

TOWN OF RIMBEY
TOWN COUNCIL AGENDA

AGENDA FOR REGULAR MEETING OF THE TOWN COUNCIL TO BE HELD ON TUESDAY MAY 22, 2018 AT 5:00 PM IN THE COUNCIL CHAMBERS OF THE TOWN ADMINISTRATION BUILDING

1	Call to Order Regular Council Meeting & Record of Attendance	
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5.	Delegations - None	
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10.	Open Forum <small>(Bylaw 939/18- Council Procedural Bylaw Part XXI 1.The open forum shall be for a maximum total of twenty (20) minutes in length to allow members of the public present at the meeting to address Council regarding issues arising from the meeting in progress. No formal decision shall be made on any matter discussed with Council during the open forum session.</small>	
11.	In Camera	
	11.1 FOIP – Section 27(1) Privileged Information Legal Advice	
12.	Adjournment	

TOWN OF RIMBEY

TOWN COUNCIL

MINUTES OF THE REGULAR MEETING OF TOWN COUNCIL HELD ON
TUESDAY, MAY 8, 2018 IN THE COUNCIL CHAMBERS OF THE TOWN
ADMINISTRATION BUILDING

1. Call to Order

Mayor Pankiw called the meeting to order at 5:00 pm, with the following in attendance:

Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel
Chief Administrative Officer – Lori Hillis, CPA, CA
Director of Finance – Wanda Stoddart
Planning and Development Officer – Liz Armitage
Recording Secretary – Kathy Blakely

Absent:

Public:
4 members of the public

2. Adoption of
Agenda

2.1 May 8, 2018 Agenda

Mayor Pankiw advised Council will deal with item 7.6 first prior to 7.1.

Motion 157/18

Moved by Councillor Coulthard accept the Agenda for the May 8, 2018 Regular Council Meeting, as presented.

In Favor
Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

7.6 Condominium Conversion

Motion 158/18

Moved by Mayor Pankiw to authorize the Chief Administrative Officer to execute approval the Condominium Conversion application as presented by 951374 Alberta Ltd. o/a Gord's Mini Mart, located at Lot 3 and 4, Block 8, Plan 148BT and part of SW 28-42-2-5 in accordance with Condominium Property Act, 10(1)(ii) and 10(2).

In Favor
Mayor Pankiw
Councillor Coulthard
Councillor Curle
Councillor Payson
Councillor Rondeel

Opposed

CARRIED

Three members of the public departed the Council Meeting at 5:06 pm.

7.3 Seniors Week 2018Motion 162/18

Moved by Councillor Curle to proclaim the week of June 3-9, 2018 as Seniors Week in Rimbey.

In Favor
 Mayor Pankiw
 Councillor Coulthard
 Councillor Curle
 Councillor Payson
 Councillor Rondeel

Opposed

CARRIED

7.4 Victims and Survivors of CrimeMotion 163/18

Moved by Councillor Coulthard to proclaim the week of May 27 to June 2, 2018, as Victims and Survivors of Crime Week in the Town of Rimbey.

In Favor
 Mayor Pankiw
 Councillor Coulthard
 Councillor Curle
 Councillor Payson
 Councillor Rondeel

Opposed

CARRIED

7.5 Rimbey AerodromeMotion 164/18

Moved by Councillor Rondeel to sell the Rimbey Airport and to advertise the sale of land with the same conditions as previously advertised with a closing date of Friday, June 1, 2018 and bring back to the June 12, 2018 Regular Meeting of Council.

In Favor
 Mayor Pankiw
 Councillor Coulthard
 Councillor Curle
 Councillor Payson
 Councillor Rondeel

Opposed

CARRIED

8. Reports

8.1 Department Reports - None8.2 Boards/Committee Reports

8.2.1 Beatty Heritage House Society Minutes of March 5, 2018

8.2.2 Beatty Heritage House Society Special Meeting Minutes of April 3, 2018

8.2.3 Rimoka Housing Foundation Minutes of March 28, 2018

Motion 165/18

Moved by Councillor Curle to accept the Beatty Heritage House Society Minutes of March 5, 2018, Beatty Heritage House Special Meeting Minutes of April 3, 2018 and the Rimoka Housing Foundation Minutes of March 28, 2018, as information.

In Favor
 Mayor Pankiw
 Councillor Coulthard
 Councillor Curle
 Councillor Payson
 Councillor Rondeel

Opposed

CARRIED

9. Correspondence Correspondence

9.1 Thank you from Blindman Youth Action Society

Motion 166/18

Moved by Councillor Coulthard to accept the correspondence from the Blindman Youth Action Society, as information.

In Favor
 Mayor Pankiw
 Councillor Coulthard
 Councillor Curle
 Councillor Payson
 Councillor Rondeel

Opposed

CARRIED

10. Open Forum 10.1 Open Forum

One person indicated she felt well informed after this evenings meeting.

11. In Camera 11.1 In Camera – None

12. Adjournment Motion 167/18

Moved by Councillor Curle to adjourn the meeting.

In Favor
 Mayor Pankiw
 Councillor Coulthard
 Councillor Curle
 Councillor Payson
 Councillor Rondeel

Opposed

CARRIED

Time of Adjournment: 7:54 pm.

MAYOR RICK PANKIW

CHIEF ADMINISTRATIVE OFFICER LORI HILLIS


Council Agenda Item	6.1		
Council Meeting Date	May 22, 2018		
Subject	944/18 Amendment to Land Use Bylaw 917/16		
For Public Agenda	Public Information		
Background	<p>Bylaw 917/16, the Town of Rimbey Land Use Bylaw was approved by Council on July 25, 2016.</p> <p>On May 8, 2018 Council completed a review of proposed Land Use Bylaw Amendments passing the following motion:</p> <p style="text-align: center;"><u>Motion:160/18</u></p> <p style="text-align: center;"><i>Moved by Councillor Coulthard to approve the review of the Land Use Bylaw as presented and to bring the suggested amendments as an Amendment to the Land Use Bylaw to the Regular Council Meeting scheduled for May 22, 2018.</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><u>In Favor</u></p> <p>Mayor Pankiw Councillor Coulthard Councillor Curle Councillor Payson Councillor Rondeel</p> </td> <td style="width: 50%; vertical-align: top; text-align: right;"> <p><u>Opposed</u></p> </td> </tr> </table> <p style="text-align: right;">CARRIED</p>	<p><u>In Favor</u></p> <p>Mayor Pankiw Councillor Coulthard Councillor Curle Councillor Payson Councillor Rondeel</p>	<p><u>Opposed</u></p>
<p><u>In Favor</u></p> <p>Mayor Pankiw Councillor Coulthard Councillor Curle Councillor Payson Councillor Rondeel</p>	<p><u>Opposed</u></p>		
Discussion	<p>Administration and Council reviewed the Land Use Bylaw on May 8, 2018. These amendments are recommended because:</p> <ul style="list-style-type: none"> • Modernized Municipal Government Act compliance • Administrative review • Public input <p>Recommended changes include:</p> <ul style="list-style-type: none"> • Inclusion of cannabis regulations, per MMGA • Update of application process, per MMGA • Update of item's not requiring development permit • Inclusion of new definitions • Revisions to enforcement/contravention • Review of permitted and discretionary uses in all districts • Addition of retaining wall regulations • Specific dynamic sign regulations • Revised manufactured home regulations <p>Items highlighted in yellow have been added. Items which have a strike through will be deleted.</p>		



TOWN OF RIMBEY REQUEST FOR DECISION

Relevant Policy/Legislation	Land Use Bylaw 917/16 Municipal Government Act
Attachments	Mark-up Land Use Bylaw 917/16 944/18 Amendment to Land Use Bylaw 917/16
Recommendation	<ol style="list-style-type: none">1. Administration recommends Council give first reading to Bylaw 944/18 Amendment to Land Use Bylaw 917/16.2. Administration recommends advertisement of the public hearing for Bylaw 944/18 Amendment to the Land Use Bylaw in the Rimby Review for 2 consecutive weeks prior to the Public Hearing, and further that Administration circulate notice of Bylaw 944/18 to relevant agencies.3. Administration recommends Council set the Public Hearing for Bylaw 944/18 Amendment to the Land Use Bylaw for June 26, 2018 at 5:00 pm.

Prepared By:



Elizabeth Armitage, MEdes, MCIP, RPP
Planning and Development Officer

May 14, 2018
Date

Endorsed By:



Lori Hillis, CPA, CA
Chief Administrative Officer

May 14/18
Date



Town of
Rimbey

Bylaw 917/16
LAND USE BYLAW

Schedule A

Approved July 25, 2016

Consolidation of Amendments April 10, 2018

AMENDMENTS TO LAND USE BYLAW #917/16

All amendments to the Land Use Bylaw of the Town of Rimbey #917/16 must be passed as a bylaw. Any bylaw requires three (3) separate hearings by Town Council under Section 187 of the Alberta Municipal Government Act (MGA), and a public hearing must be held by Council prior to Second Reading of the proposed bylaw under Section 692 of the MGA.

Bylaw #	Date	Affected Section	Description
928/16	2017.01.09	12.7(5)(a)(ii) 12.7(5)(a)(iii) 12.7(5)(a)(iv)	Manufactured home park setbacks.
929/16	2017.03.13	11.5(1) 11.5(2)	Signage on roadways, boulevard, sidewalks and land owned by the Development Authority.
932/17	2017.05.08	11.6(1) 12.2(1) 12.9 12.10	Deletion of Country Residential Estate district. Creation of Residential Estate district and Country Residential district.
940/18	2018.04.10	2.2 (22) 2.2 (23) 12.11.1 12.12.1	Addition of "brewery, winery and distillery" and "brewpub".
941/18	2018.04.10	2.2(30) 12.11.1 12.12.1	Addition of "commercial recreation and entertainment facility".

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PART 1 - ENACTMENT

1.1 TITLE

The title of this Bylaw shall be the Land Use Bylaw of the Town of Rimbey.

1.2 PURPOSE

The purpose of this Bylaw is to regulate and control the use and development of land and buildings within the Town to achieve the orderly and economic development of land, and for that purpose, amongst other things:

- (1) to divide the Town into districts;
- (2) to prescribe and regulate for each district the purposes for which land and buildings may be used;
- (3) to establish a method of making decisions on applications for development permits including the issuing of development permits;
- (4) to provide the manner in which notice of the issuance of a development permit is to be given; and
- (5) to establish the number of dwelling units permitted on a parcel of land.

1.3 APPLICATION

This Bylaw shall apply to the whole of the Town of Rimbey being all lands and buildings contained within its corporate limits.

1.4 EFFECTIVE DATE

- (1) This Bylaw comes into effect upon the date of its third reading.
- (2) Land Use Bylaw No.762-04, as amended, is hereby repealed.

1.5 CONFORMITY WITH THE BYLAW

- (1) No person shall commence any development within the Town except in conformity with this Bylaw.

- (2) Compliance with the requirements of this Bylaw does not exempt any person from the requirements of any adopted Statutory Plan.

1.6 OTHER LEGISLATIVE REQUIREMENTS

- (1) In addition to this Bylaw, an applicant is responsible for complying with any other applicable federal, provincial, or municipal legislation or law. The applicant is also responsible for complying with the conditions of any caveat, covenant, easement or other instrument affecting a building or land.
- (2) The Town is not responsible for nor does the Town have any obligation whatsoever to determine what other legislation may apply to a development, nor to monitor or enforce compliance with such legislation.
- (3) The Development Authority shall not approve an application for a development permit that is not in conformity with the Town's Statutory Plans.

1.7 SEVERABILITY

- (1) In the event any portion of this Bylaw is found invalid by a Court of Law or is overturned by a superior jurisdiction, the validity of the remaining portions of the Bylaw shall not be affected.

1.8 TRANSITION

- (1) An application for a Subdivision, Development Permit or amendment to this Bylaw commenced prior to the coming into force of this Bylaw shall be evaluated under the provisions of the Town's Land Use Bylaw No.762-04, as amended.

PART 2 – INTERPRETATION

2.1 RULES OF INTERPRETATION

- (1) Where a word is used in the singular, such a word may also mean plural.
- (2) Where a masculine or impersonal pronoun or adjective is used, such a word may also mean the feminine or impersonal pronoun or adjective.
- (3) Where a word is used in the present tense, such a word may also mean the future tense.
- (4) The word “person” includes a corporation as well as an individual.
- (5) The words “shall” and “must” require mandatory compliance except where a variance has been granted pursuant to the Act or this Bylaw.
- (6) Words, phrases, and terms not defined in this part may be given their definition in the Act or the Alberta Building Code. Other words shall be given their usual and customary meaning.
- (7) Where a regulation involves two or more conditions or provisions connected by the conjunction “and” means all the connected items shall apply in combination; “or” indicates that the connected items may apply singly; and “and/or” indicates the items may apply singly or in combination.
- (8) All units of measure contained within this Bylaw are metric (SI) standards, and are rounded to the nearest decimal place. For the purpose of convenience, the following conversion factors are provided:

Metric	Imperial
1 square metre (m ²)	10.8 square feet (ft ²)
1 hectare (ha)	2.47 acres (ac)
1 kilometre (km)	0.6 mile (mi)
1 metre (m)	3.3 feet (ft)
1 centimetre (cm)	0.4 inch (in)
1 millimetre (mm)	0.04 inches (in)
1 kilogram (kg)	2.2 pounds (lb)

2.2 DEFINITIONS

For the purposes of this Bylaw and any amendments made hereto, the definitions set out in the following shall be used. When no definition is provided hereunder, the Town's dictionary of choice shall be used.

- (1) "abattoir" means a building and/or site used as a slaughterhouse, where animals are killed and butchered for human or animal consumption;
- (2) "abut" or "abutting" means immediately contiguous or physically touching, and, when used with respect to a lot or site, means that the lot or site physically touches upon another lot or site, and shares a property line or boundary line with it;
- (3) "accessory building" means a building separate and subordinate to the principle building, the use of which is incidental to that principle building and is located on the same lot. A garage attached to a principle building is deemed to be part of the principle building;
- (4) "accessory use" means any use in a building and/or on a parcel of land which is supplementary or subordinate to the principle use located in the same building and/or on the same parcel of land;
- (5) "Act" means the Municipal Government Act, R.S.A. 2000, as amended;
- (6) "adjacent" means land that is contiguous to a particular parcel of land and includes land that would be contiguous if not for a highway, road, river or stream;
- (7) "adult entertainment" means any building used as "retail" in which books and/or items for a mature audience are displayed and sold, or a building that shows mature films or live entertainment;
- (8) "agricultural operation" means an agricultural operation as defined in the Agricultural Operation Practices Act;
- (9) "agricultural sales and/or service" means a building or site used for "retail" but in which the goods for sale are vehicles, equipment, or machinery for use in the agricultural industry, and/or the servicing of vehicles, equipment, or machinery related to the agricultural industry;
- (10) "amusement arcade" means a building and/or site which operates mechanical and/or electronic games, and rides, for entertainment purposes;
- (11) "animal kennel" means a building and/or site used for the breeding, care, supervision, and/or housing of animals on either a short or long term basis;
- (12) "animal shelter" means a building and/or site used for the temporary accommodation and/or impoundment of animals;
- (13) "art gallery" means a building used for the display and "retail" of works of art;
- (14) "auction mart" means a building and/or site used for "retail" but in which goods are sold by an auctioneer and where goods are sold to the highest bidder;
- (15) "automotive sales and/or rental" means a building or site used for "retail" but in which the goods for sale, and/or lease are automobiles, trucks, boats, trailers, recreational vehicles, or other similar personal vehicles;

- (16) “automotive supply store” means a building or site used for “retail” but in which the goods for sale are related to the use and operation of automobiles, trucks, boats, trailers, recreational vehicles, or other similar personal vehicles;
- (17) “automotive service and/or paint shop” means a building or site used for the repair, servicing, and/or painting of motor vehicle, boats, trailers, recreational vehicles, or other similar personal vehicles and may include the sale of automotive fuels, lubricating oils or other like automotive fluids;
- (18) “bakery” means a building used for baking food as well as the “retail” of said food;
- (19) “balcony” means a horizontal structure, with a railing, adjoining a building above the first storey floor level, and intended for use as a private outdoor amenity space with access only from within the building.
- (20) “basement” means the portion of a development which is wholly or partially below grade, having above grade no more than 1.8 m of its clear height lying below the finished level of the floor directly above;
- (21) “bed and breakfast” means a home based business in which an owner occupying a single-detached dwelling provides temporary accommodation with one meal provided to registered patrons in exchange for compensation;
- (22) “brewery, winery and distillery” means a use where beer, wine, spirits and other alcoholic beverages are manufactured and that may have areas and facilities for the storage, packaging, bottling, canning and shipping of the products made;
- (23) “brewpub” means a restaurant or drinking establishment where beer, wine or alcoholic spirits are produced on-site for consumption within the development and for retail sale. The facility must be appropriately licensed by the Alberta Liquor and Farming Commission;
- (24) “building” includes anything constructed or placed on, in, over or under land but does not include a highway or road or a bridge that forms part of a highway or road;
- (25) “bulk fuel and/or fertilizer sales and storage” means the storage of and “retail” of large quantities of fuel and/or fertilizer;
- (26) “c-can” means a specific type of portable storage container which is a metal freight container that is used for the temporary storage of materials and equipment. See portable storage container definition;
- (27) “campground” means the use of a site managed for the short term stay of tents, campers, and/or recreational vehicles, but which is not used as year round storage or accommodation;
- (28) “cannabis” means cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds and any other substance defined as cannabis in the Cannabis Act (Canada) and its regulations, as amended from time to time and includes edible products that contain cannabis.
- (29) “cannabis accessory” means cannabis accessory including but not limited to, rolling paper or wraps, holders, pipes, water pipes, bongs and vaporizers, or any other thing described in the Cannabis Act (Canada) that is used in the consumption or production of cannabis.”

- (30) "cannabis lounge" means a development where the primary purpose of the facility is the sale of cannabis to the eligible public, for the consumption within the premises that is authorized by provincial or federal legislation. This use does not include cannabis production and distribution;
- (31) "cannabis production and distribution facility" means a development used principally for one or more of the following activities relating to cannabis:
- (a) The production, cultivation, and growth of cannabis;
 - (b) The processing of raw materials
 - (c) The making, testing, manufacturing, assembling, or in any way altering the chemical or physical properties of semi-finished or finished cannabis goods or products
 - (d) The storage or shipping of materials, goods or products, or;
 - (e) The distribution and sale of materials, goods and products to cannabis retail sales stores or to individual customers
- (32) "cannabis retail sales" means a retail store licensed by the Province of Alberta where:
- (a) where cannabis is sold for consumption off the premises,
 - (b) where consumption of cannabis must not occur, and
 - (c) that may include the ancillary retail sale or rental of merchandise;
- (33) "car/truck wash" means the use of a building and/or site for the cleaning of motorized vehicles either manually or through an automated process;
- (34) "cemetery" means a site used for the burying of the remains of animals and/or humans;
- (35) "Certificate of Compliance" means the endorsement by the Development Officer on a survey document indicating that the building locations on a lot are in compliance with this Bylaw.
- (36) "Child Care Facility" means a development intended to provide care, educational activities and supervision for groups of seven or more children under thirteen (13) years of age during the day or evening, but does not include overnight accommodation, and is intended to be operated for at least twelve (12) consecutive weeks each year. This includes daycares, pre-schools, out-of-school care, and other programs where the primary purpose is the care of children.
- (37) "commercial recreation and entertainment facility" means a facility or establishment that provides recreation or entertainment for gain or profit but does not include a casino or adult entertainment establishment;
- (38) "club" means a building and/or site used for the private meeting and social activities of members of a private organization and which may include space for eating, drinking, and congregating;
- (39) "community centre" means a building and/or site open to the general public and used for recreational, educational, social and/or cultural activities;
- (40) "confined feeding operation" means a confined feeding operation as defined in the Agricultural Operation Practices Act;

- (41) "contracting services" means a building or site used for the operation and storage of materials and/or vehicles related to the industries of construction, painting, plumbing, heating, electrical, landscaping, drilling and excavation, paving, maintenance and cleaning;
- (42) "convenience store" means "retail" but where the gross floor area does not exceed 186.0 m² in gross floor area;
- (43) "corner lot" means a lot having boundary lines on two or more roads or highways, or with a road and a highway, at their intersection or junction. Corner lot also means a lot having a boundary line at a point where a road or highway changes direction by a minimum of 45 degrees within the boundaries of the lot;
- (44) "Council" mean the Council of the Town of Rimbey;
- (45) "coverage" means the sum of the floor areas at grade of all buildings, both principle and accessory, on a lot divided by the area of the lot;
- (46) "date of issue" means the date on which the notice of a decision of the Development Authority is published or mailed;
- ~~(47) "day care centre, adult" means a building and/or site used to provide care and supervision of four or more adults who are over the age of 15 years, by a person not related to the adult for periods no longer than 24 consecutive hours;~~
- ~~(48) "day care centre, child" means a building used to provide care and supervision of four or more children who are under the age of 15 years, by a person not related to the children for periods no longer than 24 consecutive hours;~~
- (49) "deck" means a means an uncovered horizontal structure with a surface height greater than 0.6m (2 ft) above grade at any point, and intended for use as a private outdoor space;
- (50) "development" means:
- (a) an excavation or stockpile and the creation of either of them, or
 - (b) a building or an addition to or replacement or repair of a building and the construction or placing of any of them in, on, over or under land, or
 - (c) a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building, or
 - (d) a change in the intensity of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building; and without restricting the generality of the foregoing, includes:
 - (i) in the case of a lot used for residential purposes, alterations made to a building or an additional building on the lot whether or not the building is a dwelling or part of a dwelling unit,
 - (ii) in the case of a lot used for other than residential purposes, alterations or additions made to a building on the lot or a use of the lot which would increase either the capacity of the building or the intensity of use of the lot,
 - (iii) the display of advertisements or signs on the exterior of a building or on any land,

- (iv) the deposit of earth, debris, waste materials, refuse, or any other material on any land, including land already being used for that purpose, or if the natural topography or drainage is altered,
 - (v) the removal of topsoil from land,
 - (vi) the recommencement of the use to which land or a building has been previously put if that use has been discontinued for a period of more than six months,
 - (vii) the use of land for storage purposes or for the repair of equipment, vehicles or other kinds of machinery, or
 - (viii) the removal or demolition of a building;
- (51) "development authority" means the development authority of the Town as established by this Bylaw;
- (52) "development permit" means a document authorizing a development issued pursuant to this Land Use Bylaw;
- (53) "discretionary use" means the use of land or a building provided for in this Land Use Bylaw for which a development permit may be issued at the discretion of the development authority upon an application having been made;
- (54) "driveway" means a vehicle access route on the parcel which provides access to the driving surface;
- (55) "dwelling unit" means a complete dwelling or self-contained portion of a dwelling, set or suite of rooms which contains sleeping, cooking and separated or shared toilet facilities, intended for domestic use, and used or intended to be used permanently, semi-permanently, or seasonally as a residence for a household, and which is not separated from direct access to the outside by another separate dwelling unit;
- (56) "Essential Public Service" means a fire station, police station or similar service.
- (57) "family care facility" means a development which provides resident care service in a dwelling unit to six (6) or fewer individuals. These individuals may be handicapped, aged, disabled, or in need of adult supervision and are provided service and supervision in accordance with their individual needs. Family care facilities include boarding homes for children and group homes;
- (58) "family day home" means a dwelling unit used for the temporary supervision or care for a maximum of six (6) children 0-12 years old, including the residents' own children. In a family day home a maximum of three (3) children may be under 36 months with a maximum of two (2) children may be under 24 months. These regulations are the same for Before/After School Care or Private Babysitting service.
- (59) "farming" means the raising or production of crops, or animals, and includes a single residence for the farmer, but does not include a "Confined Feeding Operation" as defined by the Agricultural Operation Practices Act (Chapter A-7, R.S.A. 2000) and all regulations and amendments passed thereto;
- (60) "financial services" means a building used as a bank, credit union, or any other similar monetary enterprise;

- (61) "floor area" means the total area of all floors of all buildings including accessory buildings located on any lot, excluding the area of basement floors, EXCEPT THAT basement suites in apartment buildings shall be included in the calculation of floor area;
- (62) "floor/area ratio" means the ratio or decimal resulting from dividing the floor area of all buildings by the total site area of the parcel of land on which the buildings are located;
- (63) "fragmented parcel" means a parcel of land that is separated from the balance of a quarter section by a natural barrier such as a river or a coulee, or by a physical barrier such as a road or highway;
- (64) "front line" means the boundary line of a lot lying adjacent to a highway or road. In the case of a corner lot, the shorter of the two boundary lines adjacent to the highway or road shall be considered the front line;
- (65) "front yard" means a yard extending across the full width of a lot from the front line of the lot to the nearest wall of the main building situated on the lot. For the purposes of lakefront lots, the front line of the lot shall be considered to be closest to the lake;
- (66) "funeral Home" means a building and/or site used for the organization of funerals, the preparation of the deceased for burial or cremation, and/or the holding of funeral services;
- (67) "gambling and gaming hall" means a building used as a gaming establishment which offers games of chance including slot machines, table games, video lottery terminals, and/or a bingo hall;
- (68) "garage" means a building or portion thereof which is designated and used for the storage, marking or the maintenance of personal vehicles.
- (69) "gas bar" means a site or portion thereof used for the sale of gasoline, propane and other fuels, the sale of lubricating oils and other automotive fluids or motor vehicle accessories but does not include automotive service establishments;
- (70) "golf course" means a site used for the purposes of playing golf and which may include a clubhouse as an accessory use;
- (71) "grade" means the average elevation at the finished level of the ground, excluding an artificial embankment, at any point immediately adjacent to the building. Grade may have been established in conjunction with a subdivision grade plan prepared by a civil engineer.
- (72) "greenhouse" means a building and/or site used to grow and "retail" flowers, trees, shrubs, vegetables, and/or other plants;
- (73) "grocery store" means a building used for "retail" but which sells primarily food items for consumption off-site, and which has a gross floor area greater than 450 m²;
- ~~(74) "group home" means a building and/or site use for residential purposes for individuals who require supervision because of their age, disability, or need for rehabilitation, and where qualified staff are present at all times;~~
- (75) "group home" means a building and/or site use in a residential setting for individuals who require supervision because of their age, disability, or need for rehabilitation, and where qualified staff are present at all times;

