Development Services



## APPLICATION EVALUATION:

The application was evaluated based on the technical reports submitted with the application and the applicable policies and regulations.

APPLICABLE POLICY AND REGULATIONS:	TECHNICAL REPORTS SUBMITTED:
<ul style="list-style-type: none"> <li>• <i>Municipal Government Act</i>;</li> <li>• Municipal Development Plan;</li> <li>• Land Use Bylaw; and</li> <li>• County Servicing Standards.</li> </ul>	<ul style="list-style-type: none"> <li>• Geotechnical Engineering Report, McIntosh Engineering Ltd (October 2018)</li> <li>• Trip Generation Letter, Watt Consulting Group (September 2019)</li> <li>• Confirmation of Water Supply, Westridge Utilities (December 2019)</li> <li>• Conceptual Stormwater Management Plan, Osprey Engineering (June 2020)</li> </ul>

## POLICY ANALYSIS:

### County Plan

The subject land is located outside of the boundaries of an existing area structure plan; therefore, the application was assessed in accordance with the County Plan. The County Plan provides support for the redesignation of parcels less than 24.7 acres in size and within a fragmented quarter section provided the application is supported by a lot and road plan. The lot and road plan are to include all residential or small agricultural acreages adjacent to the application, provide design measures to minimize adverse impacts on existing agriculture operations, and demonstrate potential connectivity to residential or small agricultural acreages outside the lot and road plan area.

Parcels within the quarter section are designated Residential, Rural District; and Residential, Country Residential District. Parcels outside of the quarter section include a mix of Residential, Rural Districts; Residential, Country Residential Districts; and Direct Control Districts. The Tsuut'ina Nation Reserve is located immediately south.

### Lot & Road Plan

The subject parcel is adjacent to an existing residential subdivision to the east and north and is bound by West Meadows Estates Road to the west. The Applicant was directed to explore a potential future road connection to the south; however, the location of the proposed stormwater management facility would limit its viability. Further, the lot and road plan has sufficiently demonstrated that the remainder of the quarter section could be developed further without this connection. The existing road infrastructure within the area provides connectivity outside of the lot and road plan area.

### Technical Considerations

The proposed subdivision would be serviced by Westridge Utilities Inc. and packaged sewage treatment systems. Confirmation from Westridge Utilities Inc. was provided, dated December 18, 2019, confirming that capacity has been reserved for the proposed lots. Piped sewer service is not available to the proposed development as the subject land is located outside of the Master Service Agreement (between the City of Calgary and Rocky View County) for sewer collection services.

A conceptual stormwater management plan was provided in support of the application. The plan is consistent with the Springbank Master Drainage Plan and the County Servicing Standards and recommends the use of stormwater ponds to manage stormwater flows resulting from the development.

A trip generation letter was submitted with the application and concluded that the proposed development would not trigger any upgrades to the local infrastructure and that further analysis (i.e.: a TIA) is not warranted.



A geotechnical report was also provided with the application and concludes there are no geotechnical constraints to the proposed subdivision. All further technical requirements would be required to be satisfied at the subdivision stage.

The Applicant held an open house on May 13, 2019, and provided a summary of the feedback.

#### Land Use Bylaw

The proposed land use district is the appropriate designation for the intended use and parcel size of the subject lands.

Respectfully submitted,

Concurrence,

"Brock Beach"

"Kent Robinson"

---

Acting Executive Director  
Community Development Services

---

Acting Chief Administrative Officer

LC/lt

#### **ATTACHMENTS**

ATTACHMENT 'A': Application Information  
ATTACHMENT 'B': Application Referrals  
ATTACHMENT 'C': Bylaw C-8011-2020 and Schedule A  
ATTACHMENT 'D': Map Set  
ATTACHMENT 'E': Public Submissions



## ATTACHMENT 'A': APPLICATION INFORMATION

<b>APPLICANT:</b> Planning Protocol 3 Inc.	<b>OWNERS:</b> Qi Lu; Chia-Jung Tsou
<b>DATE APPLICATION RECEIVED:</b> September 30, 2019	<b>DATE DEEMED COMPLETE:</b> September 10, 2020
<b>GROSS AREA:</b> ± 7.74 hectares (19.12 acre)	<b>LEGAL DESCRIPTION:</b> Block 8, Plan 741 0676 within SE-02-24-03-W5M
<b>SOILS (C.L.I. from A.R.C.): Class 2C,2</b> - Slight limitations to crop production due to climate.	
<b>HISTORY:</b>  <b>1974:</b> Subdivision plan 741 0676 was registered, creating the subject parcel.	
<b>PUBLIC &amp; AGENCY SUBMISSIONS:</b>  The application was circulated to 293 adjacent landowners; four (4) letters were received. The response has been included in Attachment 'E.'  The application was also circulated to a number of internal and external agencies, as depicted in Attachment 'B'; relevant comments are addressed within 'Additional Considerations' above.	



## ATTACHMENT B: APPLICATION REFERRALS

AGENCY	COMMENTS
<b><i>Province of Alberta</i></b>	
Alberta Health Services	I would like to confirm that Alberta Health Services, Environmental Public Health (AHS-EPH) has received the above-noted application. At this time, we do not have any concerns with the information provided. AHS-EPH recommends that the Applicant confirm that the existing water system will be able to meet any increased water demand resulting from this proposed development.
<b><i>Other External Agencies</i></b>	
Canada Post	Canada Post will service these addresses in an existing community mailbox site. Please advise when there is approved addressing.
<b><i>Internal Departments</i></b>	
Recreation, Parks and Community Support	The Recreation, Parks and Community Support department has no concerns with this land use redesignation application. Comments pertaining to reserve dedication will be provided at any future subdivision stage.
Information Services	Please ensure the applicant is submitting a road naming application for the new subdivision, I've attached some documentation you can forward.
Planning and Development Services (Engineering)	<p><b>General</b></p> <ul style="list-style-type: none"> <li>As a condition of future subdivision, the applicant will be required to submit a construction management plan addressing noise mitigation measures, traffic accommodation, sedimentation and dust control, management of stormwater during construction, erosion and weed control, construction practices, waste management, firefighting procedures, evacuation plan, hazardous material containment, and all other relevant construction management details.</li> <li>As a condition of future subdivision, the applicant/owner is to provide a detailed Erosion and Sedimentation Control Plan, prepared by a qualified professional, in accordance with the County Servicing Standards and best management practices to the satisfaction of the County.</li> <li>As a condition of future subdivision, the Owner is required to enter into a Development Agreement pursuant to Section 655 of the <i>Municipal Government Act</i> respecting the provision of the following: <ul style="list-style-type: none"> <li>Construction of a public internal road system (Country Residential Standard) complete cul-de-sacs and any necessary easement agreements, including complete approaches to each lot, as shown on the Tentative Plan, at the Owner's expense, in accordance with Section 400.0 of the Rocky View County Servicing Standards for Subdivision</li> </ul> </li> </ul>





## AGENCY

## COMMENTS

- and Road Construction as approved by Council, as amended, all to the satisfaction of the County;
- Construction of a new intersection at the location of the site with West Meadows Estates Rd. in accordance with the final approved TIA and the Rocky View County Servicing Standards;
  - Mailbox locations are to be located in consultation with Canada Post to the satisfaction of the County;
  - Water to be supplied through a water distribution system in accordance with the Rocky View County Servicing Standards as approved by Council, as amended;
  - Construction of stormwater facilities in accordance with the recommendations of an approved Stormwater Management Plan and the registration of any overland drainage easements and/or restrictive covenants as determined by the Stormwater Management Plan.
  - Implementation of the Construction Management Plan;
  - Implementation of the Erosion and Sedimentation Control Plan;
  - Installation of power, natural gas, and telephone lines
  - As a condition of future subdivision, the applicant will be required to enter into a Deferred Servicing Agreement outlining that future lot owners will be required to connect to County wastewater and stormwater servicing when such services become available.

**Geotechnical:**

- The applicant/owner provided a geotechnical engineering report conducted by McIntosh Lalani Engineering Ltd. dated October 26, 2018.
- As a condition of future subdivision, the applicant shall provide an updated geotechnical report conducted and stamped by a professional geotechnical engineer that provides recommendations on a road structure design and provides a site-specific CBR value used in the road structure design, and stormwater infrastructure as required in accordance with the County Servicing Standards.

**Transportation:**

- As part of the redesignation application, the applicant/owner submitted a trip generation letter titled "Development of Portion of SE of 2-24-3-w5m" conducted by Watt Consulting dated September 20, 2019. The letter concluded that the development does not trigger any upgrades to the local infrastructure and that further analysis is not warranted.
- The applicant will be required to pay the transportation offsite levy as per the applicable TOL bylaw at the time of approval as the subject lands to be subdivided are Residential Two District (R-2). The TOL will be applied to the proposed lots of the subject lands.



## AGENCY

## COMMENTS

**Sanitary/Waste Water:**

- The applicant/owner indicated that the proposed development will be serviced via packaged sewage treatment systems with mounds. At the time of future subdivision, the applicant/owner will be required to submit a Level 4 PSTS Assessment, conducted by a qualified professional, which will confirm the appropriate type of PSTS and drain field required for sewage disposal. Piped sewer services are not available to the proposed development since the subject land is not located within the service area of the Master Service Agreement (between the City of Calgary and Rocky View County) for sewer collection services.
- As a condition of future subdivision, the Owner shall enter into a Site Improvements / Services Agreement (SISA) with the County, which shall be registered on the title of Lots 1-8, and shall be:
  - For the construction of a Packaged Sewage Treatment Plant meeting Bureau de Normalisation du Quebec (BNQ) standards; and
  - The system be in accordance with the Level 4 PSTS Assessment accepted by the County.

**Water Supply And Waterworks:**

- The applicant/owner indicated that the lots will be serviced via piped services from Westridge and provided a letter signed by Westridge Utilities Inc. dated December 18, 2019, confirming that capacity has been reserved for the proposed lots.
- As a condition of future subdivision, the applicant/owner will be required to:
  - Provide confirmation from a County approved water supplier that capacity has been purchased.
  - Secure infrastructure requirements between the developer and water supplier.

**Storm Water Management:**

- The applicant submitted a Conceptual Stormwater Management Plan conducted by Osprey Engineering Inc., dated June 29, 2020, that meets the Report on Drainage Strategies for Springbank and the County Servicing Standards and recommends the use of a stormwater pond to manage stormwater flows resulting from the development.
- As a condition to future subdivision, the applicant/owner will be required to provide a detailed Site-Specific Stormwater Implementation Plan conducted and stamped by a professional engineer that is in accordance with the Report on Drainage Strategies for Springbank and the County Servicing Standards, to the satisfaction of the County.
- As a condition to future subdivision, the applicant/owner will be required to enter into a Development Agreement for the construction of any stormwater infrastructure required as a result of the proposed





AGENCY	COMMENTS
	<p>development and recommended in the final detailed SSIP accepted by the County. Registration of any required easements, utility right of ways, and/or public utility lots is required as a condition of the subdivision.</p> <p><b>Environmental:</b></p> <ul style="list-style-type: none"> <li>The applicant/owner will be responsible to obtain all required AEP approvals should the proposed development impact any wetlands or other valuable environmental components.</li> </ul>
Utility Services	Confirmation is required from the proposed water supplier (Westridge Utilities) that there is sufficient capacity available and an agreement to supply water to the proposed development
Circulation Period:	Agency – December 20, 2019 – January 16, 2020 Adjacent – February 27, 2020 – March 19, 2020
Agencies that did not respond, expressed no concerns, or were not required for distribution, are not listed.	



ROCKY VIEW COUNTY

# BYLAW C-8011-2020

A Bylaw of Rocky View County, in the Province of Alberta, to amend ~~Land Use Bylaw C-4841-97~~ **Rocky View County Bylaw C-8000-2020, being the *Land Use Bylaw*.**

The Council of Rocky View County enacts as follows:

## ~~PART 1~~ – Title

- 1 This Bylaw may be cited as *Bylaw C-8011-2020*.

## ~~PART 2~~ – Definitions

- 2 ~~In this Bylaw the definitions and terms shall~~ Words in this Bylaw have the same meanings ~~given to them in Land Use Bylaw C-4841-97, and 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.

## ~~PART 3~~ – Effect of Bylaw

- 3 THAT ~~Part 5~~ **Schedule B**, Land Use Maps ~~No. 47 and No. 47-SE~~ of Bylaw ~~C-4841-97~~**8000-2020** be amended by redesignating ~~a~~ Block 8, Plan 741 0676 within SE-02-24-03-W05M from Residential ~~Two~~, **Rural** District to Residential ~~One~~, **Country Residential** District, as shown on the attached Schedule 'A' forming part of this Bylaw.
- 4 THAT Block 8, Plan 741 0676 within SE-02-24-03-W05M is hereby redesignated to Residential-~~One~~, **Country Residential** District as shown on the attached Schedule 'A' forming part of this Bylaw.

## ~~PART 4~~ – Transitional Effective Date

- 5 Bylaw C-8011-2020 is passed **and comes into full force and effect** when it receives third reading, and is signed ~~by the Reeve/Deputy Reeve and the Municipal Clerk, as per Section 189 of~~ **in accordance with** the *Municipal Government Act*.

**Division: 3**  
**File: 04702011/PL20190140**



ROCKY VIEW COUNTY

READ A FIRST TIME this 25<sup>th</sup> day of February , 2020

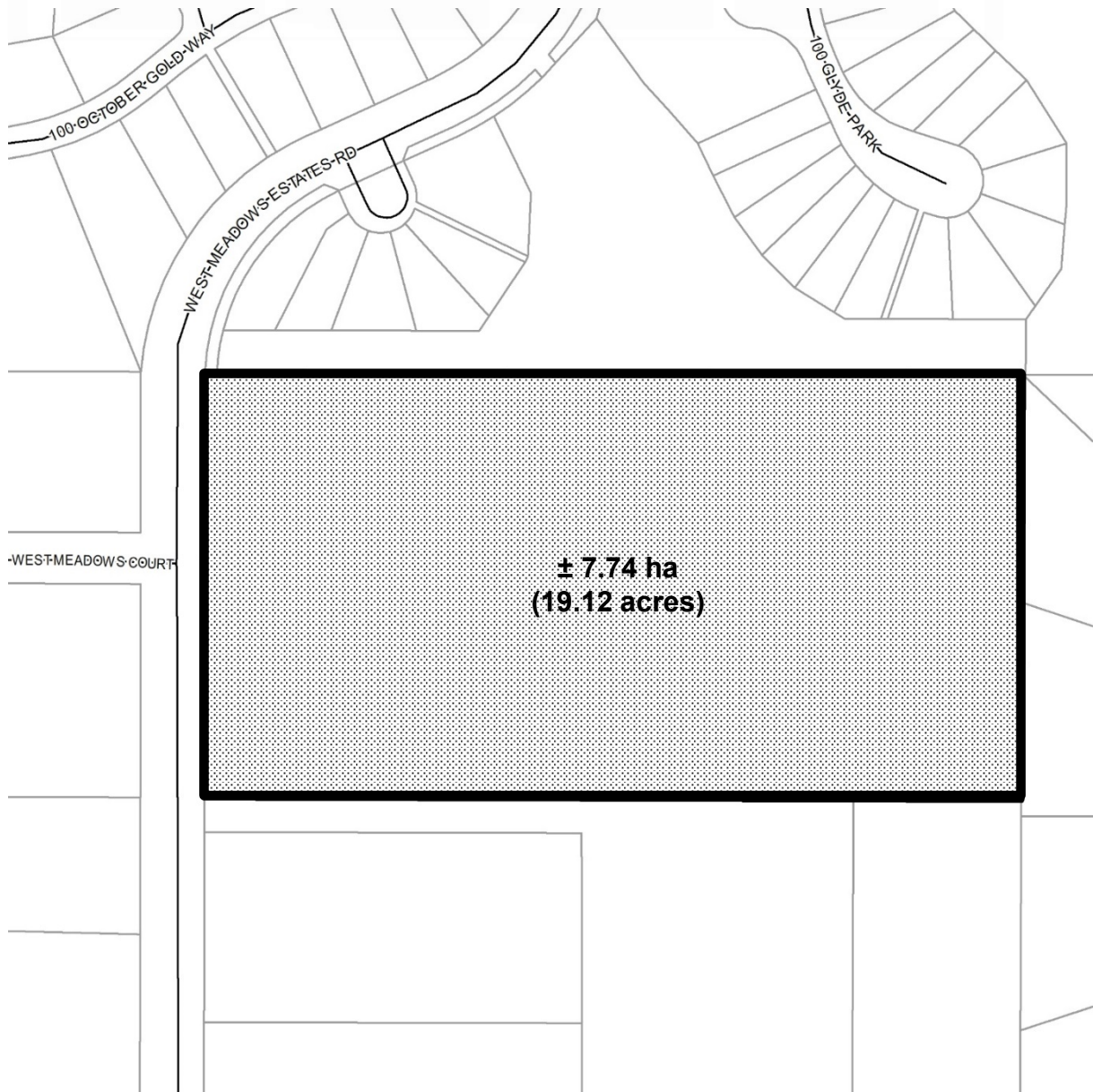
PUBLIC HEARING HELD this \_\_\_\_\_ day of \_\_\_\_\_, 2021

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2021

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

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

## SCHEDULE "A"

BYLAW: C-8011-2020

## AMENDMENT

FROM Residential Two District TO Residential One District  
~~Residential, Rural District~~ ~~Residential, Country Residential District~~  
 Subject Land District

LEGAL DESCRIPTION: Block 8, Plan 741 0676

ROCKY VIEW COUNTY

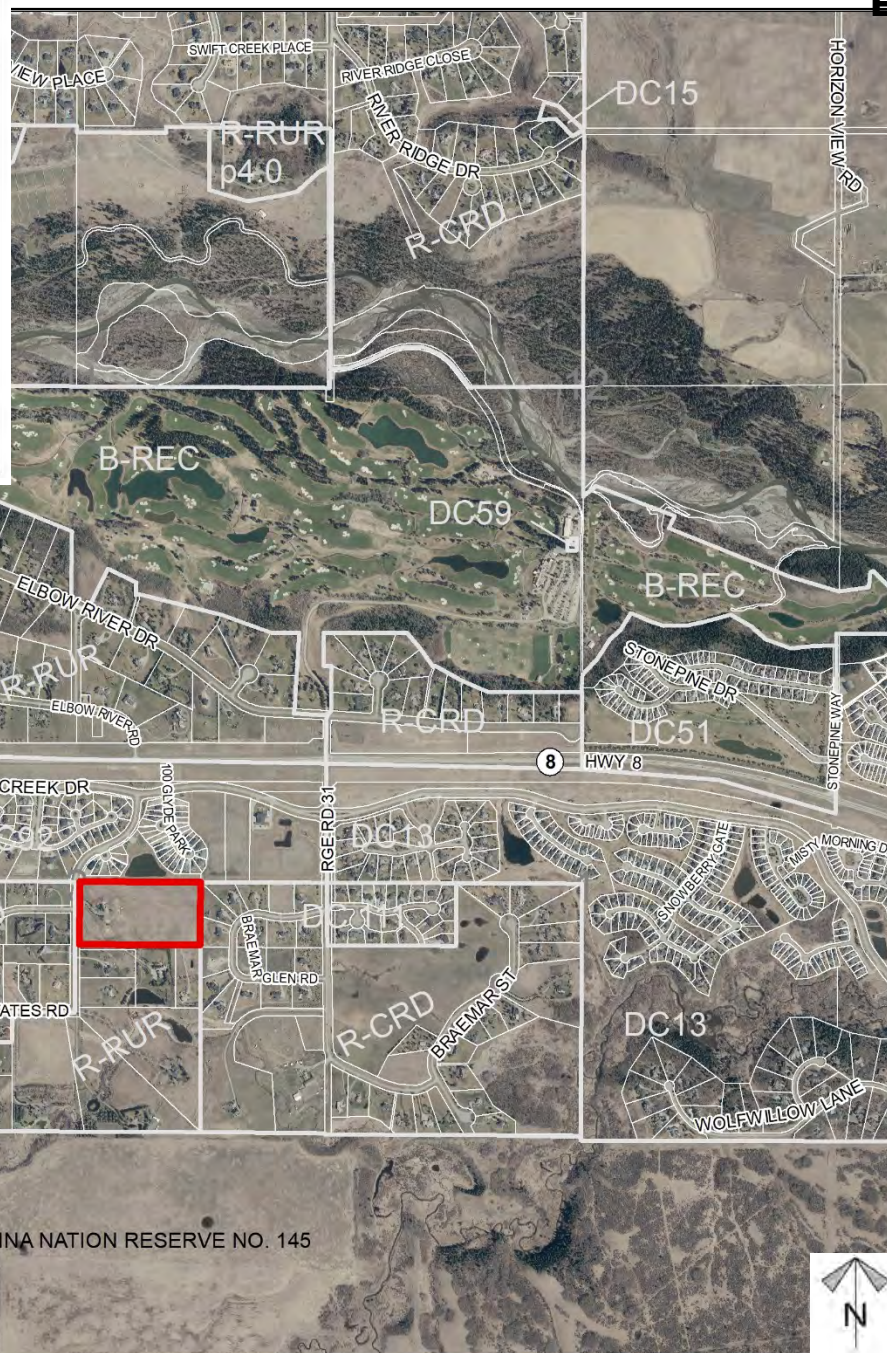
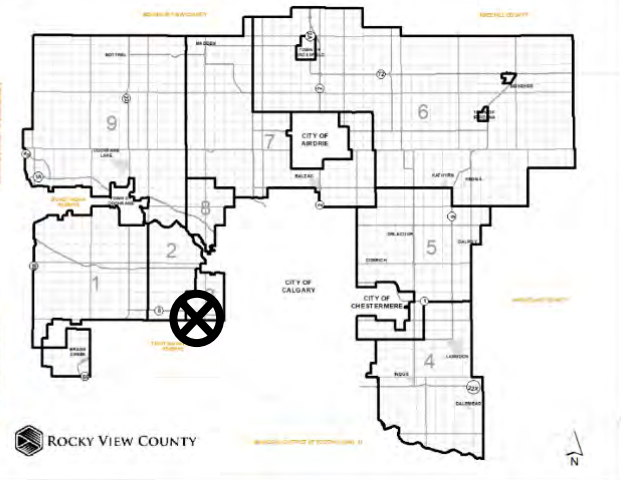




## Location & Context

### Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country Residential District (R-CRD) to accommodate the creation of seven lots.



TSUUT'INA NATION RESERVE NO. 145





## Development Proposal

### Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country Residential District (R-CRD) to accommodate the creation of seven lots.