- (76) “habitable floor space” means any room or enclosed space used or useable for human occupancy, including but not limited to kitchens, bedrooms, living rooms, family rooms and dens, bathrooms, laundries, pantries, foyers, hallways/entry ways, and areas containing infrastructure/servicing (furnace, circuit panel, water heater, etc.) but excludes any room or space not intended primarily for human occupancy including but limited to storage areas/cellars and undeveloped basements;
- (77) “head shop” means a retail outlet which specializes in drug paraphernalia related to consumption of cannabis, other recreational drugs and new age herbs, as well as counterculture art, magazines, music, clothing and home décor. This does not include cannabis retail sales or cannabis production and distribution facility;
- (78) “height” means the vertical distance between the grade and the highest point of a building that is not a stairway entrance, a ventilating fan, a skylight, a steeple, a chimney, a smoke stack, a fire wall, or a flagpole, or similar device not structurally essential to the building;
- (79) “highway” means a highway as defined in the Public Highways Development Act, R.S.A. 2000;
- (80) “Home occupation” means any occupation, trade, profession, or craft carried on by an occupant of a residential building as a use secondary to the residential use of the building, and which does not change the character thereof or have any exterior evidence of such secondary use;
- (81) “hospital” means a building and/or site used for medical care, examination, treatment, surgery and recovery of patients and which may include an extended stay;
- (82) “hotel” means a building used for short term stays through the provision of rooms or suites where rooms are accessed from a common interior corridor, and which may also contain commercial uses such as restaurants, or convention space;
- (83) “Housing, apartment (low rise)” means a residential use consisting of more than four dwelling units, but which has a height less than 15 metres, but shall not mean row housing;
- (84) “Housing, apartment (high rise)” means a residential use consisting of more than four dwelling units, but which has a height greater than 15 metres, but shall not mean row housing;
- (85) “housing, duplex” means a building with two dwelling units that have sharing one common wall in the case of side-by-side units, or having the dwelling area located above the dwelling area of the other in the cases of vertical units, each with a private entry;
- (86) “housing, fourplex” means a building that contains four dwelling units;
- (87) “housing, manufactured home” means a transportable factory built residential building containing one dwelling unit suitable for long term occupancy, designed to be movable, transported on its own wheels and chassis or other means and arriving at a site ready for occupancy except for incidental operations such as placement on foundation supports and connection to utilities. Manufactured homes shall have pitched roofs and eaves and shall conform to CAN/CSA Z240 MH Series and A277 certified standards;

- (88) "housing, mixed use" means a building and/or site which has a combination of uses but which typically entails "retail" or "office" uses on the ground floor and residential uses on the upper floors;
- (89) "housing, mobile" means a factory constructed detached dwelling unit, with an integral frame, readily relocatable singly or in double modules. Due to the age of the home they do not meet the Canadian Standards Association (CSA) A277 Standard or building code standards;
- (90) "housing, modular" means a building containing one dwelling unit, built in a factory and transported to a site to be permanently installed on a foundation., and which appears indistinguishable in design and finish from a stick-built house, and does not includes "housing, manufactured home" or "housing, mobile";
- (91) "housing, row house" means a building with one of three or more dwellings joined side by side or side to back. Can also include townhouse, garden homes and townhouses attached to high-rise buildings. Have no dwellings above or below them;
- (92) "housing, secondary suite" means a self-contained living space either located in the principle building or on the same site as the principle building. Secondary suites have a separate entrance, cooking, sleeping and bathing facilities and are no larger than 70 m². Secondary suites shall include basement suites and garage suites;
- (93) "housing, single detached" means a residential building containing one dwelling unit which is intended as a permanent residence. Single detached dwellings must be of new construction and be physically separate from any other residential building. Single detached dwellings do not include a manufactured home;
- (94) "housing, triplex" means a building that contains three dwelling units;
- (95) "internal local roads" includes all roads within subdivisions, and all service roads adjacent to major two-lane highways, minor two-lane highways, and multi-lane highways;
- (96) "landfill" means a site operated by the Town for controlled waste management where waste collected within the municipality is recycled or permanently disposed of;
- (97) "lane" means a right-of-way on which motorized vehicles are normally allowed to operate which is 10 m or less in width;
- (98) "lake" means a body of water, free from large quantities of aquatic vegetation, and characterized by relatively large open water and deep water zones compared with the shore zone; and, as defined by the Council of the Town of Rimbey;
- (99) "library" means a building which primarily loans reading and/or visual material to the general public;
- (100) "livestock" means livestock as defined in the Agricultural Operation Practices Act;
- (101) "liquor store" means a building and/or site used for "retail" but in which the goods sold are liquor/alcohol for human consumption;
- (102) "lot" means:
- (a) a quarter section,

- (b) a river lot or a lake lot shown on an official plan referred to in the Surveys Act that is filed or lodged in a Land Titles Office,
 - (c) a part of a parcel of land described in a certificate of title if the boundaries of the part are described in the certificate of title other than by reference to a legal subdivision, or
 - (d) a part of a parcel of land described in a certificate of title if the boundaries of the part are described in the certificate of title by reference to a plan of subdivision;
- (103) “maintenance” means the upkeep of the physical form of any building which does not require a permit pursuant to the Safety Codes Act. Maintenance will include painting, replacing flooring, replacing roofing materials, but will not include any activity that will increase the habitable floor area of any dwelling unit or the internal volume of any building;
- (104) “major” means, when added as a prefix or suffix to a use, a use which, due to its nature or relatively larger scale, will or could have, in the sole opinion of the Development Authority, an impact on surrounding uses, or which may be intended to serve an area larger than the immediate or local area;
- (105) “Manufacturing, processing, packaging or assembly of goods or materials” means a building and/or site where materials are merged to assemble a product and where the product is then packaged for distribution;
- (106) “may” is an operative word meaning a choice is available , with no particular direction or guidance intended;
- (107) “meat processing plant” means the processing and distributing of animal carcasses to retailers, but does not include a kill floor;
- (108) “medical clinic” means a building used for the provision of physical and mental health services on an outpatient basis. Such services may be of a preventative, diagnostic, treatment, therapeutic, rehabilitative or counselling nature. Health services may include dental offices, physical therapy, pharmacy, counselling, doctor’s offices, chiropractic offices and medical cannabis clinics;
- (109) “medical cannabis clinic” means any business or enterprise whether or not operated for profit intended to serve as a means of distributing or providing cannabis for medical purposes as defined by provincial or federal legislation;
- (110) “MGA” means the Municipal Government Act (Chapter M-26, R.S.A. 2000) and all regulations and amendments passed pursuant thereto;
- (111) “mini storage” means a building and/or site used for containing separate secured indoor storage units, designed to be rented or leased for private storage of personal goods;
- (112) “minor” means, when added as a prefix or suffix to a use, a use which, due to its nature or relatively smaller scale, will or could have, in the sole opinion of the Development Authority, a limited impact on surrounding uses, or which may be intended to serve a small or local area;
- (113) “motel” means a building or group of buildings on a parcel of land designed and operated for the provision of rooms or suites for temporary sleeping accommodation where each room has its own exterior access, and may include a restaurant and/or convention services;
- (114) “municipality” means the Town of Rimbey;

- (115) “museum” means a building and/or site used for the display of artefacts for cultural and educational purposes;
- (116) “nightclub” means a building and/or site featuring live entertainment such as music and dancing, and in which alcohol and food may also be served to patrons;
- (117) “non-conforming building” means a building:
- (a) that is lawfully constructed or lawfully under construction at the date a land use bylaw affecting the building or the land on which the building is situated becomes effective, and
 - (b) that on the date this land use bylaw becomes effective does not, or when constructed will not, comply with this land use bylaw;
- (118) “non-conforming use” means a lawful specific use:
- (a) being made of land or a building or intended to be made of a building lawfully under construction, at the date a land use bylaw affecting the land or building becomes effective, and
 - (b) that on the date this land use bylaw becomes effective does not, or in the case of a building under construction will not, comply with this land use Bylaw;
- (119) “office” means a building primarily used for the provision of professional, management, administrative and consulting services but does not include the use as “retail”;
- (120) “open space” means land and water areas which are retained in an essentially undeveloped state and often serve one or more of the following uses: conservation of resources; ecological protection; recreation purposes; historic or scenic purposes; enhancement of community values and safety; maintenance of future land use options;
- (121) “owner” means:
- (a) in the case of land owned by the Crown in right of Alberta or the Crown in right of Canada, the Minister of the Crown having the administration of the land, or
 - (b) in the case of any other land, the person shown as the owner on the Land Title.
- (122) “parcel of land” means the aggregate of one or more areas of land described in a certificate of title or described in a certificate of title by reference to a plan filed or registered in a land titles office;
- (123) “park” means any parcel of land which is for use by the general public for recreational activities, sporting, or gathering, and which may be left in a natural state or may include man-made features including area for sporting activities, playgrounds, picnic areas, and/or walking trails;
- (124) “parking facility” means a building and/or site used for vehicular parking as a principal use;
- (125) “pawn shop” means a building and/or site used for “retail” but in which the goods for sale are second hand personal items;
- (126) “permitted use” means the use of land or a building provided for in a land use Bylaw for which a development permit shall be issued upon application having been made, provided that all of the regulations of this Bylaw, and all of the matters left to the discretion or the

satisfaction of the Development Authority, have been satisfied to the satisfaction of the Development Authority;

- (127) "personal service establishment" means a use relating to the care and appearance of the body or the cleaning and repair of personal effects. Typical uses include barber shops, beauty parlours, nail salons, tailors, dressmakers, shoe repair shops, dry cleaning establishments (pick-up and drop-off only), laundromats, photographic studios, personal fitness activity, and may include accessory retail sales. This use class does not include escort services, even as an accessory use;
- (128) "portable storage container" means a secure, steel/wood structure that is portable in nature (e.g. Sea Can, cargo container, shipping container etc.). See also "sea can" definition;
- (129) "porch" means means a structure abutting a dwelling having a roof but with walls that are open and unenclosed to the extent of at least 50% thereof except for removable screens and storm sashes or awnings, used as a private outdoor amenity space;
- (130) "principle building" means a building where the principle use of the site operates from;
- (131) "principle use" means the primary purpose or purposes for which a building or lot is used;
- (132) "public administration" means the use of a building and/or site for the operation and/or provision of services by the Municipal, Provincial, and/or Federal governments;
- (133) "Real Property Report" means a codified standard adopted by the Alberta Land surveyor's Association which contains: (a) the legal description of the property and the municipal address; (b) the dimensions and bearings of all property boundaries as determined by an actual field survey in accordance with the Surveys Act; (c) the designation of adjacent properties, roads, lanes, etc.; (d) the location and description of all pertinent improvements located on the property along with their dimensions and clearances to the property boundaries. The projections of overhangs or eaves are also shown; (e) the location of any easements which may affect the property; (f) the location and dimensions of any visible encroachments onto or off of the property; (g) a list of the registered encumbrances as noted on the title to the property at the date of the survey; (h) a certification by an Alberta Land Surveyor duly signed.
- (134) "rear line" means the boundary line of a lot lying opposite to the front line of the lot and/or farthest from a highway or road;
- (135) "rear yard" means a yard extending across the full width of a lot from the nearest wall of the main building situated on the lot, to the rear line of the lot;
- (136) "recreational facility" means a building and/or site used for sports or other active recreational activities and may include health and fitness clubs, racquet courts, dance studios, martial arts schools, basketball and volleyball courts, hockey arenas, football and soccer field, and or other similar sporting fields but not including an outdoor golf course;
- (137) "recycling depot" means a facility used for the purchasing, collection, sorting, packaging, and temporary storage of empty bottles, cans, and containers or other recyclable and reusable materials and where storage is contained within an enclosed building;

- (138) “religious institution” means a building used for the congregation, meeting, study, and prayer related to any religious faith;
- (139) “repair shop” – means a building and/or site used for the maintenance, and repair of any goods and/or equipment excluding motor and/or recreational vehicles;
- (140) “reserve land” means environmental reserve, conservation reserve, municipal reserve, community services reserve, school reserve or municipal and school reserve;
- (141) “Residential Care Facility” means a private or publicly funded seniors lodge, nursing home, extended or congregate care facility.
- (142) ~~“retaining wall” means a structure constructed to withstand lateral pressure in order to hold back earth, loose rock, or similar materials;~~
- (143) “restaurant” means a use where food is prepared and served on the premises for sale to patrons, and which may or may not be licensed to serve alcohol, and may include entertainment which is accessory to the preparation and service of food;
- (144) “restaurant, drive-thru” means a building where food is prepared and sold for consumption to patrons and which offers service through a drive up window;
- (145) “retail” means a use that focuses on the display and sale of goods, wares, or merchandise. This use includes, but is not limited to drug stores, clothing stores, sporting goods stores and other similar uses, but does not includes retail stores where the majority of total sales are generated through the sale of adult-oriented materials (clothing, videos, magazines, etc.);
- (146) “retaining wall” means a structure constructed to withstand lateral pressure in order to hold back earth, loose rock, or similar materials;
- (147) “riding arena, private” means a building or structure in which equestrian, athletic or recreational activities are carried out on the lot upon which the arena is located;
- (148) “road” means a right-of-way on which motorized vehicles are normally allowed to operate, or a road as defined in the Act, but does not include either a highway or a lane;
- (149) “salvage yard” means a building and/or site used for the storage and deconstruction of scrap materials;
- (150) “school” means a use operated by a School Board that provides grade and secondary school instruction to pupils through courses prescribed or approved by the Provincial Government;
- (151) “screening” means a fence, wall, berm, hedge or other barrier providing visual and/or acoustic separation of sites;
- (152) “sea can” see c-can;
- (153) “setback” means the perpendicular distance that a development must be set back from the front, side or rear property boundaries of the parcel as specified in the particular District in which the development is located;
- (154) “shall” is an operative word which means the action is obligatory;
- (155) “shoreline” means the bank of the body of water as determined pursuant to the Surveys Act;

- (156) "should" is an operative word which means that, in order to achieve local goals and objectives it is strongly advised that the action be taken. Exceptions shall be made only under extenuating circumstances;
- (157) "side line" means the boundary line of a lot lying between a front line and a rear line of a lot. In the case of a corner lot, the longer of the two boundary lines adjacent to the highway or road shall be considered a side line;
- (158) "side yard" means a yard extending from the front yard of a lot to the rear yard of the lot and lying between the side line of the lot and the nearest wall of the main building;
- (159) "sign" means any word, letter, model, picture, symbol, device or representation used as, or which is in the nature of, wholly or in part, an advertisement, announcement or direction. Any structure, or portion thereof, which is used primarily to carry, hold, maintain, support or sustain a sign is construed as being part of the sign, and except as provided for in this Bylaw, is subject to all regulations governing signs;
- (160) "site" means an area of land designed to accommodate, and intended to be rented for, a tent or recreational vehicle or cabin;
- (161) "solar collector" means any device used to collect sunlight that is part of a system used to convert radiant energy from the sun into thermal or electrical energy.
- (162) "subdivision and development appeal board" means a subdivision and development appeal board appointed pursuant to Town Bylaw and the Act;
- (163) "subdivision authority" means the Subdivision Authority established pursuant to the Act through the Town's Subdivision Authority Bylaw;
- (164) "substandard lot" means any lot which is smaller, in area or in any dimension, than the minimum area or dimension stipulated in the regulations of the District in which the lot is located;
- (165) "temporary development" means a development for which a development permit has been issued and which exists for a limited time only;
- (166) "theatre" means a building and/or site used to show entertainment including films, live theatre, or musical performances;
- (167) "tourist information centre" means the use of a building and/or site to dispense information to the travelling public regarding the Town and may also include washrooms, picnic facilities, or other similar amenities;
- (168) "trucking establishment" means any building and/or site where commercial vehicles may park for a short or long term stay and which may include a "convenience store," "restaurant," and/or "gas bar";
- (169) "undeveloped lot" means a lot which does not contain a dwelling or any other building, but which may contain utility services;
- (170) "unique site requirements" are a set of site locational requirements which have been demonstrated to the Town's satisfaction to be necessary in order for the development of a commercial or industrial use to be carried out;

- (171) "use" means the utilization of a building or parcel of land for a particular type of operation;
- (172) "utility" means a utility as defined in the Act, as amended;
- (173) "utility installations" means a building and/or site for use by a utility company maintains to maintain or shelter any equipment used in connection with the utility;
- (174) "Variance" means an alteration or change to a standard prescribed by this Bylaw that is authorized by the Development Authority or the Board.
- (175) "veterinary clinic" means a building and/or site used for the medical care and treatment of animals on either a short term or long term basis;
- (176) "warehouse" means a building and/or site used for the storage of materials, goods, and products which will ultimately be distributed and for sale at "retail" stores;
- (177) "wrecking yard" means land and buildings that are used for the storage and dismantling of old or wrecked vehicles and / or machinery for the purpose of recycling their components;
- (178) "yard" means a part of a parcel of land upon or over which no building is to be erected unless otherwise provided for in this Bylaw.

PART 3 – GENERAL ADMINISTRATIVE PROCEDURES

3.1 CONTROL OF DEVELOPMENT

- (1) No development shall be undertaken within the Town unless an application for it has been approved and a development permit has been issued.
- (2) In the event of a state of emergency (local or provincial) declared pursuant to the Emergency Management Act, RSA 2000, c.E-6.8. as amended, or as a result of such an emergency, such other temporary development or class of temporary development as Council may declare may be approved in any land use district without compliance with the land use bylaw regulations.

3.2 DEVELOPMENT NOT REQUIRING A DEVELOPMENT PERMIT

- (1) The following development shall not require a development permit:
 - (a) The carrying out of works of maintenance or repair to any building or internal alteration, provided that such works do not include:
 - (i) structural alterations; or,
 - (ii) major works of renovation that would require a building permit under the Safety Codes Act.
 - (b) Activities as exempted by Section 618 of the Act;
 - (c) The use of any such buildings referred to in Section 3.1(2) above, for the purpose which construction was commenced.
 - (d) The use of land for a farm operation on land situated in the Urban Holdings district, provided that the use or building conforms to the minimum setback requirements specified in the Land Use Bylaw. Notwithstanding this section, all dwellings are subject to obtaining a development permit.
 - (e) The erection, construction, or maintenance, improvement or alteration of gates or fences or other means of enclosure less than 1.0 m in height in front yards or in side yards abutting a road, and less than 2.0 m in rear yards or in other side yards, and the maintenance, improvement and other alterations of any gates, fences or walls or other means of enclosure. Notwithstanding, barbs and page wire fences are only permitted in the Urban Holding and Industrial Land Use Districts.
 - (f) All types of fences and windbreaks in the Urban Holding district.
 - (g) A temporary building, the sole purpose of which is incidental to the erection or alteration of a building, for which a permit has been issued under this Bylaw;
 - (h) The maintenance and repair of public works, services and utilities carried out by or on behalf of federal, provincial and municipal public authorities on land which is publicly owned or controlled;

- (i) The development of Town owned structures or public works, services and utilities. ~~Notice of such structures shall be provided to adjacent landowners for information purposes.~~
- (j) Development within a basement which does not change or add to the uses in a dwelling, which do not require a building permit under the Safety Codes Act;
- (k) All accessory buildings which are less than 13.4 m² in area. ~~and which conform to the setback requirements of the Land Use District.~~
- (l) The demolition or removal of any building or structure for which erection a development permit would not be required pursuant to Subsections (d) to (l) above.
- (m) Dugouts in the Urban Holdings district provided that they conform to the regulations specified in this Land Use Bylaw.
- (n) Fire pits provided that they conform to the regulations specified in this Land Use Bylaw;
 - (i) the combustion area is contained and screened,
 - (ii) the outside diameter is no more than 1.0 metres (three feet),
 - (iii) the pit is set back from buildings and fences in accordance with the Alberta Fire Code,
 - (iv) only clean wood is burned, and
 - (v) the location and use does not reduce the quiet enjoyment of neighbouring property.
- (o) Landscaping provided that the grades and overland water flows are not substantially altered.
- (p) The construction of a deck, provided that the deck is uncovered, and the walking surface is less than 60 cm (2 feet) above grade. ~~and it conforms to the regulations specified in this Land Use Bylaw.~~

3.3 NON-CONFORMING BUILDINGS AND USES

- (1) Non-conforming buildings and non-conforming uses shall be treated in accordance with the Act, and any amendments thereto.

3.4 DEVELOPMENT APPROVAL AUTHORITIES

- (1) The Development Authority is hereby established by Bylaw pursuant to the Act.
- (2) The Development Authority shall exercise development powers and duties on behalf of the Town.
- (3) The Development Authority shall be the Development Officer, or where the context of this Bylaw permits, the Council.

PART 4 – DEVELOPMENT APPLICATION PROCESS

4.1 APPLICATION FOR DEVELOPMENT

- (1) An application for a development permit shall be completed and submitted to the Development Authority in writing, in the form required by the Development Authority, and shall be accompanied by:
 - (a) A site plan showing the legal description; the front, rear, and side yards, if any; any provision for off-street loading and vehicle parking; and access and egress points to the site;
 - (b) The presence of abandoned oil and gas wells in accordance with the Subdivision and Development Regulation;
 - (c) The location and dimensions of all existing and proposed buildings, structures, or uses on the property;
 - (d) Statement of existing and proposed services (i.e. on-site or municipal);
 - (e) Identification of existing and proposed road infrastructure that will provide access to the development;
 - (f) A statement of the current and proposed use on the lands; and
 - (g) The authorization of the registered landowner.
- (2) The Development Authority may also require additional information in order to assess the conformity of a proposed development with this Bylaw before consideration of the development permit application shall commence. Such information may include floor plans, elevations and sections of any proposed buildings; drainage, grading and landscaping plans; and, in the case of the placement of an already constructed or partially constructed building on a parcel of land, information relating to the age and condition of the building and its compatibility with the District in which it is to be located. In addition, such additional information may include assessment by a registered professional engineer of any potential flooding or subsidence hazard that may, in the sole opinion of the Development Authority, affect the subject site.
- (3) Each application for a development permit shall be accompanied by a fee as established by Council.
- (4) All applications for development permits on sites within an area covered by an inter-municipal development plan shall be referred to the other municipality for comments and recommendation.
- (5) The Development Authority may make a decision on an application for a development permit notwithstanding that any information required or requested has not been submitted.

- (6) In the case where an application for a development permit has been refused pursuant to this Bylaw or ultimately after appeal to the Subdivision and Development Appeal Board, the submission of another application for a permit on the same property and for the same or similar use of the land by the same or any other applicant need not be accepted by the Development Authority for at least six (6) months after the date of the previous refusal.

4.2 REFERRAL OF APPLICATIONS

- (1) The Development Authority may refer for comment any matter or any application for a Development Permit to any authority he deems necessary.
- (2) Notwithstanding 4.2(1), the Development Authority may refer to any adjacent municipality for consideration and recommendation, any matter or any application for a Development Permit that relates to lands that abut the municipal boundary.
- (3) Notwithstanding 4.2(1), the Development Authority may refer development in proximity to a Highway:
 - (a) Applications for development located within 0.8 km of the right of way of a multi-lane highway or a major two-lane highway where the proposed development would have direct access from the highway shall be referred to Alberta Transportation for comment prior to any decision by the Development Authority;
 - (b) All applications for development located, within 150 m of the right of way of a minor two-lane highway where the proposed development would have direct access from the highway may be referred to Alberta Transportation for comment prior to any decision by the Development Authority.
- (4) Having received a reply on a matter referred to any authority, the Development Authority shall make a decision giving due consideration to the recommendations and comments received.
- (5) After thirty (30) days from the date of referral, the application may be dealt with by the Development Authority whether or not comments have been received.

4.3 DECISION PROCESS

- (1) In making a decision, the Development Authority may approve the application unconditionally, approve the application subject to those conditions considered appropriate, approve the application permanently or for a limited period of time, or refuse the application.
- (2) The Development Authority may require that as a condition of issuing a development permit, the applicant enter into an agreement to construct or pay for the construction of roads, pedestrian walkways or parking areas which serve the development or which connect the

walkway with another walkway system that serves or is proposed to serve an adjacent development, to install or pay for the installation of public utilities other than telecommunications systems or works, to pay an off-site levy, and/or to give security to ensure that the terms of the agreement noted herein are carried out.

- (3) In the case where a proposed specific use of land or a building is not provided for in any District in the Bylaw, the Development Authority may determine that such use is similar in character and purpose to a permitted or discretionary use prescribed for a particular District.
- (4) The Development Authority may approve an application for a development permit even though the proposed development does not comply with the regulations of this Bylaw, or if the development is to be a rebuilding, an enlargement, an addition, or a structural alteration of a non-conforming building, if, in the opinion of the Development Authority:
 - (a) The proposed development would not: (i) unduly interfere with the amenities of the neighbourhood, or (ii) materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land, and
 - (b) The proposed development conforms to the use prescribed for that land or building in this Bylaw.
- (5) Upon receipt of an application, the Development Authority must review the application for completeness within 20 days of the application being received. The Development Authority shall provide either:
 - (a) A complete certificate, if in the opinion of the Development Authority, the application contains the information necessary to review the application;
 - (b) An incomplete certificate. An incomplete certificate shall provide:
 - (i) the additional information require to be deemed complete
 - (ii) the deadline for submission of the additional information
 - (iii) any other information deemed necessary by the Development Authority
 - (c) In the case of an incomplete certificate, at the discretion of the Development Authority,
 - (i) the timeline for submission of additional information may be extended by an agreement in writing between the applicant and the Development authority.
 - (ii) A complete certificate shall be issued upon receipt of the necessary information.
 - (iii) If an applicant fails to submit all the outstanding items indicated in the complete certificate by the deadline set in the incomplete certificate, an application may be deemed refused and a Development Permit refusal shall be issued. The refusal must give reasons for the refusal.
 - (d) Despite the complete certificate or incomplete certificate, in the course of reviewing the application, the Development Authority may request additional information from the applicant that the Development Authority considers necessary to review the application.
- (6) An application for a development permit shall, at the option of the applicant, be deemed to be refused when a decision thereon is not made by the Development Authority within forty

(40) days after receipt of the application by the Development Authority. The person claiming to be affected may appeal in writing as provided for in Part 4 of this Bylaw as though he has received a refusal at the end of the forty (40) day period specified in this subsection. At the discretion of the Development Authority, the 40 days may be extended by an agreement in writing between the applicant and the Development authority

- (7) A Development Authority may suspend or revoke a development permit in writing to the applicant at any time:
 - (a) Where the permit was issued on the basis of incorrect information, fraud, non-disclosure, or misrepresentation on the part of the applicant; or
 - (b) Where the permit was issued in error.

- (8) Temporary Developments where a development permit application in a land use district is for a temporary development, the Development Authority:
 - (a) May consider and decide upon a development for a specific period of time, not exceeding one year;
 - (b) Shall impose a condition on such a permit that the Town is not liable for any costs involved in the cessation or removal of the development at the expiration of the time period stated in the permit; and
 - (c) May require the applicant to post acceptable security guaranteeing the cessation or removal of the development to the greater of 25% of the value of the structure or \$1,000.

4.4 VARIANCE AUTHORITY

- (1) Notwithstanding 4.3(3) the Development Authority may approve an application for a development permit for a development that is a Permitted or Discretionary Use, but that does not otherwise comply with the provisions of this Bylaw, if in the opinion of the Development Authority:
 - (a) The proposed development would not unduly interfere with the amenities of the neighbourhood.
 - (b) The proposed development conforms with the use prescribed for that land or building in this Bylaw;

- (2) Notwithstanding 4.4(1) the Development Authority shall not grant a variance from the regulations prescribing height, if the height variance results in an increase in floor area, lot coverage, floor area ratio (FAR), or density.

- (3) In addition to the considerations provided under 4.4(1), a variance may only be granted if, in the opinion of the Development Authority:

- (a) The variance requested maintains the intent and purpose of the Municipal Development Plan;
 - (b) The variance requested maintains the intent and purpose of this Bylaw;
 - (c) The variance is desirable for the appropriate and orderly development or use of the land; and
 - (d) The variance, in the opinion of the Development Authority, is truly minor in nature.
- (4) All requests for a variance shall be accompanied by a letter from the applicant clearly stating the reasons for the variance, outlining the applicable criteria identified in 4.4(3), and the nature of the hardship incurred if the variance is not granted.
 - (5) If a variance is granted pursuant to this Section, the Development Authority shall specify its nature in the Development Permit approval.
 - (6) The maximum variance that may be granted by the Development Authority is 20%.

4.5 DEVELOPMENT PERMITS AND NOTICES

- (1) Except for those permits described in Section 4.5(3) hereof, a permit granted pursuant to this Part does not come into effect until fourteen (14) days after the date a decision or development permit is publicized as described in 4.5(4). Any development proceeded with by the applicant prior to the expiry of this period is done solely at the risk of the applicant.
- (2) Where an appeal is made pursuant to Part 4 of this Bylaw, a development permit which has been granted shall not come into effect until the appeal has been determined and the permit has been confirmed, modified or nullified thereby.
- (3) When a permit has been issued for the development of a permitted use, and no provisions of this Bylaw have been relaxed or varied, or when Council makes a decision on a development permit application within the DC District, no notification shall be given of the decision except to the applicant.
- (4) When a permit other than a permit described in Section 4.5(3) hereof has been issued, the Development Authority shall advertise in accordance with the Public Advertisement Bylaw 0114. ~~the Development Authority shall immediately:~~
 - ~~(a) Post a notice of the decision conspicuously on the property for which the application has been made; and/or~~
 - ~~(b) Mail a notice in writing to all adjacent land owners who, in the sole opinion of the Development Authority, may be affected; and/or~~
 - ~~(c) Publish a notice of the decision in a newspaper circulating in the Town, stating the~~

~~location of the property for which the application has been made and the use approved.~~

- (5) If the development authorized by a permit is not commenced within twelve (12) months from the date of the issue of the development permit, and completed within three (3) years of the date of issue, the permit is deemed to be void, unless an extension to this period is granted by the Development Authority.
- (6) A decision of the Development Authority on an application for a development permit shall be given in writing and a copy of it sent to the applicant.
- (7) When the Development Authority refuses an application for a development permit, the decision shall contain reasons for the refusal.

4.6 DEVELOPMENT AGREEMENTS

- (1) The Town may register a caveat pursuant to the provisions of the Land Titles Act and the Municipal Government Act in respect of an agreement under this Section against the Certificate of Title for the land that is the subject of the development, which said caveat shall be discharged when the agreement has been complied with.
- (2) The Town may require conditions consistent with section 4.1(1) or any other conditions as deemed appropriate, the applicant to enter into an agreement to construct or pay for the construction of public roadways or parking facilities, to install or pay for the installation of utilities and/or to pay an off-site levy imposed by bylaw. This may involve the applicant posting security with respect to the development and paying for construction, where the development requires a road or traffic infrastructure improvement specifically to accommodate the development. The applicant for a development permit may be required to provide dust control adjacent to existing residences located on roads impacted by the development. The Development Authority may require that commercial vehicular traffic be limited to certain roads when gaining access to and from a site.

PART 5 – DEVELOPMENT APPEAL PROCESS

5.1 APPEAL PROCEDURE

- (1) The Subdivision and Development Appeal Board, as established by Town Bylaw, shall hear and make a decision on an appeal where a Development Authority:
 - (a) Refuses or fails to issue a development permit to a person within forty (40) days of receipt of the application, or
 - (b) Issues a development permit subject to conditions, or
 - (c) Issues an order under Part 6 of this Bylaw; and
 - (i) The person applying for the permit or affected by the order, or any other person affected by an order, decision or development permit of a Development Authority appeals to the Subdivision and Development Appeal Board.
- (2) Notwithstanding Subsection (1) above, no appeal lies in respect of the issuance of a development permit by the Council within a DC District, or for a permitted use unless the provisions of this Bylaw were relaxed, varied or misinterpreted.
- (3) An appeal shall be made by serving a written notice of appeal and submitted the applicable fee to the Secretary of the Subdivision and Development Appeal Board within twenty-one (21) days after:
 - (a) The date the order, decision or permit issued by the Development Authority was publicized in accordance with this Bylaw; or
 - (b) The forty (40) day period referred to in Section 3.3(5) of this Bylaw has expired.

5.2 APPEAL HEARING

- (1) Within thirty (30) days of receipt of a notice of appeal, the Subdivision and Development Appeal Board shall hold an appeal hearing respecting the appeal.
- (2) The Subdivision and Development Appeal Board shall give at least five (5) days' notice in writing of the appeal hearing to:
 - (a) The appellant;
 - (b) The Development Authority from whose order, decision or development permit the appeal is made;
 - (c) Those adjacent land owners who were notified under this Bylaw and any other person who, in the opinion of the Subdivision and Development Appeal Board, are affected by the order, decision or permit; and
 - (d) Such other persons as the Subdivision and Development Appeal Board specifies.

- (3) The Subdivision and Development Appeal Board shall make available for public inspection before the commencement of the appeal hearing all relevant documents and materials respecting the appeal including:
 - (a) The application for the development permit, its refusal and the appeal therefrom; or
 - (b) The order of the Development Authority,
 - (c) As the case may be.

- (4) At the appeal hearing referred to in subsection (1), the Subdivision and Development Appeal Board shall hear:
 - (a) The appellant or any other person acting on his behalf;
 - (b) The Development Authority from whose order, decision or development permit the appeal is made, or if a person is designated to act on behalf of the Development Authority, that person;
 - (c) Any other person who was served with notice of the hearing and who wishes to be heard or a person acting on his behalf; and
 - (d) Any other person who claims to be affected by the order, decision or permit and that the Subdivision and Development Appeal Board agrees to hear or a person acting on his behalf.

5.3 APPEAL DECISION

- (1) The Subdivision and Development Appeal Board shall give its decision in writing together with reasons for the decision within fifteen (15) days of the conclusion of the appeal hearing.

- (2) If the decision of the Development Authority to approve a development permit application is reversed by the Subdivision and Development Appeal Board, the development permit shall be null and void.

- (3) If the decision of the Development Authority to refuse a development permit application is reversed by the Subdivision and Development Appeal Board, the Development Authority shall forthwith issue the development permit in accordance with the decision of the Subdivision and Development Appeal Board.

- (4) If the decision of the Development Authority to approve a development permit is varied by the Development Appeal Board, the Development Authority shall forthwith issue the development permit in accordance with the decision of the Subdivision and Development Appeal Board.

- (5) A decision made under this part of the Bylaw is final and binding on all parties and all persons subject only to an appeal upon a question of jurisdiction or law pursuant to the Act. An application for leave to the Court of Appeal shall be made:
 - (a) to a judge of the Court of Appeal; and
 - (b) within thirty (30) days after the issuance of the order, decision, permit or approval sought to be appealed.

PART 6 – BYLAW AMENDMENT PROCESS

6.1 APPLICATION FOR AMENDMENT

- (1) A person may apply to have this Bylaw amended by applying in writing, furnishing reasons in support of the application and paying the fee therefore required.
- (2) Council may at any time initiate an amendment to this Bylaw by directing the Development Authority to initiate an amendment.
- (3) All applications for amendment to the Land Use Bylaw shall be made to the Council and shall be accompanied by the following, namely:
 - (a) An application fee according to the governing fee schedule as amended from time to time by resolution of Council shall be submitted for each application, but if the proposed amendment is adopted by Council, Council may determine that the whole or part of the application fee may be returned to the applicant;
 - (b) A title search for the land affected or other documents satisfactory to the Development Authority indicating the applicant's interest in the said land;
 - (c) Drawings drawn to the satisfaction of the Development Authority, which shall be fully dimensioned, accurately figured, explicit and complete; and
 - (d) Any other information deemed necessary by the Development Authority.
- (4) Notwithstanding Subsection (3)(a) above, Council may waive payment of an application fee or any part thereof.
- (5) During deliberation on the Bylaw amendment application, Council may refer the application to such agencies as it considers necessary for comment.
- (6) Council may request such information as it deems necessary to reach a decision on the proposed amendment.

6.2 PUBLIC HEARING PROCESS

- (1) All amendments to this Bylaw shall be made by Council, by Bylaw, and in conformity with the requirements of the Act with regard to the holding of a Public Hearing.
- (2) Prior to any Public Hearing, the Town shall give notice in accordance with the Act.

- (3) First reading of a proposed amendment is given before the Public Hearing, and Council may require that the applicant pay a fee for advertising according to the governing Land Use Bylaw advertising fee schedule as amended from time to time by resolution of Town.

PART 7 – ENFORCEMENT

7.1 CONTRAVENTION

- (1) Where a Development Authority finds that a development or use of land or buildings is not in accordance with:
 - (a) The Act or the regulations made thereunder, or
 - (b) A development permit or subdivision approval, or
 - (c) This Bylaw;The Development Authority may, by notice in writing, order the owner, the person in possession of the land or buildings, or the person responsible for the contravention, or all or any of them to:
 - (d) Stop the development or use of the land or buildings in whole or in part as directed by the notice, and/or
 - (e) Demolish, remove or replace the development, and/or
 - (f) Take such other measures as are specified in the notice;
 - (i) So that the development or use of the land or buildings is in accordance with the Act, the regulations made thereunder, a development permit, subdivision approval or this Bylaw, as the case may be.
- (2) Where a person fails or refuses to comply with an order directed to him under Subsection (1) above or an order of the Subdivision and Development Appeal Board within the time specified, the Development Authority may, in accordance with Section 542 of the Act, with the support of a Peace Officer or Enforcement Officer, enter upon the land or building and take such action as is necessary to carry out the order. A person who contravenes or fails to comply with any provision of their development permit is guilty of an offence and is liable upon summary conviction of a fine.
- (3) Where the Development Authority carries out an order, the Council shall cause the costs and expenses incurred in carrying out the order to be placed on the tax roll as an additional tax against the property concerned, and that amount shall be collected in the same manner as taxes on land.
- (4) A person who contravenes or fails to comply with any provision of this Bylaw is guilty of an offence and is liable upon summary conviction to a fine not exceeding \$10,000.00 or to imprisonment for not more than one year, or to both fine and imprisonment, pursuant to Section 566 of the Act.
- (5) A Development Authority may suspend or revoke a development permit which has not been complied with, following notification, stating the reasons for such action.
- (6) In addition to the process and penalties described above, the Development Authority, Peace Officer, Bylaw Officer or any other person identified as a designated officer ~~Peace Officer~~ by

the Council for the purposes of this Section, shall be authorized to inspect any development to confirm compliance, and if not in compliance to issue violation tickets in respect to any contravention of this Bylaw.

(7) Violation Tickets:

- (a) The Development Authority, Peace Officer, Bylaw Officer or any other person identified as a designated officer by Council for the purposes of this section, ~~may direct a Peace Officer for the purposes of this Section,~~ to issue a violation ticket to any person alleged to have breached any provision of this Bylaw.
- (b) The violation ticket shall specify the alleged offence committed by the person to whom the violation ticket is issued and require voluntary payment, or the option of a court appearance on a date specified, and will be dealt with thereafter at the court's discretion.
- (c) Persons contravening any provision of this Bylaw to whom violation tickets are issued shall be liable for a penalty of \$500.00 for a first offence and \$1000.00 for a second or subsequent offence within the same calendar year. Each day that a breach of the Bylaw has occurred may be considered to be a separate offence.
- (d) The violation ticket shall be served upon the alleged offender personally, or if the defendant cannot be conveniently found, by leaving it for the defendant at the defendant's place of residence with a person on the premises who appears to be at least 18 years of age. If payment is made within the time limit, then such payment shall be accepted in lieu of prosecution for the offence.
- (e) If a person who has been served with a violation ticket fails to pay the fine specified therein, then the right of the alleged offender to settle the alleged offence without a court appearance shall no longer apply and prosecution for the alleged offence shall proceed.

PART 8 – GENERAL REGULATIONS

8.1 ACCESSORY BUILDINGS AND USES

- (1) No person shall construct or utilize an accessory building except in compliance with this section.
- (2) All accessory buildings shall be located at least 2.0 m from any principal building, unless under 13.4 m² and on a non-permanent foundation
- (3) An accessory building shall not be used as a dwelling unit and shall not contain sanitation facilities.
- (4) An accessory building shall not be constructed within the required front yard setback area of any district.
- (5) Accessory buildings shall be constructed with exterior finish materials that compliment those of the principal building.
- (6) An accessory building shall not be located on an easement or utility right-of-way.
- (7) An accessory building shall not be developed or approved on a lot prior to the issuance of a development permit for the principal building or use on the lot.
- (8) Decks, balconies, sunrooms and the like shall not be constructed on top of an accessory building unless the setbacks of the accessory building comply with the allowable setbacks for the principal building in that district.
- (9) Accessory buildings under 13.4 m² in size and decks which are uncovered, and the walking surface is less than 60cm (2 feet) above grade do not have to meet the setback requirements for the District in which is it located. All other accessory buildings are required to meet the setback requirements for the District in which it is located.
- (10) An accessory building, over 13.4m², is required to meet the setback requirements for the District in which it is located.
- ~~(11) Any building or use which is accessory to a lawful use in any land use designation is deemed to be permitted in all land use districts in Part 12.~~

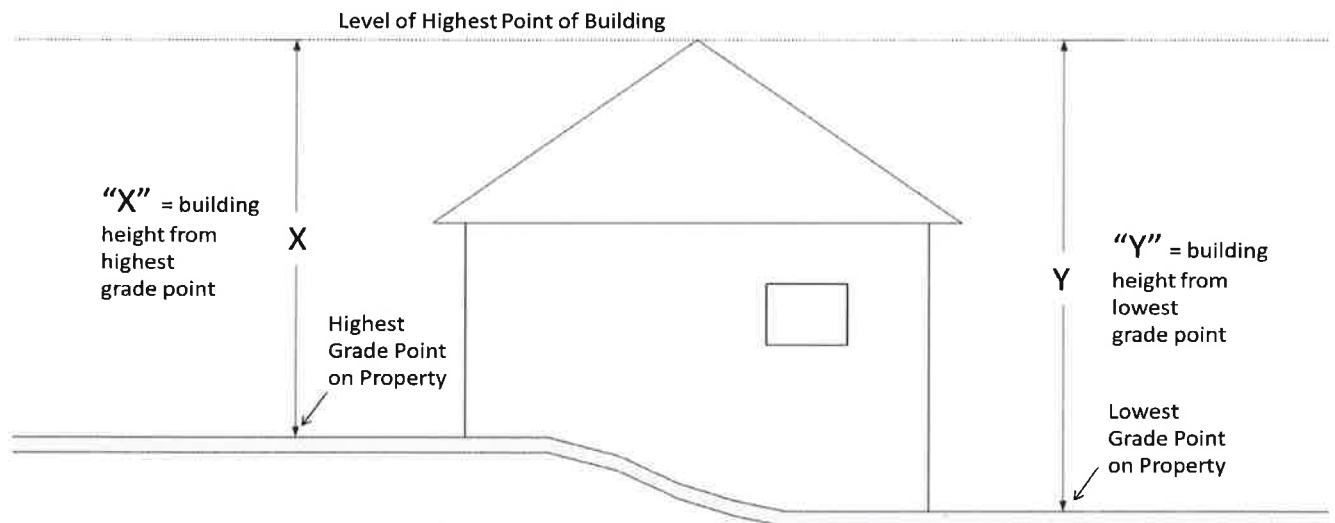
8.2 BARE LAND CONDOMINIUM

- (1) Structures constructed on bare land condominium units shall comply with the general regulations of this bylaw, including the regulations for the land use district in which the unit is located.
- (2) For the purposes of this Bylaw, a bare land condominium plan is a plan of subdivision.

8.3 BUILDING HEIGHT

- (1) If the height of a building is required to be measured or determined, it shall be measured by calculating the average vertical distance between the natural grade, or the average natural grade in the case of a sloping grade, and the highest point of the building as determined under Subsection (2).
- (2) In determining the highest points of a building, the following structures shall not be considered to be part of the building: an elevator housing; mechanical housing; roof stairway entrance; ventilations; a skylight; a steeple; a smokestack; a parapet wall, or a flagpole or similar device not structurally essential to the building.

FIGURE 8.3.1 – BUILDING HEIGHT CALCULATIONS



$$\text{Height Average} = (X+Y)/2$$

8.4 CORNER AND DOUBLE FRONTING PARCELS

- (1) In all districts, a site abutting onto two streets or more shall have a front yard setback on each street in accordance with the front yard regulations of this Bylaw.
- (2) In all cases, the location of building on corner sites shall be subject to approval of the Development Authority who may, at their discretion, relax the front yard setback requirements taking into account the location of existing adjacent buildings or the permitted setback on adjacent sites where a building does not exist.
- (3) On corner parcels contiguous to a highway the Alberta Infrastructure Highway "Minimum Site Triangle" Design Guidelines shall apply.

8.5 CURB CUTS

- (1) The nearest edge of a proposed curb cut to the nearest curblines of the street intersection shall not be less than 12.0 m.
- (2) The maximum width of the curb cut shall not exceed 9.1 m in industrial districts and 6.0 m in all other districts, unless otherwise specified by the Development Authority for reasons of public safety or convenience.

8.6 DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS AND STRUCTURES

- (1) The purpose of this Section is to provide the Town with controls and guidance in order to ensure that aesthetically attractive and compatible development is provided throughout the Town.
- (2) The quality of exterior treatment and design of all buildings shall be to the satisfaction of the Development Authority for permitted uses and discretionary uses.
- (3) Pursuant to Subsection (2), the Development Authority shall consider, but not be limited to the following criteria when evaluating the design, character and appearance of development proposals in all Districts.
 - (a) General Guidelines:
 - (i) The design, character and appearance of all buildings must be compatible with any other buildings existing in the vicinity unless the building is setting a new standard of design and character for the land use district or a particular location of it;
 - (ii) The design of the building or development must be consistent with the purpose and intent of the land use district in which it is located;
 - (iii) The building shall comply with any provisions of a statutory plan or architectural control guidelines adopted by Council.

- (b) Guidelines for Commercial and Industrial Development:
- (i) The harsh contrasts of very large or massive buildings mixed with small buildings can be softened by using similar sizes and shapes of massing elements, like roof lines, exterior design and treatment;
 - (ii) Blank, unfinished walls give a very bland appearance to the streetscape. Particular attention should be given to reduce large vacant spaces between buildings which are left open to public view;
 - (iii) Rooftop mechanical equipment should be hidden from view from public streets and from adjacent buildings;
 - (iv) Utility installations and buildings should be located in such a manner so as to be compatible with adjacent buildings and development. This may be achieved by placing utility installations within buildings wherever possible, or development utility buildings which blend into the surrounding area;
 - (v) Natural features are an important part of the urban environment and should be given a high priority in developing a site. This may be achieved by preserving existing trees wherever possible;
 - (vi) Corner sites at the intersection of major streets should be given special consideration. Sight lines for drivers and more pedestrian space are features which should be incorporated into the design of buildings on corner lots;
 - (vii) Buildings should provide weather protective overhangs at outdoor pedestrian areas and at building entrances. The overhangs can be achieved through the use of cantilevers, awnings and canopies;
 - (viii) Long buildings along the street front should include a public route through the building which can be accessed by pedestrians to parking areas or simply to reduce having to walk around the building;
 - (ix) Large pedestrian areas or parcels should be designed for safety and at a pedestrian scale. The combination of landscaping and pedestrian walkway connections from the parking area to the shopping areas can act as a windbreak, slow the traffic in the parking area, and soften the harsh visual impact of large asphalt areas;
 - (x) The site illumination of commercial and industrial sites should not shine into residential windows;
 - (xi) On-site parking, loading and shipping areas are less attractive elements of a streetscape and should be hidden from public roadways by buildings, screening and landscaping;
 - (xii) Outdoor storage and garbage collection areas are generally unsightly and undesirable elements from public roadways and should be screened or hidden behind buildings. Existing storage and garbage collection areas should be screened from roadways by using berms, walls and landscaping.
- (c) Guidelines for Residential Development:
- (i) Visual privacy of internal living space and areas should be maintained in new and existing developments. The use of berms, landscaping and the orientation

of the dwellings and the living space windows can improve the visual privacy between developments;

- (ii) Identical or similar housing styles, models, designs and colors should be discouraged. The same housing color, design or treatment should not be used for any more than three adjacent dwellings;
- (iii) Corner lot houses should be generally lower lying houses as height and mass is emphasized beside a void such as a road.
- (iv) Any accessory building built on a lot, such as a detached garage or garden shed should be of proportional mass, roof line and treatment as the principal building.
- (v) Developments should be encouraged to possess good proportion in the front elevations through the use of such elements as dormers, bay windows, shutters, brickwork, roof lines and variations of window sizes.

8.7 DEVELOPMENTS ON OR NEAR SLOPES

- (1) Notwithstanding the yard requirements prescribed in the land use districts, no permanent buildings shall be permitted within 20.0 m of the top of the bank of any waterbody and no development shall be permitted within 20.0 m of the top or bottom of an escarpment bank or slope where the grade exceeds 15% (fifteen percent).
- (2) The Development Authority may require greater setback than is prescribed in Section 8.7(1).
- (3) Notwithstanding that a proposed development conforms in all respects with this Bylaw, including Sections 8.7(1) and 8.7(2), where the application is for development on lands that are or may be subject to subsidence, the Development Authority shall not issue a development permit unless the applicant can demonstrate that preventative engineering and construction measures can be instituted to make the parcel suitable for the proposed development.
- (4) Subject to Section 8.7(3), the Development Authority may, at their discretion, reduce the setback requirements established pursuant to Sections 8.7(1) and 8.7(2) if the applicant provides satisfactory proof of bank stability.

8.8 DEVELOPMENTS NEAR WATER

- (1) Notwithstanding 8.13, the Development Authority may require reports to be submitted by qualified consultants to help determine the setback distance from water bodies. The setback may be reduced if supported by a report submitted by a qualified engineer.

8.9 DWELLING UNITS ON A PARCEL

- (1) The number of dwelling units allowed on any single parcel shall be one, except where additional dwellings are:
 - (a) Contained in a building designed for, or divided into, two or more dwelling units and is located in a land use district which permits multiple units; and
 - (b) A building defined in the Condominium Property Act (Chapter C-22, R.S.A. 2000) and all regulations and amendments thereto and is the subject of an approved condominium plan registered under that Act.

8.10 EMERGENCY ACCESS TO BUILDINGS

- (1) Sites shall be so designed that, in the opinion of the Development Authority, appropriate access for firefighting equipment is afforded to all buildings, moreover,
 - (a) In the case of industrial, commercial, multiple family, or public or quasi-public sites, the distance between the fire hydrant and any driveway or access point shall be a minimum of 3.0 m. In the case of single family sites, the distance between the fire hydrant and any driveway or access point shall be a minimum of 1.85m; and
 - (b) No person shall in any manner obstruct the fire access to any hydrant, valve or curb stop. No vehicle, building, structure, or vegetation higher than 0.5 m, shall be placed within 1.5 m from a hydrant.
- (2) On at least two sides, one of which shall be the longest side, of any building used as an apartment building and which exceeds two storeys in height, there shall be firm level areas accessible for firefighting equipment for at least 75% (seventy five percent) of the length of each of the two sides of the building. Such areas shall not be less than 4.25 m in width and not more than 3.0 m from the building, and no permanent structure or vehicular parking shall be permitted thereon.
- (3) A lane or lanes for the purpose of permitting the access of firefighting equipment to all major access points of shopping centre buildings shall be provided, and no permanent structures or vehicular parking may be permitted thereon.

8.11 COUNTRY ESTATE RESIDENTIAL DEVELOPMENT

- (1) The size of a lot for an estate residential use shall be the minimum required to accommodate the proposed use as determined by the Development Authority and shall not be less than 0.4 ha or greater than 2.0 ha in size.

- (2) Estate residential development shall not be permitted within an area likely to be subject to hazards or high levels of noise, dust or odours from industrial, transportation or intensive agricultural operations or intensive livestock operations.
- (3) No subdivision shall be allowed and no development permit shall be issued for an estate residential use, until the Town has first reclassified the land to the Estate Residential District.
- (4) Each estate residential lot shall be connected to municipal sewer and water facilities.

8.12 EXCAVATION, STRIPPING AND GRADING

- (1) For the purpose of this Section, excavation shall mean excavation other than for construction or building purposed, including, but not limited to, sand and gravel mining, topsoil stripping, and construction of artificial bodies of water.
- (2) An applicant for a development permit for the excavation, stripping or grading of land, which is proposed without any other development on the same land, shall include with his or her application the following information:
 - (a) Location of the lot, including the municipal address if any, and legal description;
 - (b) The area of the lot on which the development is proposed;
 - (c) The type of excavation, stripping or grading proposed, showing the dimensions of the operation or the area of the land and depth to which the topsoil is to be removed;
 - (d) Location on the lot where the excavation, stripping or grading is to be made on the lot; and
 - (e) The condition in which the excavation, stripping or grading is to be left when the operation is complete or the use of the area from which the topsoil is removed.
- (3) Where, in the process of development, areas require levelling, filling, or grading, the topsoil shall be removed before work commences, stockpiled, coverage of 0.15 m shall be provided upon occupancy of the development, and the affected area shall be graded and landscaped to the satisfaction of the Development Authority.