R-RUR → R-CRD  
± 7.74 ha  
(19.12 acre)

WEST MEADOWS ESTATES RD



Division: 3  
Roll: 04702011  
File: PL20190140  
Printed: November 9, 2020  
Legal: SE-02-24-03-W05M  
Block: 8 Plan: 7410676  
Page 58 of 177

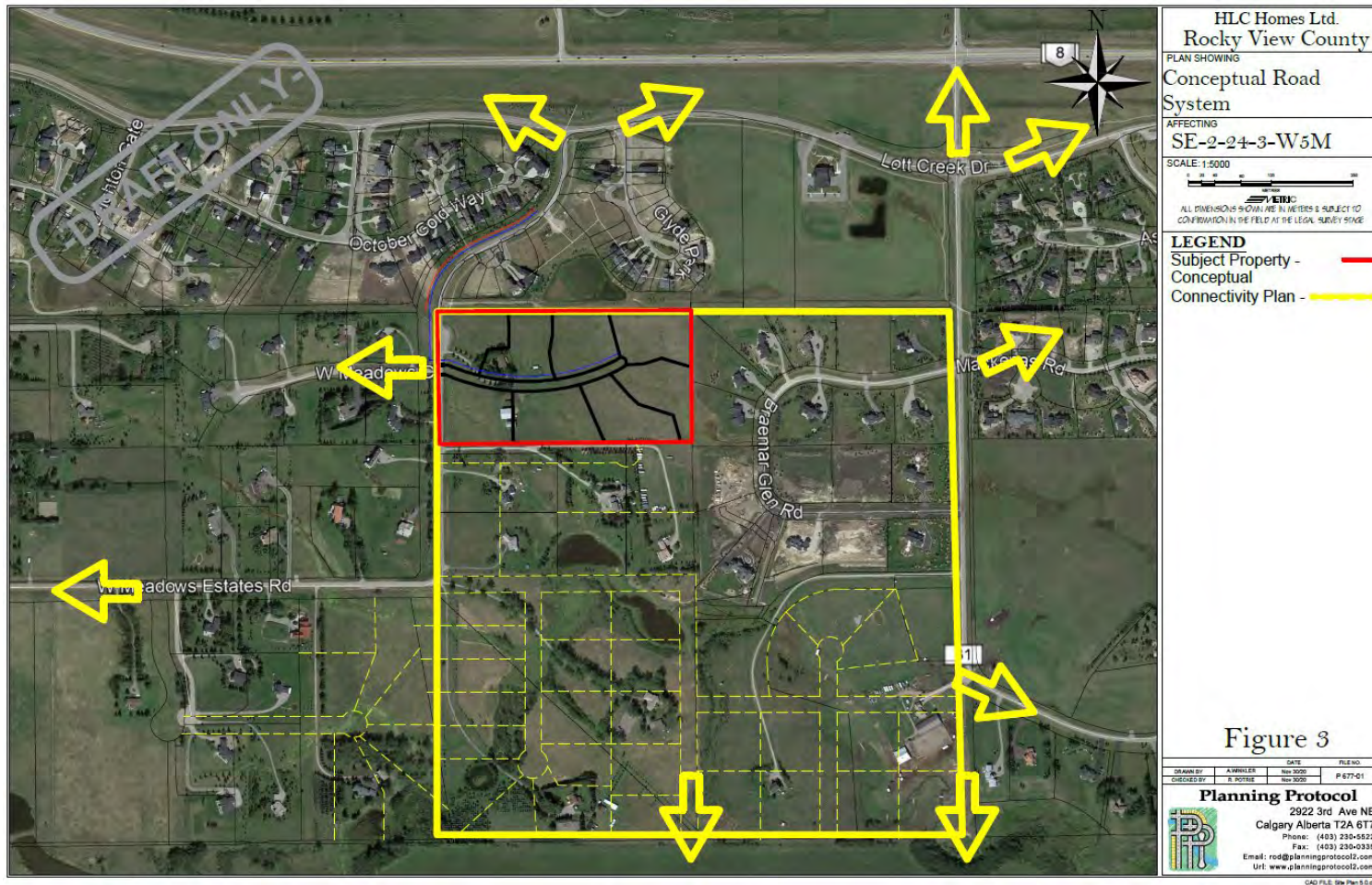




## Lot and Road Plan

### Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country Residential District (R-CRD) to accommodate the creation of seven lots.



Division: 3  
Roll: 04702011  
File: PL20190140  
Printed: November 9, 2020  
Legal: SE-2-24-3-W5M  
Block: 8 Plan: 7410676

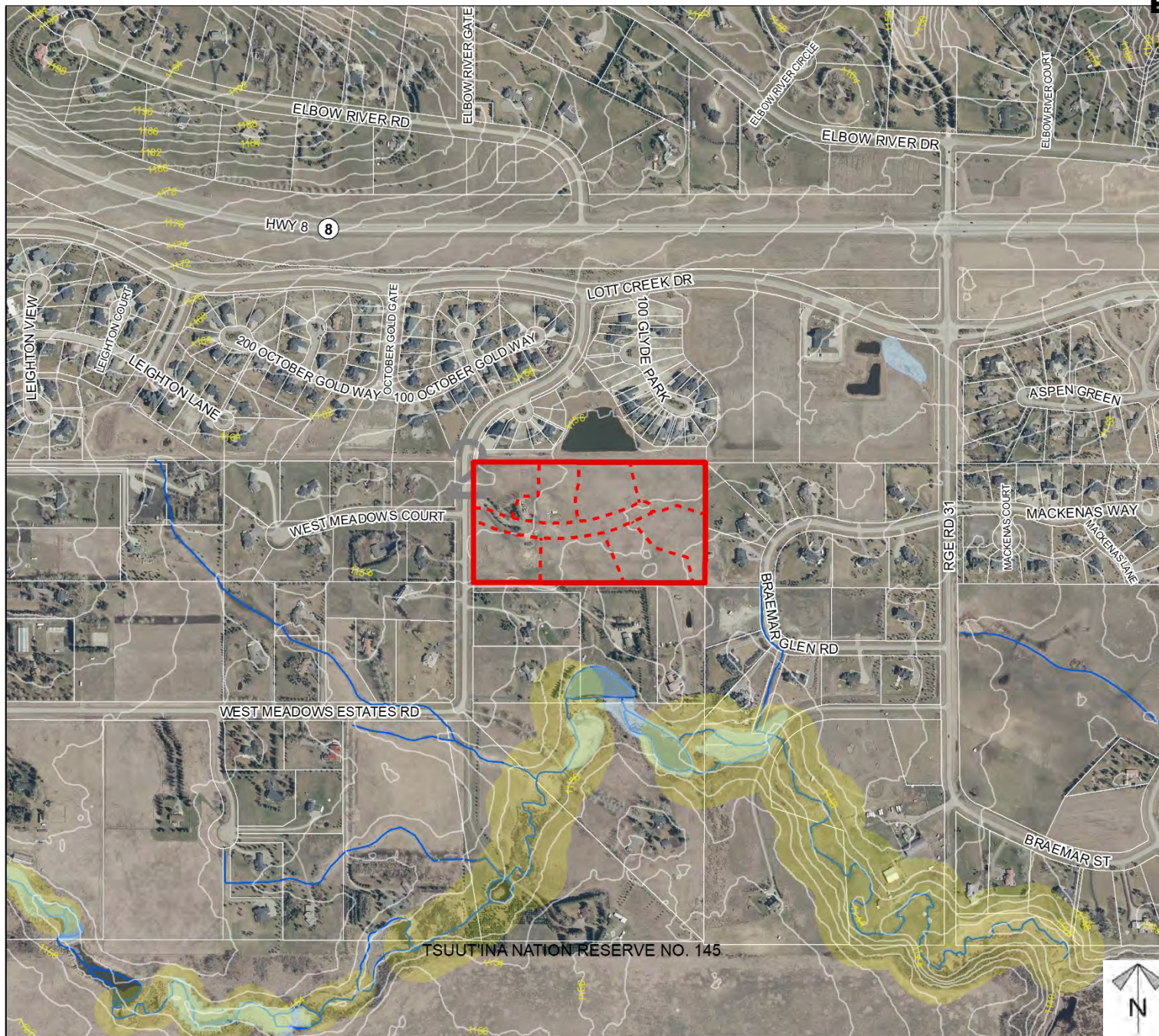




## Environmental

Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country Residential District (R-CRD) to accommodate the creation of seven lots.



- Subject Lands
- Contour - 2 meters
- Riparian Setbacks
- Alberta Wetland Inventory
- Surface Water

Division: 3  
 Roll: 04702011  
 File: PL20190140  
 Printed: November 9, 2020  
 Legal: SE-02-24-03-W05M  
 Block: 8 Plan: 7410676



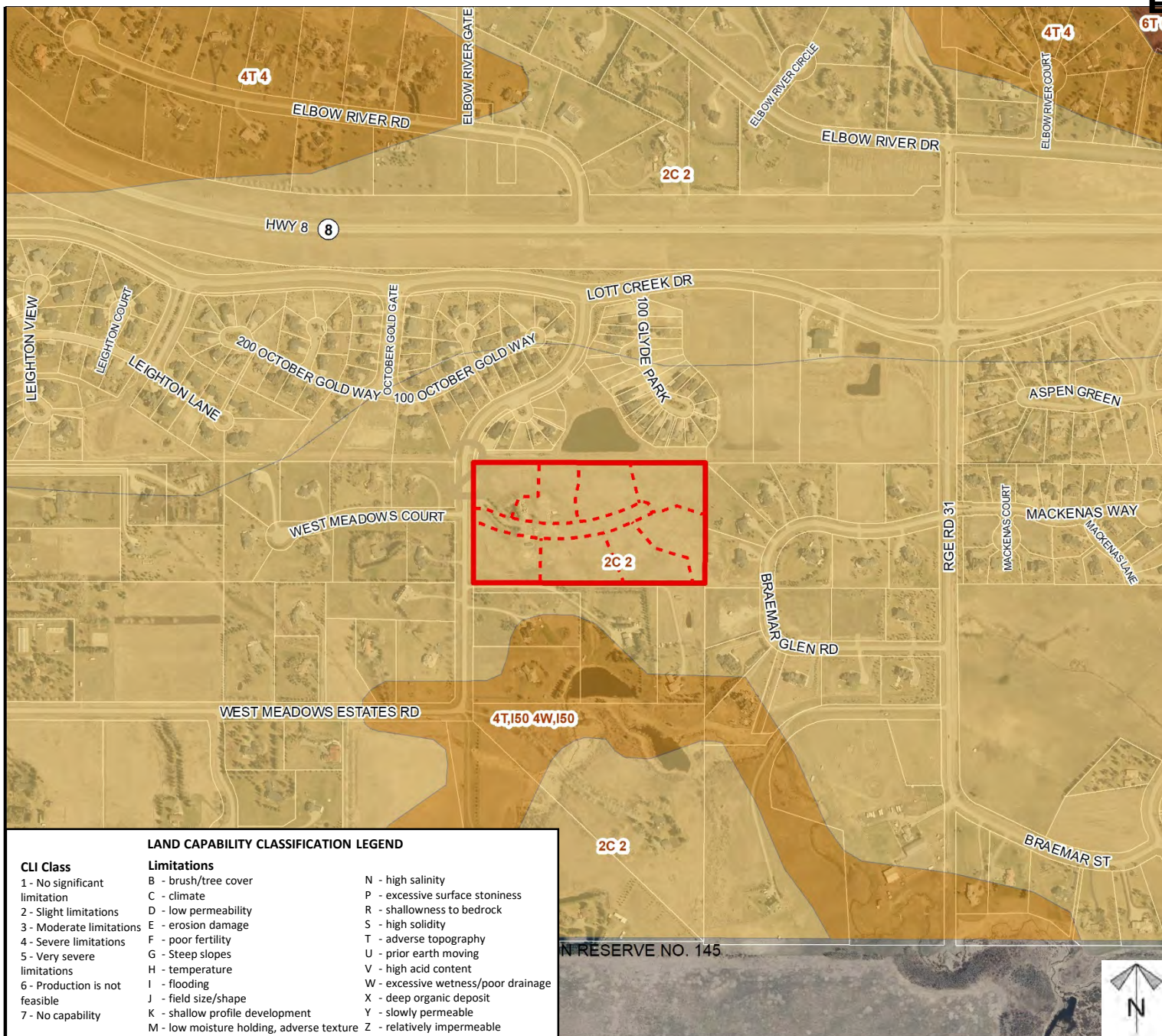




## Soil Classifications

### Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country Residential District (R-CRD) to accommodate the creation of seven lots.



Division: 3

Roll: 04702011

File: PL20190140

Printed: November 9, 2020

Legal: SE-02-24-03-W05M

Page: 01 of 177

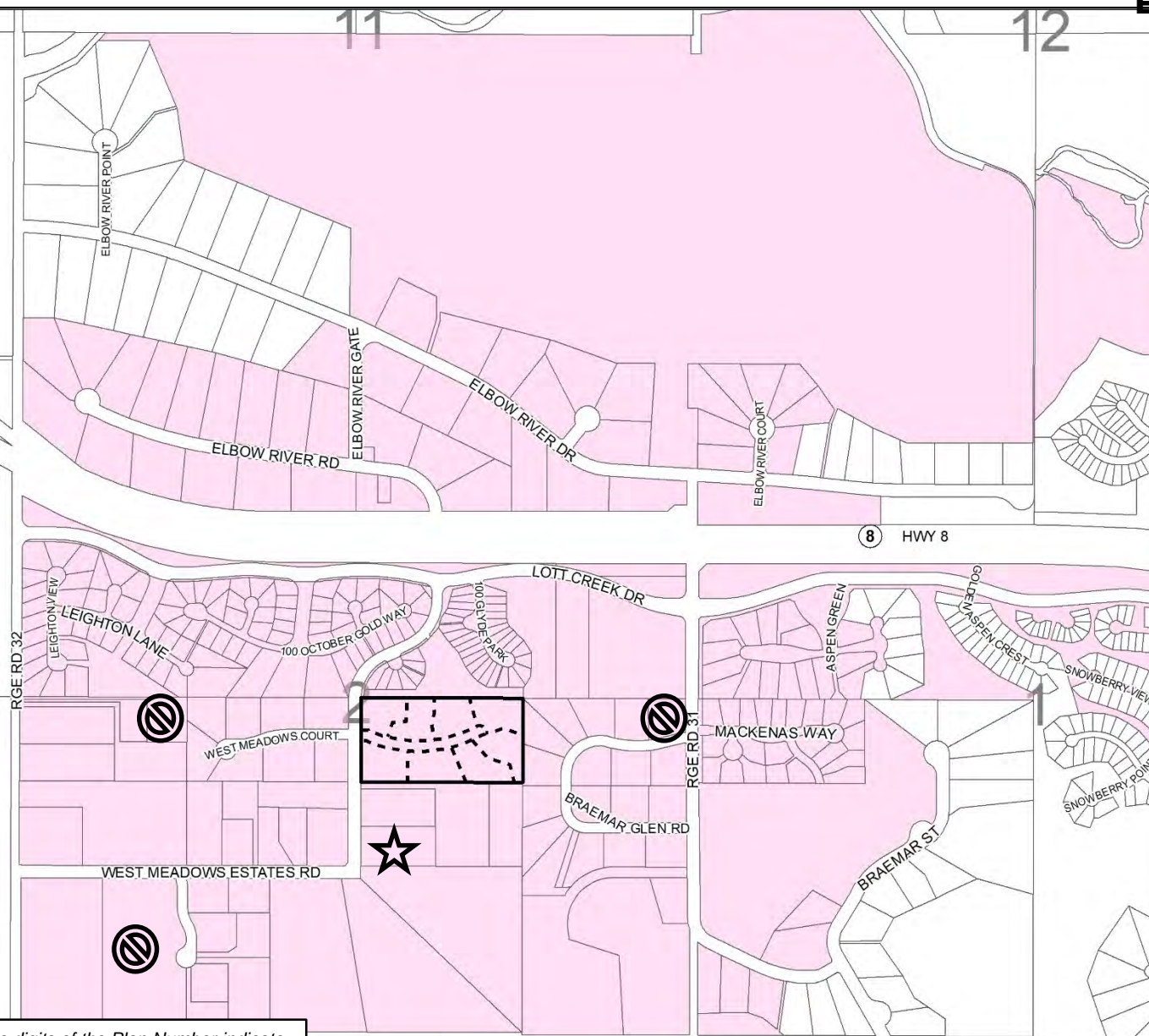
Block: 8 Plan: 7410676



## Landowner Circulation Area

### Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country Residential District (R-CRD) to accommodate the creation of seven lots.



### Legend

- Support 
- Non-Support 

Note: First two digits of the Plan Number indicate the year of subdivision registration.

Plan numbers that include letters were registered before 1973 and do not reference a year.

TSUUT'INA NATION RESERVE NO. 145

Division: 3  
 Roll: 04702011  
 File: PL20190140  
 Printed: November 9, 2020  
 Legal: SE-02-24-03-105M  
 Block: 8 Plan: 7410676

**Logan Cox**

---

**From:** Dominic Kazmierczak  
**Sent:** January 27, 2021 10:19 PM  
**To:** Xin Deng  
**Cc:** Bianca Duncan; Tyler Andreasen; Michelle Mitton  
**Subject:** FW: [EXTERNAL] - Bylaw C-8011-2020 - A Bylaw of Rocky View County to Amend Land Use Bylaw C-8000-2020: Application Number: PL 20190140 (04702011)

Hi Xin,

Please find below another public hearing submission in relation to PL20190140. You may want to discuss the stormwater matters raised by Mr. Branson in his email with Bianca and possibly Byron to ensure we are adequately prepared for any questions from Council.

Michelle/Tyler - I've copied you as I don't think you will have received this submission previously.

Thanks,  
 Dom

-----Original Message-----

**From:** Gordon Branson [REDACTED]  
**Sent:** January 27, 2021 3:46 PM  
**To:** Dominic Kazmierczak <DKazmierczak@rockyview.ca>  
**Cc:** Division 7, Daniel Henn <DHenn@rockyview.ca>; Division 2, Kim McKylor <KMckylor@rockyview.ca>; Division 1, Mark Kamachi <MKamachi@rockyview.ca>; Division 3, Kevin Hanson <Kevin.Hanson@rockyview.ca>; Division 4, Al Schule <ASchule@rockyview.ca>; Division 5, Jerry Gautreau <JGautreau@rockyview.ca>; Division 6, Greg Boehlke <GBoehlke@rockyview.ca>; Division 8, Samanntha Wright <SWright@rockyview.ca>; Division 9, Crystal Kissel <CKissel@rockyview.ca>; Al Hoggan <AHoggan@rockyview.ca>; Bryon Riemann <briemann@rockyview.cxa>; Kent Robinson <kRobinson@rockyview.ca>; Ted Boyda <Tboyda@rockyview.ca>; Judie Branson [REDACTED]  
**Subject:** [EXTERNAL] - Bylaw C-8011-2020 - A Bylaw of Rocky View County to Amend Land Use Bylaw C-8000-2020: Application Number: PL 20190140 (04702011)

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

ATTENTION: Dominic Kazmierczak

Thank you for the opportunity to comment on the application to redesignate Block 8, Plan 7410676 within SE-02-24-03-WO5M.

Our comments are based on the information contained in the Notice of Public Hearing and brief conversations with the applicant's planner. This is supplemented by residency within the circulation area for some 30 years; we are located directly adjacent to the Elbow Valley West Development (EVW) within the West Meadows Estates community.

The comments we wish to advance on the Development Application, at this time, are as follows:

1. Lot Configuration

The proposed configuration appears to comply with applicable County Standards.

## 2. Traffic Impact Analysis (TIA)

It is anticipated that the TIA conducted in support of this application would have minimal impacts on the area.

## 3. Potable Water Service

We are advised that provision of potable water services are to be provided by connection with Westridge Ltd - with availability now confirmed.

## 4. Stormwater Management Planning

It is understood that Osprey Engineering Inc is preparing the Stormwater Stormwater Management Plan for this application.

The County generally, and Senior Administration in particular, are highly familiar with the complex, rather convoluted history of the Elbow Valley West's "post development" detrimental Stormwater Outflow impacts which have negatively impacted downslope and down stream properties. The EVW "post development" period has persistently demonstrated significant increases in EVW Stormwater Outflows in the form of both radically increased 'surface water' outflows and 'groundwater migrations' that have emanated from within the EVW Development lands.

The general nature of the pattern of outflows demonstrated, observed, recorded, particularly from 2008 forward, has been one of increasing scale, scope, and severity of detrimental effects on downslope and downstream properties. The range of impacts have been of an environmental nature, loss of enjoyment, actual property damages, and significant reductions in property assessments complied by the County's own Assessment Department!

The County should still possess a vast photographic record of incidents over the span of years beginning with the devastating impacts imposed by the summer rains of 2008. Numerous Councillors, Reeves, Deputy Reeves, and Senior Administrators have graciously toured the EVW site and impacted properties in West Meadows Estates, Braemar Glen, and beyond. Surely numerous field site inspection notes have also been accumulated by a variety of professional staff members to assist in their decision making and hiring of third party Engineering Companies to prepare mitigative and remedial corrective interventions designed to address the observed operational functional deficiencies of the EVW Stormwater system.

The EVW Development has been mired in a cess pool of litigation since, at least, May 12, 2009. A primary focus of litigation has been centered on high groundwater levels and infiltration issues/concerns both within the EVW lands and/or matters associated with the increased Stormwater 'outflows' generated by the operational dysfunctionalities created by the "As Built" EVW Stormwater Management System. The EVW Stormwater Management Plans were formally REVIEWED AND APPROVED by Rocky in 2004 and 2006.

A brief outline of the EVW Stormwater Management Plans that were submitted for REVIEW AND APPROVAL by RVC can be summarized as follows:

1. Urban Systems submitted an EVW Stormwater Management Plan for review comments on April 21, 2003. NOTE: The County obtained a Review of the Plan from Operational Solutions on July 15, 2004. A notable statement made, within the REView, in relationship to 'flow rates' used in calculating pond sizing was stated as follows: "The Stormwater Management Plan would then NOT BE APPLICABLE...." (Emphasis Added). Concerns were also expressed about an absence of water quality considerations. NOTE: The Review was uncovered through a "FOIP" search conducted years later, in the interim it seemed to be lost, forgotten, or suppressed?

Although the Operational Solutions Review was referenced in the follow-up resubmission of the EVW Plan by Urban Systems, forwarded on November 12, 2004; no concomitant revisions/enhancements were provided therein. This plan was nevertheless REVIEWED AND APPROVED by County Administration.