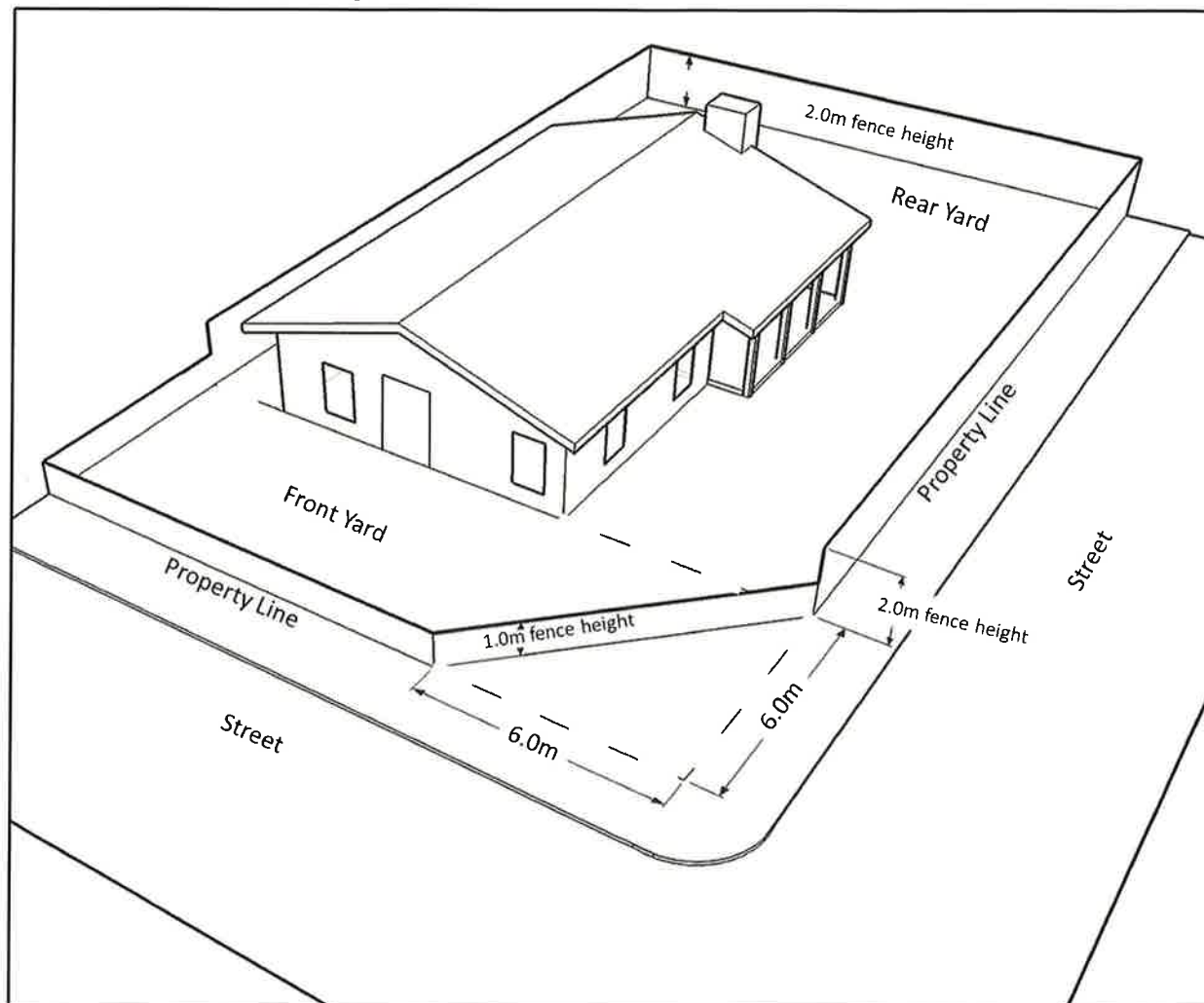
8.13 EXISTING SUBSTANDARD LOTS

- (1) Development on existing substandard lots may be considered by the Development Authority who shall have due regard for compliance with the Safety Codes Act and its regulations prior to granting approval.

8.14 FENCES

- (1) In any district, except as herein provided,
 - (a) No fence shall be constructed that is located on public property;
 - (b) No fence shall be constructed that is:
 - (i) For internal lots, no higher than 2.0 m for that portion of the fence that does not extend beyond the foremost portion of the principal building on the site and 1.0 m for that portion of the fence that does extend beyond the foremost portion of the principal building on the lot;
 - (ii) For corner lots, no higher than 2.0 m for that portion of fence that does not extend beyond the foremost portion of the principal building abutting the front yard on the narrow frontage and 2.0 m on the property line on the front yard abutting a public road and lane if, in the opinion of the Development Authority, it will not prejudice the safety and amenities of the adjoining lots;
 - (iii) In the case of corner lots, no person shall construct a fence or other screening, including landscaping, more than 1.0 m high within the triangular area 6.0 m back from the intersecting front boundary lines of the lot, regardless of whether or not a corner cut-off has been taken; and
 - (iv) Where lots have both their front and rear yards facing onto a street, special approval of the Development Authority must be obtained prior to the erection of any fences on such properties. Size and specifications for fences in these areas must conform with the overall standard set for the area by the Town.
- (2) Apartments or row houses adjacent to a single detached residential dwelling shall provide a wooden fence, or other such screening approved by the Development Authority, of not more than 2.0 m in height along the side abutting the single detached dwelling;
- (3) In the case of commercial, public and quasi-public uses abutting a residential area, a solid fence shall be provided of at least 1.5 m in height and no higher than 2.0 m along the sides abutting the residential area;
- (4) Notwithstanding Subsection (2) above, the maximum height of a fence in an Industrial or Urban Reserve District shall be determined by the Development Authority. Where a fence has been permitted to be higher than 2.0 m in an Industrial or Urban Reserve District, no barbed wire fences shall be permitted below a height of 2.0 m. This requirement may be relaxed by the Development Authority at his/her discretion in an area where residences would not be in close proximity to the fence proposed;
- (5) No electrification of fences shall be permitted; and
- (6) No barbed wire fences shall be permitted in residential districts.

FIGURE 8.14.1 – FENCE DIAGRAM



8.15 FLOODPLAIN DEVELOPMENT

- (1) Notwithstanding Subsection 8.13 no new development or the expansion of existing development shall be allowed within the 1:100 year flood plain of any watercourse or water body as determined by Alberta Environment.
- (2) Development Permit Applications where a portion of a parcel in the 1:100 year floodplain, shall be accompanied by the following information requirements:

- (a) Elevation of the site as prepared by a qualified surveyor or engineer;
- (b) Proposed elevation of main floor of residential buildings as prepared by a qualified surveyor or engineer; and
- (c) A statement and/or analysis, which demonstrates the suitability of the development to the site as compared to other locations on the parcel.

8.16 LANDSCAPING

- (1) As a condition of the development permit, all landscaping and planting required must be carried out to the satisfaction of the Development Authority, and within one year of occupancy or commencement of operation of the proposed development. All plant material shall be hardy to the Town of Rimbey.
- (2) The Development Authority may require that landscaping and/or screening is provided in conjunction with any development, and is addressed as part of the Development Permit application. The intent of landscaping and screening is to contribute to a reasonable standard of appearance for developments, to provide a positive overall image for the Town.
- (3) Landscaping and screening requirements may be applied to commercial and industrial uses.
- (4) Garbage and waste material must be stored in weather and animal proof containers and screened from adjacent sites and public thoroughfares.
- (5) On corner parcels, setbacks for landscaping and fencing must be in accordance with Section 8.2.
- (6) Prior to issuing a development permit the Development Authority may require submission of a detailed landscape plan to a standard satisfactory to the Development Authority, outlining at a minimum the following:
 - (a) The location of the trees and shrubs to be planted, including distance between trees and the anticipated full growth radius at maturity;
 - (b) The number of trees and shrubs to be planted; and
 - (c) The common name of the trees and shrubs to be planted.
- (7) In addition to the landscaping standards specified in each Land Use District the Development Authority may require the applicant of any development permit to:
 - (a) Retain any natural feature in its original state including, but not limited to, the following:
 - (i) Any water feature, including swamps, gullies and drainage courses;
 - (ii) Land with a natural gradient of 15% or greater;
 - (iii) Land subject to flooding by a 1:100 year flood;

- (iv) Land located within a minimum distance as determined by the Development Authority from the top of bank of any river, stream, creek, lake or other body of water;
 - (v) Any land deemed unstable by the Development Authority.
 - (vi) Conserve trees, shrubs or any other natural vegetation to the maximum extent possible.
 - (vii) Screen any objectionable effect or potential objectionable effect from adjacent properties;
 - (viii) Retain topsoil on the site;
 - (ix) Enhance the site by adding topsoil, grass, rock, gravel, vegetation or other landscaping materials to complement the appearance of the site and the character of the neighbourhood; and
 - (x) Restricting the amount and location of hard surfacing on the site.
- (8) Trees and Shrubs provided for landscaping shall meet the following minimum requirements:
- (a) A minimum height of 1.8 m (6.0 ft.) for coniferous trees;
 - (b) A minimum height of 0.46 m (1.5 ft.) for coniferous shrubs;
 - (c) A minimum caliper width of 5.08 cm (2 in) at 0.46 m (1.5 ft.) above ground level for deciduous trees; and
 - (d) A minimum height of 0.61 m (2 ft.) for deciduous shrubs.
- (9) Unless otherwise specified in this Bylaw a minimum of thirty-three percent (33%) of the total amount of trees and shrubs provided shall be coniferous.
- (10) All trees shall be separated a minimum distance from each other to allow sufficient space for the tree's maximum potential growth radius at maturity and to ensure healthy, uninhibited growth.
- (11) All landscaping requirements must be completed within one (1) year of completion of construction or the commencement of the use, whichever occurs first.
- (12) The owner of the property, or his/her assignees or successor(s), shall be responsible for the proper up keep and maintenance of the required landscaping. If the required landscaping does not survive, the applicant/owner must replace it with a similar type of species and with a similar caliper, width and height or to the satisfaction of the Development Authority.
- (13) The Development Authority may, as a condition of a development permit, require submission of a security up to the value of the estimated cost of providing the proposed landscaping to ensure that such landscaping is carried out with reasonable diligence. The condition of the security is that, if the landscaping is not completed in accordance with this Bylaw and development permit within one (1) growing season after completion of the development, then the specified security amount shall be made available to the Town to use to ensure the landscaping is installed according to the Town's standards.

- (14) A minimum of 30% soft surfaced green landscaped features (i.e. grass, shrubs and trees) shall be maintained in all residential front yards.
- (15) Development Permits are required for all retaining walls over 60 cm (2 feet).

8.17 LIMITED ACCESS TO MAJOR ROADS

- (1) No access for vehicles will be permitted from an arterial road as designated by the Municipal Development Plan, or Area Structure Plans to:
- (a) Any residential site, unless the access serves three or more dwelling units; or
 - (b) Any site, unless turning space is provided on the site such that vehicles entering upon the site may turn before re-entering the street; or
 - (c) Any site where, in the opinion of the Development Authority, there would be an excessive number of access points approved by Alberta Transportation.
- (2) Access to Highways 20, 20A and 53 shall be limited to arterial roads, collector and services roads, and where no service roads are provided, access shall be limited to those access points approved by Alberta Transportation.

8.18 OBJECTIONABLE ITEMS IN YARDS

- (1) No person shall keep or permit in any part of a yard in any residential district:
- (a) Any dismantled or wrecked vehicle for more than fourteen (14) successive days; or
 - (b) Any object or chattel which, in the opinion of the Development Authority, is unsightly or tends to adversely affect the amenities of the district; or
 - (c) Any excavation, storage or piling up of materials required during the construction stage unless all necessary safety measures are undertaken, and the owner of such materials or excavations assumes full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction work; or
 - (d) Any vehicle not parked on a prepared hard surface (i.e. concrete pad or gravel) in the front yard; or
 - (e) A commercial vehicle loaded or unloaded of a maximum weight in excess of 2000 kg; or
 - (f) A commercial vehicle in a front yard; or
 - (g) A recreational vehicle in the front yard of a laned subdivision.
 - (h) Contravene the Town of Rimbey Nuisance Community Standards Bylaw.
- (2) No person maintaining more than one recreation vehicle or more than two (2) motor vehicles in a residential district shall allow them to be kept in a manner which, in the opinion of the Development Authority is unsightly or tends to adversely affect the amenities of the district.

- (3) In commercial districts garbage shall be stored in weatherproof containers screened from adjacent sites and public thoroughfares to the satisfaction of the Development Authority and shall be in a location easily accessible for pickup.

8.19 ON-SITE AND OFF-SITE SERVICES AND IMPROVEMENTS

- (1) Where any on-site services or improvements, or any off-site local improvements are required to service a proposed development, a person shall not begin the excavation for the foundation nor commence the development until the Development Authority or is satisfied that such services will be provided or improvements will be undertaken.
- (2) No development permit shall be issued for a development to be served by private sewer and water systems until the systems have been approved by the appropriate Municipal or Provincial authorities having jurisdiction.

8.20 PROJECTIONS OVER YARDS

- (1) The following encroachments into required front, side and rear yard setbacks in land use districts may be permitted for canopies, balconies, eaves, box-outs, chimneys, gutters, sills, steps/stairs, and, in addition, cantilevers may be permitted to encroach into the front and rear yards only:
 - (a) Front Yard: 2.0 m for balconies; and 1.0 m for cantilevers, eaves, gutters, landings, and window sills (see Figure 8.20.1).
 - (b) Rear Yard: 2.0 m for balconies; and 1.0 m for box-outs, cantilevers, eaves, gutters, landings, and window sills (see Figure 8.20.2).
 - (c) Side Yard (Interior): 1.0 m for balconies; and 0.6 m for box-outs, eaves, gutters, landings and window sills (see Figure 8.20.1).
 - (d) Side Yard (Exterior): 1.0 m for balconies; and 0.6 m for box-outs, cantilevers, eaves, gutters, landings and window sills (see Figure 8.20.2).
- (2) For multi-attached dwellings, balconies and decks may be extended to the lot line or common wall, provided that the common wall is extended for separation/privacy.
- (3) No projection will be permitted if, in the opinion of the Development Authority, it may interfere with a loading space, parking area, driveway, or other vehicle or pedestrian circulation or access.
- (4) No projection will be permitted into the side yard required for vehicular access to the rear yard, unless a minimum vertical height of 3.0 m from finished grade to the lowest point of the projection is maintained.
- (5) The projection length limitations are as follows:

- (a) The individual projection maximum length shall not exceed 3.0 m; and
- (b) The sum of all projections maximum length shall not exceed one-third (1/3) of the length of the building wall (not including the garage walls). This does not apply to front or rear yards.

FIGURE 8.20.1: PERMITTED PROJECTIONS – FRONT AND INTERIOR SIDE YARD SETBACKS

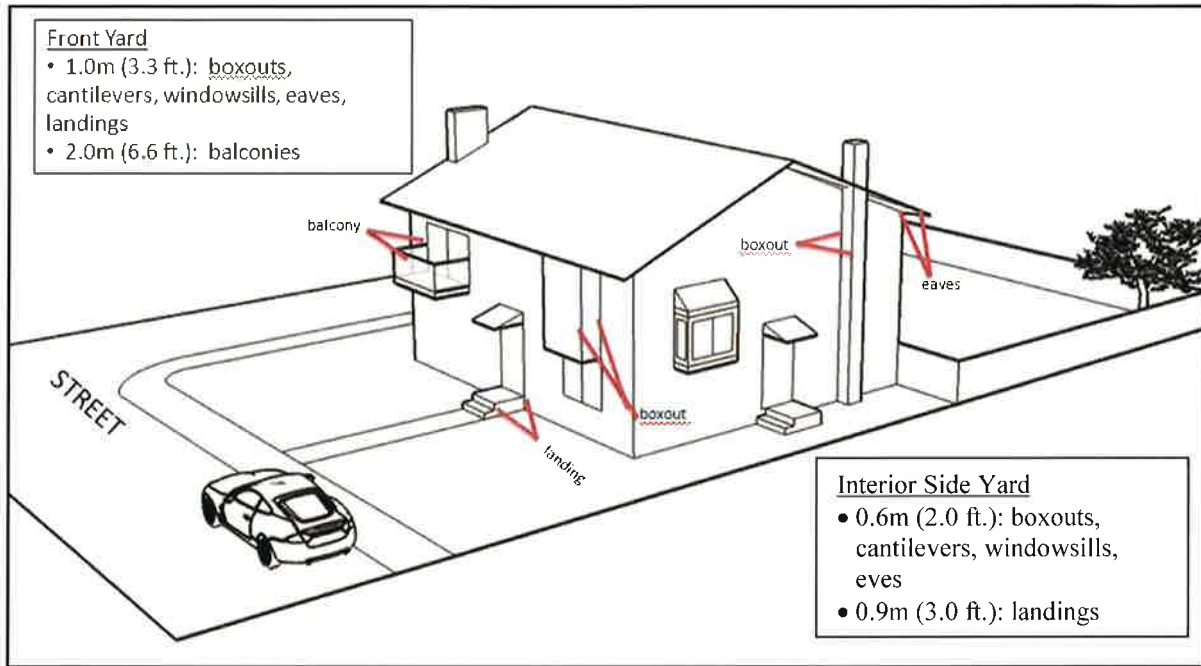
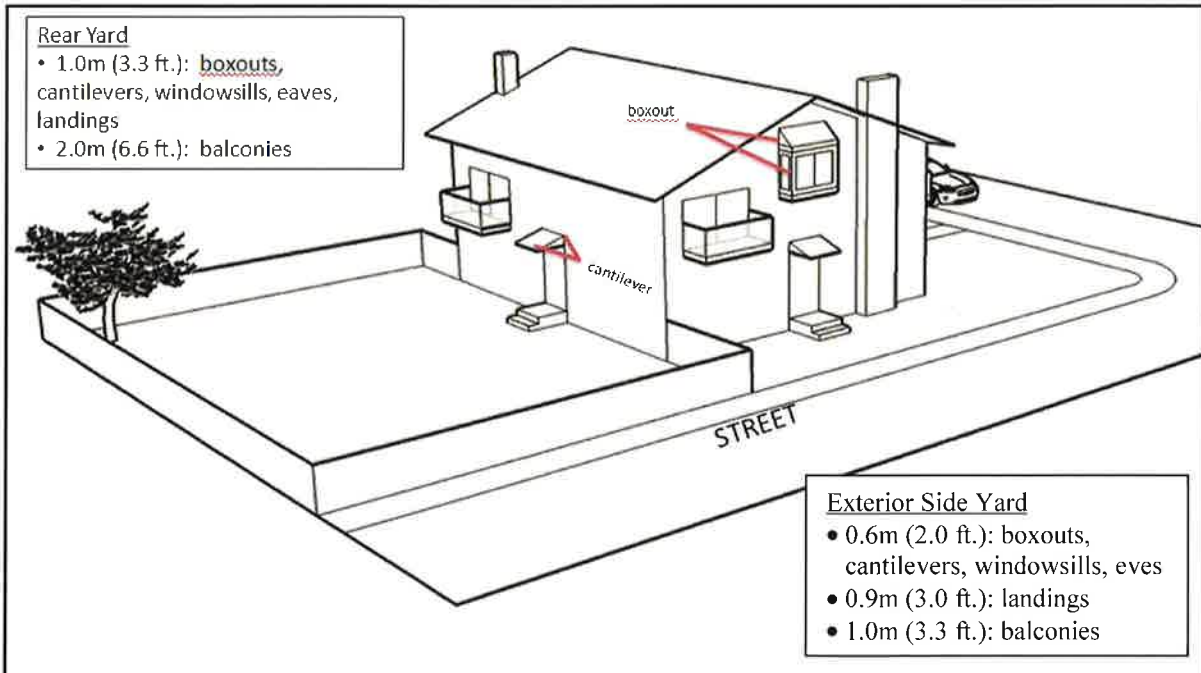


FIGURE 8.20.2: PERMITTED PROJECTIONS – REAR AND EXTERIOR SIDE YARD SETBACK



8.21 PUBLIC LANDS AND TOWN BOULEVARDS

- (1) There shall be no unauthorized encroachments onto municipal property, including parks and road rights-of-way. Where an encroachment exists without Town approval, the owner shall be required to remove the encroachment at his/her own expense, or seek permission from the Town CAO or Council for the encroachment to remain.
 - (a) There shall be no encroachments into Alberta Transportation Highway Right-Of-Ways without written approval from Alberta Transportation.
- (2) All developments on lands owned by the Town of Rimbey shall not require a development permit.
- (3) Notwithstanding Subsection (1) above, the owner(s) of a lot may develop the boulevard abutting their property by excavating, backfilling, levelling or consolidating to final grade, and seed or perform other works that may be necessary to develop a turf boulevard provided that all work shall be entirely at the owner's expense.
- (4) Any development, planting or other development not authorized by a development permit shall be done at the owner's risk, and any damage to municipal services caused by the growth, removal or maintenance of such development shall be the responsibility of the owner.
- (5) Every owner or occupant of land shall be responsible for maintaining any development allowed under this Section, and for controlling the weeds on boulevards owned by the Town abutting their property.

8.22 PUBLIC UTILITY BUILDINGS AND EASEMENTS

- (1) Notwithstanding other regulations in this Bylaw, a person erecting a public utility facility or placing utility equipment on a site shall cause it to be placed in a location and with yard setbacks which are satisfactory to the Development Authority.
- (2) Utility lots, utility buildings and publicly owned buildings may be permitted in any district except as specifically regulated elsewhere in this bylaw.
- (3) Subject to the conditions of a utility easement, no permanent structure other than a fence shall be constructed or placed on that utility easement unless:
 - (a) In the opinion of the Development Authority the said structure does not restrict access to the utility easement for the purpose of installation and maintenance of the utility; and
 - (b) Written consent has been obtained from the person whose use the easement has been granted.

8.23 RELOCATION OF BUILDINGS OR STRUCTURES

- (1) No person shall:
 - (a) Place on a lot a building which has previously been erected or placed on a different lot; or
 - (b) Alter the location on a lot of a building which has already been constructed on that lot,
 - (c) Unless the Development Authority approves the placement or alteration.

- (2) An approval shall not be granted under Subsection (1) above unless the Development Authority is satisfied that:
 - (a) The placement or location of the building would meet the requirements of the Bylaw; and
 - (b) The building and the lot meet the requirements of this Bylaw and the land use district in which it is proposed to be located.

- (3) Before considering any application for a Moved-in Building and in addition to the requirements of Section 8.22(1) and Section 8.22(2), the Development Official shall require a development permit application that includes:
 - (a) Recent colour photographs of all elevations including additions;
 - (b) A statement of the age, size, and structural condition of the building; and
 - (c) Documentation from a certified safety code officer that the building meets the requirements of the Safety Codes Act or, if it does not, how the building will be brought up to these requirements.

- (4) As a condition of issuing a development permit approval for a Moved-In Building, the Development Authority shall require a letter of undertaking (agreement) and the posting of security in the form of an irrevocable letter of credit or cash, in the amount of the total estimated costs to relocate the building, to be provided prior to the issuance of a building permit and the building being moved on site. This security will ensure that any required modifications to the design, construction, siting, finishing and cladding of the relocated building are completed.

- (5) The conditions shall be completed within one year of the issuance of the development permit, as determined by the Development Authority.

- (6) The security will be released once all the conditions have been completed by the applicant to the satisfaction of the Development Authority, and are met within the time frame as set out in the development permit.

- (7) Upon expiry of the Development Permit, if the required work has not been completed to Town's satisfaction, the Town may use the security to have the work completed and bring the building into compliance.
- (8) The applicant shall be advised not less than 30 days prior to the expiration time set out in the development permit, that action will be undertaken by the Town to use the security in completing the required renovations if they have not been completed by the expiration date. Only Council may direct Administration to delay action to complete the requirements of the permit.

8.24 RESIDENTIAL AND INDUSTRIAL USES ADJACENT

- (1) In considering subdivision or development permit applications for residential uses adjacent to existing industrial developments or industrial uses adjacent to existing residential developments, the Development Authority may impose conditions addressing:
 - (a) Providing proper services and access to the site,
 - (b) Screening, aesthetics and landscaping,
 - (c) Control of signage,
 - (d) Noise control,
 - (e) A development agreement, with the need to provide security, and
 - (f) Any other issue deemed necessary by the Development Authority.

8.25 TEMPORARY STRUCTURES

- (1) A temporary structure may not be erected without permission of the Development Authority which may be granted as follows:
 - (a) In a residential district provided that:
 - (i) No such temporary structure shall be more than 3.0 metres in height or set back less than 1 metre from the side and rear property lines; and
 - (ii) The owner enters into an agreement to remove such a structure in accordance with the terms and conditions stipulated by the Development Authority;
 - (iii) There shall be no more than one temporary structure per site;
 - (iv) A temporary structure must be placed in the rear yard only;
 - (v) In the case of a pre-manufactured temporary structure, the elevations shall be subject to approval of the Development Authority; and
 - (vi) The structure is completed in accordance with the terms stipulated by the Development Authority, provided that the temporary structure development permit shall expire at the end of one year, unless renewed by the Development Authority for a further term, and that such temporary structure must comply with this Bylaw.
- (2) Temporary Structures include, but are not limited to:
 - (a) Portable Storage Containers, including c-cans;

- (b) Tent Garages.
- (3) If an owner fails to comply with the terms and conditions of a temporary structure development permit, the Development Authority may remove or cause to be removed such structure as the case may be, the costs of which shall be charged against the lands upon which the temporary structure is situated and shall be payable by the owner to the Town on demand.
- (4) A temporary structure shall not be used as a dwelling.

PART 9 – SPECIFIC USE REGULATIONS

9.1 BED AND BREAKFAST ESTABLISHMENTS

- (1) Bed and Breakfast Accommodation shall be reviewed as Home Business permit.
- (2) All persons operating bed and breakfast facilities must provide evidence of compliance with municipal, provincial and/or federal regulations in regard to their operation.
- (3) A bed and breakfast is an accessory use to a main residential use.
- (4) A Development Authority may permit a Bed and Breakfast Accommodation use only if in the opinion of the Development Authority it will:
 - (a) Be restricted to the dwelling unit;
 - (b) Not change the principal character or external appearance of the dwelling involved; except where minimal exterior modification of the structure or grounds are compatible with the character of the area or neighborhood and pursuant to a Development Permit;
 - (c) Not create a nuisance by way of noise, parking or traffic generation;
 - (d) Not employ anyone but the residents of the dwelling;
 - (e) Be limited to one (1) identification sign no more than 0.3 m² in size and displayed from within the establishment;
 - (f) Not occupy more than three (3) bedrooms;
 - (g) Be limited to one meal provided on a daily basis to registered guests only; and
 - (h) One on-site parking stall shall be provided for each bedroom provided for compensation and shall meet the signage requirements of this Bylaw.

9.2 CANNABIS PRODUCTION AND DISTRIBUTION FACILITY

- (1) Cannabis facilities must have a licence issued by the Health Canada.
- (2) The following regulations apply to cannabis facilities:
 - (a) An ancillary building or structure used for security purposes may be located on the parcel containing the use.
 - (b) Facilities must include equipment designed and intended to remove odours from the air where it is discharged from the facility as part of a ventilation system.
 - (c) Facilities must not be within 75 metres of a residential district measured from the building containing the use to the nearest property line of a parcel designated as a residential district.
- (3) Where the development authority may require, as a condition of a development permit, reports to be completed by a qualified professional, that includes details on:
 - (a) the incineration of waste products and air borne emission, including smell;

- (b) the quantity and characteristics of liquid and waste material discharged by the facility;
and
 - (c) the method and location of collection and disposal of liquid and waste material.
- (2) The operator of a Cannabis Production and Distribution Facility must ensure that nuisances, including odour, are addressed to the satisfaction of the Development Authority.

9.3 CANNABIS RETAIL SALES

- (1) Cannabis stores and where all cannabis that is offered for sale or sold must be from a federally approved and licensed facility.
- (2) Cannabis stores must be licensed by the Alberta Government.
- (3) Cannabis stores must be a stand-alone use, which means it cannot be combined with another use, such as a convenience store. However, cannabis stores can occur in a multi-tenant building or as part of a mixed-use development.
- (4) The operator of a Cannabis Retail Sales must ensure that nuisances, including odour, are addressed to the satisfaction of the Development Authority.
- (5) To avoid clustering in communities, cannabis stores shall not be located within 100 metres of any other Cannabis Store, when measured from the closest point of a Cannabis Store to the closest point of another Cannabis Store with the following exceptions:
- (a) A proposed cannabis store is at the same location as an existing retail store that currently sells cannabis-related paraphernalia as its main merchandise,
 - (b) There is only one other cannabis store within the minimum separation distance,
 - (c) A proposed cannabis store is located on a different street or on the opposite side of the same street as the existing cannabis store,
 - (d) A major road, expressway or river separates the proposed cannabis store from the existing cannabis store,
 - (e) A proposed cannabis store is located in an enclosed shopping centre, or
 - (f) An existing approved cannabis store proposes to relocate to a new location within 100 metres of its original location, provided that it does not move within the separation distance of a different cannabis store.
- (6) To discourage the mixed consumption of cannabis and alcohol through availability, cannabis stores shall not abut a Liquor Store.
- (7) To limit convenient access and lower the profile and visibility of cannabis to younger persons, cannabis stores shall not be located within 150 metres of the following:
- (a) A building containing a public school, private school, or a library or a boundary of the parcel of land which the facility is located, or
 - (b) All properties which are designated as a Public Service in this Land Use Bylaw.

- (8) To support keeping cannabis out of the hands of the vulnerable, cannabis stores shall not be located within 150 metres of the following:
- (a) A provincial health care facility, or a boundary of the parcel of land on which the facility is located, or
 - (b) Emergency shelter.

9.4 CHILD CARE FACILITIES AND FAMILY DAY HOMES

- (1) Child Care Facilities:
- (a) Shall follow the Child Care Licensing Regulations that may provide programming for the social, creative, educational and physical development of children;
 - (b) Shall have privacy screening or other buffering techniques designed to limit impact on other uses or the surrounding residential properties;
 - (c) In any Residential District:
 - (i) Shall not change the principal character or external appearance of the dwelling in which it is located;
 - (ii) Shall have an outdoor play area designed and secured according to Provincial regulations and must be shown on the plan submitted for a development permit; and
 - (iii) Shall provide parking according to the regulations outlined in *Part 10 Parking & Loading Facilities* of this Bylaw. In addition, a drop-off area shall be provided at the rate of one (1) drop-off space for every five (5) children, or at the discretion of the Development Authority.
- (2) A Family Day Home/ After School Care:
- (a) shall not be located in a dwelling unit containing another Home Business;
 - (b) require privacy screening that prevents visual intrusion into any outdoor play areas; and

9.5 GAS BAR

- (1) Must not have a canopy that exceeds 5.0 m in height when measured from grade;
- (2) Must have fully recessed canopy lighting;
- (3) May have an outdoor display of products related to the use, provided they are within 4.5 m of the building entrance or on gas pump islands;

9.6 HOME OCCUPATIONS

- (1) All home businesses shall:
- (a) require a development permit; and,
 - (b) be considered temporary uses.

- (2) Only one Home Business permit shall be issued per residence. Multiple Home Businesses may be allowed under the single permit provided that the requirements are not exceeded by the combined businesses.
- (3) Uses that are not considered Home Businesses include, but are not limited to:
 - (a) Adult Entertainment Facilities;
 - (b) Auto Body and Paint Shop, Auto Detailing Facility, Automotive, Equipment and Vehicle Services, Automotive Services, and Automotive Specialty;
 - (c) Cannabis Retail Sales, Cannabis Production and Distribution;
 - (d) Child Care Facilities;
 - (e) Escort Services; or
 - (f) Veterinary services.
- (4) The Development Authority has the discretion to refuse a Home Business permit application if the proposed use would be better suited in a commercial or industrial district.
- (5) All home occupations shall comply with the following general regulations:
 - (a) All home occupations shall be operated as a secondary use only and shall not change the principal character and external appearance of the dwelling in which it is located.
 - (b) One professionally manufactured non-illuminated fascia sign or nameplate to identify a home occupation not greater than 0.3 square metres (3.2 square feet) in an area placed within the dwelling unit or any accessory building is permitted.
 - (c) A home occupation, whether or not a development permit has been issued, shall be reviewed by the Development Officer, when complaints are registered against a home occupation by an affected landowner. A development permit issued for a home occupation is liable to recall and cancellation on the basis of non-compliance on 60 days notice.
- (6) Home occupations shall meet all the requirements of 8.5(5) and shall comply with the following regulations:
 - (a) The home occupation shall be operated by the permanent resident(s) of the principal dwelling and shall employ no more than one non-resident, on-site employee.
 - (b) There shall be no more than four (4) home occupation clients or customers on site during any period of 24 hours for a minor home business.
 - (c) The home occupation shall not occupy more than 30% of the gross floor area of the principal dwelling.
 - (d) Any storage of materials or goods related to the home occupation must be located within the principal dwelling and/or accessory structure and no exterior storage is permitted.
 - (e) The home occupation shall have no more than two (2) home occupation vehicles used in conjunction with the home occupation, parked and maintained on site. There shall be no heavy vehicles (> 4,500 kg or 9,900 lbs) parked on-site of a home occupation.

9.7 KENNEL REGULATIONS

- (1) An Animal Shelter, Veterinary Clinic, Veterinary Hospital or Commercial Kennel may need to provide soundproofing pens, rooms, exercise runs, or holding stalls to the satisfaction of the Development Authority.
- (2) An Animal Shelter, Veterinary Clinic, Veterinary Hospital or Commercial Kennel shall meet public health regulations and be kept in a manner satisfactory to the health regulatory authority.
- (3) Commercial Kennel, including any outdoor runs or exercise areas shall be located a minimum of 3m from any Property Line.
- (4) Commercial Kennel including any outdoor runs or exercise areas may be required to be visually screened from existing dwellings on adjoining parcels to the satisfaction of the Development Authority.
- (5) All exterior exercise areas (runs) shall be enclosed with a fence acceptable to the Development Authority with a minimum Height of 1.8 m.
- (6) All exterior exercise areas (runs) shall be sited behind the Principal building.
- (7) The Development Authority may regulate the hours that the animals are allowed outdoors.

9.8 MANUFACTURED HOMES

- (1) Development Permits for a Manufactured home units shall have:
 - (a) Third party certification from an accredited inspection agency including the Canadian Standard Association (CSA), Intertek or Quality Auditing Institute (QAI).
 - (b) Alberta Municipal Affairs Label.
 - (c) Model number.
 - (d) Manufactured home unit serial number.
- (2) All accessory structures, such as patios, porches, additions and skirtings, shall be
 - (a) Factory-prefabricated units or the equivalent thereof, and so designed and erected as to harmonize with the manufactured home units,
 - (b) Considered as part of the main building, and
 - (c) Erected only after obtaining a Development Permit.
- (3) A manufactured home unit shall be skirted from the floor level to the ground level. The skirting shall compliment the external finish of the manufactured home unit.

- (4) The maximum permitted floor area of porches and additions shall be no more than 50% of the floor area of the manufactured home unit.
- (5) No accessory building or use, other than parking spaces, shall be located in the front yard of a manufactured home unit.
- (6) Furniture, domestic equipment, or seasonally-used equipment shall be stored in adequate covered storage or screened area, either individually on the stall or lot or communally, which storage facility shall conform to the regulations passed under the Safety Codes Act.
- (7) The following regulations apply to all manufactured home units:
 - (a) The hitch and wheels are to be removed from the manufactured home unit.
 - (b) All manufactured home units shall be placed on a foundation or base.
 - (c) The lot or stall is to be fully landscaped within one (1) year from the date of issuance of the development permit for the manufactured home unit.
- (8) The following regulations also apply to manufactured home parks developed after 2015:
 - (a) The stalls shall be located at least 3.0 m from a property boundary line. This 3.0 m wide strip shall be landscaped and/or fenced to the satisfaction of the Development Authority.
 - (b) All roadways shall be constructed and maintained to the satisfaction of the Development Authority. Minimum right-of-way width shall be 12 m with a paved carriage way of at least 8 m.
 - (c) A safe, convenient, all season pedestrian walkway of at least 1.0 m in width shall be provided for access between individual manufactured home units, the park roadways, and all community facilities provided for park residents.
 - (d) Visitor parking spaces shall be located at convenient locations throughout the manufactured home park, and shall not be used for the storage of boats, trailers, etc.
 - (e) The design of manufactured home parks shall be to the satisfaction of the Development Authority.
 - (f) All municipal utilities shall be provided underground to stalls.
 - (g) A minimum of 5% of the gross site area shall be devoted to recreational use.
 - (h) All areas not occupied by manufactured home units and their additions, roadways, footpaths, driveways, permanent buildings and any other developed facilities shall be fully landscaped to the satisfaction of the Development Authority. Screen fences or walls shall be erected where deemed necessary by the Development Authority around maintenance yards, refuse collection points and playgrounds.
 - (i) No part of the park shall be used for non-residential purposes except such uses as are required for the direct servicing and well-being of the park residents and for the management and maintenance of the park.
 - (j) Manufactured home park facilities shall be arranged to create a homelike atmosphere. This objective may be achieved by variations in street pattern, block shapes, and the location of manufactured home unit stalls.

- (k) Each stall shall be clearly marked off by means of stakes, countersunk steel posts, fences, curbs or hedges.
- (l) Street lighting shall be to the same standard as that in a conventional residential neighbourhood.
- (m) Only one main, free-standing, identification sign of residential character and appearance may be erected at the entrance to a manufactured home park, unless the Development Authority is of the opinion that a second and similar sign shall be allowed under exceptional circumstances relating to the layout, location and size of the park in relation to surrounding areas. The sign or signs shall be of a size, type and construction acceptable to the Development Authority. Directional signs within the manufactured home park must be integrated in design and appearance, be kept in scale with the immediate surroundings and constructed of durable material.
- (n) Manufactured home units shall be separated from each other by at least 3.5 m. Any porch or addition to the manufactured home unit shall be regarded as part of the manufactured home unit for the purpose of this separation.
- (o) The minimum distance between a manufactured home unit and the front, side, or rear lines of its stall shall be 3.0 m.
- (p) The minimum lot area of the manufactured home park shall be 2.0 ha (4.9 ac.).
- (q) The maximum permissible density for a manufactured home park shall be 20 manufactured home units per gross developable hectare (8 per ac.) of the lot being developed at each stage of development.
- (r) The minimum area for a manufactured home stall shall be 370 m².

9.9 RIDING ARENA, PRIVATE

- (1) A Development Permit is required for a Riding Arena, Private.
- (2) A Riding Arena, Private shall be an Accessory use on a Lot with a Principal residence.
- (3) A Riding Arena, Private shall not have a building or structure larger than 1,500 m² (16,146 ft²) in area.
- (4) A Riding Arena, Private shall be used solely by the occupants of the residence and/or by not more than four (4) non-resident users per day in addition to the residents.
- (5) The Approving Authority may require a manure management plan as a condition of development permit.

9.10 SOLAR COLLECTORS

- (1) A solar collector may be located on the roof or wall of a building or structure.
- (2) A solar collector mounted on a roof with a pitch of less than 4:12, may project:

- (a) A maximum of 0.5 m from the surface of a roof, when the solar collector is located 5.0 m or less from a side lot line, measured directly due south from any point along the side lot line; and
 - (b) In all other cases, maximum of 1.3 m from the surface of a roof.
- (3) A solar collector mounted on a roof with a pitch of 4:12 or greater, may project a maximum of 1.3 m from the surface of a roof.
- (4) A solar collector mounted on a roof must not extend beyond the outermost edge of the roof.
- (5) A solar collector that is mounted on a wall:
- (a) Must be located a minimum of 2.4 m above grade; and
 - (b) May project a maximum of:
 - (i) 1.5m from the surface of that wall, when the wall is facing a rear lot line; and
 - (ii) In all other cases, 0.6 m from the surface of that wall.
- (6) A solar collector mounted on a structure must meet yard setback and district height regulations.

9.11 USES PERMITTED IN ALL LAND USE DISTRICTS

- (1) The following Uses are permitted in all Land Use Designations:
- (a) Public utility;
 - (b) Road;
 - (c) Highway; and
 - (d) Park.

9.12 WRECKING YARD (AUTO AND EQUIPMENT WRECKAGE SITE)

- (1) Wrecking Yards shall have a minimum area of 1.0 ha and a maximum area of 4.0 ha for storage, and must be completely fenced and screened by a type of fence approved by the Development Authority to a height of 2.4 m.

- (2) All vehicles within a Wrecking Yards shall be stored within the enclosure and maintenance of the site shall be in accordance with any standards deemed necessary by the Development Authority.

PART 10 – PARKING & LOADING FACILITIES

10.1 PARKING FACILITIES – GENERAL REGULATIONS

- (1) Parking stalls and loading spaces shall be clearly marked in the parking facility. Such marking shall be regularly maintained to ensure legibility to users and shall be to the satisfaction of the Development Authority.
- (2) All off-street parking facilities shall be so constructed that:
 - (a) Necessary curb cuts are located and flared to the satisfaction of the Development Authority;
 - (b) Every off-street parking space provided, and the access thereto, shall be hard-surfaced if the access is from a street or lane which is hard-surfaced;
 - (c) Parking facilities used at night shall have adequate lighting for the entire parking facility. Such lighting shall be directed away from adjacent residential properties and other properties where in the opinion of the Development Authority they would have adverse effects;
 - (d) Grades and drainage shall dispose of surface water. In no case shall grades be established that would permit surface drainage to cross any sidewalk or site boundary without the approval of the Development Authority or Municipal Planning Commission; and
 - (e) Parking for the physically handicapped shall be provided as provincial regulations require and shall be considered as part of the number of stalls required for the project.
- (3) Where a proposed development will, from time to time, require pick-up or delivery of commodities, adequate space for the loading and unloading of same shall be provided and maintained on the site to the satisfaction of the Development Authority or Municipal Planning Commission.
- (4) Pursuant to 10.1(3), the Development Authority shall consider the following criteria when reviewing off-street loading regulations:
 - (a) Off-street loading spaces shall have dimensions of not less than 4.0 m in width and 8.0 m in length;
 - (b) Have overhead clearance of not less than 5.3 m above grade;
 - (c) Have vehicular access to and exit from a street or lane either directly or by a clearly defined traffic aisle;
 - (d) Be sited at an elevation or elevations convenient to a major flood level in the building or to a utility elevator serving each major flood level;
 - (e) Be so graded and drained as to dispose of all surface water. In no case shall grades be established that would permit drainage to cross site boundaries or sidewalks without the approval of the Development Authority or Municipal Planning Commission;

- (f) Be paved or hard-surfaced where an off-street parking facility is required to be paved or hard-surfaced;
- (g) Have adequate lighting to the satisfaction of the Development Authority or Municipal Planning Commission; and
- (h) Be screened on each side adjoining or fronting on any property in a residential district by a wall, fence, earth berm or hedge of not less than 2.0 m in height, to the satisfaction of the Development Authority or Municipal Planning Commission.

10.2 PARKING AREAS

- (1) Unless otherwise approved by the Development Authority, each development shall provide on its site a parking area containing, at a minimum, the number of parking spaces as calculated in Table 10.2.1.

Table 10.2.1 – Parking Requirements

Use of a Building or Site	Minimum Number of Parking Spaces
Residential Uses	
Multi-family dwellings	2 per dwelling unit
Seniors apartments	1 per dwelling unit, or as required by the Development Authority
Boarding houses	1 per bedroom
Senior citizen homes	1 per dwelling unit
Secondary suites	1 per bedroom
All other dwellings	2 per dwelling unit
Manufactured home parks	In addition to 2 per dwelling unit, 1 visitor parking space per 4 manufactured home units
Commercial and Industrial Uses	
Cannabis Facilities	1 per 100 m ² (1,076 ft ²) of gross floor area for the first 2,000 m ² , and then 1 per each subsequent 500 m ²
Eating and drinking establishments	1 per 5 seating spaces
Eating and drinking establishments (take out)	1 per 13 m ² (140 ft ²) of gross leasable area plus 1 per 3 employees on maximum shift
Drive thru restaurants	2 per drive thru window
Other drive thru businesses	2 per drive thru window
Hotels and motels	1.5 per rentable unit
Bed and breakfast	1 per bedroom
Home occupations	1 in addition to the requirements for the residential use
All other commercial uses	1 per 28 m ² (301.4 ft ²) of gross leasable area
All industrial uses	1 per 46 m ² (495 ft ²) of gross leasable area
Institutional Uses	
Places of Public Assembly	1 per 5 seating spaces
Schools (elementary/junior high)	2 per classroom
High schools	3 per classroom
Commercial schools	1 per student
Hospitals and similar uses	2 per bed
Nursing homes	0.75 per bed

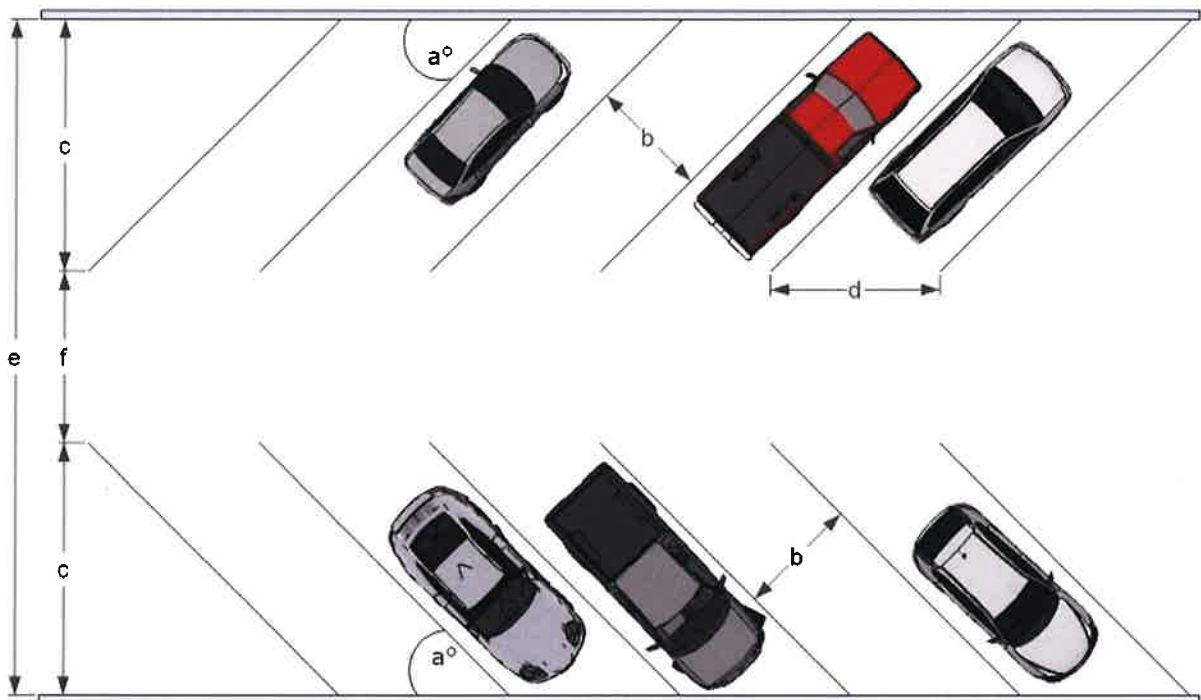
- (a) In the case of a use not specifically mentioned, the required number of on-site parking spaces shall be the same as for a similar use as determined by the Development Authority.

- (b) Where a development contains more than one use as listed, the required number of parking spaces shall be the sum of the requirements for each of the uses listed.
 - (c) Where a fractional number of parking spaces are required, the next highest number of spaces shall be provided.
 - (d) If the Development Authority approves, one or more developments or uses may pool their minimum required parking spaces within one or more communal parking areas and may thereby collectively fulfill the requirements of this Bylaw.
- (2) At the discretion of the Development Authority, minimum parking requirements may be relaxed for existing buildings where historical site design cannot accommodate the required number of parking stalls.
- (3) At the discretion of the Development Authority, a developer may pay money to the Town in lieu of providing parking spaces. The amount of money will be determined by Council and be based on the amount of money needed to acquire land and to develop the required number of parking spaces on adjacent lands.
- (4) Surfacing and Drainage
- (a) All parking areas shall be clearly marked, landscaped and adequately lit with lighting away from adjacent sites, adequately graded and drained to dispose of all stormwater run-off, contain the necessary curb cuts, and surfaced in a manner to match the road or lane from which the parking area gains access.
 - (b) The approach or access to every off-street parking area shall be surfaced in the same manner as the adjoining road from which access is gained.
 - (c) Drainage shall only be allowed to cross sidewalks if approved by the Development Authority.
- (5) All parking areas shall conform to the requirements shown in Table 10.2.2 and Figure 10.2.3.

Table 10.2.2 – Required Parking Stall Dimensions

(a) Parking Angle (in degrees)	(b) Width of Space in m (ft)	façade Stall Depth Perpendicular to Aisle	(d) Width of Space Parallel to Manoeuvring Aisle in m (ft)	façade Overall Depth in m (ft)	(f) Width of Manoeuvring Aisle in m (ft)
0	2.7 (9)	2.7 (9)	7.0 (23)	9.1 (30)	3.6 (12)
30	2.7 (9)	5.2 (17)	5.5 (18)	14.0 (46)	3.6 (12)
45	2.7 (9)	5.9 (19)	4.0 (13)	15.2 (50)	4.0 (13)
60	2.7 (9)	6.1 (20)	3.1 (10)	18.3 (60)	6.1 (20)
90	2.7 (9)	6.1 (20)	2.7 (9)	19.5 (64)	7.3 (24)

Figure 10.2.1 – Parking Guide to Correspond with Table



10.3 OFF-STREET LOADING AREAS

- (1) Where a proposed development will, in the opinion of the Development Authority, require pick-up or delivery of commodities, adequate space for the loading and unloading of same shall be provided and maintained on the site.
- (2) When required by the Development Authority, loading spaces shall:
 - (a) Have dimensions of not less than 3.5 m (11.5 ft.) in width, 7.5 m (24.6 ft.) in length, and 4.0 m (13.1 ft.) in height above grade;
 - (b) Have vehicular ingress to, and egress from, a road or lane either directly or by a clearly defined traffic aisle such that no backing or turning movements of vehicles going to or from the loading space shall cause interference with traffic in the abutting road or lane;
 - (c) Be sited at an elevation or elevations convenient to a major floor level in building or to a utility elevator serving each major floor level;
 - (d) Be so graded and drained as to dispose of all storm water runoff. Drainage shall only be allowed to cross sidewalks if approved by the Development Authority;
 - (e) Be surfaced in the same manner as the adjacent road or lane; and
 - (f) Be screened on each side adjoining any Residential District by a wall, fence, earth berm or hedge of not less than 1.5 m (4.9 ft.) and not more than 2.0 m (6.6 ft.) in height.
- (3) The number of loading spaces required to be provided in a development shall be as follows:
 - (a) For a retail, industrial, warehouse, or similar development,
 - (i) One (1) space for a development of less than 460 m² (4951.6 ft²) of gross leasable area, plus
 - (ii) One (1) space for the next 1840 m² (19,805.6 ft²) of gross leasable area or fraction thereof in a development, plus
 - (iii) One (1) additional space for each additional 2300 m² (24,757.0 ft²) of gross leasable area or fraction thereof in a development.
 - (b) For an office use, place of public assembly, convalescent home, institution, club or lodge, school or any similar use, one (1) space for a development of less than 2800 m² (30,139.9 ft²) of gross floor area, and one (1) additional space for each additional 2800 m² (30,139.9 ft²) of gross floor area or fraction thereof.
 - (c) For multi-family dwellings, one (1) space for each twenty (20) dwelling units or fraction thereof.
 - (d) Any other building or use shall provide loading spaces as required by the Development Authority.
 - (e) Where a fractional number of loading spaces are required, the next highest number of spaces shall be provided.

PART 11 – SIGNS

11.1 PURPOSE

- (1) The purpose of this Chapter is to regulate the development and display of signage within the Town of Rimbey. This Chapter provides signage development standards related to:
- (a) Location.
 - (b) Type.
 - (c) Quantity.
 - (d) Height.
 - (e) Size.