2. Urban Systems submitted a letter under the title "Elbow Valley West Stormwater Management Report Update" on August 9, 2006. It appears to have been REVIEWED and APPROVED without any supplementary Engineering Drawings and/or Scientific Data - notwithstanding the significant rain events of 2005 which would have further heightened the numerous concerns raised in the Operational Solutions Review. (Subsequent FOIP requests have failed to identify specifically who conducted the REVIEW And APPROVAL.)

The summer rains of 2008 created significant detrimental environmental Stormwater events and impacts - both within EVW and upon downslope and downstream properties and communities - such that they could not be administratively ignored. Rocky View commissioned Westhoff Engineering Inc. to conduct an additional REVIEW of the functionality of the installed (AS BUILT) EVW Stormwater Management System. The Westhoff Review was highly critical of the lack of scientific considerations used to draft the plan, commented on the need for early corrective interventions, issued a warning as to potential liability issues for the County, and cautioned "shallow groundwater issues for downstream properties" that would grow with built out of EVW.

Many of the EVW Stormwater Management Plan's shortcoming identified by the Westhoff Review, dated July 25, 2008, remain outstanding with the same potential detrimental impacts and affects threatening downslope and downstream properties!

It must be noted that only minimal corrective responses were initiated by Rocky View until litigation initiated by Braemar Glen residents which brought the sense of seriousness referenced by the Westhoff Review to a front burner.

The first potentially effective corrective response was to be implementation of the ISL Engineering and Land Services Ltd. Study and Recommendations for Remediation and Mitigation of the growing scale, scope, and nature of Stormwater Surface Outflows and Groundwater Migrations emanating from the EVW Development. On October 2, 2009, CAO Coon made an unconditional commitment to share the finalized Plan with some 15 community residents present at the presentation of a brief overview of the plan. Mr. Coon's aim was to take advantage of the remaining fall construction season, and , additionally to separate the matters of existing litigation from that of the critical need for prompt corrective action. (NOTE: Despite the assurances of October 2nd, the plan HAS YET TO SEE THE LIGHT OF DAY. FOIP requests continue to deny access; NOTWITHSTANDING THAT THE ISL PLAN WAS SHARED and REVIEWED AT A MEETING CALLED BY COUNTY OFFICIALS ON NOVEMBER 23, 2009 WITH THE DEVELOPER AND THEIR AGENTS/CONSULTANTS!!)

The handling and treatment of the ISL Study and Recommendations can perhaps best describe the bias shown to the developer and the increasing risk level of liability exposure Rocky View seemed determined to assume? Residents' Property Rights, Procedural Fairness, Fiduciary Responsibilities; and Compliance with Federal, Provincial Legislation and Regulations, County Policies, Servicing Standards, and the DEVELOPMENT AGREEMENT seem to be lost considerations.

Council with the aid of Senior Administration needs to fully review the EVW Development File, with a formal response to all residents negatively affected over the past several.

In fact, we would recommend that serious consideration be given to asking the Honourable Rick McIver, Minister of Municipal Affairs, to conduct a formal inspection of the entirety of EVW File under the provisions of the Municipal Government Act (MGA).

Because the ISL Plan had a focus on dealing with EVW Stormwater outflows this Application deserves full access to the findings, recommendations, and what enhancements remain to be implemented.

Additional EVW Stormwater Management Plan enhancements sought by Rocky View in respect to eliminating and/or migration of both internal and exported Stormwater Management Issues include the following engineering commissions:

- A. Westhoff Engineering/Rocky View West Meadows Estates Drainage Proposal - 2010
- B. Westhoff Engineering/Rocky View Dual Ditch Rerouting (Mitigation) Plan 2012  
( Shared and should be given to this Applicant.)
- C. Westhoff Engineering/Rocky View Engineering Plan for the Lining of the Dry Pond 2012. (Not yet shared, but must be made available to this Applicant and all residents who were circulated for this application.)
- D. Reeve Ashdown and Deputy Reeve Bahcheli/Rocky View Administration - Dry Pond/Groundwater Migration Remediation Plan and Charge Back Proposal (i.e The County's Servicing Standards and EVW Development Agreement make the costs of the implementation of these interventions an "assignable charge" against the Developer. NOTE: Further, the costs of all THIRD PARTY Engineering Reviews, Studies, and Plans also were chargeable. It appears this was not routinely done?
- E. The EVW Condo Corp also conducted a series of studies focused on changing groundwater table levels, groundwater migration patterns (Via their 8 station Piezometer System). and groundwater infiltrations into their sewer collection system. The studies would include those of Watertech, ARC Environmental, and BESI.

It is understood that their BESI Study was shared with the County; who in turn shared it with the Developers - source the County's Statement of Defence filed on August 5, 2016. (The Statement of Defence in a must read from a number perspectives and disclosures.) It is understood the County's May 2016 Engineering Review Conducted by MPE Engineering was shared with the Condo Corp. NOTE: None of these Reports are yet deemed publicly available for review!

- F. Riemann 2016 Groundwater Migration Study and Hydrogeological Investigation - Westhoff and/or others?

A FOIP Response confirmed that on July 11, 2016, Mr. Riemann emailed Westhoff Engineering requesting a proposal from their firm in respect to conducting - "an Engineering review of available information to determine the existence of groundwater mitigation (ACTUALLY- I suspect he meant to state "MIGRATION") to lands adjoining to Elbow Valley West. We may need to discuss the scope a bit further but it depends on if we gain access to the existing monitoring station that are on Elbow Valley West lands."

In conversation with Dr. Westhoff, I learned he had declined the offer. On November 8, 2018, in direct conversation with Mr. Riemann and Acting CAO McDonald, we were advised no other Engineering Firm had been contacted to fulfill Mr. Riemann's wise desire to finally base County comments on scientifically conducted studies.

As previously advised, it is anticipated that the long deferred Hydrogeological Study - as understandably contemplated by Mr. Riemann would need to span a reasonable time period of at least a year's duration. I understand that groundwater migrations are highly variable and dynamic by nature. We remain willing to have migration testing conducted on our property as well - as I am sure other downslope property owners would as well.

IT IS TIME: to fully share all applicable data and information held by the County to bring much needed transparency, truth, and trust to matters of Stormwater Management System operations and the functional deficiencies that still need to be addressed.

I hope that sharing and transparency will be provided to Mr. Potrie, his consultants, the land owner whom they represent, and resident property owners within the bounds of this application's circulation.



I would be pleased to clarify and/or expand on the above comments as may be desired - including sharing of documentation.

STAY SAFE!

Regards,

Gordon (Judie) Branson



Sent from my iPad:GWB

**Logan Cox**

---

**From:** Dominic Kazmierczak  
**Sent:** January 27, 2021 2:30 PM  
**To:** Oksana Newmen; Xin Deng  
**Subject:** FW: [EXTERNAL] - BYLAW C-8011-2020

Hi Both,

Hope you're both doing ok.

Not sure who we decided would take PL20190140 (Potrie file) to Council on Andrea's behalf, but please see below a public hearing submission.

Thanks,  
Dom

**DOMINIC KAZMIERCZAK**  
Manager | Planning Policy

**ROCKY VIEW COUNTY**  
262075 Rocky View Point | Rocky View County | AB | T4A 0X2  
Phone: 403-520-6291  
[DKazmierczak@rockyview.ca](mailto:DKazmierczak@rockyview.ca) | [www.rockyview.ca](http://www.rockyview.ca)

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**From:** Michelle Mitton <MMitton@rockyview.ca>  
**Sent:** January 27, 2021 2:23 PM  
**To:** Dominic Kazmierczak <DKazmierczak@rockyview.ca>  
**Subject:** FW: [EXTERNAL] - BYLAW C-8011-2020

**MICHELLE MITTON, M.Sc**  
Legislative Coordinator – 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)

---

**From:** Pithers Julie [REDACTED]  
**Sent:** Wednesday, January 27, 2021 1:07 PM  
**To:** Legislative Services Shared <[LegislativeServices@rockyview.ca](mailto:LegislativeServices@rockyview.ca)>  
**Subject:** [EXTERNAL] - BYLAW C-8011-2020

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

To Rocky View Council  
Re: BYLAW C-8011-2020

From: Julie Pithers & Ross Albert, 48 West Meadows Estates Rd

Dear Councillors,

We are writing to object to the development of two(+/-) acre lots proposed for the application south of Highway 8 on the east side of West Meadows Estates.

This approach to development does not reflect the current direction the county's own in-fill and infrastructure proposals. It is neither dense enough to encourage proper water and sewer nor agriculturally appropriate. This simply continues the water and energy intensive rural sprawl that hurts the community.

Wells and septic fields are no longer a valid approach for an area earmarked for large developments where drinking water and storm water are already problematic.

Further, this property is the closest real estate to the sewer and water stub lines already in place and ready to hook up to West Meadows Estates (which is the only community in the area not connected to water beyond individual wells). Why not require the developer to hook into that and open up the opportunity for more density on the land they acquired—even if that is in the future.

West Meadows Estates cannot be left behind to fight fires without hydrants (see the recent debacle in Heritage Woods for an example of firefighting without them), drinking sulphur ridden well water and building yet more septic fields so close to the creeks that fill the Glenmore Reservoir.

As more development occurs it should be thought-out to connect and support legacy neighbourhoods and offer the same utilities being installed to the new communities.

By allowing yet more two-acre lots you are continuing a trend that is simply land gluttony without even getting more tax dollars to support the rest of the county.

We wish the developer no ill will, in fact we would hope they could get better bang for their buck with higher density in a well considered, county led, community supported plan.

If not, we will be faced with the worst of both worlds: massive dense developments surrounding an old neighbourhood with 2 - 20 acre lots all battling over a limited aquifer and polluting the ground with septic fields.

Sincerely,

Julie Pithers & Ross Albert

Joe & Tanya Giulford  
39 Braemar Glen Road  
Calgary , AB  
T3Z 3C9

File number – 04702011

Application Number – PL20190140

Division 3

Attention: Andrea Bryden

[Abryden@rockyview.ca](mailto:Abryden@rockyview.ca)

In response to the notification of Development Proposal of Block 8, Plan 7410676, SE-02-24-03-W05M, we are looking for clarification on the parcel count.

We are opposed to this development until the following items have been answered and addressed.

- The documents provided show a subdivision with 8 lots, yet the letter states 7 lots. Please advise what the correct lot count and size will be.
- Confirmation of drainage plan and ensure no ADDITIONAL waters will be flowing into the drainage swale north of the stated lands eastward to Range Road 31
- Water Services. If water is to be supplied through the Westridge Water Cooperative, our expectations are that the developer and Westridge ensure proper water pressures and volumes are managed to ensure existing water pressure to Braemar Glen is not diminished. The construction of new pumping and pressure stations are installed to meet our expectation of a minimum 55 PSI (345 KPA) to be confirmed at multiple times within a day (during all peak hours (6am – 8am; 5pm – 7pm) and all day on weekends). Current water demands are not acceptable and increase demand on this service provider will prove problematic to existing homes.
- Description of Sewage disposal and subsequent drainage/release to underground/above ground conveyance systems.
- Does this development require the need for Storm water retention or High water level conveyance system? What is the plan to ensure proper water control during a 100 year rain/weather event to ensure no impact to existing properties in the immediate and future?
- Topographical representation of water flow and development plans to mitigate subsurface water from migrating south east ward towards Braemar Glen.

I trust you will revert back before any approvals are given.

Regards,

Joe Giulford

**Logan Cox**

---

**From:** Michelle Mitton  
**Sent:** February 9, 2021 9:08 AM  
**To:** Xin Deng  
**Cc:** PlanningAdmin Shared  
**Subject:** FW: [EXTERNAL] - Re: Bylaw C-8011-2020 - Application Number PL20190140 (04702011)

**MICHELLE MITTON, M.Sc**  
Legislative Coordinator | 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:** Bob & Jane Bleaney [REDACTED]  
**Sent:** February 9, 2021 9:00 AM  
**To:** Public Hearings Shared <PublicHearings@rockyview.ca>  
**Cc:** Legislative Services Shared <LegislativeServices@rockyview.ca>  
**Subject:** [EXTERNAL] - Re: Bylaw C-8011-2020 - Application Number PL20190140 (04702011)

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I am resending the email that I previously sent on January 27, 2021 to “legislativeservices” , which apparently was received too late in the day for inclusion for the today’s council meeting’s materials.  
I understand that my emailing this today (the day of the hearing dealing with the above Bylaw) will enable it to be included in the hearing.  
Please respond by return email to confirm it’s receipt.

Regards,  
Bob & Jane Bleaney

**From:** Bob & Jane Bleaney [REDACTED]  
**Subject:** Bylaw C-8011-2020 - Application Number PL20190140 (04702011)  
**Date:** January 27, 2021 at 10:42:03 PM MST  
**To:** [legislativeservices@rockyview.ca](mailto:legislativeservices@rockyview.ca)

I am writing to advise of our conditional support to the proposed By-Law changes - provided that development subject to these bylaw changes is required to rigorously adhere to the County Servicing Standards (2013), assuming these are the latest standards.

I have raised some questions with the developer, with their somewhat generic response being that they expect their suppliers and planners will satisfy Rocky View expectations, so that leaves the responsibility to ensuring appropriate standards are met with Rocky View County.

Of particular concern, it should be clear that the changed bylaws will require strict compliance with water supply requirements for hydrant pressure and volume as per "Country Residential" standards,. My reason for raising this as a concern is that the water supply is to come from Westridge Water Coop, and as this development will be at the end of their current distribution network, it may have inherent flow constraints that could restrict deliverability. I understand there have been hydrant delivery issues in Elbow Valley from the same service provider, and for safety of the residents within and in close proximity to the proposed development it is critical that Rocky View ensure full compliance with Alberta and County requirements.

Similarly, and of equal concern, Rocky View will need to ensure strict compliance with septic system design, with groundwater protection and monitoring, and surface water runoff. Again, recent development in adjoining Elbow Valley West resulted in surface water runoff problems for some adjoining residents and has impacted West Meadow lands. As our property is down dip from the proposed development, both for surface runoff as well as subsurface aquifers, we are keen to be assured that the County design standards to mitigate adverse impact on proximal properties are tightly adhered to, and closely monitored.

I am prepared to support the proposed development if, and only if, the development can strictly comply with Rocky View standards for fire protection and surface water / waste water /groundwater protection for the sake of existing and future residents. **Rocky View Council should only be approving the proposed By-Law changes if they can confirm that the development will be subject to strict compliance with existing County Servicing Standards.** Otherwise, if there are any anticipated needs for moderations or deviations from Rocky View's development standards for the development contemplated by the proposed by-law changes we will be firmly against By-Law changes that would support the proposed development proceeding.

Regards,

Bob & Jane Bleaney  
136 West Meadows Estates Rd.





## **RECREATION, PARKS AND COMMUNITY SUPPORT**

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<b>TO:</b>	Council	<b>DIVISION:</b>	2 and 4
<b>DATE:</b>	June 22, 2021	<b>APPLICATION:</b>	N/A
<b>FILE:</b>	N/A		
<b>SUBJECT:</b>	Springbank and Langdon Stakeholder Engagement Framework Terms of Reference		

---

### **POLICY DIRECTION:**

Through the County Public Participation Policy, C-191, Council recognizes that engaging stakeholders in meaningful ways on issues that are important to them enriches Council's and Administration's decision making. The policy states that good governance includes engaging stakeholders by ensuring that the range of stakeholder perspectives is considered as part of the decision-making process.

### **EXECUTIVE SUMMARY:**

The approved 2021 Recreation and Parks Master Plan (RPMP) includes a list of capital priorities for recreation facilities in Rocky View County. Within the timeframe of short- to mid-term (1-10 years), capital projects in both Springbank and Langdon were identified as priority projects. As a result, County Administration will be embarking on business plans for both of those facilities. As part of the process, Stakeholder Advisory Groups, consisting of residents from Springbank and Langdon, would be created to provide advice on matters relating to the planning and building of a community centre in Springbank and a recreation centre in Langdon.

The Terms of Reference for the Springbank and Langdon Stakeholder Advisory Groups are complete and attached for Council's consideration.

### **ADMINISTRATION RECOMMENDATION:**

Administration recommends approval in accordance with Option #1.

### **BACKGROUND:**

The Recreation Needs Assessment study (2020) identified the need for additional programmable space as a short-term priority in the southeast and southwest areas of the County.

The Project Team (consisting of HarGroup Management Consultants and Rocky View County Administration) is assessing the development of a recreation centre in Langdon and a community centre in Springbank using the facility development process. The facility development process is used to support purposeful design, coordination, and stewardship, using incremental, phased practices that take projects from ideas to eventual development and opening. The process also includes reviewing existing studies and development on the site, performing a market segment and user-based analysis, as well as completing a feasibility analysis for construction costs, and projected expenses and revenues of the facility.

Results from the studies would identify the appropriate scale and spaces of the centres with consideration for local needs, capital and operational costs of the facilities, including projected revenue and expenses, and the possible impact of new or expanded facilities in the surrounding areas. The formation of Stakeholder Advisory Groups is critical within this process to provide input into these facility development projects.

---

### **Administration Resources**

Sean Fontaine, Recreation, Parks and Community Support

**MANDATE:**

The Advisory groups would provide advice and input, which would be considered by the Project Team to ensure the community has a voice throughout the process, to provide local knowledge of community desires, and to collaborate with other members of the community to ensure all voices of Rocky View County residents are heard.

**BUDGET IMPLICATIONS:**

There are no budget implications associated with this request.

**OPTIONS:**

- Option #1:      Motion #1      THAT the Terms of Reference for the Springbank Stakeholder Advisory Group be approved as per Attachment 'A'.
- Motion #2      THAT the Terms of Reference for the Langdon Stakeholder Advisory Group be approved as per Attachment 'B'.
- Option #2:      THAT alternative direction be provided.

Respectfully submitted,

Concurrence,

"Brock Beach"

"Kent Robinson"

---

Acting Executive Director  
Community Development Services

---

Acting Chief Administrative Officer

SF/rp

**ATTACHMENTS:**

ATTACHMENT 'A': Springbank Stakeholder Engagement Terms of Reference

ATTACHMENT 'B': Langdon Stakeholder Engagement Terms of Reference



# Springbank Stakeholder Engagement Framework

## Terms of Reference

### Project Background

- 1 The approved 2021 Recreation and Parks Master Plan (RPMP) includes a list of capital priorities for recreation facilities in Rocky View County and within the timeframe of short- to mid-term priority (1 to 10 years) is the Springbank Community Centre. The Recreation Needs Assessment study (2020) identifies the need for additional programmable space as a short-term priority in the SW area of the County. Since the decommissioning of the community hall in 2015, new program and meeting spaces are needed within the community and surrounding areas to compensate for the loss of the building.
- 2 The County, through the recommendations of the RPMP, will lead and support the planning and development of County-wide public recreation projects and initiatives to achieve benefits for all residents and stakeholders.
- 3 Within the process, the formation of a Stakeholder Advisory Group, to provide input into the facility development project, is critical. The Springbank Advisory Group is being established to advise on the development of the proposed Springbank community centre.



### Scope of work

- 4 The Springbank Stakeholder Advisory Group will be established to provide input to the Project Team (which involves Rocky View County Administration and HarGroup Consultants) on matters relating to the planning and building of a community centre in south Springbank.
- 5 The Advisory Group will meet 3 to 4 times throughout the duration of the Facility Development Assessment phase.



### Mandate

- 6 The Stakeholder Advisory Group will provide advice and input to be considered by the Project Team in the following areas:
  - (1) Ensure that the community has a voice throughout the Facility Development Process.
  - (2) Provide advice and input into the recreation amenities and spaces that could be beneficial for the new facility.
  - (3) Provide local knowledge of desires in the community.
  - (4) Collaborate with other members of the community to ensure that all voices of the Rocky View residents are heard.



ROCKY VIEW COUNTY

# Springbank Stakeholder Engagement Framework

## Terms of Reference



### Membership

- 7 The Stakeholder Advisory Group consists of the following:
- (1) The Rocky View County Councillor representing the division where the project is located, where possible;
  - (2) The Rocky View Schools Trustee representing the division where the project is located, where possible;
  - (3) An administrative representative from Rocky View Schools;
  - (4) A representative from rural community support through Cochrane FCSS;
  - (5) A representative from the Springbank Community Association;
  - (6) A representative from the Springbank Heritage Club;
  - (7) A representative from the Springbank Park for All Seasons;



### Agendas and Meetings

- 8 Rocky View County Administration will coordinate agendas as required.
- 9 The Stakeholder Advisory Group is intended to meet at predetermined dates during the duration of the project.
- 10 The number of meetings as well as the approximate dates and the locations of the meetings will be established by the Project Team before the Committee's first meeting.
- 11 The Project team will provide regular updates to the Stakeholder Advisory Group throughout the duration of the project, when required.
- 12 The information shared with the Stakeholder Advisory Group during meetings and discussions shall be kept in confidence and shall not be shared unless otherwise stated.
- 13 The Stakeholder Advisory Group will dissolve upon completion of the Springbank Community Facility Development Assessment project.

### Signatures

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# Langdon Stakeholder Engagement Framework

## Terms of Reference

### Project Background

- 1 The approved 2021 Recreation and Parks Master Plan (RPMP) includes a list of capital priorities for recreation facilities in Rocky View County and within the timeframe of short- to mid-term priority (1 to 10 years) is a recreation centre on the joint use site in Langdon. The Recreation Needs Assessment study (2020) identifies the need for additional programmable space as a short-term priority in SE portion of the County.
- 2 The County, through the recommendations of the RPMP, will lead and support the planning and development of County-wide public recreation projects and initiatives to achieve benefits for all residents and stakeholders.
- 3 Within the process, the formation of a Stakeholder Advisory Group, to provide input into the facility development project, is critical. The Langdon Advisory Group is being established to advise on the development of the proposed Langdon Recreation Centre.



### Scope of work

- 4 The Langdon Stakeholder Advisory Group will be established to provide input to the Project Team (which involves Rocky View County Administration and HarGroup Consultants) on matters relating to the planning and building of a recreation centre in Langdon.
- 5 The Advisory Group will meet 3 to 4 times during the duration of the Facility Development Assessment phase.



### Mandate

- 6 The Stakeholder Advisory Group will provide advice and input to be considered by the Project Team in the following areas:
  - (1) Ensure that the community has a voice throughout the Facility Development Process.
  - (2) Provide advice and input into the recreation amenities and spaces that could be beneficial for the new facility.
  - (3) Provide local knowledge of desires in the community.
  - (4) Collaborate with other members of the community to ensure that all voices of the Rocky View residents are heard.





# Langdon Stakeholder Engagement Framework

## Terms of Reference

### Membership

- 7 The Stakeholder Advisory Group consists of the following:
- (1) The Rocky View County Councillor representing the division where the project is located, where possible;
  - (2) The Rocky View Schools Trustee representing the division where the project is located, where possible;
  - (3) An administrative representative from Rocky View Schools;
  - (4) A representative from Synergy Youth and Community Development Society;
  - (5) A representative from the Langdon Community Association;
  - (6) A representative from the Bow Valley Agricultural Society;
  - (7) A representative from the Langdon Library Society;
  - (8) A representative from the Langdon Community Collaborative; and
  - (9) A representative from the Langdon O.K. Seniors.



### Agendas and Meetings

- 8 Rocky View County Administration will coordinate agendas as required.
- 9 The Stakeholder Advisory Group is intended to meet at predetermined dates during the duration of the project.
- 10 The number of meetings as well as the approximate dates and the locations of the meetings will be established by the Project Team before the Committee's first meeting.
- 11 The Project team will provide regular updates to the Stakeholder Advisory Group throughout the duration of the project, when required.
- 12 The information shared with the Stakeholder Advisory Group during meetings and discussions shall be kept in confidence and shall not be shared unless otherwise stated.
- 13 The Stakeholder Advisory Group will dissolve upon completion of the Langdon Recreation Centre Facility Development Assessment project.

### Signatures



## PLANNING POLICY

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<b>TO:</b>	Council	
<b>DATE:</b>	June 22, 2021	<b>DIVISION:</b> 8
<b>FILE:</b>	05618459	<b>APPLICATION:</b> PL20200050-1
<b>SUBJECT:</b>	Damkar Applications – Request to Waive Six Month Waiting Period for Re-Application	

---

### POLICY DIRECTION:

By resolution, Council may waive the six month waiting period for re-applications. The proposal was evaluated against Section 48 of the *Land Use Bylaw*.

### EXECUTIVE SUMMARY:

On May 18, 2021, Council held a public hearing and considered two applications for the Damkar project; a land use redesignation (PL20200050) and conceptual scheme amendment (PL20200051). The public hearing was closed and both applications were refused.

On June 7, 2021, a request was received by the Applicant to waive the six month waiting period for re-application of an amending bylaw (redesignation). In order for the Applicant to re-apply for the same or similar applications, a Council decision to waive the six month waiting period is required in accordance with Section 48 of the *Land Use Bylaw*; as the six month waiting period does not conclude until November 18, 2021, a Council decision is required to waive this waiting period to allow for immediate re-application as the Applicant intends.

Section 48 of the *Land Use Bylaw C-8000-2020* states:

**48** *If a proposed Amending Bylaw has been refused by Council, the same or similar application shall not be resubmitted for at least six (6) months after the date of refusal, unless, in the opinion of the Development Authority, the reasons for refusal have been adequately addressed or the circumstances of the application have changed significantly.*

A redesignation application is an amending bylaw as the effect is to amend the *Land Use Bylaw*; however, Council does not give reasons for refusal when passing a motion for refusal. Therefore, the Applicant has proposed amendments to the previous proposal based on the commentary provided during the public hearing and subsequent discussions of Council. The Applicant's anticipated amendments include:

- A reduction in overall maximum number of units proposed from 350 to 200.
- The replacement of the three (3) multi-family 'senior's-oriented' buildings within the western portion of the Appendix 9 area with forty (40) villa-style duplexes.
- An overall reduction in maximum number of units within the dedicated Senior's Building from 180 to 160.

If, in the opinion of Council, the reasons for the refusal have been adequately addressed, the six month waiting period may be waived by resolution per Option #1 below. The new applications would be recirculated to adjacent landowners and agencies for comment; new bylaws would also be presented to Council for first reading and later public hearings as required. If the reasons are not adequately addressed, the Applicant may re-apply in six months per Option #2.

### Administration Resources

Jessica Anderson, Planning Policy



**BUDGET IMPLICATIONS:**

None.

**OPTIONS:**

Option #1: THAT the requirement of a six month waiting period for re-application under Section 48 of Land Use Bylaw C-8000-2020 be waived by resolution.

Option #2: THAT the waiver of the six month waiting period for re-application be denied.

Respectfully submitted,

Concurrence,

“Brock Beach”

“Kent Robinson”

---

Acting Executive Director  
Community Development Services

---

Acting Chief Administrative Officer

JA/sl

**ATTACHMENTS:**

ATTACHMENT ‘A’: Applicant Request Letter



Ken Venner

Partner

BA, RPP, MCIP

d | 403 692 4530

c | 403 614 2185

kvenner@bapg.ca


**PLANNING  
GROUP**
June 7<sup>th</sup>, 2021

B&amp;A File: #1908-12

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

Attn: Dominic Kazmierczak – Manager, Planning Policy

Re: Trico Communities  
Lot 4, Block 1, Plan 071 2232 within SE 18-25-02-W5M  
The Watermark Conceptual Scheme, Appendix 9 (*The Damkar Lands*)

---

Dear Dominic,

On behalf of Trico Homes, B&A Planning Group is seeking permission from the Rocky View County Development Authority to resubmit an application to amend the Watermark Conceptual Scheme by inserting Appendix 9 – a comprehensive plan to develop the subject lands with a senior's-oriented residential project with a companion land use bylaw amendment application. As per Section 48 - Reconsideration of the County's Land Use Bylaw C-8000-2020:

*If a proposed Amending Bylaw has been refused by Council, the same or similar application shall not be resubmitted for at least six (6) months after the date of refusal unless, in the opinion of the Development Authority, the reasons for refusal have been adequately addressed or the circumstances of the application have changed significantly.*

On May 18<sup>th</sup>, 2021, Council considered concurrent applications to amend the Watermark Conceptual Scheme and Land Use Bylaw relative contemplating this proposal. At the conclusion of the public hearing, Council voted to refuse the application(s) citing incompatibility with the existing adjacent residential developments in Watermark and Blueridge, specifically with regards to the Project's proposed residential density and building form & character.

Since receiving Council's May 18<sup>th</sup> refusal, Trico Homes has re-evaluated their proposal and have prepared a revised 'preliminary' development concept for their project featuring the following key amendments:





- A **reduction in overall maximum number of units** proposed within the Appendix 9 area from **350 to 200**.
- The elimination of the three (3) multi-family 'senior's-oriented' buildings previously contemplated within the western portion of the Appendix 9 area and replacing them with **forty (40) villa-style duplexes** with design considerations catering to a senior's demographic (*i.e., barrier free design, over-size garages, maintenance-free condominium ownership, etc.*).
- An overall **reduction in maximum number of units within the dedicated Supportive Building** from **180 to 160**.

Trico Homes is scheduling a consultation meeting with the 12 Mile Coulee Group on June 8, 2021, to review the proposed revisions to the Appendix 9 Site Plan and expects to continue engaging with the community as the circumstances warrant.

As such, Trico Homes believes the proposed revisions to the Appendix 9 will address the specific concerns Council raised during the public hearing regarding residential density and building form & character.

Accordingly, B&A Planning Group respectfully requests the Development Authority waive the six (6) month period within which another application can be submitted. We also respectfully request that this matter be decided upon during Council's June 8<sup>th</sup>, 2021 meeting.

Respectfully,

A handwritten signature in black ink, appearing to read 'Ken Venner'.

Ken Venner | RPP | MCIP

**B&A Planning Group**

cc. Reid Hendry, Director of Development, Trico Homes  
Michael Brown, President, Trico Homes  
Wayne Chiu, CEO, Trico Homes  
Jessica Anderson, Senior Planner, Planning Policy  
Gurbir Nijjar, Manager of Planning & Development Services



## FINANCIAL SERVICES

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<b>TO:</b>	Council	
<b>DATE:</b>	June 22, 2021	<b>DIVISION:</b> 2
<b>FILE:</b>	05708078	<b>APPLICATION:</b> N/A
<b>SUBJECT:</b>	Late Tax Payment Penalty Cancellation Request	

---

### POLICY DIRECTION:

This request was evaluated in accordance with the Late Tax Payment Penalty Cancellation Policy C-204, which establishes a uniform and consistent approach for Council to address late tax payment cancellation requests in Rocky View County (the County).

### EXECUTIVE SUMMARY:

On February 25, 2021, Administration received a request from the owner of roll 05708078 regarding the late payment penalty in the total amount of \$897.96. The amount of \$423.57 is ineligible for review; the amount of \$474.39 can be reviewed under policy C-204. The owner has now registered for the TIPP program.

The ratepayers have requested that the penalty be cancelled as various financial and other pressures during the pandemic resulted in them missing the due date. They are requesting that Council cancel or reduce their penalty based on the current difficult times.

This request is not in compliance with the criteria in Policy C-204 (see Attachment 'B'); Administration therefore recommends that the request be denied.

### ADMINISTRATION RECOMMENDATION:

Administration recommends the request be denied in accordance with Option #1.

### BUDGET IMPLICATIONS:

There are no budget implications at this time.

### OPTIONS:

- |            |   |
|------------|---|
| Option #1: | THAT the request for late tax penalty cancellation in the amount of \$474.39 be denied. |
| Option #2: | THAT alternative direction be provided.   |

---

### Administration Resources

Barry Woods, Manager Financial Services



Respectfully submitted,

“Barry Woods”

---

Manager  
Financial Services

BW/aw

Concurrence,

“Kent Robinson”

---

Acting Chief Administrative Officer

**ATTACHMENTS:**

ATTACHMENT ‘A’: Request Letter 05708078

ATTACHMENT ‘B’: Policy C-204

**Adrienne Wilson**

---

**From:** [REDACTED]  
**Sent:** February-25-21 1:15 PM  
**To:** Rocky View Tax Section  
**Subject:** [EXTERNAL] - Roll 05708078 - Consideration of Penalty Fee Refund  
**Attachments:** TaxStatement 05708078.pdf

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

Dear councilors, in relation to the 2020 tax year I have been levied penalties of \$897.96. Please see the attached. I earnestly request a refund of the penalty amount. As of today's date, my account has been paid in full, inclusive of the penalties. Simply put, various financial and other pressures being faced by my family during the pandemic resulted in me mistakenly neglecting to pay the tax amount owed. To ensure a similar mistake does not happened again, I have applied to enrolled in County's TIPP. I understand exceptions are difficult for the council to accept; however, an exception in this case will make a significant difference for me and my family during this challenging time. Thank you in advance for your careful consideration. If I can provide any additional information, please let me know.





# 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

C-204

- (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
- 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;



## 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.



## FINANCIAL SERVICES

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<b>TO:</b>	Council	
<b>DATE:</b>	June 22, 2021	<b>DIVISION:</b> 3
<b>FILE:</b>	04714106	<b>APPLICATION:</b> N/A
<b>SUBJECT:</b>	Late Tax Payment Penalty Cancellation Request	

---

### POLICY DIRECTION:

This request was evaluated in accordance with the Late Tax Payment Penalty Cancellation Policy C-204, which establishes a uniform and consistent approach for Council to address late tax payment cancellation requests in Rocky View County (the County).

### EXECUTIVE SUMMARY:

On March 11, 2021, Administration received a request from the owner of roll 04714106 regarding the January 1, 2021, late payment penalty in the total amount of \$1,009.32. The 2020 taxes and penalties have been paid in full as of March 12, 2021.

The ratepayers have requested that the penalty be cancelled as they did not receive notification that they had an outstanding balance. They had been notified by their bank when letters were mailed out that the property was going to be on the County Tax Sale. The taxes had been outstanding from 2018 to 2021. Their mail was sent to the municipal address, which was registered on title, but they were not living on the property. The mailing address for the rate payers has now been registered.

This request is not in compliance with the criteria in Policy C-204 (see Attachment 'B'); Administration therefore recommends that the request be denied.

### ADMINISTRATION RECOMMENDATION:

Administration recommends the request be denied in accordance with Option #1.

### BUDGET IMPLICATIONS:

There are no budget implications at this time.

### OPTIONS:

- |            |   |
|------------|---|
| Option #1: | THAT the request for late tax penalty cancellation in the amount of \$1,009.32 be denied. |
| Option #2: | THAT alternative direction be provided.   |

---

### Administration Resources

Barry Woods, Manager Financial Services





Respectfully submitted,

“Barry Woods”

---

Manager  
Financial Services

BW/aw

Concurrence,

“Kent Robinson”

---

Acting Chief Administrative Officer

**ATTACHMENTS:**

ATTACHMENT ‘A’: Request Letter 04714106

ATTACHMENT ‘B’: Policy C-204

**Adrienne Wilson**

---

**From:** [REDACTED]  
**Sent:** March-11-21 5:15 PM  
**To:** Rocky View Tax Section  
**Subject:** [EXTERNAL] - Statement of Account [REDACTED]

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

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

Hello,

We did not receive any letter or indication of penalties on our property tax accounts. We found out from our bank that we owe the property tax and we called Rocky View County and were made aware of the \$1009.32 penalty from January 2021. We paid the full amount of the property tax, however, we did not receive notification of the penalty. The reason for the email is to see if we can receive credit for the \$1009.32 penalty for Jan 2021. Please let me know if this can be possible.

Thanks,

--

Gobind Boparai

[REDACTED]



# 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

C-204

- (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
- 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;





## 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.



## FINANCIAL SERVICES

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<b>TO:</b>	Council	
<b>DATE:</b>	June 22, 2021	<b>DIVISION:</b> 9
<b>FILE:</b>	10013186	<b>APPLICATION:</b> N/A
<b>SUBJECT:</b>	Late Tax Payment Penalty Cancellation Request	

---

### POLICY DIRECTION:

This request was evaluated in accordance with the Late Tax Payment Penalty Cancellation Policy C-204, which establishes a uniform and consistent approach for Council to address late tax payment cancellation requests in Rocky View County (the County).

### EXECUTIVE SUMMARY:

On March 26, 2021, Administration received a request from the owner of roll 10013186 regarding the January 1, 2021, late payment penalty in the total amount of \$488.06. A portion of the 2019 taxes, as well as the 2020 taxes and penalties are still currently outstanding.

The ratepayer is requesting that the January 1, 2021, penalty be cancelled due to financial hardship.

This request is not in compliance with the criteria in Policy C-204 (see Attachment 'B'); Administration therefore recommends that the request be denied.

### ADMINISTRATION RECOMMENDATION:

Administration recommends the request be denied in accordance with Option #1.

### BUDGET IMPLICATIONS:

There are no budget implications at this time.

### OPTIONS:

Option #1: THAT the request for late tax penalty cancellation in the amount of \$488.06 be denied.

Option #2: THAT alternative direction be provided.

---

### Administration Resources

Barry Woods, Manager Financial Services



ROCKY VIEW COUNTY

Respectfully submitted,

"Barry Woods"

---

Manager  
Financial Services

BW/aw

Concurrence,

"Kent Robinson"

---

Acting Chief Administrative Officer

**ATTACHMENTS:**

ATTACHMENT 'A': Request Letter 10013186

ATTACHMENT 'B': Policy C-204

**Adrienne Wilson**

---

**From:** [REDACTED]  
**Sent:** March-26-21 12:13 PM  
**To:** Adrienne Wilson  
**Subject:** Re: [EXTERNAL] - Re: Property Tax /cottage

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good day,

I just looked at the statement and noticed that it's \$4555 but payment below is stated \$4067.

This is our principal residence and have lost everything else. I would like to request the Jan 1 2021 penalties as I am unemployed due to covid 19 and surviving on CRB payments.

I am borrowing funds from my mother to put the account in order as this is a mess. My husband and I are now divorced and he has walked away from all bills and responsibilities. My mom will email me the proof of payment when done. I would appreciate if the county can waive the 2021 penalties during these covid difficult times when we don't even have jobs and hardly making ends meet with little children to take care of.

Regards,  
[REDACTED]

Sent from my iPhone

On Mar 26, 2021, at 3:27 PM, [REDACTED] wrote:

Thank you for the prompt response.

I will confirm when payment for the \$4067.14 is done and remove lien from land titles and also send a screenshot so you can set up a TIPP. How much will be the monthly TIPP? When can the TIPP commence?

Thanks!

Sent from my iPhone

On Mar 26, 2021, at 3:23 PM, AWilson@rockyview.ca wrote:

[REDACTED]

Please find attached a copy of your statement of account. At this time a Tax Notification has been sent to Land Titles to be registered on the title for this property as the taxes are 2 years in arrears. Once registered the 2 years will need to be paid before it is discharged, \$4,067.14.

The 2021 tax levy will be added onto the account in May 2021 and taxes are due June 30<sup>th</sup> each year. Our penalty dates are July 1 and January 1 each year.

Payments can be made through your online banking.

You would be looking for a payee name similar to:

Rocky View County Taxes

Your roll number would be the payee account number: 10013186

Alternatively, you can make a payment at your bank or cheque in our after-hours drop off box:

262075 Rocky View Point  
Rocky View County AB  
T4A 0X2

If you have any questions please feel free to contact the Tax department.

**As of December 7, 2020 Rocky View County has closed County Hall temporarily to the public due to ongoing concerns with the COVID-19 virus.**

**ADRIENNE WILSON**

Lead Tax Representative | Financial Services

**ROCKY VIEW COUNTY**

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

Phone: 403-520-3915 | Fax: 403-276-5372

[awilson@rockyview.ca](mailto:awilson@rockyview.ca) | [www.rockyview.ca](http://www.rockyview.ca)

This e-mail, including any attachments, may contain information that is privileged and confidential. If you are not the intended recipient, any dissemination, distribution or copying of this information is prohibited and unlawful. If you received this communication in error, please reply immediately to let me know and then delete this e-mail. Thank you.

---

**From:** [REDACTED]  
**Sent:** March-26-21 11:33 AM  
**To:** Adrienne Wilson <AWilson@rockyview.ca>  
**Subject:** [EXTERNAL] - Re: Property Tax /cottage

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

Good day,

I left a message and my contact details please may you give me a call as well. I'm looking for the statement for [REDACTED]. I understand my x husband stopped the TIPP payments which he had send to me he had done as a continue to stay in the property at the time. I have been living out of the country



and back a d would like to understand what has been going on so I can manage this and make payments etc. And way forward.

Thank you!

I look forward to hear from you.

[REDACTED]

Sent from my iPhone

On Jan 12, 2019, at 6:05 AM, [REDACTED]  
[REDACTED] wrote:

Sent from my Bell Samsung device over Canada's largest network.

----- Original message -----

From: [AWilson@rockyview.ca](mailto:AWilson@rockyview.ca)

Date: 2019-01-11 2:09 PM (GMT-07:00)

To: [REDACTED] [PTax@rockyview.ca](mailto:PTax@rockyview.ca),  
[REDACTED]

Subject: RE: Property Tax /cottage

Edwin,

We have confirmed receipt of your TIPP application. We have also received your payment of \$190.84 today.

The TIPP program will start on February 1, 2019, monthly payments will start at \$190.84 the first of each month.

If you have any questions please feel free to contact the Tax Department.

ADRIENNE WILSON

Tax Representative | Financial Services

ROCKY VIEW COUNTY

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

Phone: 403-520-3915 | Fax: 403-276-5372

[awilson@rockyview.ca](mailto:awilson@rockyview.ca) | [www.rockyview.ca](http://www.rockyview.ca)

This e-mail, including any attachments, may contain information that is privileged and confidential. If you are not the intended recipient, any dissemination, distribution or copying of this information is prohibited and unlawful. If you received this communication in error, please reply immediately to let me know

and then delete this e-mail. Thank you.

-----Original Message-----

From: [REDACTED]  
Sent: Friday, January 11, 2019 1:56 PM  
To: Rocky View Tax Section; [REDACTED]  
Subject: Property Tax /cottage

--

[REDACTED]

<TaxStatement 10013186.pdf>



# 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.
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## 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

C-204

- (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
- 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;





## 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.



## FINANCIAL SERVICES

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<b>TO:</b>	Council	
<b>DATE:</b>	June 22, 2021	<b>DIVISION:</b> 7
<b>FILE:</b>	06404026	<b>APPLICATION:</b> N/A
<b>SUBJECT:</b>	Late Tax Payment Penalty Cancellation Request	

---

### POLICY DIRECTION:

This request was evaluated in accordance with the Late Tax Payment Penalty Cancellation Policy C-204, which establishes a uniform and consistent approach for Council to address late tax payment cancellation requests in Rocky View County (the County).

### EXECUTIVE SUMMARY:

On April 14, 2021, Administration received a request from the owner of roll 06404026 regarding the January 1, 2021, late payment penalty in the total amount of \$277.90. The penalty is currently unpaid.

The ratepayer is requesting that this penalty be cancelled due to financial hardship.

This request is not in compliance with the criteria in Policy C-204 (see Attachment 'B'); Administration therefore recommends that the request be denied.

### ADMINISTRATION RECOMMENDATION:

Administration recommends the request be denied in accordance with Option #1.

### BUDGET IMPLICATIONS:

There are no budget implications at this time.

### OPTIONS:

- |            |   |
|------------|---|
| Option #1: | THAT the request for late tax penalty cancellation in the amount of \$277.90 be denied. |
| Option #2: | THAT alternative direction be provided.   |

---

### Administration Resources

Barry Woods, Manager Financial Services



Respectfully submitted,

“Barry Woods”

---

Manager  
Financial Services

BW/aw

Concurrence,

“Kent Robinson”

---

Acting Chief Administrative Officer

**ATTACHMENTS:**

ATTACHMENT ‘A’: Request Letter 06404026

ATTACHMENT ‘B’: Policy C-204

**Adrienne Wilson**

---

**From:** [REDACTED]  
**Sent:** April-14-21 11:28 AM  
**To:** Rocky View Tax Section  
**Subject:** [EXTERNAL] - penalty cancellation request

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

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

Dear Sir/ Madam

I am writing to you about roll # **06404026**. I'm the owner of [REDACTED]  
[REDACTED]. It's true that I have not paid the taxes for 2 years, however there were extenuating circumstances. Since we bought the unit we are losing money and currently I'm a student and mom of 5 kids. My husband is the only provider of our family. Due to pandemic outbreak we lost our jobs and couldn't afford to pay the property taxes. Now to avoid more penalties I am trying to pay the outstanding balance. We totally have been charged an amount of **\$656.99** for 2 years. I'm kindly requesting if you could please at least waive the penalty of January 2021 ( **\$ 277.90**) I will pay the rest.

Kind regards,

[REDACTED]



# 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

C-204

- (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
- 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;



## 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.



## FINANCIAL SERVICES

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<b>TO:</b>	Council	
<b>DATE:</b>	June 22, 2021	<b>DIVISION:</b> 5
<b>FILE:</b>	04324022	<b>APPLICATION:</b> N/A
<b>SUBJECT:</b>	Late Tax Payment Penalty Cancellation Request	

---

### POLICY DIRECTION:

This request was evaluated in accordance with the Late Tax Payment Penalty Cancellation Policy C-204, which establishes a uniform and consistent approach for Council to address late tax payment cancellation requests in Rocky View County (the County).