11.2 DEFINITIONS

- (1) For the purpose of this Part the following definitions shall apply, in addition to those contained in Section 2.2:
- (a) “A-Frame Sign” means a temporary, movable, self-supporting A-shaped sign consisting of two flat surfaces joined at the upper end and resting on the ground
 - (b) “Awning Sign” means a non-illuminated sign painted on the fabric surface supported by an exterior wall of a building
 - (c) “Billboard” means a structure, primarily self-supporting, which is used for the display of general advertising, the subject matter of which is not necessarily related to the use or ownership of the property on which the structure is located
 - (d) “Building Face” means the total area of the wall of a building
 - (e) “Copy” means the text, illustrations and symbols that make up the message on a sign
 - (f) Dynamic Sign means a sign or portion of a sign with features that move or appear to move or change, whether the apparent movement or change is in the display, the sign structure itself, or any other component of the sign. A Dynamic Sign includes any display that incorporates a technology or other method allowing the image on the sign face to change, such as rotating panels, LED lights manipulated through digital input, or “digital ink”. A Dynamic Sign does not include a sign whose message or image is changed by physically removing and replacing the sign or its components.
 - (g) “Electronic Message Centre” means a sign or component of a sign on which the copy can be changed by electrical or electronic means.
 - (h) “Freestanding Sign” means a sign on a standard or column permanently attached to the ground and which is not connected in any way to any building or other structure
 - (i) “Identification Sign” any sign which is used to display the address, and name of a building or parcel of land
 - (j) “Illuminated Sign” means any sign illuminated either directly from a source of light incorporated in or connected with the sign, or indirectly from an artificial source

- (k) "Portable Sign" means a sign, excluding A-board and temporary signs that can be carried or transported from one site to another
- (l) "Projecting Sign" means a sign, which is attached to a building or structure so that part of the sign projects beyond the face of the building or structure
- (m) "Real-Estate Sign" means any temporary sign which advertises for the sale, lease, or rent of a building or parcel of land
- (n) "Roof Sign" means any sign placed on or over a roof
- (o) "Rotating Sign" means any sign or part of a sign which moves in a clockwise or counter-clockwise motion
- (p) "Sign" means any word, letter, model, picture, symbol, device or representation used as, or which is in the nature of, wholly or in part, an advertisement, announcement or direction. Any structure, or portion thereof, which is used primarily to carry, hold, maintain, support or sustain a sign is construed as being part of the sign, and except as provided for in this Bylaw, is subject to all regulations governing signs.
- (q) "Sign Area" means the total surface area within the outer periphery of the said sign, and in the case of a sign comprised of individual letters or symbols, shall be calculated as the area of a rectangle enclosing the letters or symbols. Frames and structural members not bearing advertising matter shall not be included in computation of surface area.
- (r) "Sign Height" means the vertical distance measured from natural grade at the base of the sign to the highest point of such sign.
- (s) "Temporary Sign" means a sign or banner that is not permanently installed or affixed, advertising a product, activity or event on a limited time basis and does not include a portable sign.
- (t) "Third Party Sign" typically associated with a "Billboard Sign" means a sign, which directs attention to a business, commodity, service, or entertainment conducted, sold or offered at a location other than the premise on which the sign is located
- (u) "Vehicle Sign" means a sign mounted, posted or otherwise adhered on or to a motor vehicle, including but not limited to trailers, wagons, tractors, and recreational vehicles
- (v) "Wall Sign" means a sign placed flat and parallel to the face of the building so that no part projects more than one foot from the building
- (w) "Window Sign" means a sign which is painted on or affixed to a window and faces towards an adjacent sidewalk or roadway

11.3 SIGNS

- (1) Sign **Development** Permit Required:
 - (a) Except as stated in Section 10.3(2), no sign shall be erected or altered on land or affixed to any exterior surface of a building or structure unless a sign permit for this purpose has been issued by the Development Authority

- (b) Unless otherwise specified in this Bylaw a permit is required for the following signs:
- (i) Free standing sign
 - (ii) Wall sign
 - (iii) Canopy sign
 - (iv) Rotating sign
 - (v) Projecting sign
 - (vi) Roof sign
 - (vii) Billboard sign
 - (viii) Portable sign
- (2) ~~Sign Permit Not Required:~~ Unless otherwise specified in this Bylaw no sign development permit is required for the following signs:
- (a) Signs posted or displayed within the interior space of a building
 - (b) Signs posts or displayed in or on an operating motor vehicle if the vehicle is not temporarily or permanently parked solely for the purpose of displaying the sign
 - (c) A statutory or official notice of a function of the Town
 - (d) Signs posted by a municipal, provincial, or federal government agency
 - (e) Traffic and directional signs authorized by the Town and/or Alberta Provincial Authorities
 - (f) The erection of campaign signs for federal, provincial, municipal, or school board elections on private properties for no more than thirty (30) days, or such other time as regulated under provincial or federal legislation provided that
 - (i) Such signs are removed within ten (10) days of the election date
 - (ii) The consent of the property owner or occupant is obtained
 - (iii) Such signs do not obstruct or impair vision or traffic
 - (iv) Such signs are not attached to utility poles
 - (v) Such signs indicate the name and address of the sponsor and the person responsible for removal
 - (g) A non-illuminated sign that is posted or exhibited solely for the identification of the address or name of the land or building on which it is displayed including signs identifying the occupants, if the sign:
 - (i) Does not exceed 1.0 m² in area, and
 - (ii) Is posted only at each entrance from which access from a public roadway To the building is provided
 - (iii) Does not advertise for a home-based business or bed and breakfast establishment
 - (h) A non-illuminated sign that is posted or exhibited for sale, lease or rentals of land or a building if the sign:
 - (i) Is 3.0 m² of less in area
 - (ii) Is posted only on each side of the building or land facing a different public roadway
 - (i) Window Sign

- (j) An A-Frame sign:
 - (i) Provided it is advertising for goods or services which are located for sale or offered on the same lot or on a sidewalk adjacent to the same lot
 - (ii) Does not obstruct vehicular or pedestrian traffic
- (k) A non-illuminated sign of a building contractor relating to construction work in progress on the land on which such signs are erected, provided that:
 - (i) Such signs are removed within fourteen (14) days of occupancy, and
 - (ii) Such sign are limited in size to a maximum of 3.0 m², and in number to one sign for each boundary of the property under construction which fronts onto a public street.
- (l) A non-illuminated temporary sign advertising a garage sale, estate sale or open house. Such signs may be posted for a maximum period of 48 hours, and may not exceed 1.0 m² in area of 1.0 m in height.

11.4 SIGNS DEVELOPMENT PERMIT SUBMISSION

- (1) An application for a Development Permit to structurally alter or erect a Sign that requires a Development Permit shall be made to the Development Authority and shall include the following:
 - (a) A letter of consent from the registered owner of the land or building upon which the sign will be located.
 - (b) A letter outlining the contact information of the owner of the Sign.
 - (c) The location of all existing and proposed Signs on the building façade or on a site plan of the parcel indicating the front and side property lines, setbacks and distances from existing buildings.
 - (d) Two copies of a rendering / illustration of the proposed Sign with dimensions and total Sign Area, height of top and bottom of the Sign above average ground level and thickness of the Sign.
 - (e) Materials, finishes, colours, size of lettering and graphics.
 - (f) Mounting or installation details: the Development Authority may require that a structural drawing be prepared and sealed by a Professional Engineer.
 - (g) Mounting height or clearance to grade.
 - (h) The appropriate fee.

11.5 PROHIBITED LOCATION

- (1) No part of any sign, including any accessory components, shall be located on any roadway, boulevard, sidewalk. Only 'A-Frame' type signs may be permitted on a sidewalk abutting a business but must first receive the written consent of the Development Authority.

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- (2) No part of any sign, including any accessory components, shall be located on any land owned by the Development Authority without a council motion granting use of the land

Type	Land Use Designation and Development Standards
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prior to the Development Authority issuing a Development Permit.

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11.6 SIGN DEVELOPMENT STANDARDS

- (1) Unless provided elsewhere in this Bylaw, signs shall be erected in accordance with the standards specified in Table 11.6.1.

of Sign	PS			R1, R1A, R2, R3, RE, CR, MHP, MHS 932/17			C1			C2, M		
	#	H	SA	#	H	SA	#	H	SA	#	H	SA
Freestanding Sign	1	4.0 m	3.0 m ²	1	1.5 m	1.5 m ²	1	10m	10 m ²	1	10 m	12 m ²
Wall Sign	1	N/A	3.0 m ²	1	N/A	1.0 m ²	1 [^]	N/A	20 m ²	1 [^]	N/A	24 m ²
A-Frame Sign	1*	1.0 m	0.7 m ²	Not Permitted			1*	1.0 m	0.7 m ²	1*	1.0 m	0.7 m ²
Temporary Sign	1	4.0 m	3.0 m ²	Not Permitted			1	6.0 m	9.0 m ²	1	6.0 m	9.0 m ²
Canopy Sign	1*	2.5 m ^{**}	1.5 m ²	Not Permitted			1*	2.5 m ^{**}	1.5 m ²	1*	2.5 m ^{**}	1.5 m ²
Dynamic Sign	1	2.5 m	1.5 m ²	Not Permitted			1	2.5 m	1.5 m ²	1	2.5 m	1.5 m ²
Rotating Sign	Not permitted			Not Permitted			1	10 m	10 m ²	1	12 m	15 m ²
Projecting Sign	Not permitted			Not Permitted			1	2.5 m ^{**}	1.5 m ²	1	2.5 m ^{**}	1.5 m ²
Roof Sign	Not Permitted			Not Permitted			1	7.5 m	10 m ²	1	10 m	15 m ²
Billboard Sign	Not Permitted			Not Permitted			1	10 m	10 m ²	1	9.5 m	12 m ²
Portable Sign	Not Permitted			Not Permitted			1	2.5 m	3.0 m ²	1	2.5 m	3.0 m ²
<p>Key</p> <p># = Refers to the maximum Number of Signs permitted per lot</p> <p>H = Refers to the maximum Sign Height permitted</p> <p>SA = Refers to the maximum Sign Area permitted</p> <p>[^] = Refers to the maximum number of permitted signs per each side of a building facade</p> <p>* = Refers to the maximum number of permitted signs per business on a lot</p> <p>** = Refers to the minimum vertical clearance from grade or, if applicable, a sidewalk to the bottom of the sign</p>												

Table 11.6.1 – Sign Development Standards

- (2) In addition to the standards specified in Table 3, the following regulations will also apply:
- (a) Awning/Canopy Sign

- (i) No portion of the canopy/awning shall be closer than 600 mm to a vertical line drawn from the adjacent curb.
- (b) **Billboard Sign**
 - (i) Where a billboard shares a lot with a building, no billboard shall be located in the front or side yard which runs parallel to an adjacent roadway.
 - (ii) Billboards shall be spaced at a distance of 90 metres from one another.
 - (iii) Where a portable sign is serving as a billboard it shall be spaced 45 metres from other portable or permanent signs serving as billboards.
- (c) **Dynamic Signs**
 - (i) No Dynamic Sign may be erected except as permitted in this Section;
 - (ii) The Development Authority shall only approve a Dynamic Sign as a portion of a permitted Community, Canopy, Free Standing or Fascia Sign.
 - (iii) A Dynamic Sign may display public service announcements, but shall not include third party advertising or sponsor recognition except when it is located on a site in a Public Service (PS) district.
 - (iv) Dynamic Signs shall only be permitted in Commercial, Industrial and Public Service Districts, and must meet the following requirements:
 - (1) not be located within 30.0 m radius of a residential district, and when site or lot of a proposed dynamic sign location is adjacent to a residential district, notification will be sent within a 100.0 m radius of the proposed site,
 - (2) be limited to one sign per building or site, with the exception of Public Service sites over 17 ha will be limited to two (2) signs provided that one of the signs must be a fascia sign and the other must be a portion of a freestanding sign, and further provided that the two (2) signs must be at least 50.0 m apart,
 - (3) not be located on a lot within a 50.0 m radius of the boundary of a lot containing an existing dynamic sign,
 - (4) comprise of not more than 25% of the total freestanding or fascia sign area.
 - (v) A development permit for a dynamic sign shall be valid for a maximum of two (2) years, at which time a new permit must be applied for. The conversion of an existing sign to a dynamic sign shall require a development permit.
 - (vi) A dynamic sign may not allow the display or message to change more frequently than once every eight (8) seconds, with a transition period of one (1) second or less.
 - (vii) Brightness of digital signs shall be measured as follows:
 - (1) at least thirty (30) minutes following sunset, a foot candle meter shall be used to obtain an ambient light reading for the location. This is done while the sign is off or displaying black copy. The reading shall be made with the meter aimed directly at the sign area at the pre-set location,

- (2) the sign shall then be turned on to full white copy to take another reading with the meter at the same location,
 - (3) if the difference between the readings is 2.15 lumens/m² (0.2 foot candles) or less, the brightness is properly adjusted.
 - (viii) Any digital sign located within 50 m of a residential district may be subject to restricted operating hours at the discretion of the Development Authority.
 - (ix) The use, size and location of digital signs must comply with all other relevant municipal and provincial regulations.
- (d) Freestanding Signs
- (i) No freestanding sign shall be located within 10 m of the intersection of lanes/streets, or a street or lane.
 - (ii) For any lot located in the C2 or M designations, one Freestanding Sign shall be permitted for every 90 metres of frontage.
 - (iii) Illuminated Freestanding Signs shall be permitted only in C1, C2 and M designations.
 - (iv) Copy is permitted on both sides of Freestanding Signs, including signs angled up to 90 degrees, therefore allowing the Sign Area to be double the permitted Sign Area.
 - (v) Freestanding Signs shall not be located closer than 1.0 m to any front, rear, or side property line.
 - (vi) In accordance with Alberta Transportation's setback requirements where abutting a highway.
- (e) Wall Signs
- (i) Wall signs shall be restricted to the first storey of the building in the R1, R2, R3, MHP, MHS, RCE, PS zone designations.
 - (ii) Wall signs shall not project more than 0.4 m horizontally from the Building Face to which it is attached.
 - (iii) Illuminated Wall Signs shall be permitted only in C1, C2, and M designations.
- (f) Portable Signs
- (i) Copy is permitted on both sides of Projecting Signs, therefore allowing the Sign Area to be double the permitted Sign Area.
 - (ii) Maximum one (1) Portable Sign shall be displayed per lot.
 - (iii) Portable Signs shall not be located within a required off street parking space or a driveway.
- (g) Projecting Signs
- (i) Copy is permitted on both sides of Projecting Signs, therefore allowing the Sign Area to be double the permitted Sign Area.
 - (ii) The height of a Projecting Sign shall refer to the minimum vertical clearance from grade or, if applicable, a sidewalk, and shall be a minimum of 2.5m.

- (h) Temporary Signs
 - (i) Large Temporary Signs relating to the sale or renting of land, the sale of goods or livestock, the carrying out of building or similar work, or announcement of any local event must obtain a development permit and meet the following conditions:
 - (1) Maximum two (2) Temporary Signs not exceeding a total Sign Area of 9.0 m²;
 - (2) Copy is permitted on both sides of the Temporary Sign, including signs angled up to 90 degrees, therefore allowing Sign Area to be double the permitted Sign Area;
 - (3) The maximum Sign Height shall not exceed 6.0 m;
 - (4) The Temporary Sign shall be removed by the advertiser within fifteen (15) days of the completion of the event, sale, or works to which such signs relate.
 - (i) Signage for a Bed and Breakfast
 - (i) Each Bed and Breakfast homestay shall provide one (1) on-site Freestanding Sign for the purpose of identification and shall be regulated in accordance with the following requirements:
 - (1) The sign shall be located within the front yard and must be visible from a public road;
 - (2) The sign be attached to either existing fencing or on independent posts to the satisfaction of the Development Authority;
 - (3) The sign shall be constructed using high density plywood or solid wood and shall be finished with high density reflective finish or equivalent, with dye cut lettering or silk screen lettering.

11.7 ADDITIONAL SIGN REGULATIONS

- (1) All signs requiring a sign permit shall follow the development permit process as specified under Section 4.1 of this Bylaw.
- (2) Council may require the removal of any sign, which is in its opinion, has become unsightly, or is in such a state of disrepair as to constitute a hazard.
- (3) Quality, aesthetic character and finishing of sign construction shall be to the satisfaction of the Development Authority.
- (4) Where, in the opinion of the Development Authority, a proposed sign in a Commercial or Industrial District might be objectionable to a resident in any adjacent residential district, the Development Authority may impose such other regulations as they feel would protect the interests of residents.
- (5) Flashing, animated or interiorly illuminated signs shall not be permitted in any district where in the opinion of the Development Authority they might:

- (a) Affect residents in adjacent housing, or residential districts;
 - (b) Interfere with or obstruct a motor vehicle driver's vision or interpretation of oncoming traffic signs or traffic signal lights.
- (6) Notwithstanding Subsection (5), no person shall exhibit or place an illuminated sign that permits or provides for:
- (a) A current interrupting or flashing device, unless there is a continuous source of concealed illumination on the translucent portions of the sign;
 - (b) A flashing beacon of a type that is the same or similar to those used by emergency vehicles;
 - (c) A flashing device, animator or revolving beacon within 50.0 m of the intersection of two or more public roadways;
 - (d) A device described in 11.7(5) that would be directly visible from any residential building within a distance of 50.0 m of the sign.
- (7) No person shall erect or place a sign so that it would be considered, in the opinion of the Development Authority, to be a traffic hazard or an obstruction to the vision of persons driving motor vehicles.
- (a) Billboard signs and electronic signs which are visible from Highway 20, Highway 20A and Highway 53, but located outside of the Highway Right-Of-Way, may be circulated to Alberta Transportation at the discretion of the Development Authority.
- (8) Notwithstanding section 11.7(7) no the Development Authority may not approve any signs located within an Alberta Transportation Highway Right-Of-Way without written approval from Alberta Transportation.
- (9) The area around sign structures shall be kept clean and free of overgrown vegetation, and free from refuse material.
- (10) The Development Authority may at their discretion require an engineer-approved plan prior to the issuance of a sign permit in order to ensure the safety of a sign, awning or canopy design and placement.
- (11) Notwithstanding Section 4.1 of this Bylaw, the Development Authority may, with respect to an application for a sign permit,
- (a) Grant a sign permit to an applicant subject to such conditions considered necessary to ensure this Bylaw is complied with;
 - (b) Refuse the application.
- (12) **Offensive Signage**
- (a) No sign shall be erected which promotes intolerance, hatred or ridicule of any race, religion or other segment of society.

PART 12 – DISTRICTS AND REGULATIONS

12.1 ESTABLISHMENT OF DISTRICTS AND DISTRICT REGULATIONS

- (1) Land use district and land use regulations shall be set forth in Part 12 and may be amended in the same manner as any other Part or Section of this Bylaw.

12.2 LAND USE DISTRICTS

- (1) The Town is hereby divided into the following districts:

Designation Name	Designation Acronym
Low Density Residential	R1
Low Density General Residential	R2
High Density Residential	R3
Manufactured Home Park	MHP
Manufactured Home Subdivision	MHS
Residential Estate	RE 932/17
Country Residential	CR 932/17
Central Commercial	C1
Highway Commercial	C2
Industrial	M
Public Service	PS
Urban Holdings	UH
Direct Control	DC

12.3 LAND USE DISTRICT MAP

- (1) Land use districts specified under 12.2 are described in the short form on the LAND USE DISTRICT MAP which is an integral part of this Bylaw.
- (2) Throughout this Bylaw and amendments thereto, a District may be referred to either by its full name or its abbreviation.

- (3) The district regulations are delineated on the LAND USE DISTRICT MAP. Where uncertainty arises as to the precise location of the property of any district, the following rules shall apply:
- (a) Where a boundary is shown as following a street, lane, stream or canal, it shall be deemed to follow the centreline thereof.
 - (b) Where a boundary is shown as approximately following a lot line, it shall be deemed to follow the lot line.
 - (c) In circumstances not covered by Subsections (a) and (b) above the location of the district boundary shall be determined by:
 - (i) Where dimensions are set out on the Land Use District Map, by the dimensions so set, or
 - (ii) Where dimensions are set out on the Land Use District Map with respect to such boundary, by measurement of and use of the scale shown on the Land Use District Map.
- (4) Where the application of the above rules does not determine the exact location of the boundary of a district, the Council either on its motion or upon written application being made to it by a person requesting the determination of the exact location of the boundary shall fix the portion of the district boundary in doubt or dispute in a manner consistent with the regulations of this Bylaw and the degree of detail as to measurements and directions as the circumstances may require.
- (5) After Council has fixed a district boundary pursuant to the provisions of subsection (3), the portion of the boundary so fixed shall not be thereafter altered except by an amendment to this Bylaw.
- (6) The Council shall maintain a list of its decisions with respect to boundaries or portions thereof fixed by it.

12.4 LOW DENSITY RESIDENTIAL (R1)

(1) Purpose

The R1 – Low Density Residential designation is intended to accommodate the development of low-density residential development on moderately sized lots throughout the community.

(2) Permitted and Discretionary Uses

Table 12.4.1 outlines the permitted and discretionary uses contemplated in the R1 designation where approval is subject to the issuance of an authorized development permit.

Table 12.4.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Accessory Uses • Housing, modular • Housing, secondary suite • Housing, single-detached • Home based business • Park 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Bed and breakfast • Child care facility • Family care facility • Day care centre, adult • Day care centre, child • Group home • Housing, modular • Religious institution • Utility installations • Solar Collectors

(3) Lot Area

The minimum lot area shall be in accordance with the following table:

Table 12.4.2

Use	Minimum Lot Area
Housing, single-detached	550 m ²
Other principle uses listed in Table 12.4.1	550 m ²

(4) Lot Frontage

The minimum lot frontage shall be in accordance with the following table:

Table 12.4.3

Use	Minimum Lot Frontage (m)
Housing, single-detached	15 metres
Other principle uses listed in Table 12.4.1	15 metres

(5) Lot Coverage

The maximum lot coverage of buildings (principle and accessory) shall be in accordance with the following table:

Table 12.4.4

Use	Maximum Lot coverage (%)
Housing, single-detached	40%
Other principle uses listed in Table 12.4.1	40%

(6) Front Yard Setback

The minimum front yard setback shall be in accordance with the following table:

Table 12.4.5

Use	Minimum Front Yard Setback (m)
Housing, single-detached	6 metres
Other principle uses listed in Table 12.4.1	6 metres

(7) Rear Yard Setback

The minimum rear yard setback shall be in accordance with the following table:

Table 12.4.6

Use	Minimum Rear Yard Setback (m)
Housing, single-detached	6 metres
Other principle uses listed in Table 12.4.1	6 metres
Accessory buildings	1.5 metres

(8) Side Yard Setback

The minimum side yard setback shall be in accordance with the following table:

Table 12.4.7

Use	Minimum Side Yard Setback (m)
Housing, single-detached (side property line of a flanking street)	3.0 metres
Housing, single-detached (on one side of the lot where there is no road or lane access from the rear yard)	3.0 metres
Other principle uses listed in Table 12.4.1	1.5 metres

(9) Height

The maximum building height shall be in accordance with the following table:

Table 12.4.8

Use	Maximum Building Height (m)
Housing, single-detached	11 metres
Other principle uses listed in Table 12.4.1	11 metres

(10) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **8.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 10**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **8.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 11**.

12.5 LOW DENSITY GENERAL RESIDENTIAL (R2)

(1) Purpose

The R2 – Low Density General Residential designation is intended to provide opportunities for innovation in residential development. Through the provision of narrower lots the development of low density housing types will be provided at higher than conventional densities.

(2) Permitted and Discretionary Uses

Table 12.5.1 outlines the permitted and discretionary uses contemplated in the R2 designation where approval is subject to the issuance of an authorized development permit.

Table 12.5.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Accessory Uses • Housing, duplex • Housing, modular • Housing, single-detached • Housing, secondary suite • Home based business • Park 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Bed and breakfast • Child care facility • Family care facility • Day care centre, adult • Day care centre, child • Group home • Housing, manufactured • Housing, modular • Religious institution • Utility installations • Solar Collectors

(3) Lot Area

The minimum lot area shall be in accordance with the following table:

Table 12.5.2

Use	Minimum Lot Area
Housing, duplex	200 m ² (per unit)
Housing, single detached (with adjacent rear lane)	250 m ²
Housing, single detached (without adjacent	400 m ²

rear lane)	
Other principle uses listed in Table 12.5.1	325 m ²

(4) Lot Frontage

The minimum lot frontage shall be in accordance with the following table:

Table 12.5.3

Use	Minimum and Maximum Lot Frontage (m)
Housing, duplex	Minimum 7.5 metres but maximum 10.5 metres
Housing, single detached (with adjacent rear lane)	Minimum/maximum of 7.5 metres
Housing, single detached (without adjacent rear lane)	Minimum/maximum of 10.5 metres
Other principle uses listed in Table 12.5.1	Minimum 7.5 metres but maximum 10.5 metres

(5) Lot Coverage

The maximum coverage of buildings (principle and accessory) on a lot shall be in accordance with the following table:

Table 12.5.4

Use	Maximum Lot coverage (%)
Housing, duplex	55%
Housing, single detached (with adjacent rear lane)	55%
Housing, single detached (without adjacent rear lane)	55%
Other principle uses listed in Table 12.5.1	55%

(6) Front Yard Setback

The minimum front yard setback shall be in accordance with the following table:

Table 12.5.5

Use	Minimum Front Yard Setback (m)
Housing, duplex	6 metres
Housing, single detached (with adjacent rear lane)	6 metres
Housing, single detached (without adjacent rear lane)	6 metres
Other principle uses listed in Table 12.5.1	6 metres

(7) Rear Yard Setback

The minimum rear yard setback shall be in accordance with the following table:

Table 12.5.6

Use	Minimum Rear Yard Setback (m)
Housing, duplex	5 metres
Housing, single detached (with adjacent rear lane)	5 metres
Housing, single detached (without adjacent rear lane)	5 metres
Other principle uses listed in Table 12.5.1	5 metres
Accessory buildings	1.5 metres

(8) Side Yard Setback

The minimum side yard setback shall be in accordance with the following table:

Table 12.5.7

Use	Minimum Side Yard Setback (m)
Housing, duplex	1.5 metres
Housing, single-detached (side property line of a flanking street)	3.0 metres
Housing, single-detached (on one side of the lot where there is no road or lane access from the rear yard)	3.0 metres
Other principle uses listed in Table 12.5.1	1.5 metres

(9) Height

The maximum building height shall be in accordance with the following table:

Table 12.5.8

Use	Maximum Building Height (m)
Housing, duplex	11 metres
Housing, single detached (with adjacent rear lane)	11 metres
Housing, single detached (without adjacent rear lane)	11 metres
Other principle uses listed in Table 12.5.1	11 metres

(10) Design Regulations

- (a) Where a lot has access to an adjacent rear lane, no vehicular access to the lot shall be provided from the fronting public roadway.
- (b) Where there is a an attached garage accessed via the fronting public roadway, the garage shall not extend more than 1.0 metre in front of the living space of the dwelling.
- (c) Where there is an attached garage accessed via the fronting public roadway, the width of the garage facing the fronting roadway shall not exceed 50 percent of the total front façade/elevation of a dwelling.

(11) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **8.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 10**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **8.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 11**.

12.6 HIGH DENSITY RESIDENTIAL (R3)

(1) Purpose

The R3 - High Density Residential designation is intended to provide opportunities for the development of higher density residential. The intent of this zone is to encourage residential development at higher densities in close proximity to key nodes and/or corridors

(2) Permitted and Discretionary Uses

Table 12.6.1 outlines the permitted and discretionary uses contemplated in the R3 designation where approval is subject to the issuance of an authorized development permit

Table 12.6.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Accessory Uses • Housing, duplex • Housing, triplex • Housing, fourplex • Housing, row housing • Housing, secondary suite • Public parks and recreation areas 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Bed and breakfast • Child care facility • Family care facility • Day care centre, adult • Day care centre, child • Group home • Home businesses • Housing, high rise apartment • Housing, low rise apartment • Religious institution • Utility installations • Solar Collectors

(3) Lot Area

The minimum lot area shall be as specified in the following table:

Table 12.6.2

Use	Minimum Lot Area (m ²)
Housing, duplex	250 m ²
Housing, low rise/high rise apartment	500 m ²
Housing, triplex	500 m ²
Housing, fourplex	500 m ²
Housing, row	120 m ² (per unit)
Other principle uses listed in Table 12.6.1	500 m ²

(4) Lot Frontage

The minimum lot frontage shall be in accordance with the following table:

Table 12.6.3

Use	Minimum Lot Frontage (m)
Housing, duplex	7.5 metres
Housing, low rise/high rise apartment	15 metres
Housing, triplex	15 metres
Housing, fourplex	15 metres
Housing, row	4 metres (per unit)
Other principle uses listed in Table 12.6.1	15 metres

(5) Lot Coverage

The maximum coverage of buildings (principle and accessory) on a lot shall be in accordance with the following table:

Table 12.6.4

Use	Maximum Lot coverage (%)
Housing, duplex	50%
Housing, low rise/high rise apartment	50%
Housing, triplex	50%
Housing, fourplex	50%
Housing, row	50%
Other principle uses listed in Table 12.6.1	50%

(6) Front Yard Setback

The minimum front yard setback shall be in accordance with the following table:

Table 12.6.5

Use	Minimum Front Yard Setback (m)
Housing, duplex	6 metres
Housing, low rise/high rise apartment	6 metres
Housing, triplex	6 metres
Housing, fourplex	6 metres
Housing, row	6 metres
Other principle uses listed in Table 12.6.1	6 metres

(7) Rear Yard Setback

The minimum rear yard setback shall be in accordance with the following table:

Table 12.6.6

Use	Minimum Rear Yard Setback (m)
Housing, duplex	5 metres
Housing, low rise/high rise apartment	5 metres
Housing, triplex	5 metres
Housing, fourplex	5 metres
Housing, row	5 metres
Other principle uses listed in Table 12.6.1	5 metres

(8) Side Yard Setback

The minimum side yard setback shall be in accordance with the following table:

Table 12.6.7

Use	Minimum Side Yard Setback (m)
Housing, duplex	1.5 metres
Housing, low rise/high rise apartment	3 metres
Housing, triplex	1.5 metres
Housing, fourplex	1.5 metres
Housing, row	1.5 metres
Other principle uses listed in Table 12.6.1	1.5 metres

(9) Height

The maximum building height shall be in accordance with the following table:

Table 12.6.8

Use	Maximum Building Height (m)
Housing, duplex	11 metres
Housing, low rise/high rise apartment	20 metres
Housing, triplex	11 metres
Housing, fourplex	11 metres
Housing, row	11 metres
Other principle uses listed in Table 12.6.1	11 metres

(10) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **8.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 10**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **8.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 11**.