### EXECUTIVE SUMMARY:

On April 26, 2021, Administration received a request from the owner of roll 04324022 regarding the January 1, 2021, late payment penalty in the total amount of \$1,802.77. The 2019 taxes, as well as the 2020 taxes and penalties are currently unpaid.

The ratepayer is requesting that the January 1, 2021, penalty be cancelled due to financial hardship.

This request is not in compliance with the criteria in Policy C-204 (see Attachment 'B'); Administration therefore recommends that the request be denied.

### ADMINISTRATION RECOMMENDATION:

Administration recommends the request be denied in accordance with Option #1.

### BUDGET IMPLICATIONS:

There are no budget implications at this time.

### OPTIONS:

Option #1: THAT the request for late tax penalty cancellation in the amount of \$1,802.77 be denied.

Option #2: THAT alternative direction be provided.

---

### Administration Resources

Barry Woods, Manager Financial Services



ROCKY VIEW COUNTY

Respectfully submitted,

"Barry Woods"

---

Manager  
Financial Services

BW/aw

Concurrence,

"Kent Robinson"

---

Acting Chief Administrative Officer

**ATTACHMENTS:**

ATTACHMENT 'A': Request Letter 04324022

ATTACHMENT 'B': Policy C-204

**Adrienne Wilson**

---

**From:** [REDACTED]  
**Sent:** April-26-21 10:01 AM  
**To:** Adrienne Wilson  
**Subject:** Re: [EXTERNAL] - Tax Roll 04324022

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good morning Adrienne,

As per our conversation, I would like to address the following letter to the Rocky View County Tax Council in order to waive the 2021 penalty that was applied to my outstanding tax amount.

I am requesting to the council to waive the penalty due to the following circumstances:

I have been experiencing hardship since being laid off from my job in 2015, which started a bit of a downhill effect on my life and finances. My husband and I separated and I've had to fully care for my minor daughter on my own. With mounting debts I decided to enter into a Consumer Proposal (through the bankruptcy act) in 2016 once I found steady employment again. With mortgage payments and consumer proposal payments I have been unable to make payments on the property tax, which was to be paid by my spouse as part of our verbal agreement, which he obviously failed to do. I will be completing my consumer proposal payments by the end of summer this year, at which time I am hoping to work with my mortgage provider to loan me an amount to pay down the outstanding tax and get caught up. I am sincere in wanting to work with the council to resolve this issue, I hope you take these into consideration.

Thank you for your time, I look forward to hearing back from you.

[REDACTED]

On Wednesday, April 21, 2021, 09:31:38 a.m. MDT, <awilson@rockyview.ca> wrote:

[REDACTED], I will give you a call at [REDACTED] at 10:00am tomorrow.

Thank you,

**As of December 7, 2020 Rocky View County has closed County Hall temporarily to the public due to ongoing concerns with the COVID-19 virus.**

**Adrienne Wilson**  
Lead Tax Representative | Financial Services

**Rocky View County**

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

Phone: 403-520-3915 | Fax: 403-276-5372

[awilson@rockyview.ca](mailto:awilson@rockyview.ca) | [www.rockyview.ca](http://www.rockyview.ca)

This e-mail, including any attachments, may contain information that is privileged and confidential. If you are not the intended recipient, any dissemination, distribution or copying of this information is prohibited and unlawful. If you received this communication in error, please reply immediately to let me know and then delete this e-mail. Thank you.

---

**From:** [REDACTED]  
**Sent:** April-21-21 9:29 AM  
**To:** Adrienne Wilson <AWilson@rockyview.ca>  
**Subject:** Re: [EXTERNAL] - Tax Roll 04324022

Good morning Adrienne,

Sounds good, a call tomorrow works for me, how does 10:00 am sound?

Thank you.

[REDACTED]

On Wednesday, April 21, 2021, 08:38:49 a.m. MDT, <[awilson@rockyview.ca](mailto:awilson@rockyview.ca)> wrote:

Good morning [REDACTED]

We are not able to meet in person as our Municipal building is closed to the public at this time. But we could have a telephone call. I would be able to schedule a call with you and myself tomorrow, April 22, 2021, at anytime between 8:00am – 4:30pm. Please let me know the best time to phone.



Regards,

As of December 7, 2020 Rocky View County has closed County Hall temporarily to the public due to ongoing concerns with the COVID-19 virus.

**Adrienne Wilson**

Lead Tax Representative | Financial Services

### Rocky View County

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

Phone: 403-520-3915 | Fax: 403-276-5372

[awilson@rockyview.ca](mailto:awilson@rockyview.ca) | [www.rockyview.ca](http://www.rockyview.ca)

This e-mail, including any attachments, may contain information that is privileged and confidential. If you are not the intended recipient, any dissemination, distribution or copying of this information is prohibited and unlawful. If you received this communication in error, please reply immediately to let me know and then delete this e-mail. Thank you.

---

**From:** [REDACTED]  
**Sent:** April-20-21 5:47 PM  
**To:** Rocky View Tax Section <[PTax@rockyview.ca](mailto:PTax@rockyview.ca)>  
**Subject:** [EXTERNAL] - Tax Roll 04324022

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

Hi Mr. Woods

I received your letter dated April 13th, 2021, I would like to arrange a time to discuss my situation with you, are you available to meet or with Covid I gather just a phone call? Please let me know.

Thank you.

[REDACTED]

[REDACTED]



# 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

C-204

- (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
- 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;



## Late Tax Payment Penalty Cancellation

Council Policy

C-204

- (2) "Council" means the duly elected Council of Rocky View County;
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- (4) "immediate family" means spouse, a parent, child, or sibling;
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- (6) "Rocky View County" means Rocky View County as a municipal corporation and the geographical area within its jurisdictional boundaries, as the context requires.





## **FINANCIAL SERVICES**

<b>TO:</b>	Council	
<b>DATE:</b>	June 22, 2021	<b>DIVISION:</b> 5
<b>FILE:</b>	04324016	<b>APPLICATION:</b> N/A
<b>SUBJECT:</b>	Late Tax Payment Penalty Cancellation Request	

### **POLICY DIRECTION:**

On June 8, 2021, Council tabled the request for late tax payment penalty cancellation from the owner of tax roll 04324016 in accordance with Late Tax Payment Penalty Cancellation Policy C-204.

### **EXECUTIVE SUMMARY:**

On November 30, 2020, Administration received a request from the owner of roll 04324016 regarding late payment penalty cancellation in the amount of \$571.50. The County received partial payments on October 28, 2020, and January 6, 2021.

The ratepayer indicated that the title of the property was recently transferred to his and his wife's name, making them responsible for the taxes; however, shortly thereafter, there was a tragic family situation. They are requesting the penalty be removed as it has been a difficult year.

On June 8, 2021, Council tabled this request to allow Administration time to determine whether the tragic family situation would qualify for approval under the revised Policy C-204. Administration determined that, under the current Policy, it does not fit the criteria of death due to the fact that the death certificate is dated February 18, 2020.

This request is not in compliance with the criteria in Policy C-204 (see Attachment 'B'); Administration therefore recommends that the request be denied.

### **ADMINISTRATION RECOMMENDATION:**

Administration recommends the request be denied in accordance with Option #1.

### **BUDGET IMPLICATIONS:**

There are no budget implications at this time.

### **OPTIONS:**

Option #1:	Motion # 1	THAT this item be lifted from the table.
	Motion #2	THAT the request for late tax penalty cancellation in the amount of \$571.50 be denied.
Option #2:	THAT alternative direction be provided.	

### **Administration Resources**

Barry Woods, Manager Financial Services



ROCKY VIEW COUNTY

Respectfully submitted,

"Barry Woods"

---

Manager  
Financial Services

BW/aw

Concurrence,

"Kent Robinson"

---

Acting Chief Administrative Officer

**ATTACHMENTS:**

ATTACHMENT 'A': Request Letter 04324016

ATTACHMENT 'B': Policy C-204

Dear Rocky View County,

I am writing regarding my property located at [REDACTED]  
[REDACTED]. Earlier this year, my father [REDACTED] and brother  
[REDACTED] both removed their names from the property and added my name,  
[REDACTED] as well as my wife's, [REDACTED].

He gave me the responsibility to deal with the property, but a few weeks later, he committed suicide.

It has been a hard year and I am requesting you to consider removing the penalty fee that I have been charged (12%). If you could please get back to me ASAP so I can deal with the remaining amount. Thank you.



# 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;
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  - (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
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# Late Tax Payment Penalty Cancellation

Council Policy

C-204

- (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
- 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;





## 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;
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- (6) "Rocky View County" means Rocky View County as a municipal corporation and the geographical area within its jurisdictional boundaries, as the context requires.



## OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

---

<b>TO:</b>	Council	
<b>DATE:</b>	June 22, 2021	<b>DIVISION:</b> All
<b>FILE:</b>	N/A	<b>APPLICATION:</b> N/A
<b>SUBJECT:</b>	Vacation Time Management	

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### EXECUTIVE SUMMARY:

On May 11, 2021, Council directed Administration to report back to Council on the policies associated with the management of accrued employee vacation. In addition to this information, and in an effort to monitor and enforce vacation time, Administration is also providing information on measures that have or will be implemented to address the internal control deficiency observation noted in the 2020 year end audit report.

### ADMINISTRATION RECOMMENDATION:

Administration recommends that the report be received for information in accordance with Option #1.

### BACKGROUND:

Current policy encourages employees to use vacation time in the year that it is earned, but it does include language that allows an employee to carry over up to two weeks of vacation time. The policy also includes language that allows an Executive Director the ability to approve carry over time beyond two weeks depending on the circumstances; the circumstances are generally related to workloads, staffing levels, and employee requests. Finally, the current policy does allow for the payout of vacation time if warranted to manage the vacation banks. Although provided for in policy, this option is used in very limited situations.

Accrued vacation time is recorded as a liability at year end, as the time is owed to employees. If not managed properly, this liability can grow, and the County could potentially have to pay the employee for it if they leave the organization. To date in 2021, the County has paid out approximately \$170,000 in vacation time. This includes payments to departing employees and payments to eligible employees through a one-time payment intended to manage accrued vacation banks as a result of COVID-19 related challenges.

As part of the 2020 year end audit, the County's Auditors identified a weakness related to management of accrued vacation time, and a departure from policy. The audit point specifically identified a number of employees with vacation carry over amounts in excess of the allowable two weeks. The point went on to outline some of the potential risks associated with this issue.

### Management Response

As set out in the audit report, the recommendation suggests that vacation time should be "monitored and enforced". In 2021, Administration has or will implement the following measures in an effort to address the deficiency:

- **Education/Reporting** – Payroll will provide managers with more frequent reporting on vacation bank balances for employees.
- **Carry Over** – A consistent message has been delivered to managers that exceptions to the two week carry over will receive increased scrutiny.

### Administration Resources

Kent Robinson, Acting Chief Administrative Officer



- **Vacation Plans** – Employees with high vacation bank balances will be required to develop vacation plans that will identify how the balances will be utilized.
- **Vacation Policy/Enforcement** – A review of the current policy related to vacation management, including internal controls, will be undertaken.

Administration believes the implementation of the above measures along with stronger enforcement will assist in managing this issue moving forward. It is important to note that this problem didn't occur over night, so it will take some time to resolve; this has been discussed with the auditors, and further dialogue related to this matter will occur during the 2021 year end audit to ensure Administration is making progress in reducing the liability.

#### **BUDGET IMPLICATIONS:**

Administration is recommending measures that will address the management of vacation time. It is important to note that a vacation payout, outside what is allowed for in policy, was not a measure that was identified at this point. As such, no budget adjustment is required.

#### **OPTIONS:**

- Option #1:                    THAT the report on Vacation Time Management be received for information.
- Option #2:                    THAT alternative direction be provided.

Respectfully submitted,

"Kent Robinson"

---

Acting Chief Administrative Officer

KR/rp



## PLANNING AND DEVELOPMENT SERVICES

**TO:** Council  
**DATE:** June 22, 2021  
**FILE:** 05607084  
**SUBJECT:** First Reading Bylaw – Residential Redesignation

**DIVISION:** 8  
**APPLICATION:** PL20210055

**APPLICATION:** To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country Residential District (R-CRD) in order to facilitate the creation of four (4)  $\pm$  2.00 acre lots.

**GENERAL LOCATION:** Located adjacent to the city of Calgary boundary, approximately 0.41 kilometres (1/4 mile) south of Township Road 252 and on the east side of Bears paw Village Road.

**LAND USE DESIGNATION:** Residential, Rural District (R-RUR)

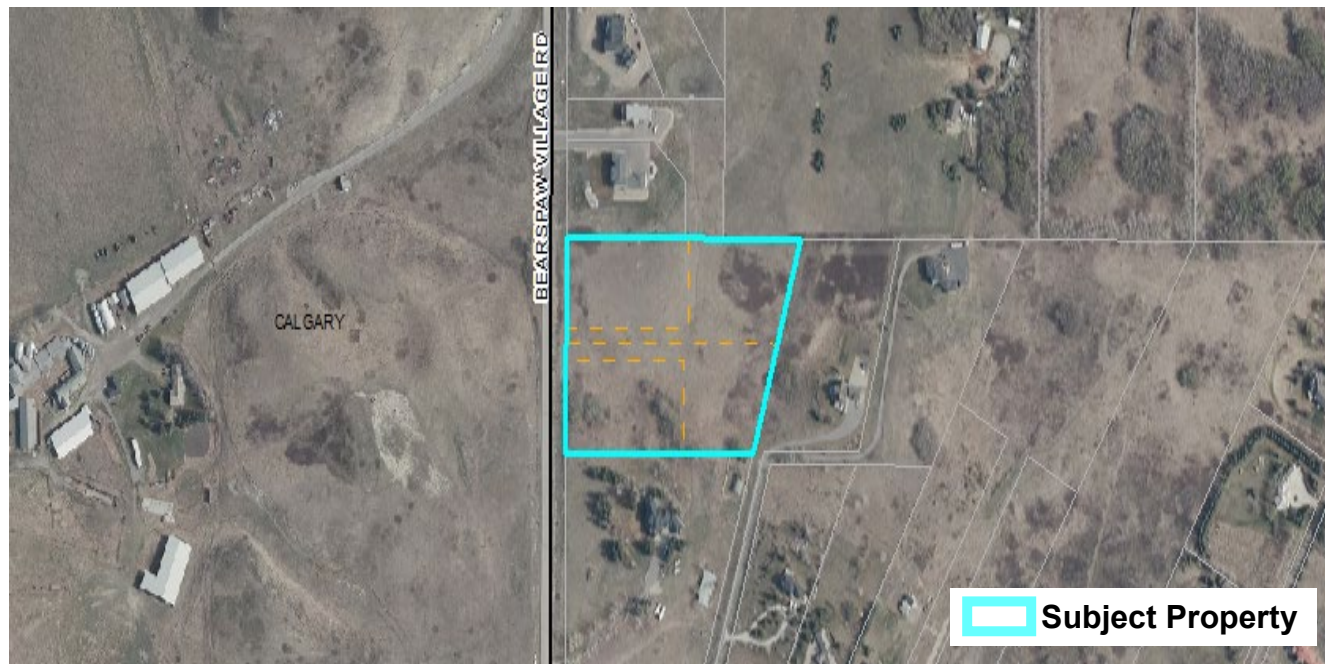
**EXECUTIVE SUMMARY:** The application will be reviewed against the relevant policies of the County Plan, Bears paw Area Structure Plan, and the Land Use Bylaw.

**OPTIONS:**

Option #1: THAT Bylaw C-8177-2021 be given first reading.

Option #2: THAT application PL20210055 be denied.

**AIR PHOTO & DEVELOPMENT CONTEXT:**



**Administration Resources**

Christina Lombardo, Planning & Development Department



Respectfully submitted,

“Brock Beach”

---

Acting Executive Director  
Community Development Services Division

Concurrence,

“Kent Robinson”

---

Acting Chief Administrative Officer

CL/lt

**ATTACHMENTS:**

ATTACHMENT ‘A’: Bylaw C-8177-2021 & Schedule A  
ATTACHMENT ‘B’: Map Set



ROCKY VIEW COUNTY

# BYLAW C-8177-2021

A bylaw of Rocky View County, in the Province of Alberta, to amend Rocky View County Bylaw C-8000-2020, being the *Land Use Bylaw*.

The Council of Rocky View County enacts as follows:

## Title

- 1 This bylaw may be cited as *Bylaw C-8177-2021*.

## 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 B, Land Use Maps, of Bylaw C-8000-2020 be amended by redesignating Lot 1, Block 11, Plan 951 0672 within NW-07-25-02-W05M from Residential, Rural District (R-RUR) to Residential, Country Residential District (R-CRD) as shown on the attached Schedule 'A' forming part of this Bylaw.
- 4 THAT Lot 1, Block 11, Plan 951 0672 within NW-07-25-02-W05M is hereby redesignated to Residential, Country Residential District (R-CRD) as shown on the attached Schedule 'A' forming part of this Bylaw.

## Effective Date

- 5 Bylaw C-8177-2021 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 \_\_\_\_\_ day of \_\_\_\_\_, 2021

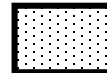
PUBLIC HEARING HELD this \_\_\_\_\_ day of \_\_\_\_\_, 2021

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2021

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

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

## Schedule 'A'

 Bylaw  
 C-8177-2021
Amendment**FROM**
 Residential,  
 Rural Residential  
 District (R-RUR)
**TO**
 Residential,  
 Country Residential  
 District (R-CRD)


BEARSPAW VILLAGE RD

 R-RUR → R-CRD  
 ± 1.61 ha  
 (± 3.98 acres)

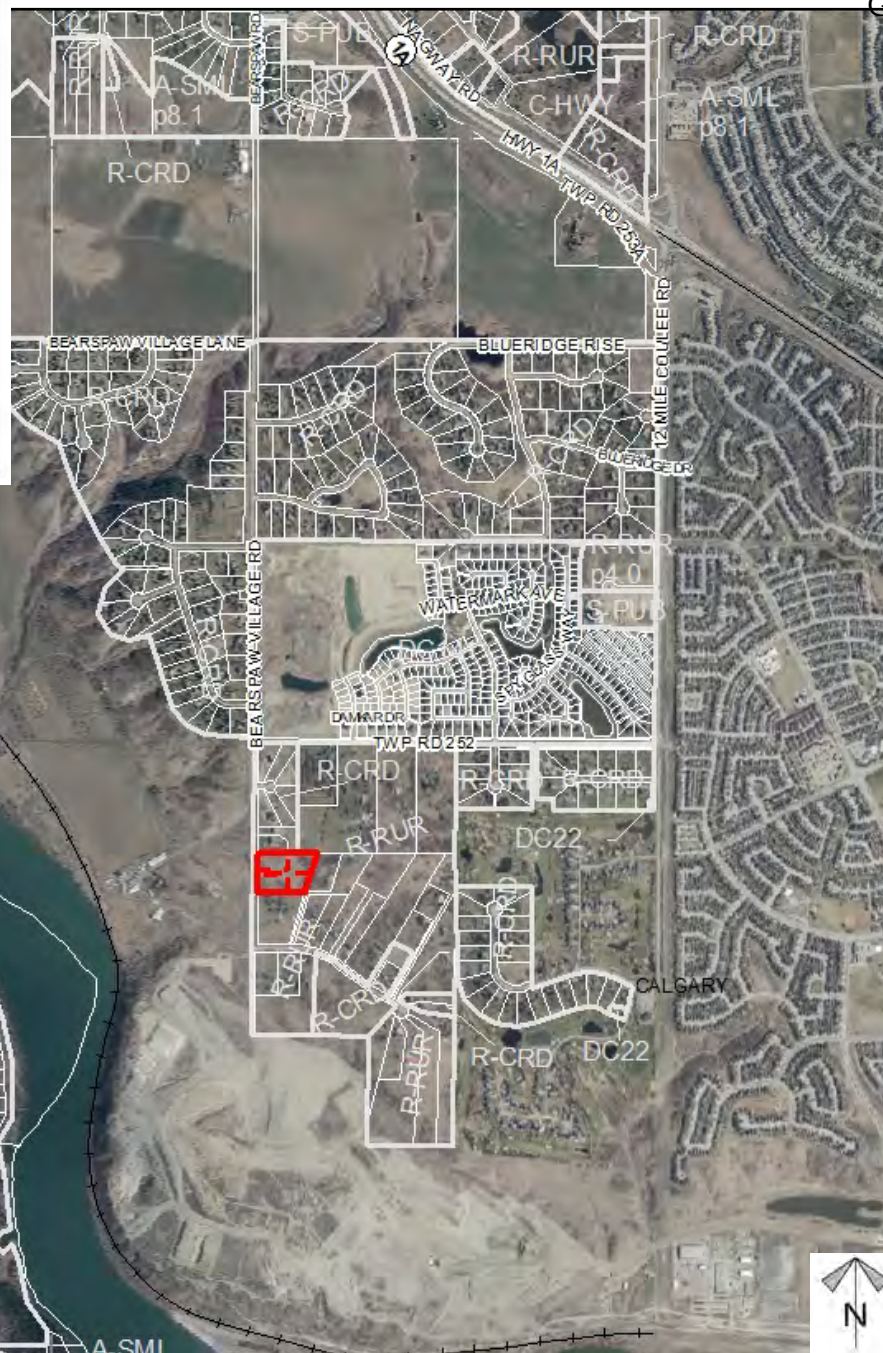
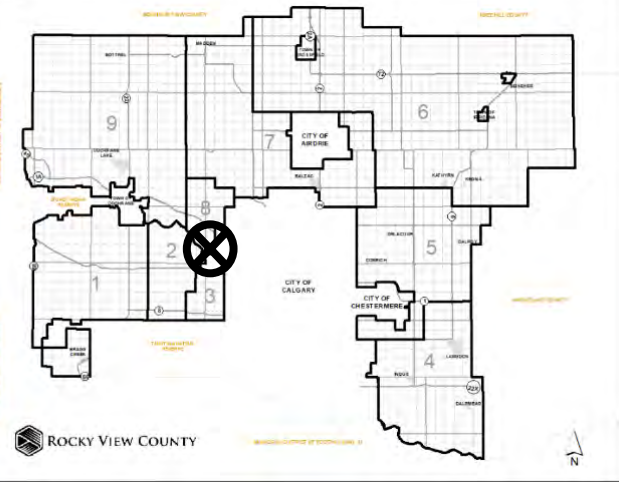



## Location & Context

### Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country Residential District (R-CRD) in order to facilitate the creation of four  $\pm$  0.81 ha ( $\pm$  2.00) acre lots

Division: 8  
Roll: 05607084  
File: PL20210055  
Printed: March 25, 2021  
Legal: Lot: 1 Block: 11  
Page 1 of 6  
25-02-W05M







## Development Proposal

### Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country Residential District (R-CRD) in order to facilitate the creation of four  $\pm 0.81$  ha ( $\pm 2.00$ ) acre lots

CALGARY

BEARSPAW VILLAGE RD



Division: 8  
 Roll: 05607084  
 File: PL20210055  
 Printed: March 25, 2021  
 Legal: Lot: 1 Block: 11  
 Page 1039 of 1177  
 25-02-W05M





## Environmental

### Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country Residential District (R-CRD) in order to facilitate the creation of four  $\pm 0.81$  ha ( $\pm 2.00$ ) acre lots



- Subject Lands
- Contour - 2 meters
- Riparian Setbacks
- Alberta Wetland Inventory
- Surface Water

Division: 8  
 Roll: 05607084  
 File: PL20210055  
 Printed: March 25, 2021  
 Legal: Lot: 1 Block: 11  
 Page 140 of 177  
 25-02-W05M

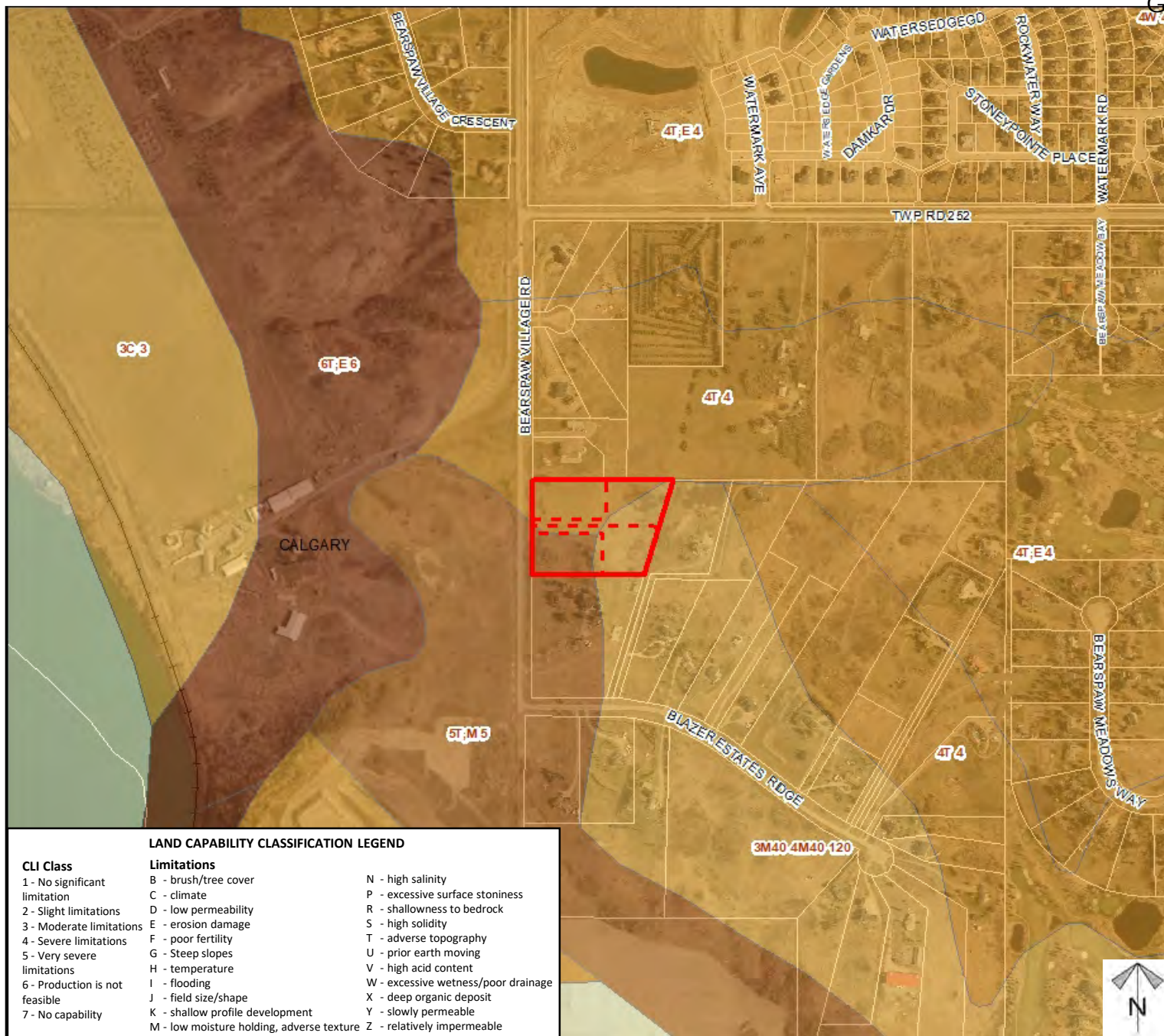




## Soil Classifications

### Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country Residential District (R-CRD) in order to facilitate the creation of four  $\pm$  0.81 ha ( $\pm$  2.00) acre lots



Division: 8  
Roll: 05607084  
File: PL20210055  
Printed: March 25, 2021  
Legal: Lot: 1 Block: 11  
Page 1042 of 1177  
Page 1042 of 1177  
25-02-W05M

## Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country Residential District (R-CRD) in order to facilitate the creation of four  $\pm 0.81$  ha ( $\pm 2.00$ ) acre lots

### Legend

## Support



### Opposition



*Note: First two digits of the Plan Number indicate the year of subdivision registration.*

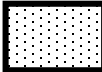
*Plan numbers that include letters were registered before 1973 and do not reference a year.*

Division: 8  
Roll: 05607084  
File: PL20210055  
Printed: March 25, 2021  
Legal: Lot: 1 Block: 11  
Page 142 of 177  
25-02-W05M





## Schedule 'A'

 Bylaw  
 C-8177-2021
Amendment***FROM***
 Residential,  
 Rural Residential  
 District (R-RUR)
***TO***
 Residential,  
 Country Residential  
 District (R-CRD)

 R-RUR → R-CRD  
 ± 1.61 ha  
 (± 3.98 acres)

BEARSPAW VILLAGE RD.





ROCKY VIEW COUNTY

## PLANNING AND DEVELOPMENT SERVICES

**TO:** Council

**DATE:** June 22, 2021

**FILE:** 03230002

**SUBJECT:** First Reading Bylaw – Agricultural Redesignation

**DIVISION:** 9

**APPLICATION:** PL20210070

**APPLICATION:** To redesignate the subject lands from Agricultural General District (A-GEN) to Agricultural, Small District (A-SML p.8.1) to accommodate the creation of three (3) new parcels through future subdivision.

**GENERAL LOCATION:** Located approximately 8.1 kilometres (5 miles) east of the Municipal District of Big Horn, 0.8 kilometres (1/2 mile) north of Township Road 274 on the west side of Range Road 51.

**LAND USE DESIGNATION:** Agricultural, General District (A-SML)

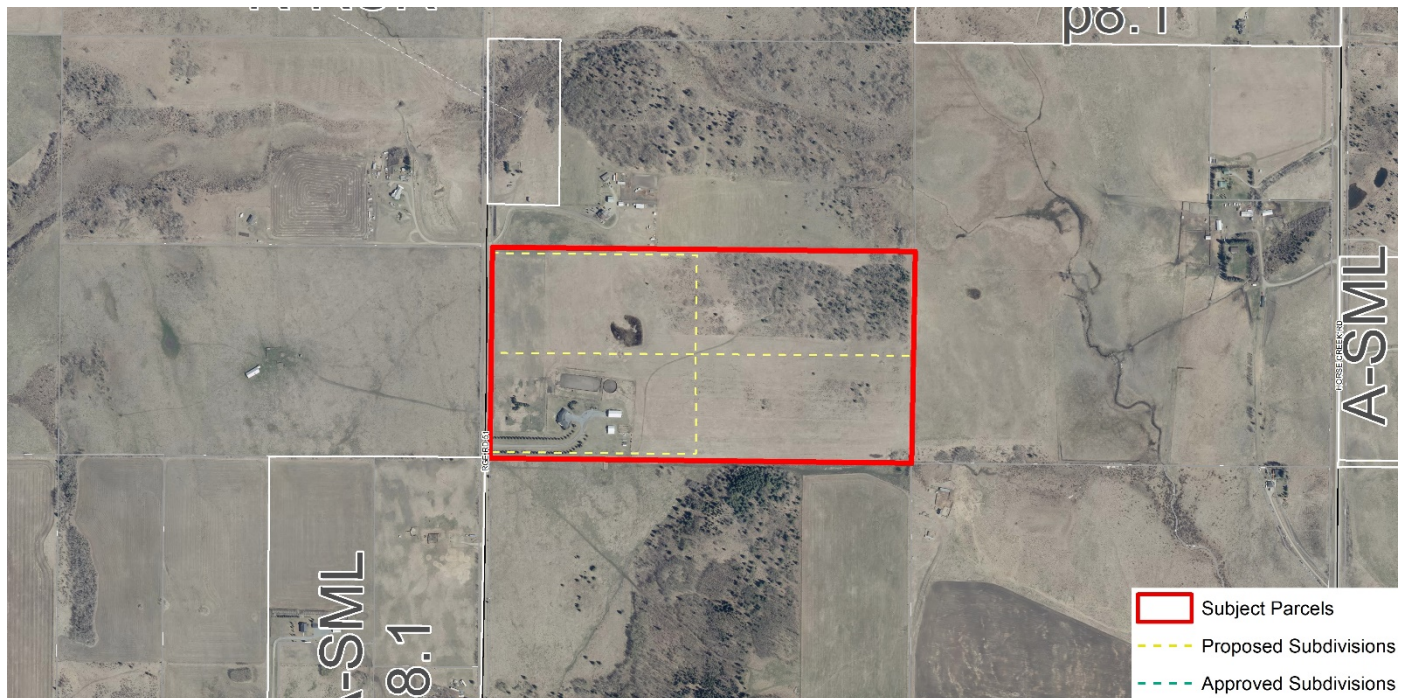
**EXECUTIVE SUMMARY:** The application will be reviewed against relevant County policies.

### OPTIONS:

Option #1: THAT Bylaw C-8183-2021 be given first reading.

Option #2: THAT application PL20210070 be denied.

### AIR PHOTO & DEVELOPMENT CONTEXT:



### Administration Resources

Scott Thompson, Planning and Development Services



Respectfully submitted,

Concurrence,

“Brock Beach”

“Kent Robinson”

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Acting Executive Director  
Community Development Services

---

Acting Chief Administrative Officer

ST/lt

**ATTACHMENTS:**

ATTACHMENT ‘A’: Bylaw C-8183-2021 & Schedule A

ATTACHMENT ‘B’: Map Set

# BYLAW C-8183-2021

A bylaw of Rocky View County, in the Province of Alberta, to amend Rocky View County Bylaw C-8000-2020, being the *Land Use Bylaw*.

The Council of Rocky View County enacts as follows:

## Title

- 1 This bylaw may be cited as *Bylaw C-8183-2021*.

## 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 B, Land Use Maps, of Bylaw C-8000-2020 be amended by redesignating a  $\pm 80.00$  acres ( $\pm 32.37$  hectares) portion within NW-25-27-05-W05M from Agricultural, General District (A-GEN) to Agricultural, Small District (A-SML p 8.1) as shown on the attached Schedule 'A' forming part of this Bylaw.
- 4 THAT a 80.00 acres ( $\pm 32.37$  hectares) portion within NW-25-27-05-W05M from Agricultural, General District (A-GEN) to Agricultural, Small District (A-SML p 8.1) as shown on the attached Schedule "A" forming part of this Bylaw.

## Effective Date

- 5 Bylaw C-8148-2021 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 this \_\_\_\_\_ day of \_\_\_\_\_, 2021

PUBLIC HEARING HELD this \_\_\_\_\_ day of \_\_\_\_\_, 2021

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2021

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

\_\_\_\_\_  
Reeve

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

\_\_\_\_\_  
Date Bylaw Signed



## Schedule 'A'

Bylaw  
C-8183-2021AmendmentFROMAgricultural,  
General District  
(A-GEN)TOAgricultural, Small  
District (A-SML p. 8.1)

RGE RD 51



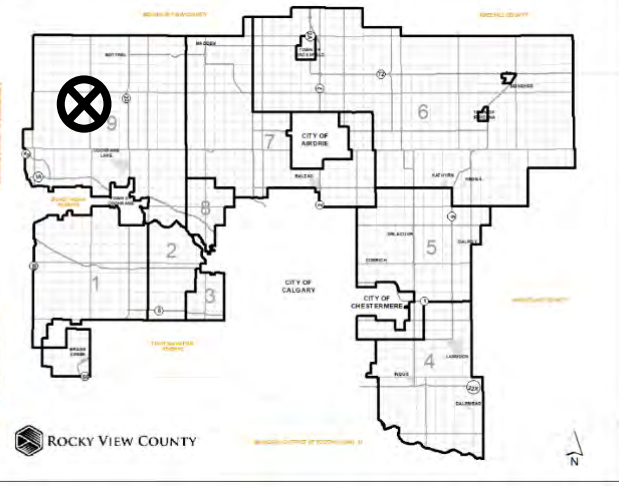


## Location & Context

### Redesignation Proposal

To redesignate the subject lands from Agricultural General District (A-GEN) to Agricultural, Small District (A-SML p.8.1) to accommodate the creation of three new parcels through future subdivision.

Division: 09  
 Roll: 07925008  
 File: PL20210070  
 Printed: April 30, 2021  
 Legal: A portion of NW-25-  
 24-4-149 of 177







## Development Proposal

### Redesignation Proposal

To redesignate the subject lands from Agricultural General District (A-GEN) to Agricultural, Small District (A-SML p.8.1) to accommodate the creation of three new parcels through future subdivision.

RGE RD 51



Division: 09  
Roll: 07925008  
File: PL20210070  
Printed: April 30, 2021  
Legal: A portion of NW-25-  
24-150 of 177





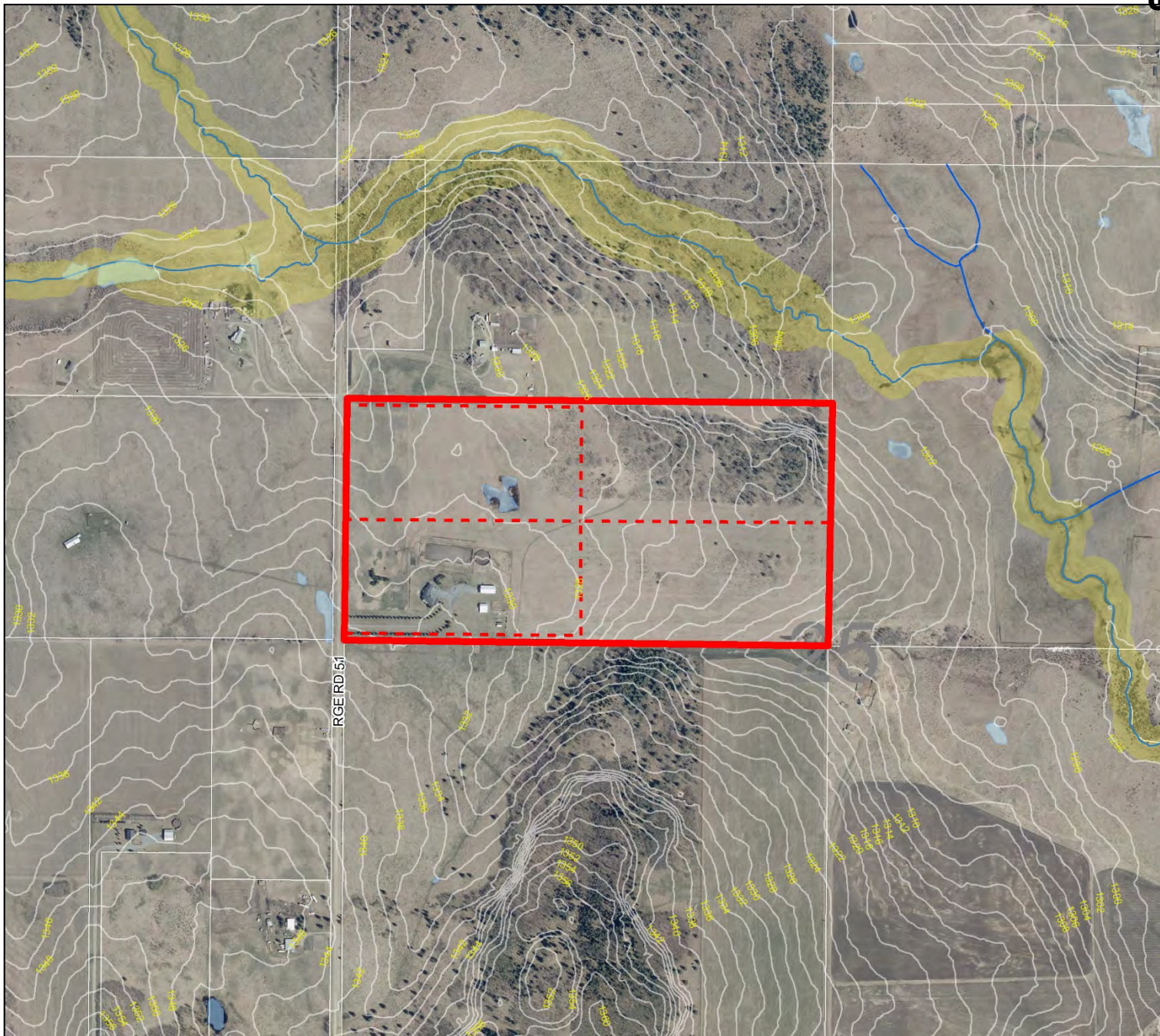
## Environmental

Redesignation Proposal

To redesignate the subject lands from Agricultural General District (A-GEN) to Agricultural, Small District (A-SML p.8.1) to accommodate the creation of three new parcels through future subdivision.

-  Subject Lands
-  Contour - 2 meters
-  Riparian Setbacks
-  Alberta Wetland Inventory
-  Surface Water

Division: 09  
 Roll: 07925008  
 File: PL20210070  
 Printed: April 30, 2021  
 Legal: A portion of NW-25-  
 245W151 of 177



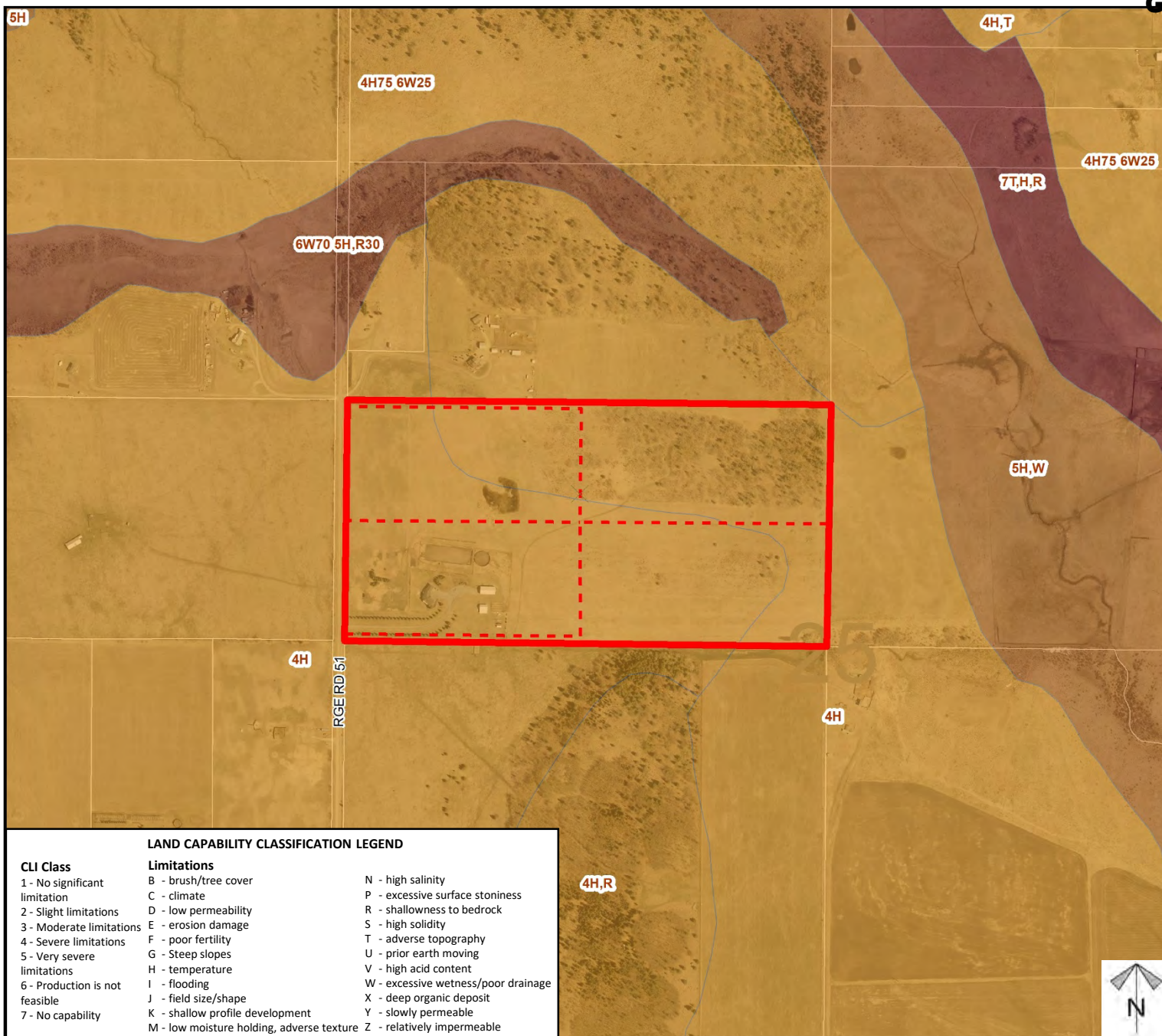




## Soil Classifications

### Redesignation Proposal

To redesignate the subject lands from Agricultural General District (A-GEN) to Agricultural, Small District (A-SML p.8.1) to accommodate the creation of three new parcels through future subdivision.