12.7 MANUFACTURED HOME PARK (MHP)

(1) Purpose

The MHP – Manufactured Home Park designation is intended to provide for and regulate the development of land for the use of manufactured homes on lots in comprehensively designed parks wherein no individually titled parcels have been created.

(2) Permitted and Discretionary Uses

Table 12.7.1 outlines the permitted and discretionary uses contemplated in the MHP designation where approval is subject to the issuance of an authorized development permit.

Table 12.7.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Accessory Uses • Housing, manufactured home • Housing, modular • Park 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Group homes • Home businesses • Utility installations • Solar Collectors

(3) General Regulations

- (a) A Comprehensive site plan shall be required for manufactured home parks developed after 2015.
- (b) Prior to the development of a new Manufactured Home Park the applicant will submit to the Development Authority a comprehensive site plan and/or any other supporting documentation that will identify the following elements:
 - (i) Site area with lot lines of the manufactured home park and any titled lots clearly delineated.
 - (ii) Proposed layout and placement of individual housing units.
 - (iii) Internal and adjacent pedestrian or walkway connections.
 - (iv) Internal and adjacent roadways.
 - (v) Internal and perimeter landscaping.
 - (vi) Garbage areas.
 - (vii) Parking areas.
 - (viii) Recreational areas.
 - (ix) Storage areas.

- (c) A development permit and move-in permit are required anytime a new manufactured home unit is moved onto a Manufactured Home Park site. Move-in permits shall require: ~~the Manufactured home unit serial number, model number and Canadian Standard Association Certification.~~
- (i) Third party certification from an accredited inspection agency including the Canadian Standard Association (CSA), Intertek or Quality Auditing Institute (QAI).
 - (ii) Alberta Municipal Affairs Label.
 - (iii) Model number.
 - (iv) Manufactured home unit serial number.
- (d) A move-out permits is required when units vacate a site. A new move-in permits shall not be issued until a move-out permit has been completed for the lot.
- (e) All permits are the responsibility of the Manufactured Home Park site.

(4) Manufactured Home Park Size

- (a) The gross density of a residential home park is 17 manufactured homes per hectare
- (b) A residential home park shall have a minimum park area of 2 hectares but a maximum park area of 4 hectares

(5) Setbacks

- (a) The minimum yard requirements for manufactured homes shall be at least:
- (i) 3.5 m from a similar manufactured home unit.
 - (ii) 6.0 m from the rear lot line of the manufactured home park. 928/16
 - (iii) 2.4 m from any internal access road or common parking area. 928/16
 - (iv) 1.2 m from front lot line of the manufactured home park. 928/16

(6) Height

- (a) The maximum height as specified in Section 12.8(10) shall apply.

(7) Design Regulations

- (a) All additions shall be designed in a manner that complements the manufactured homes.
- (b) Five percent of the gross area of a manufactured home park shall be developed for recreational use either in the form of indoor community building and/or outdoor recreational space.

(8) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **8.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 10**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **8.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 11**.

12.8 MANUFACTURED HOME SUBDIVISION (MHS)

(1) Purpose

The MHS – Manufactured Home Subdivision designation is intended to provide for and regulate the development of land for the use of manufactured homes on separately titled parcels.

(2) Permitted and Discretionary Uses

Table 12.8.1 outlines the permitted and discretionary uses contemplated in the MHS designation where approval is subject to the issuance of an authorized development permit.

Table 12.8.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Accessory Uses • Housing, manufactured home • Housing, modular • Public parks and recreation areas 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Family care facility • Group homes • Home businesses • Utility installations • Uses accessory to the above • Solar Collectors

(3) Manufactured Home Subdivision

The following development standards apply to areas where individually titled parcels have been created.

(4) Lot Area

The minimum lot area shall be as specified in the following table:

Table 12.8.2

Use	Minimum Lot Area (m2)
Housing, manufactured home	375 m ²
All other principle uses	500 m ²

(5) Lot Frontage

The minimum lot frontage shall be in accordance with the following table:

Table 12.8.3

Use	Minimum Lot Frontage (m)
Housing, manufactured home	7.5 metres
All other principle uses	15 metres

(6) Lot Coverage

The maximum coverage of buildings (principle and accessory) on a lot shall be in accordance with the following table:

Table 12.8.4

Use	Maximum Lot coverage (%)
Housing, manufactured home	50%
All other principle uses	50%

(7) Front Yard Setback

The minimum front yard setback shall be in accordance with the following table:

Table 12.8.5

Use	Minimum Front Yard Setback (m)
Housing, manufactured home	6 metres
All other principle uses	6 metres

(8) Rear Yard Setback

The minimum rear yard setback shall be in accordance with the following table:

Table 12.8.6

Use	Minimum Rear Yard Setback (m)
Housing, manufactured home	3 metres
All other principle uses	5 metres

(9) Side Yard Setback

The minimum side yard setback shall be in accordance with the following table:

Table 12.8.7

Use	Minimum Side Yard Setback (m)
Housing, manufactured home	1.5 metres
All other principle uses	1.5 metres

(10) Height

The maximum building height shall be in accordance with the following table:

Table 12.8.8

Use	Maximum Building Height (m)
Housing, manufactured home	5 metres
All other principle uses	11 metres

(11) Design Regulations

- (a) All additions shall be designed in a manner that complements the manufactured homes.
- (b) Ten percent of the gross area of a manufactured home park shall be developed for recreational use either in the form of indoor community building and/or outdoor recreational space.

(12) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **8.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 10**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **8.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 11**.

12.9 RESIDENTIAL ESTATE (RE)

932/17

(1) Purpose

The RE – Residential Estate designation is intended to accommodate low-density residential development in a comprehensively designed naturalized environment.

(2) Permitted and Discretionary Uses

Table 12.9.1 outlines the permitted and discretionary uses contemplated in the RE designation where approval is subject to the issuance of an authorized development permit

Table 12.9.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Accessory Uses • Housing, modular • Housing, secondary suite • Housing, single-detached • Park 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Bed and breakfast • Child care facility • Family care facility • Day care centre, adult • Day care centre, child • Group home • Home businesses • Religious institution • Utility installations • Solar Collectors

(3) Lot Area

The minimum lot area shall be in accordance with the following table:

Table 12.9.2

Use	Minimum Lot Area
Housing, single-detached	0.5 acres
Other principle uses listed in Table 12.9.1	0.5 acres

(4) Lot Frontage

The minimum lot frontage shall be in accordance with the following table:

Table 12.9.3

Use	Minimum Lot Frontage (m)
Housing, single-detached	15 metres
Other principle uses listed in Table 12.9.1	15 metres

(5) Lot Coverage

The maximum coverage of buildings (principle and accessory) on a lot shall be in accordance with the following table:

Table 12.9.4

Use	Maximum Lot coverage (%)
Housing, single-detached	50%
Other principle uses listed in Table 12.9.1	50%

(6) Front Yard Setback

The minimum front yard setback shall be in accordance with the following table:

Table 12.9.5

Use	Minimum Front Yard Setback (m)
Housing, single-detached	5 metres
Other principle uses listed in Table 12.9.1	5 metres

(7) Rear Yard Setback

The minimum rear yard setback shall be in accordance with the following table:

Table 12.9.6

Use	Minimum Rear Yard Setback (m)
Housing, single-detached	5 metres
Other principle uses listed in Table 12.9.1	5 metres

(8) Side Yard Setback

The minimum side yard setback shall be in accordance with the following table:

Table 12.9.7

Use	Minimum Side Yard Setback (m)
Housing, single-detached	5 metres
Other principle uses listed in Table 12.9.1	5 metres

(9) Height

The maximum building height shall be in accordance with the following table:

Table 12.9.8

Use	Maximum Building Height (m)
Housing, single-detached	11 metres
Other principle uses listed in Table 12.9.1	11 metres

(10) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **8.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 10**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **8.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 11**.

12.10 COUNTRY RESIDENTIAL (CR)

932/17

(1) Purpose

The CR – Country Residential designation is intended to accommodate low-density residential development in a comprehensively designed naturalized environment but where minimal urban infrastructure and services are provided.

(2) Permitted and Discretionary Uses

Table 12.10.1 outlines the permitted and discretionary uses contemplated in the RE designation where approval is subject to the issuance of an authorized development permit

Table 12.10.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Accessory Uses • Housing, modular • Accessory buildings • Housing, secondary suite • Housing, single-detached • Park 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Bed and breakfast • Child care facility • Family care facility • Day care centre, adult • Day care centre, child • Group home • Home businesses • Religious institution • Utility installations • Solar Collectors

(3) Lot Area

The minimum lot area shall be in accordance with the following table:

Table 12.10.2

Use	Minimum Lot Area
Housing, single-detached	2.5 acres
Other principle uses listed in Table 12.9.1	2.5 acres

(4) Lot Frontage

The minimum lot frontage shall be in accordance with the following table:

Table 12.10.3

Use	Minimum Lot Frontage (m)
Housing, single-detached	10 metres
Other principle uses listed in Table 12.9.1	10 metres

(5) Lot Coverage

The maximum coverage of buildings (principle and accessory) on a lot shall be in accordance with the following table:

Table 12.10.4

Use	Maximum Lot coverage (%)
Housing, single-detached	50%
Other principle uses listed in Table 12.9.1	50%

(6) Front Yard Setback

The minimum front yard setback shall be in accordance with the following table:

Table 12.10.5

Use	Minimum Front Yard Setback (m)
Housing, single-detached	5 metres
Other principle uses listed in Table 12.9.1	5 metres

(7) Rear Yard Setback

The minimum rear yard setback shall be in accordance with the following table:

Table 12.10.6

Use	Minimum Rear Yard Setback (m)
Housing, single-detached	5 metres
Other principle uses listed in Table 12.9.1	5 metres

(8) Side Yard Setback

The minimum side yard setback shall be in accordance with the following table:

Table 12.10.7

Use	Minimum Side Yard Setback (m)
Housing, single-detached	5 metres
Other principle uses listed in Table 12.9.1	5 metres

(9) Height

The maximum building height shall be in accordance with the following table:

Table 12.10.8

Use	Maximum Building Height (m)
Housing, single-detached	11 metres
Other principle uses listed in Table 12.9.1	11 metres

(10) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **8.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 10**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **8.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 11**.

12.11 CENTRAL COMMERCIAL (C1)

(1) Purpose

The C1 – Central Commercial designation is intended to provide for a wide variety of commercial, institutional and residential uses within the town centre. The intent is to foster mixed-use development and encouraging vibrancy in a manner that facilitates pedestrian movement.

(2) Permitted and Discretionary Uses

Table 12.11.1 outlines the permitted and discretionary uses contemplated in the C1 designation where approval is subject to the issuance of an authorized development permit.

Table 12.11.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Art gallery • Bakery • Club • Convenience store • Dry cleaning/Laundromat services • Financial Services • Funeral home • Grocery store • Hotel • Housing, mixed use • Office • Medical clinic • Motel • Personal Services • Public administration • Religious Institution • Restaurant • Retail • Sign • Theatre 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Adult entertainment • Automotive sales and/or rental • Automotive supply store • Brewery, winery and distillery • Brewpub • Cannabis retail sales • Car/Truck wash • Child care facility • Commercial recreation & entertainment facility • Contracting services • Day care, child • Gas bar • Head shop • Housing, apartment (low rise) • Housing, apartment (high rise) • Liquor store • Nightclub • Parking facility • Pawn shop • Recycling depot • Repair shop • Restaurant – drive thru • Solar Collectors

	<ul style="list-style-type: none"> • Utility installations
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(3) Development Standards

The Development Standards for all uses listed in Table 12.11.1 shall adhere to the standards listed in Table 12.11.2.

Table 12.11.2

Development Standard	Site Standard
Minimum Lot Area (m ²)	250 m ²
Minimum Lot Frontage (m)	6 m
Maximum Lot Coverage (%)	80%
Minimum Front Yard Setback (m)	nil
Minimum Rear Yard Setback (m)	6 m
Minimum Side Yard Setback (m)	Nil
Maximum Height	15 m

(4) Design Regulations

- (a) The façade of any principle building should be finished in brick, rock, stone, stucco, wood, glass, and/or precast concrete. Exterior finishes should require minimal maintenance but demonstrate high quality workmanship.
- (b) Buildings should be built to the property line in order to create a defined relationship with the public realm.
- (c) A minimum of 60% of the ground floor of any building should be finished in clear glazing to allow for natural surveillance, and to create an engaging and vibrant public realm. Reflective or tinted glazing should be discouraged.
- (d) The street wall, where it runs parallel to a roadway, should be designed to occupy 100% of a lot's frontage.
- (e) The provision of canopies or awnings are encouraged in order to provide weather protection for pedestrians.
- (f) No parking area shall be located within the front yard of any lot. Parking areas should be located within the rear yard, with vehicular access from an adjacent lane.
- (g) The ground floor of any residential building should be utilized for commercial purposes.
- (h) Additional design regulations may be required at the discretion of the Development Authority.

(5) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **8.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 10**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **8.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 11**.

12.12 HIGHWAY COMMERCIAL (C2)

(1) Purpose

The C2 – Highway Commercial designation is intended to accommodate the development of a wide array of commercial uses on lots adjacent to roadways that facilitate large volumes of automotive traffic.

(2) Permitted and Discretionary Uses

Table 12.12.1 outlines the permitted and discretionary uses contemplated in the C2 designation where approval is subject to the issuance of an authorized development permit.

Table 12.12.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Auction mart • Automotive sales and/or rental • Automotive supply store • Bakery • Car/Truck wash • Club • Convenience store • Dry cleaning/laundromat services • Financial Services • Funeral home • Gas bar • Grocery store • Hotel • Office • Medical clinic • Motel • Personal services • Public administration • Religious Institution • Restaurant • Restaurant – drive thru • Retail • Sign 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Any permitted use with a height exceeding 10 metres • Adult entertainment • Amusement arcade • Automotive service and/or paint shop • Brewery, winery and distillery • Brewpub • Cannabis retail sales • Child care facility • Commercial recreation & entertainment facility • Contracting services • Daycare, child • Gambling and gaming hall • Head shop • Liquor store • Nightclub • Pawn shop • Recycling depot • Repair shop • Solar Collectors • Theatre • Trucking establishment • Utility installations

	<ul style="list-style-type: none"> • Warehouse
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(3) Development Standards

The Development Standards for all uses identified in Table 12.12.1 shall adhere to the standards listed in Table 12.12.2.

Table 12.12.2

Development Standard	Site Standard
Minimum Lot Area (m ²)	1000 m ²
Minimum Lot Frontage (m)	6 m
Maximum Lot Coverage (%)	65%
Minimum Front Yard Setback (m)	8 m
Minimum Rear Yard Setback (m)	5 m
Minimum Side Yard Setback (m)	3 m
Maximum Height	15 m

(4) Design Regulations

- (a) The façade of any principle building should be finished in brick, rock, stone, stucco, wood, glass, and/or precast concrete. Exterior finishes should require minimal maintenance but demonstrate high quality workmanship.
- (b) Additional design regulations may be required at the discretion of the Development Authority.

(5) Additional Regulations

- (a) No access to a lot shall be provided from Highway 20 or Highway 53 without obtaining the approval of Alberta Transportation.
- (b) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (c) Temporary uses in this designation shall be subject to the regulations as per **8.25**.
- (d) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (e) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 10**.
- (f) Landscaping in this designation shall be provided in accordance with the regulations in **8.16**.
- (g) The construction of signs in this designation shall be in accordance with the regulations in **Part 11**.

12.13 INDUSTRIAL (M)

(1) Purpose

The M – Industrial designation is intended to accommodate the development of a wide array of industrial uses but which will not cause any objectionable or noxious conditions, be it noise, odour, dust, vibration or any other similar sensation, beyond the lot on which they are located.

(2) Permitted and Discretionary Uses

Table 12.13.1 outlines the permitted and discretionary uses contemplated in the M designation where approval is subject to the issuance of an authorized development permit.

Table 12.13.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Agricultural sales and/or service • Animal kennel • Animal shelter • Auction mart • Automotive sales and/or rental • Automotive service and/or paint shop • Automotive supply store • Bakery • Car/Truck wash • Club • Convenience store • Contracting services • Dry cleaning/Laundromat services • Gas bar • Greenhouse • Manufacturing, processing, packaging or assembly of goods or materials • Mini storage • Public Administration • Repair shop • Sign • Trucking establishment • Warehouse • Veterinary clinic 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Abattoir • Amusement arcade • Adult entertainment • Auction mart • Bulk fuel and/or fertilizer sales and storage • Cannabis facility • Gambling and gaming hall • Liquor store • Meat processing plant • Recycling depot • Restaurant • Restaurant, drive-thru • Salvage yard • Solar Collectors • Wrecking yard

(3) Development Standards

The Development Standards for all uses identified in Table 12.13.1 shall adhere to the standards listed in Table 12.13.2.

Table 12.13.2

Development Standard	Site Standard
Minimum Lot Area (m ²)	500 m ²
Minimum Lot Frontage (m)	15 m
Maximum Lot Coverage (%)	50%
Minimum Front Yard Setback (m)	6 m
Minimum Rear Yard Setback (m)	5 m
Minimum Side Yard Setback (m)	3 m
Maximum Height	15 m

(4) Design Regulations

- (a) The façade of any principle building should be finished in brick, rock, stone, stucco, wood, glass, and/or precast concrete. Exterior finishes should require minimal maintenance but demonstrate high quality workmanship.
- (b) No outdoor storage of goods, materials, or equipment shall be permitted within any portion of a front, side, or rear yard, which runs parallel to an adjacent roadway.
- (c) All loading facilities should be located and accessed from a side and/or rear yard.
- (d) Additional design regulations may be required at the discretion of the Development Authority.

(5) Additional Regulations

- (a) No access to a lot shall be provided from Highway 20 or Highway 53 without obtaining the approval of Alberta Transportation.
- (b) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (c) Temporary uses in this designation shall be subject to the regulations as per **8.25**.
- (d) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (e) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 10**.
- (f) Landscaping in this designation shall be provided in accordance with the regulations in **8.16**.
- (g) The construction of signs in this designation shall be in accordance with the regulations in **Part 11**.

12.14 PUBLIC SERVICE (PS)**(1) Purpose**

The PS – Public Services designation is intended to accommodate the development of uses which serve the public and which are of benefit to the community.

(2) Permitted and Discretionary Uses

Table 12.14.1 outlines the permitted and discretionary uses contemplated in the PS designation where approval is subject to the issuance of an authorized development permit.

Table 12.14.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • Accessory building • Cemetery • Community centre • Hospital • Landfill • Library • Museum • Park • Public administration • Recreational facility • Residential care facility • School • Tourism information centre • Utility installations 	<ul style="list-style-type: none"> • Animal shelter • Campground • Child care facility • Day care centre, adult • Day care centre, child • Golf course • Medical clinic • Retail • Restaurant • Sign • Solar Collectors

(3) Development Standards

The Development Standards for all uses identified in Table 12.14.1 shall adhere to the standards listed in Table 12.14.2.

Table 12.14.2

Development Standards	Site Standard
Minimum Lot Area (m ²)	500 m ²
Minimum Lot Frontage (m)	15 m
Maximum Lot Coverage (%)	75%
Minimum Front Yard Setback (m)	7.5 m
Minimum Rear Yard Setback (m)	5 m
Minimum Side Yard Setback (m)	3 m
Maximum Height	12.2 m

(4) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **8.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 10**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **8.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 11**.

12.15 URBAN HOLDINGS (UH)**(1) Purpose**

The UH – Urban Holdings designation is intended to retain land in an undeveloped manner for future urban expansion, while contemplating a limited number of interim uses, and allowing existing uses to remain until development proceeds

(2) Permitted and Discretionary Uses

Table 12.15.1 outlines the permitted and discretionary uses contemplated in the UH designation where approval is subject to the issuance of an authorized development permit.

Table 12.15.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • Agriculture, excluding intensive livestock operations • Park • Public administration • Stormwater Management Facility • Utility installations 	<ul style="list-style-type: none"> • Animal shelter • Campground • Golf course • Sign • Solar collectors

(3) Development Standards

The Development Standards for all uses identified in Table 12.15.2 shall adhere to the standards listed in Table 12.15.2.

Table 12.15.2

Development Standards	Site Standard
Minimum Lot Area (m ²)	500 m ²
Minimum Lot Frontage (m)	15 m
Maximum Lot Coverage (%)	75%
Minimum Front Yard Setback (m)	7.5 m
Minimum Rear Yard Setback (m)	5 m
Minimum Side Yard Setback (m)	3 m
Maximum Height	12.2 m

(4) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **8.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 10**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **8.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 11**.

12.16 DIRECT CONTROL (DC)**(5) Purpose**

The DC – Direct Control designation is intended to provide control over the use and development of land or buildings for which Council has determined that, because of unique land use characteristics, innovative ideas, or special environmental concerns, such development could not be effectively accommodated under any other land use designation in this Bylaw.

(6) Permitted and Discretionary Uses

- (a) All permitted and discretionary uses shall be as prescribed in the previously written Statutory Plan.
- (b) In the absence of an adopted Area Structure Plan or Area Redevelopment Plan, any use which, in the opinion of the Development Authority, is compatible with the character of existing surrounding uses and adjacent designated Land Use Districts may also be allowed.

(7) Development Standards

- (a) The Development Authority may require additional information to properly evaluate the proposed development in terms of its compliance with this Bylaw, and any applicable Statutory Plan.
- (b) All development shall comply with the lot sizes, building setback requirements and other development criteria as prescribed in any applicable Statutory Plan.

(8) Additional Regulations

- (a) All other development requirements shall be at the discretion of the Development Authority. In determining the appropriate requirements for a development in the DC District, the Development Authority shall have regard to any provisions in this Bylaw for similar uses or developments.
- (b) In the absence of an adopted Area Structure Plan or Area Redevelopment Plan, the regulations which will be applied to a development will be those which, in the opinion of the Development Authority, are compatible with the character of existing surrounding uses and adjacent designated Land Use Districts.



Legend

DESCRIPTION

TOWN LIMIT

LAND USE BYLAW DEFINITION

- R1 Low density residential
- R2 Low density general residential
- R3 High density residential
- MHS Manufactured housing subdivision
- MHP Manufactured housing park
- RE Residential Estates
- CR Country Residential
- C1 Central commercial
- C2 Highway commercial
- M Industrial
- PS Public Service
- UH Urban holdings
- DC Direct control

Existing Land Use Based on:
Land Use Bylaw - 917/16



Project
TOWN OF RIMBY
LAND USE
BYLAW - 917/16



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Scale: 1:5,000
Date: Rev. 4 - AUGUST 29, 2017
Dwg. File: RB129_LUB7_29AUG2017.dwg

LAND USE
BYLAW MAP
MAP

Project No.
RB129
Drawing No.
MAP
1



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AMEND LAND USE BYLAW 917/16.

WHEREAS Part 6, Section 6.1(2), of the Town of Rimby Land Use Bylaw 917/16 states that Council may initiate an amendment to the Land Use Bylaw,

NOW THEREFORE After due compliance with the relevant provisions of the Municipal Government Act RSA 2000, ch. M-26, as amended, the Council of the Town of Rimby duly assembled enacts as follows:

PART I - TITLE

This Bylaw may be cited as the Amendment to the Land Use Bylaw.

PART II – TEXT AMENDMENTS

Section 2.2 shall be amended to add:

(28) “cannabis” means cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds and any other substance defined as cannabis in the Cannabis Act (Canada) and it’s regulations, as amended from time to time and includes edible products that contain cannabis.

(29) “cannabis accessory” means cannabis accessory including but not limited to, rolling paper or wraps, holders, pipes, water pipes, bongs and vaporizers, or any other thing described in the Cannabis Act (Canada) that is used in the consumption or production of cannabis.”

(30) “cannabis lounge” means a development where the primary purpose of the facility is the sale of cannabis to the eligible public, for the consumption within the premises that is authorized by provincial or federal legislation. This use does not include cannabis production and distribution;

(31) “cannabis production and distribution facility” means a development used principally for one or more of the following activities relating to cannabis:

- (a) The production, cultivation, and growth of cannabis;
- (b) The processing of raw materials
- (c) The making, testing, manufacturing, assembling, or in any way altering the chemical or physical properties of semi-finished or finished cannabis goods or products
- (d) The storage or shipping of materials, goods or products, or;
- (e) The distribution and sale of materials, goods and products to cannabis retail sales stores or to individual customers

(32) “cannabis retail sales” means a retail store licensed by the Province of Alberta where:

- (f) where cannabis is sold for consumption off the premises,
- (g) where consumption of cannabis must not occur, and
- (h) that may include the ancillary retail sale or rental of merchandise;

(35) “Certificate of Compliance” means the endorsement by the Development Officer on a survey document indicating that the building locations on a lot are in compliance with this Bylaw.

(36) “Child Care Facility” means a development intended to provide care, educational activities and supervision for groups of seven or more children under thirteen (13) years of age during the day or evening, but does not include overnight accommodation, and is intended to be operated for at least twelve (12) consecutive weeks each year. This



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AMEND LAND USE BYLAW 917/16.

includes daycares, pre-schools, out-of-school care, and other programs where the primary purpose is the care of children.