## Landowner Circulation Area

### Redesignation Proposal

To redesignate the subject lands from Agricultural General District (A-GEN) to Agricultural, Small District (A-SML p.8.1) to accommodate the creation of three new parcels through future subdivision.

### Legend

Support



Opposition



Division: 09  
Roll: 07925008  
File: PL20210070  
Printed: April 30, 2021  
Legal: A portion of NW-25-  
24-15-13 of 177







## PLANNING AND DEVELOPMENT SERVICES

**TO:** Council  
**DATE:** June 22, 2021  
**FILE:** 04330005  
**SUBJECT:** First Reading Bylaw – Business Redesignation

**DIVISION:** 5  
**APPLICATION:** PL20210076

**APPLICATION:** To redesignate a  $\pm$  7.50 acre portion of the subject lands from Agricultural, General District (A-GEN) to Business, Live-Work District (B-LWK) to accommodate future subdivision.

**GENERAL LOCATION:** Located adjacent to and east of the city of Calgary; located on the south side of Township Road 245 approximately 0.8 kilometres (1/2 mile) west of Range Road 285.

**LAND USE DESIGNATION:** Agricultural, General District (A-GEN)

**EXECUTIVE SUMMARY:** The application will be reviewed against the relevant County policies.

### OPTIONS:

- Option #1: THAT Bylaw C-8187-2021 be given first reading.  
 Option #2: THAT application PL20210076 be denied.

### AIR PHOTO & DEVELOPMENT CONTEXT:



### Administration Resources

Oksana Newmen, Planning and Development Services



Respectfully submitted,

Concurrence,

“Brock Beach”

“Kent Robinson”

---

Acting Executive Director  
Community Development Services

---

Acting Chief Administrative Officer

ON/lt

**ATTACHMENTS:**

ATTACHMENT ‘A’: Bylaw C-8187-2021 & Schedule A  
ATTACHMENT ‘B’: Map Set



# BYLAW C-8187-2021

A bylaw of Rocky View County, in the Province of Alberta, to amend Rocky View County Bylaw C-8000-2020, being the *Land Use Bylaw*.

The Council of Rocky View County enacts as follows:

## Title

1 This bylaw may be cited as *Bylaw C-8187-2021*.

## 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 B, Land Use Maps, of Bylaw C-8000-2020 be amended by redesignating a portion of Block B, Plan 6491AV within NW-30-24-28-W4M from Agricultural, General District (A-GEN) to Business, Live-Work District (B-LWK) as shown on the attached Schedule 'A' forming part of this Bylaw.
- 4 THAT a portion of Block B, Plan 6491AV within NW-30-24-28-W4M is hereby redesignated to Business, Live-Work District (B-LWK) as shown on the attached Schedule "A" forming part of this Bylaw.

## Effective Date

- 5 Bylaw C-8187-2021 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 \_\_\_\_\_ day of \_\_\_\_\_, 2021

PUBLIC HEARING HELD this \_\_\_\_\_ day of \_\_\_\_\_, 2021

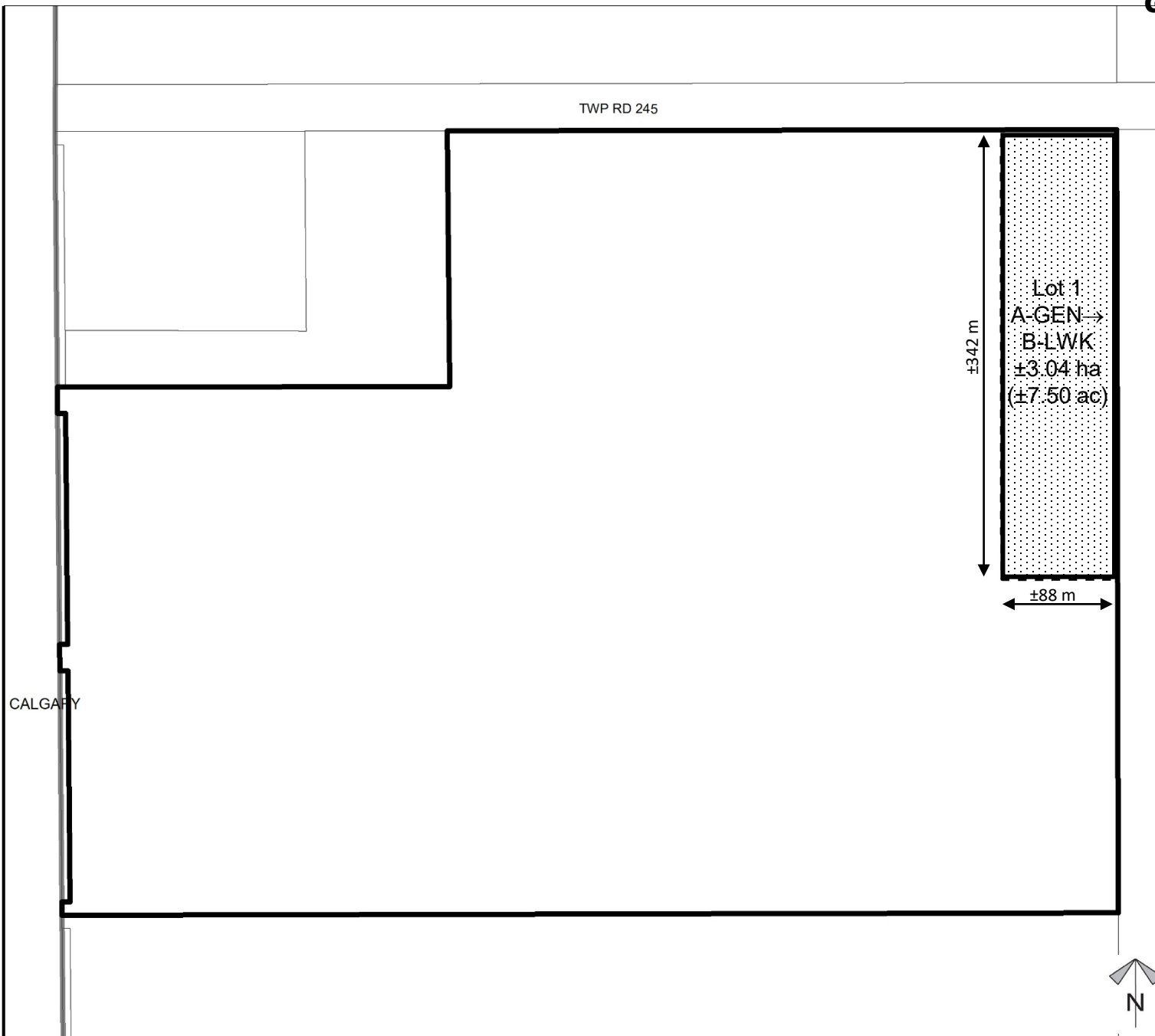
READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2021

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

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



## Schedule 'A'

Bylaw  
C-8187-2021AmendmentFROMAgricultural, General  
DistrictTOBusiness, Live-Work  
District

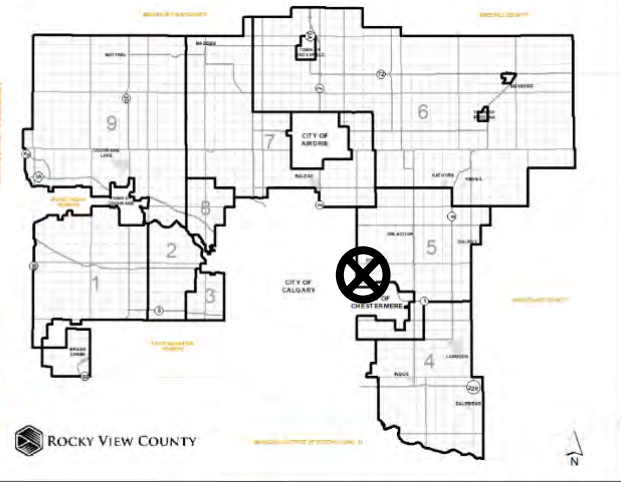


## Location & Context

### Redesignation Proposal

To redesignate a  $\pm 3.04$  hectare ( $\pm 7.50$  ac) portion of the subject lands from Agricultural, General District (A-GEN) to Business, Live-Work District (B-LWK) to accommodate future subdivision.

Division: 05  
Roll: 04330005  
File: PL20210076  
Printed: May 3, 2021  
Legal: Block: B Plan: 6491 AV  
Page 1 of 5  
Page 1 of 5



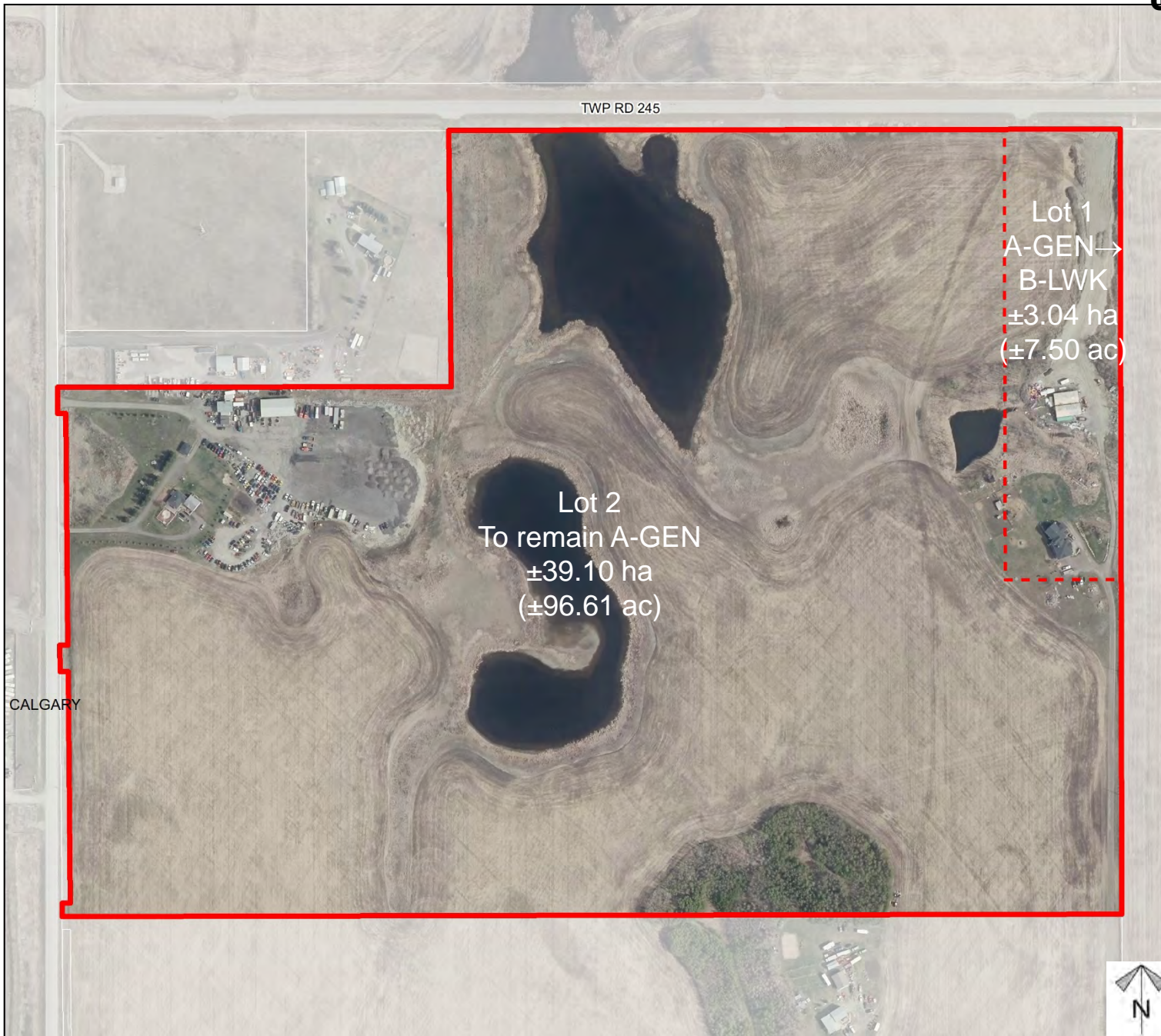




## Development Proposal

### Redesignation Proposal

To redesignate a  $\pm 3.04$  hectare ( $\pm 7.50$  ac) portion of the subject lands from Agricultural, General District (A-GEN) to Business, Live-Work District (B-LWK) to accommodate future subdivision.



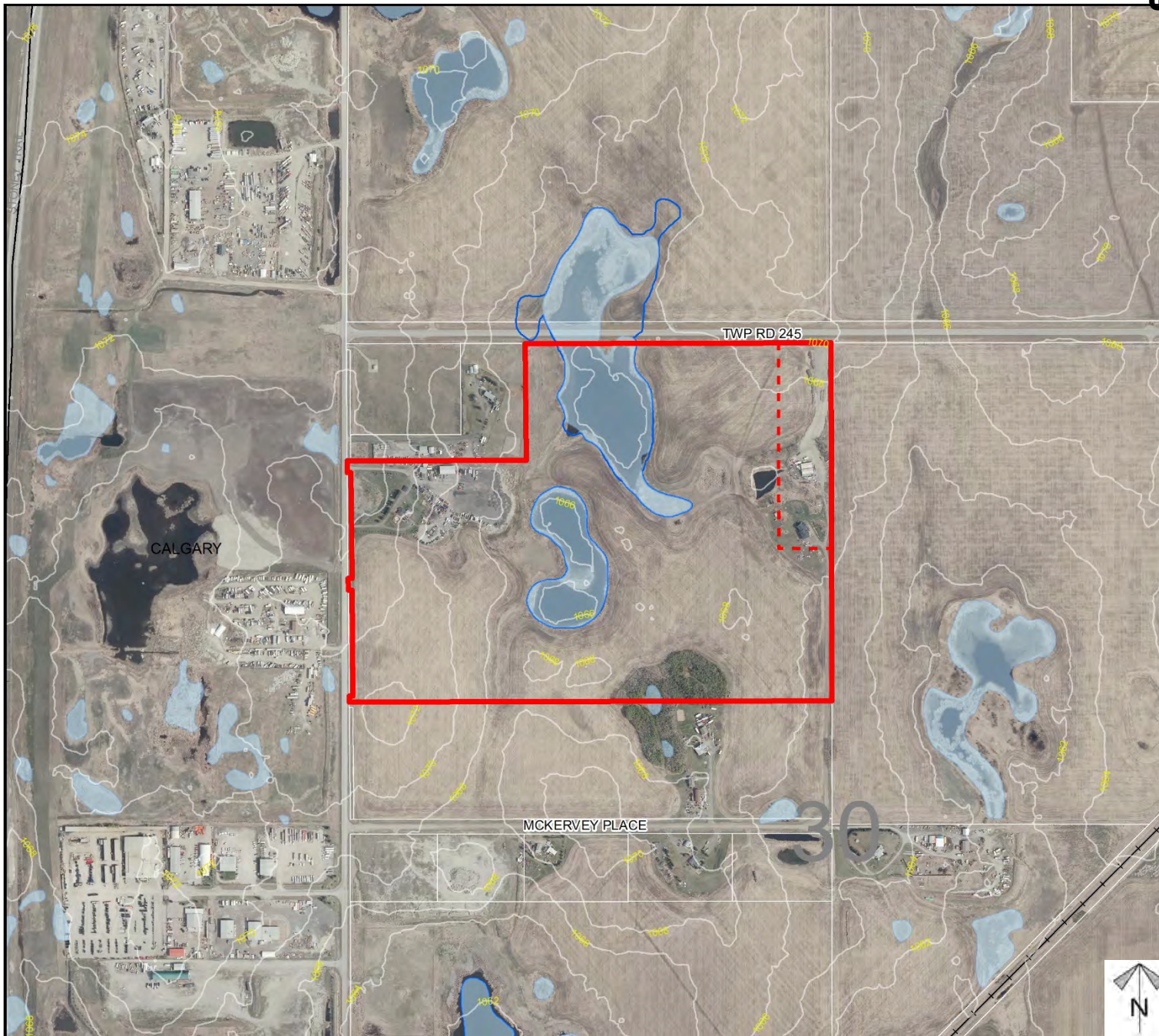
Division: 05  
Roll: 04330005  
File: PL20210076  
Printed: May 3, 2021  
Legal: Block: B Plan: 6491 AV  
Page 1 of 2  
Page 160 of 170



## Environmental

### Redesignation Proposal

To redesignate a  $\pm 3.04$  hectare ( $\pm 7.50$  ac) portion of the subject lands from Agricultural, General District (A-GEN) to Business, Live-Work District (B-LWK) to accommodate future subdivision.



-  Subject Lands
-  Contour - 2 meters
-  Riparian Setbacks
-  Alberta Wetland Inventory
-  Surface Water

Division: 05  
 Roll: 04330005  
 File: PL20210076  
 Printed: May 3, 2021  
 Legal: Block: B Plan: 6491 AV  
 Page 1 of 2  
 Page 161 of 174

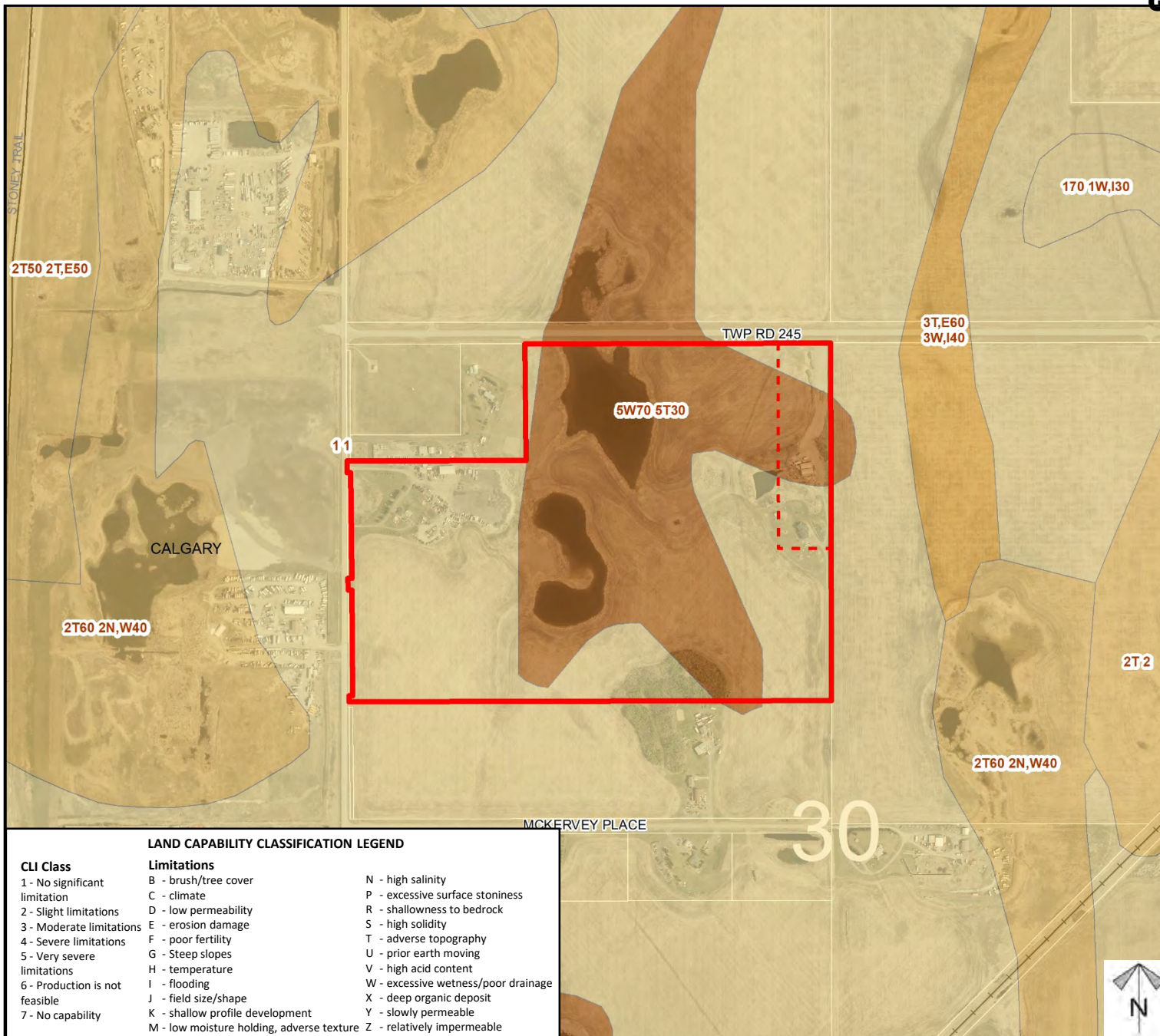




## Soil Classifications

### Redesignation Proposal

To redesignate a  $\pm 3.04$  hectare ( $\pm 7.50$  ac) portion of the subject lands from Agricultural, General District (A-GEN) to Business, Live-Work District (B-LWK) to accommodate future subdivision.



#### LAND CAPABILITY CLASSIFICATION LEGEND

##### CLI Class

- 1 - No significant limitation
- 2 - Slight limitations
- 3 - Moderate limitations
- 4 - Severe limitations
- 5 - Very severe limitations
- 6 - Production is not feasible
- 7 - No capability

##### Limitations

- B - brush/tree cover
- C - climate
- D - low permeability
- E - erosion damage
- F - poor fertility
- G - Steep slopes
- H - temperature
- I - flooding
- J - field size/shape
- K - shallow profile development
- M - low moisture holding, adverse texture
- N - high salinity
- P - excessive surface stoniness
- R - shallowness to bedrock
- S - high solidity
- T - adverse topography
- U - prior earth moving
- V - high acid content
- W - excessive wetness/poor drainage
- X - deep organic deposit
- Y - slowly permeable
- Z - relatively impermeable

Division: 05  
Roll: 04330005  
File: PL20210076  
Printed: May 3, 2021  
Legal: Block: B Plan: 6491 AV  
Page 4 of 5  
162-24-1-704M

## Redesignation Proposal

To redesignate a ±3.04 hectare (±7.50 ac) portion of the subject lands from Agricultural, General District (A-GEN) to Business, Live-Work District (B-LWK) to accommodate future subdivision.

### Legend

## Support



### Opposition



Division: 05  
Roll: 04330005  
File: PL20210076  
Printed: May 3, 2021  
Legal: Block:B Plan:6491 AV  
Page 163 of 174

CALGARY

*Note: First two digits of the Plan Number indicate the year of subdivision registration.*

*Plan numbers that include letters were registered before 1973 and do not reference a year.*





## PLANNING AND DEVELOPMENT SERVICES

**TO:** Council  
**DATE:** June 22, 2021  
**FILE:** 05714039  
**SUBJECT:** First Reading Bylaw – Residential Redesignation

**DIVISION:** 2  
**APPLICATION:** PL20200136

**APPLICATION** To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country District (R-CRD) to facilitate creation of a  $\pm$  2.05 acre lot (Lot 1) and a  $\pm$  2.05 acre lot (Lot 2).

**GENERAL LOCATION:** Located approximately 1 kilometre west of the city of Calgary; located approximately 1.21 kilometres (3/4 mile) north of Township Road 252 and 1.61 kilometres (1 mile) east of Range Road 33.

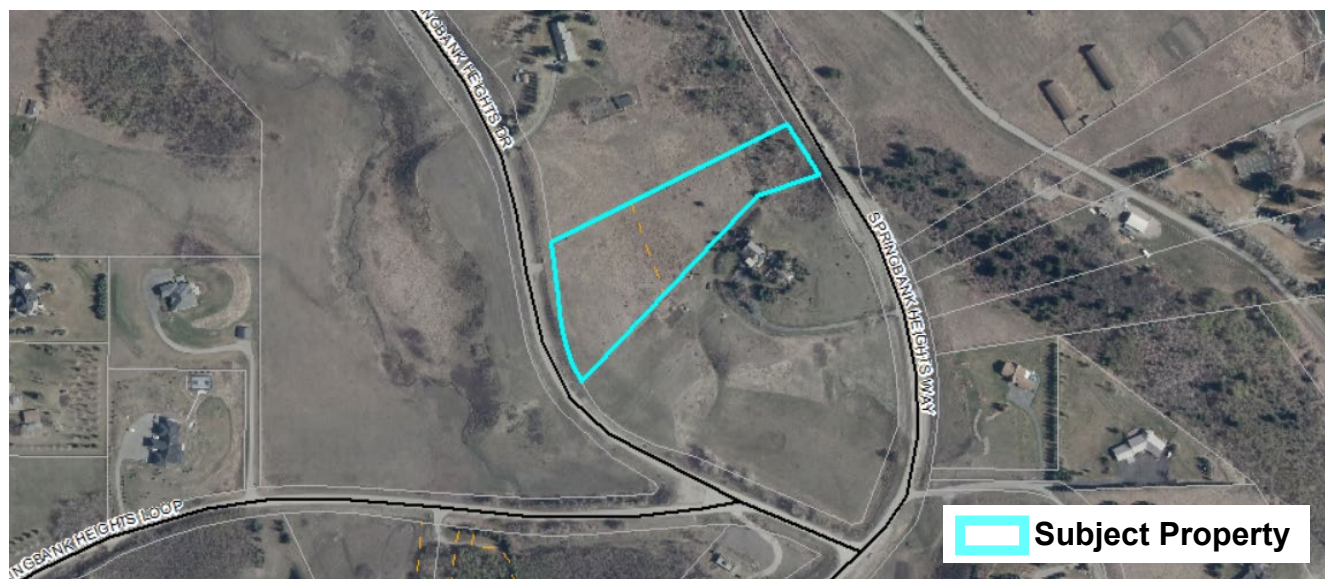
**LAND USE DESIGNATION:** Residential, Rural District (R-RUR)

**EXECUTIVE SUMMARY:** The application is will be assessed against applicable County policies.

### OPTIONS:

- Option #1: THAT Bylaw C-8186-2021 be given first reading.  
 Option #2: THAT application PL20200136 be denied.

### AIR PHOTO & DEVELOPMENT CONTEXT:



### Administration Resources

Oksana Newmen, Planning and Development Services





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

ON/lt

**ATTACHMENTS:**

ATTACHMENT 'A': Bylaw C-8186-2021 & Schedule A

ATTACHMENT 'B': Map Set



ROCKY VIEW COUNTY

# BYLAW C-8186-2021

**A bylaw of Rocky View County, in the Province of Alberta, to amend Rocky View County Bylaw C-8000-2020, being the *Land Use Bylaw*.**

The Council of Rocky View County enacts as follows:

## Title

- 1 This bylaw may be cited as *Bylaw C-8186-2021*.

## 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 B, Land Use Maps, of Bylaw C-8000-2020 be amended by redesignating Lot 17, Block 1, Plan 1312829 within NW-14-25-03-W5M from Residential, Rural District (R-RUR) to Residential, Country District (R-CRD) as shown on the attached Schedule 'A' forming part of this Bylaw.
- 4 THAT Lot 17, Block 1, Plan 1312829 within NW-14-25-03-W5M is hereby redesignated to Residential, Country District (R-CRD) as shown on the attached Schedule "A" forming part of this Bylaw.

## Effective Date

- 5 Bylaw C-8186-2021 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 \_\_\_\_\_ day of \_\_\_\_\_, 2021

PUBLIC HEARING HELD this \_\_\_\_\_ day of \_\_\_\_\_, 2021

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2021

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

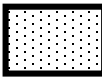
\_\_\_\_\_  
Reeve\_\_\_\_\_  
Chief Administrative Officer or Designate\_\_\_\_\_  
Date Bylaw Signed

**Schedule 'A'**

**Bylaw**  
**C-8186-2021**

**Amendment****FROM**

Residential, Rural  
 District (R-RUR)

**TO**

Residential, Country  
 District (R-CRD)

R-RUR → R-CRD  
 $\pm 0.83$  ha  
 ( $\pm 2.05$  ac)

SPRINGBANK HEIGHTS DR

SPRINGBANK HEIGHTS WAY



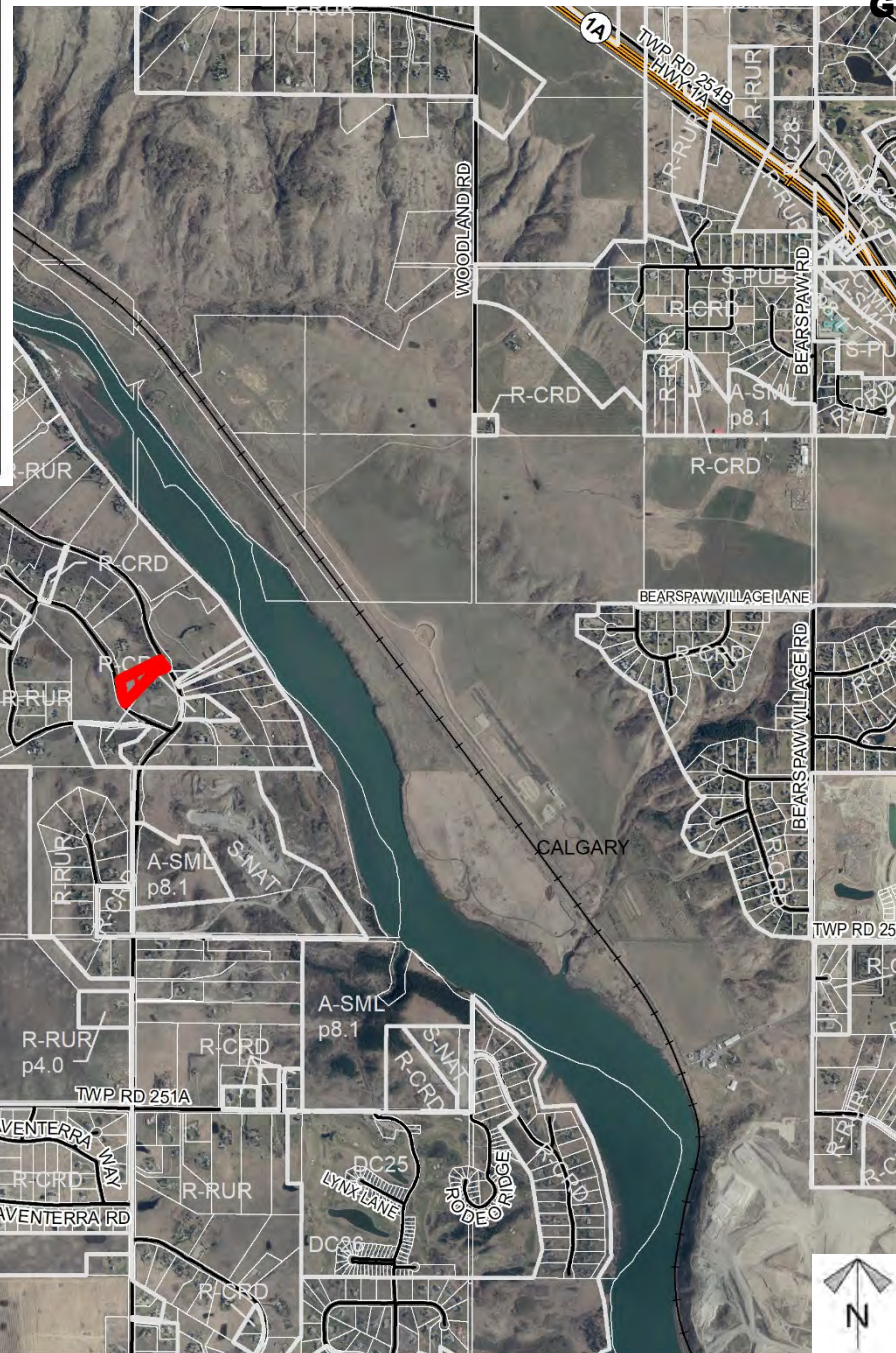
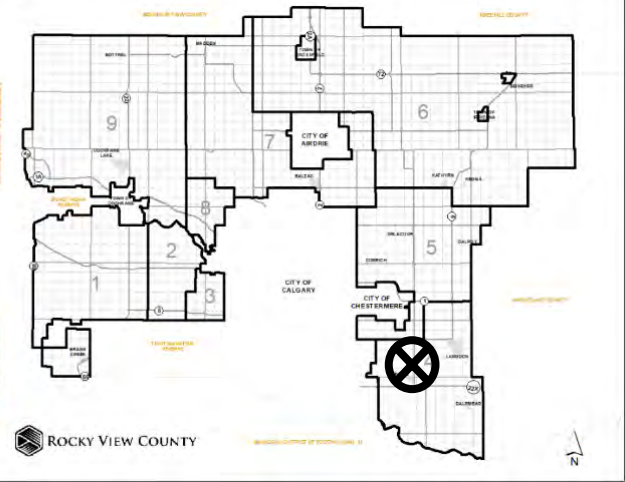
Division: 2  
 Roll: 05714039  
 File: PL20200136  
 Printed: October 19, 2020  
 Legal: Lot 17, Plan 1312829,  
 Block 1, within  
 Page 168 of 177  
 R-20-08-003M

## Location & Context

### Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country District (R-CRD) to facilitate creation of a  $\pm 0.83$  hectare ( $\pm 2.05$  acre) lot (Lot 1) and a  $\pm 0.83$  hectare ( $\pm 2.05$  acre) lot (Lot 2).

Division: 2  
 Roll: 05714039  
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 Printed: October 19, 2020  
 Legal: Lot 17, Plan 1312829,  
 Block 1, within  
 TWP 25 S, R 13 W, S 4 M





## Development Proposal

### Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country District (R-CRD) to facilitate creation of a  $\pm 0.83$  hectare ( $\pm 2.05$  acre) lot (Lot 1) and a  $\pm 0.83$  hectare ( $\pm 2.05$  acre) lot (Lot 2).



Division: 2  
 Roll: 05714039  
 File: PL20200136  
 Printed: October 19, 2020  
 Legal: Lot 17, Plan 1312829,  
 Block 1, within  
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 2014-20-03-003M



## Environmental

### Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country District (R-CRD) to facilitate creation of a  $\pm 0.83$  hectare ( $\pm 2.05$  acre) lot (Lot 1) and a  $\pm 0.83$  hectare ( $\pm 2.05$  acre) lot (Lot 2).

-  Subject Lands
-  Contour - 2 meters
-  Riparian Setbacks
-  Alberta Wetland Inventory
-  Surface Water

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 Block 1, within  
 R2014-25-03-003M

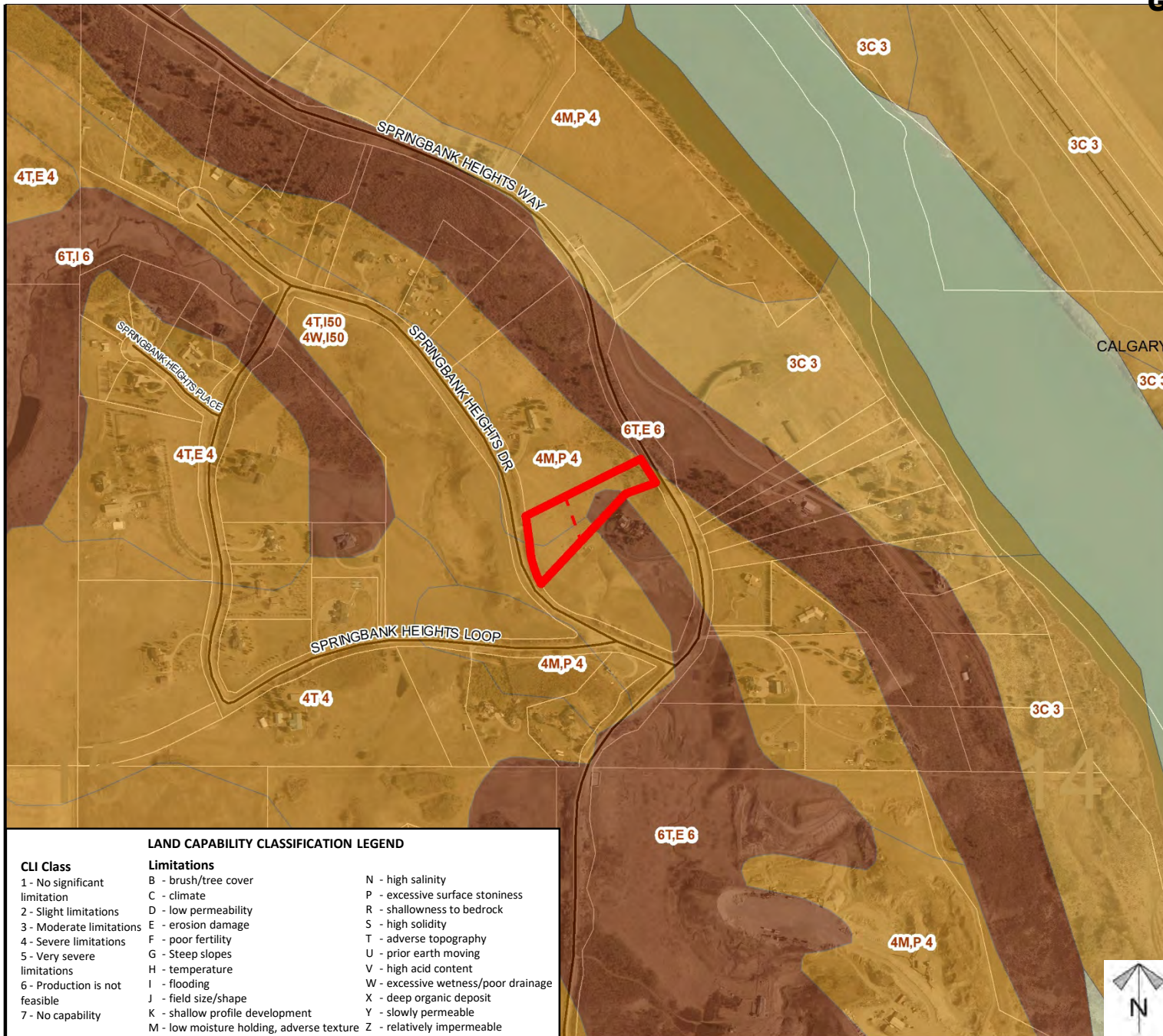




## Soil Classifications

### Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country District (R-CRD) to facilitate creation of a  $\pm 0.83$  hectare ( $\pm 2.05$  acre) lot (Lot 1) and a  $\pm 0.83$  hectare ( $\pm 2.05$  acre) lot (Lot 2).

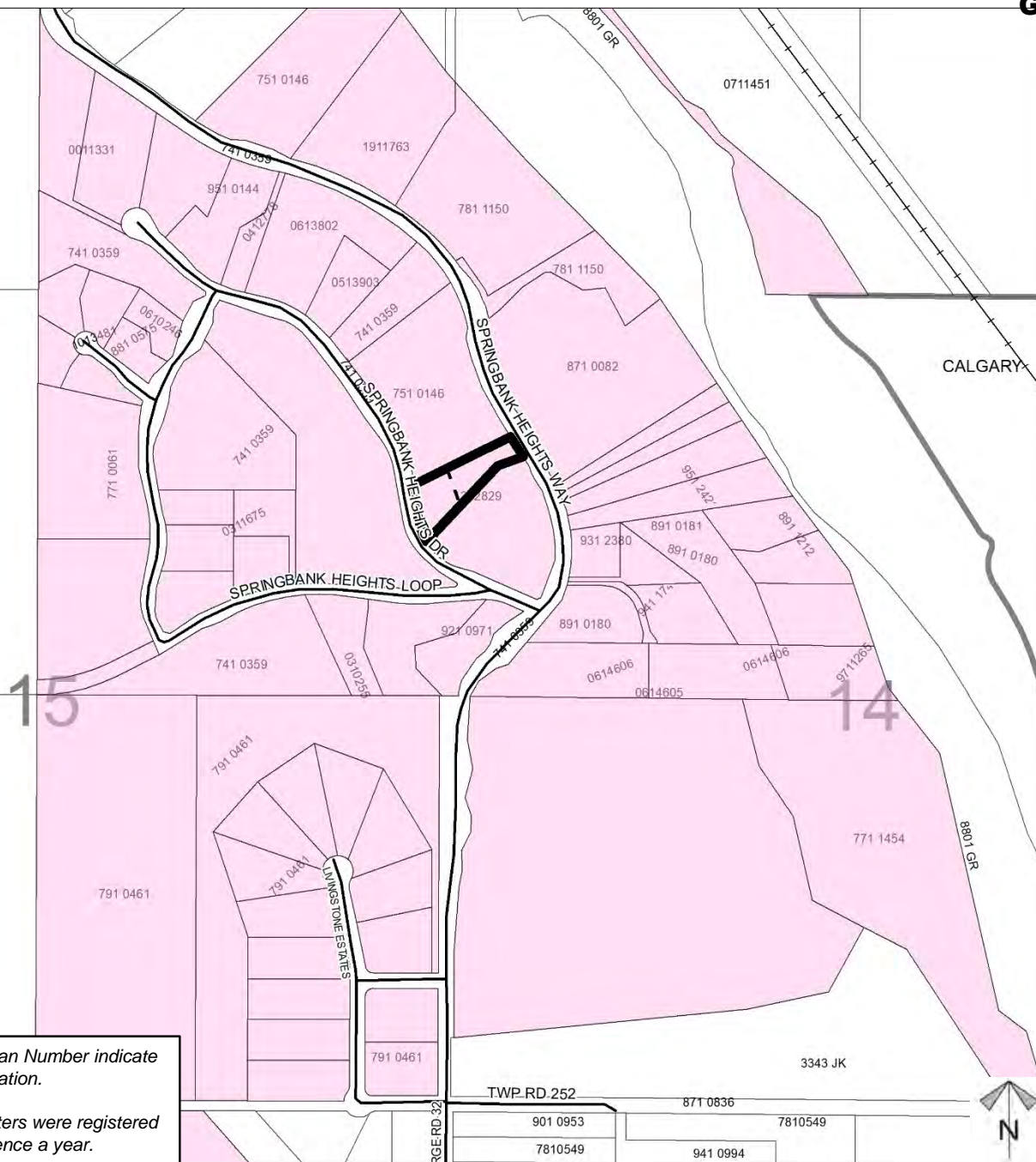


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 2014-20-03-003M

## Landowner Circulation Area

### Redesignation Proposal

To redesignate the subject lands from Residential, Rural District (R-RUR) to Residential, Country District (R-CRD) to facilitate creation of a  $\pm 0.83$  hectare ( $\pm 2.05$  acre) lot (Lot 1) and a  $\pm 0.83$  hectare ( $\pm 2.05$  acre) lot (Lot 2).



Note: First two digits of the Plan Number indicate the year of subdivision registration.

Plan numbers that include letters were registered before 1973 and do not reference a year.

### Legend

Support



Opposition



Division: 2  
 Roll: 05714039  
 File: PL20200136  
 Printed: October 19, 2020  
 Legal: Lot 17, Plan 1312829,  
 Block 1, within  
 Plan 1312829 of 177



Division	Status	Topic	Description	Date Raised Scheduled	Target Completion Date	Responsible Area
All	Active	Management of Accrued Employee Vacation Time	Administration was directed at the May 11, 2021 Council meeting to prepare a report on policies associated with the management of accrued employee vacation time by the June 22, 2021 Council meeting.	11-May-21	22-Jun-21	CAO Office
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.  Administration was directed at the May 11, 2021 Council meeting to prepare amendments to the County's board and committee terms of references in accordance with the staff recommendation.	27-Oct-20	29-Jun-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	Standardized Councillor Expense Reporting	Administration was directed at the June 8, 2021 Council meeting to standardize councillor expense reporting, and to include training on expense reporting as part of the orientation program after the October 2021 election.	8-Jun-21	31-Oct-21	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
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	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 April 27, 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
All	Active	Road Stabilization Workshop	Administration was directed at the May 25, 2021 Council meeting to schedule a workshop with Council by the end of July 2021.	25-May-21	Active	Transportation Services
9	Active	Horse Creek Water and Waste Water Services 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.  Council approved Borrowing Bylaw C-8166-2021 at the May 11, 2021 Council meeting, and was directed to prepare amendments to the Master Rates Bylaw.	12-Mar-19	TBD	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

Division	Status	Topic	Description	Date Raised Scheduled	Target Completion Date	Responsible Area
All	Active	Blazer Water System Acquisition	<p>Administration be directed to begin the process that will facilitate the purchase of Blazer Water System at the March 23, 2021 Council meeting.</p> <p>Council provided first reading to Borrowing Bylaw C-8165-2021 at the March 23, 2021 Council meeting.</p> <p>Council approved Borrowing Bylaw C-8165-2021 at the May 11, 2021 Council meeting, and was directed to prepare amendments to the Master Rates Bylaw.</p>	23-Mar-21	TBD	Utility Services
9	Ongoing	Sale of the Cochrane Gravel Pit Lands	<p>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.</p> <p>At the June 9, 2020 Council meeting, Council declined a letter of intent received.</p>	25-Feb-20	Ongoing	Legal and Land Administration
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

Division	Status	Topic	Description	Date Raised Scheduled	Target Completion Date	Responsible Area
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