(56) "Essential Public Service" means a fire station, police station or similar service.

(57) "family care facility" means a development which provides resident care service in a dwelling unit to six (6) or fewer individuals. These individuals may be handicapped, aged, disabled, or in need of adult supervision and are provided service and supervision in accordance with their individual needs. Family care facilities include boarding homes for children and group homes;

(58) "family day home" means a dwelling unit used for the temporary supervision or care for a maximum of six (6) children 0-12 years old, including the residents' own children. In a family day home a maximum of three (3) children may be under 36 months with a maximum of two (2) children may be under 24 months. These regulations are the same for Before/After School Care or Private Babysitting service.

(75) "group home" means a building and/or site use for individuals in a residential setting who require supervision because of their age, disability, or need for rehabilitation, and where qualified staff are present at all times;

(76) "head shop" means a retail outlet which specializes in drug paraphernalia related to consumption of cannabis, other recreational drugs and new age herbs, as well as counterculture art, magazines, music, clothing and home décor. This does not include cannabis retail sales or cannabis production and distribution facility;

(107) "medical clinic" means a building used for the provision of physical and mental health services on an outpatient basis. Such services may be of a preventative, diagnostic, treatment, therapeutic, rehabilitative or counselling nature. Health services may include dental offices, physical therapy, pharmacy, counselling, doctor's offices, chiropractic offices and medical cannabis clinics;

(108) "medical cannabis clinic" means any business or enterprise whether or not operated for profit intended to serve as a means of distributing or providing cannabis for medical purposes as defined by provincial or federal legislation;

(132) "Real Property Report" means a codified standard adopted by the Alberta Land surveyor's Association which contains: (a) the legal description of the property and the municipal address; (b) the dimensions and bearings of all property boundaries as determined by an actual field survey in accordance with the Surveys Act; (c) the designation of adjacent properties, roads, lanes, etc.; (d) the location and description of all pertinent improvements located on the property along with their dimensions and clearances to the property boundaries. The projections of overhangs or eaves are also shown; (e) the location of any easements which may affect the property; (f) the location and dimensions of any visible encroachments onto or off of the property; (g) a list of the registered encumbrances as noted on the title to the property at the date of the survey; (h) a certification by an Alberta Land Surveyor duly signed.

(139) "reserve land" means environmental reserve, conservation reserve, municipal reserve, community services reserve, school reserve or municipal and school reserve;

(140) "Residential Care Facility" means a private or publicly funded seniors lodge, nursing home, extended or congregate care facility.

(145) "retaining wall" means a structure constructed to withstand lateral pressure in order to hold back earth, loose rock, or similar materials;

(173) "Variance" means an alteration or change to a standard prescribed



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AMEND LAND USE BYLAW 917/16.

by this Bylaw that is authorized by the Development Authority or the Board.

Section 2.2 shall be amended to delete:

~~(40) "day care centre, adult" means a building and/or site used to provide care and supervision of four or more adults who are over the age of 15 years, by a person not related to the adult for periods no longer than 24 consecutive hours;~~

~~(41) "day care centre, child" means a building used to provide care and supervision of four or more children who are under the age of 15 years, by a person not related to the children for periods no longer than 24 consecutive hours;~~

~~(64) "group home" means a building and/or site use for residential purposes for individuals who require supervision because of their age, disability, or need for rehabilitation, and where qualified staff are present at all times;~~

~~(126) "retaining wall" means a structure constructed to withstand lateral pressure in order to hold back earth, loose rock, or similar materials;~~

Section 3.2(1)(a), 3.2(1)(i), 3.2(1)(j), 3.2(1)(k), 3.2(1)(n), 3.2(1)(p) shall be amended to read:

- (5) The following development shall not require a development permit:
 - (a) The carrying out of works of maintenance or repair to any building or internal alteration, provided that such works do not include:
 - (i) structural alterations; or,
 - (ii) major works of renovation that would require a building permit under the Safety Codes Act.
 - (b) The development of Town owned structures or public works, services and utilities. ~~Notice of such structures shall be provided to adjacent landowners for information purposes.~~
 - (c) Development within a basement which does not change or add to the uses in a dwelling, which do not require a building permit under the Safety Codes Act;
 - (d) All accessory buildings which are less than 13.4 m² in area. ~~and which conform to the setback requirements of the Land Use District.~~
 - (e) Fire pits provided that they conform to the regulations specified in this Land Use Bylaw;
 - (i) the combustion area is contained and screened,
 - (ii) the outside diameter is no more than 1.0 metres (three feet),
 - (iii) the pit is set back from buildings and fences in accordance with the Alberta Fire Code,
 - (iv) only clean wood is burned, and
 - (v) the location and use does not reduce the quiet enjoyment of neighbouring property.
 - (f) The construction of a deck, provided that the deck is uncovered, and the walking surface is less than 60 cm (2 feet) above grade. ~~and it conforms to the regulations specified in this Land Use Bylaw.~~

Section 4.2(5) and 4.2(6) shall be amended to read:

- (6) Upon receipt of an application, the Development Authority must review the application for completeness within 20 days of the



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application being received. The Development Authority shall provide either:

- (a) A complete certificate, if in the opinion of the Development Authority, the application contains the information necessary to review the application;
- (b) An incomplete certificate. An incomplete certificate shall provide:
 - (i) the additional information require to be deemed complete
 - (ii) the deadline for submission of the additional information
 - (iii) any other information deemed necessary by the Development Authority
- (c) In the case of an incomplete certificate, at the discretion of the Development Authority,
 - (i) the timeline for submission of additional information may be extended by an agreement in writing between the applicant and the Development authority.
 - (ii) A complete certificate shall be issued upon receipt of the necessary information.
 - (iii) If an applicant fails to submit all the outstanding items indicated in the complete certificate by the deadline set in the incomplete certificate, an application may be deemed refused and a Development Permit refusal shall be issued. The refusal must give reasons for the refusal.
- (d) Despite the complete certificate or incomplete certificate, in the course of reviewing the application, the Development Authority may request additional information from the applicant that the Development Authority considers necessary to review the application.

- (7) An application for a development permit shall, at the option of the applicant, be deemed to be refused when a decision thereon is not made by the Development Authority within forty (40) days after receipt of the application by the Development Authority. The person claiming to be affected may appeal in writing as provided for in Part 4 of this Bylaw as though he has received a refusal at the end of the forty (40) day period specified in this subsection. At the discretion of the Development Authority, the 40 days may be extended by an agreement in writing between the applicant and the Development authority

Section 4.5(4) shall be amended to read:

- (4) When a permit other than a permit described in Section 4.5(3) hereof has been issued, the Development Authority shall advertise in accordance with the Public Advertisement Bylaw 0114. ~~the Development Authority shall immediately:~~
 - ~~(a) Post a notice of the decision conspicuously on the property for which the application has been made; and/or~~
 - ~~(b) Mail a notice in writing to all adjacent land owners who, in the sole opinion of the Development Authority, may be affected; and/or~~
 - ~~(c) Publish a notice of the decision in a newspaper circulating in the Town, stating the location of the property for which the application has been made and the use approved.~~

Section 7.1(6) and 7.1(7) shall be amended to read:



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(6) In addition to the process and penalties described above, the Development Authority, Peace Officer, Bylaw Officer or any other person identified as a designated officer ~~Peace Officer~~ by the Council for the purposes of this Section, shall be authorized to inspect any development to confirm compliance, and if not in compliance to issue violation tickets in respect to any contravention of this Bylaw.

(7) Violation Tickets:

(a) The Development Authority, Peace Officer, Bylaw Officer or any other person identified as a designated officer by Council for the purposes of this section, ~~may direct a Peace Officer for the purposes of this Section,~~ to issue a violation ticket to any person alleged to have breached any provision of this Bylaw.

Section 8.1(2), 8.1(9), 8.1(10), shall be amended to read:

(2) All accessory buildings shall be located at least 2.0 m from any principal building, unless under 13.4 m² and on a non-permanent foundation

(9) Accessory buildings under 13.4 m² in size and decks which are uncovered, and the walking surface is less than 60cm (2 feet) above grade do not have to meet the setback requirements for the District in which is it located. All other accessory buildings are required to meet the setback requirements for the District in which it is located.

(10) An accessory building, over 13.4m², is required to meet the setback requirements for the District in which it is located.

Section 8.1(11) shall be deleted:

~~(11) Any building or use which is accessory to a lawful use in any land use designation is deemed to be permitted in all land use districts in Part 12.~~

Section 8.16(15) shall be added:

(15) Development Permits are required for all retaining walls over 60 cm (2 feet).

Section 8.18(1)(h) shall be amended to read:

(1) No person shall keep or permit in any part of a yard in any residential district:
(h) Contravene the Town of Rimbey Nuisance Community Standards Bylaw.

Section 9.2 shall be added:

9.2 CANNABIS PRODUCTION AND DISTRIBUTION FACILITY

(1) Cannabis facilities must have a licence issued by the Health Canada.

(2) The following regulations apply to cannabis facilities:
(a) An ancillary building or structure used for security purposes may be located on the parcel containing the use.



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- (b) Facilities must include equipment designed and intended to remove odours from the air where it is discharged from the facility as part of a ventilation system.
 - (c) Facilities must not be within 75 metres of a residential district measured from the building containing the use to the nearest property line of a parcel designated as a residential district.
- (3) Where the development authority may require, as a condition of a development permit, reports to be completed by a qualified professional, that includes details on:
- (a) the incineration of waste products and air borne emission, including smell;
 - (b) the quantity and characteristics of liquid and waste material discharged by the facility; and
 - (c) the method and location of collection and disposal of liquid and waste material.
- (2) The operator of a Cannabis Production and Distribution Facility must ensure that nuisances, including odour, are addressed to the satisfaction of the Development Authority.

Section 9.3 shall be added:

9.3 CANNABIS RETAIL SALES

- (1) Cannabis stores and where all cannabis that is offered for sale or sold must be from a federally approved and licensed facility.
- (2) Cannabis stores must be licensed by the Alberta Government.
- (3) Cannabis stores must be a stand-alone use, which means it cannot be combined with another use, such as a convenience store. However, cannabis stores can occur in a multi-tenant building or as part of a mixed-use development.
- (4) The operator of a Cannabis Retail Sales must ensure that nuisances, including odour, are addressed to the satisfaction of the Development Authority.
- (5) To avoid clustering in communities, cannabis stores shall not be located within 100 metres of any other Cannabis Store, when measured from the closest point of a Cannabis Store to the closest point of another Cannabis Store with the following exceptions:
 - (a) A proposed cannabis store is at the same location as an existing retail store that currently sells cannabis-related paraphernalia as its main merchandise,
 - (b) There is only one other cannabis store within the minimum separation distance,
 - (c) A proposed cannabis store is located on a different street or on the opposite side of the same street as the existing cannabis store,
 - (d) A major road, expressway or river separates the proposed cannabis store from the existing cannabis store,
 - (e) A proposed cannabis store is located in an enclosed shopping centre, or
 - (f) An existing approved cannabis store proposes to relocate to a new location within 100 metres of its original location, provided that it does not move within the separation distance of a different cannabis store.



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- (6) To discourage the mixed consumption of cannabis and alcohol through availability, cannabis stores shall not abut a Liquor Store.
- (7) To limit convenient access and lower the profile and visibility of cannabis to younger persons, cannabis stores shall not be located within 150 metres of the following:
 - (a) A building containing a public school, private school, or a library or a boundary of the parcel of land which the facility is located, or
 - (b) All properties which are designated as a Public Service in this Land Use Bylaw.
- (8) To support keeping cannabis out of the hands of the vulnerable, cannabis stores shall not be located within 150 metres of the following:
 - (a) A provincial health care facility, or a boundary of the parcel of land on which the facility is located, or
 - (b) Emergency shelter.

Section 9.6(3)(c) shall be added:

- (c) Cannabis Retail Sales, Cannabis Production and Distribution

Section 9.8(1)(a) and 9.8(1)(b) shall be amended to read:

- (a) Third party certification from an accredited inspection agency including the Canadian Standard Association (CSA), Intertek or Quality Auditing Institute (QAI).
- (b) Alberta Municipal Affairs Label.

Table 10.2.1 shall be amended to read:

Use of a Building or Site	Minimum Number of Parking Spaces
Residential Uses	
Multi-family dwellings	2 per dwelling unit
Seniors apartments	1 per dwelling unit, or as required by the Development Authority
Boarding houses	1 per bedroom
Senior citizen homes	1 per dwelling unit
Secondary suites	1 per bedroom
All other dwellings	2 per dwelling unit
Manufactured home parks	In addition to 2 per dwelling unit, 1 visitor parking space per 4 manufactured home units
Commercial and Industrial Uses	
Cannabis Facilities	1 per 100 m ² (1,076 ft ²) of gross floor area for the first 2,000 m ² , and then 1 per each subsequent 500 m ²
Eating and drinking establishments	1 per 5 seating spaces
Eating and drinking establishments (take out)	1 per 13 m ² (140 ft ²) of gross leasable area plus 1 per 3 employees on maximum shift
Drive thru restaurants	2 per drive thru window



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Other drive thru businesses	2 per drive thru window
Hotels and motels	1.5 per rentable unit
Bed and breakfast	1 per bedroom
Home occupations	1 in addition to the requirements for the residential use
All other commercial uses	1 per 28 m ² (301.4 ft ²) of gross leasable area
All industrial uses	1 per 46 m ² (495 ft ²) of gross leasable area
Institutional Uses	
Places of Public Assembly	1 per 5 seating spaces
Schools (elementary/junior high)	2 per classroom
High schools	3 per classroom
Commercial schools	1 per student
Hospitals and similar uses	2 per bed
Nursing homes	0.75 per bed

Section 10.2(2) shall be added:

- (2) At the discretion of the Development Authority, minimum parking requirements may be relaxed for existing buildings where historical site design cannot accommodate the required number of parking stalls.

Section 11.2(1)(f) and 11.2(1)(g) shall be added:

- (f) Dynamic Sign means a sign or portion of a sign with features that move or appear to move or change, whether the apparent movement or change is in the display, the sign structure itself, or any other component of the sign. A Dynamic Sign includes any display that incorporates a technology or other method allowing the image on the sign face to change, such as rotating panels, LED lights manipulated through digital input, or "digital ink". A Dynamic Sign does not include a sign whose message or image is changed by physically removing and replacing the sign or its components.
- (g) "Electronic Message Centre" means a sign or component of a sign on which the copy can be changed by electrical or electronic means.

Section 11.3(1) and 11.3(2) shall be amended to read:

- (1) Sign ~~Development~~ Permit Required:
- (2) ~~Sign Permit Not Required:~~ Unless otherwise specified in this Bylaw no sign ~~development~~ permit is required for the following signs:
 - (a) Signs posted or displayed within the interior space of a building
 - (b) Signs posts or displayed in or on an operating motor vehicle if the vehicle is not temporarily or permanently parked solely



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- for the purpose of displaying the sign
- (c) A statutory or official notice of a function of the Town
 - (d) Signs posted by a municipal, provincial, or federal government agency
 - (e) Traffic and directional signs authorized by the Town and/or Alberta Provincial Authorities
 - (f) The erection of campaign signs for federal, provincial, municipal, or school board elections on private properties for no more than thirty (30) days, or such other time as regulated under provincial or federal legislation provided that
 - (i) Such signs are removed within ten (10) days of the election date
 - (ii) The consent of the property owner or occupant is obtained
 - (iii) Such signs do not obstruct or impair vision or traffic
 - (iv) Such signs are not attached to utility poles
 - (v) Such signs indicate the name and address of the sponsor and the person responsible for removal
 - (g) A non-illuminated sign that is posted or exhibited solely for the identification of the address or name of the land or building on which it is displayed including signs identifying the occupants, if the sign:
 - (i) Does not exceed 1.0 m² in area, and
 - (ii) Is posted only at each entrance from which access from a public roadway to the building is provided
 - (iii) Does not advertise for a home-based business or bed and breakfast establishment
 - (h) A non-illuminated sign that is posted or exhibited for sale, lease or rentals of land or a building if the sign:
 - (i) Is 3.0 m² of less in area
 - (ii) Is posted only on each side of the building or land facing a different public roadway
 - (i) Window Sign
 - (j) An A-Frame sign:
 - (i) Provided it is advertising for goods or services which are located for sale or offered on the same lot or on a sidewalk adjacent to the same lot
 - (ii) Does not obstruct vehicular or pedestrian traffic
 - (k) A non-illuminated sign of a building contractor relating to construction work in progress on the land on which such signs are erected, provided that:
 - (i) Such signs are removed within fourteen (14) days of occupancy, and
 - (ii) Such sign are limited in size to a maximum of 3.0 m², and in number to one sign for each boundary of the property under construction which fronts onto a public street.
 - (l) A non-illuminated temporary sign advertising a garage sale, estate sale or open house. Such signs may be posted for a maximum period of 48 hours, and may not exceed 1.0 m² in area of 1.0 m in height.

Section 11.4 shall be amended to read:

11.4 SIGNS DEVELOPMENT PERMIT SUBMISSION



Table 11.6.1 shall be amended to read:

Type of Sign	Land Use Designation and Development Standards											
	PS			R1, R1A, R2, R3, RE, CR, MHP, MHS			C1			C2, M		
	#	H	SA	#	H	SA	#	H	SA	#	H	SA
Freestanding Sign	1	4.0 m	3.0 m ²	1	1.5 m	1.5 m ²	1	10 m	10 m ²	1	10 m	12 m ²
Wall Sign	1	N/A	3.0 m ²	1	N/A	1.0 m ²	1	N/A	20 m ²	1	N/A	24 m ²
A-Frame Sign	1	1.0 m*	0.7 m ²	Not Permitted			1	1.0 m*	0.7 m ²	1	1.0 m*	0.7 m ²
Temporary Sign	1	4.0 m	3.0 m ²	Not Permitted			1	6.0 m	9.0 m ²	1	6.0 m	9.0 m ²
Canopy Sign	1	2.5 m*	1.5 m ²	Not Permitted			1	2.5 m*	1.5 m ²	1	2.5 m*	1.5 m ²
Dynamic Sign	1	2.5 m	1.5 m ²	Not Permitted			1	2.5 m	1.5 m ²	1	2.5 m	1.5 m ²
Rotating Sign	Not permitted			Not Permitted			1	10 m	10 m ²	1	12 m	15 m ²
Projecting Sign	Not permitted			Not Permitted			1	2.5 m*	1.5 m ²	1	2.5 m*	1.5 m ²
Roof Sign	Not Permitted			Not Permitted			1	7.5 m	10 m ²	1	10 m	15 m ²
Billboard Sign	Not Permitted			Not Permitted			1	10 m	10 m ²	1	9.5 m	12 m ²
Portable Sign	Not Permitted			Not Permitted			1	2.5 m	3.0 m ²	1	2.5 m	3.0 m ²
Key												
# = Refers to the maximum Number of Signs permitted per lot												
H = Refers to the maximum Sign Height permitted												
SA = Refers to the maximum Sign Area permitted												
^ = Refers to the maximum number of permitted signs per each side of a building facade												
* = Refers to the maximum number of permitted signs per business on a lot												
** = Refers to the minimum vertical clearance from grade or, if applicable, a sidewalk to the bottom of the sign												

Section 11.6(2)(c) shall be added:

(c) Dynamic Signs

- (i) No Dynamic Sign may be erected except as permitted in this Section;
- (ii) The Development Authority shall only approve a Dynamic Sign as a portion of a permitted Community, Canopy, Free Standing or Fascia Sign.
- (iii) A Dynamic Sign may display public service announcements, but shall not include third party advertising or sponsor recognition except when it is located on a site in a Public Service (PS) district.
- (iv) Dynamic Signs shall only be permitted in Commercial, Industrial and Public Service Districts, and must meet the following requirements:
 - (1) not be located within 30.0 m radius of a residential district, and when site or lot of a proposed



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- dynamic sign location is adjacent to a residential district, notification will be sent within a 100.0 m radius of the proposed site,
- (2) be limited to one sign per building or site, with the exception of Public Service sites over 17 ha will be limited to two (2) signs provided that one of the signs must be a fascia sign and the other must be a portion of a freestanding sign, and further provided that the two (2) signs must be at least 50.0 m apart,
 - (3) not be located on a lot within a 50.0 m radius of the boundary of a lot containing an existing dynamic sign,
 - (4) comprise of not more than 25% of the total freestanding or fascia sign area.
- (v) A development permit for a dynamic sign shall be valid for a maximum of two (2) years, at which time a new permit must be applied for. The conversion of an existing sign to a dynamic sign shall require a development permit.
- (vi) A dynamic sign may not allow the display or message to change more frequently than once every eight (8) seconds, with a transition period of one (1) second or less.
- (vii) Brightness of digital signs shall be measured as follows:
- (1) at least thirty (30) minutes following sunset, a foot candle meter shall be used to obtain an ambient light reading for the location. This is done while the sign is off or displaying black copy. The reading shall be made with the meter aimed directly at the sign area at the pre-set location,
 - (2) the sign shall then be turned on to full white copy to take another reading with the meter at the same location,
 - (3) if the difference between the readings is 2.15 lumens/m² (0.2 foot candles) or less, the brightness is properly adjusted.
- (viii) Any digital sign located within 50 m of a residential district may be subject to restricted operating hours at the discretion of the Development Authority.
- (ix) The use, size and location of digital signs must comply with all other relevant municipal and provincial regulations.

Section 11.12 shall be added:

- (1) **Offensive Signage**
 - (a) No sign shall be erected which promotes intolerance, hatred or ridicule of any race, religion or other segment of society.



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Table 12.4.1 shall be amended to read:

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Accessory Uses • Housing, modular • Housing, secondary suite • Housing, single-detached • Home based business • Park 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Bed and breakfast • Child care facility • Family care facility • Day care centre, adult • Day care centre, child • Group home • Housing, modular • Religious institution • Utility installations • Solar Collectors

Table 12.5.1 shall be amended to read:

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Accessory Uses • Housing, duplex • Housing, modular • Housing, single-detached • Housing, secondary suite • Home based business • Park 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Bed and breakfast • Child care facility • Family care facility • Day care centre, adult • Day care centre, child • Group home • Housing, manufactured • Housing, modular • Religious institution • Utility installations • Solar Collectors

Table 12.6.1 shall be amended to read:

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Accessory Uses • Housing, duplex • Housing, triplex • Housing, fourplex • Housing, row housing • Housing, secondary suite • Public parks and recreation areas 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Bed and breakfast • Child care facility • Family care facility • Day care centre, adult • Day care centre, child • Group home • Home businesses • Housing, high rise apartment • Housing, low rise apartment • Religious institution • Utility installations • Solar Collectors



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Table 12.7.1 shall be amended to read:

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Accessory Uses • Housing, manufactured home • Housing, modular • Park 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Group homes • Home businesses • Utility installations • Solar Collectors

Section 12.7(3)(c) shall be amended to read:

- (c) A development permit and move-in permit are required anytime a new manufactured home unit is moved onto a Manufactured Home Park site. Move-in permits shall require: ~~the Manufactured home unit serial number, model number and Canadian Standard Association Certification.~~
- (i) Third party certification from an accredited inspection agency including the Canadian Standard Association (CSA), Intertek or Quality Auditing Institute (QAI).
 - (ii) Alberta Municipal Affairs Label.
 - (iii) Model number.
 - (iv) Manufactured home unit serial number.

Table 12.8.1 shall be amended to read:

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Accessory Uses • Housing, manufactured home • Housing, modular • Public parks and recreation areas 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Family care facility • Group homes • Home businesses • Utility installations • Uses accessory to the above • Solar Collectors

Table 12.9.1 shall be amended to read:

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Accessory Uses • Housing, modular • Housing, secondary suite • Housing, single-detached • Park 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Bed and breakfast • Child care facility • Family care facility • Day care centre, adult • Day care centre, child • Group home • Home businesses • Religious institution • Utility installations • Solar Collectors



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Table 12.10.1 shall be amended to read:

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Accessory Uses • Housing, modular • Accessory buildings • Housing, secondary suite • Housing, single-detached • Park 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Bed and breakfast • Child care facility • Family care facility • Day care centre, adult • Day care centre, child • Group home • Home businesses • Religious institution • Utility installations • Solar Collectors

Table 12.11.1 shall be amended to read:

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Art gallery • Bakery • Club • Convenience store • Dry cleaning/Laundromat services • Financial Services • Funeral home • Grocery store • Hotel • Housing, mixed use • Office • Medical clinic • Motel • Personal Services • Public administration • Religious Institution • Restaurant • Retail • Sign • Theatre 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Adult entertainment • Automotive sales and/or rental • Automotive supply store • Brewery, winery and distillery • Brewpub • Cannabis retail sales • Car/Truck wash • Child care facility • Commercial recreation & entertainment facility • Contracting services • Day care, child • Gas bar • Head shop • Housing, apartment (low rise) • Housing, apartment (high rise) • Liquor store • Nightclub • Parking facility • Pawn shop • Recycling depot • Repair shop • Restaurant – drive thru • Solar Collectors • Utility installations



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Table 12.12.1 shall be amended to read:

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Auction mart • Automotive sales and/or rental • Automotive supply store • Bakery • Car/Truck wash • Club • Convenience store • Dry cleaning/laundromat services • Financial Services • Funeral home • Gas bar • Grocery store • Hotel • Office • Medical clinic • Motel • Personal services • Public administration • Religious Institution • Restaurant • Restaurant – drive thru • Retail • Sign 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Any permitted use with a height exceeding 10 metres • Adult entertainment • Amusement arcade • Automotive service and/or paint shop • Brewery, winery and distillery • Brewpub • Cannabis retail sales • Child care facility • Commercial recreation & entertainment facility • Contracting services • Daycare, child • Gambling and gaming hall • Head shop • Liquor store • Nightclub • Pawn shop • Recycling depot • Repair shop • Solar Collectors • Theatre • Trucking establishment • Utility installations • Warehouse



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Table 12.13.1 shall be amended to read:

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • First Accessory Buildings 13.4 m² and under • Agricultural sales and/or service • Animal kennel • Animal shelter • Auction mart • Automotive sales and/or rental • Automotive service and/or paint shop • Automotive supply store • Bakery • Car/Truck wash • Club • Convenience store • Contracting services • Dry cleaning/Laundromat services • Gas bar • Greenhouse • Manufacturing, processing, packaging or assembly of goods or materials • Mini storage • Public Administration • Repair shop • Sign • Trucking establishment • Warehouse • Veterinary clinic 	<ul style="list-style-type: none"> • Second and Additional Accessory Buildings 13.4 m² and under • Accessory Buildings greater than 13.4 m² • Abattoir • Amusement arcade • Adult entertainment • Auction mart • Bulk fuel and/or fertilizer sales and storage • Cannabis facility • Gambling and gaming hall • Liquor store • Meat processing plant • Recycling depot • Restaurant • Restaurant, drive-thru • Salvage yard • Solar Collectors • Wrecking yard



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO AMEND LAND USE BYLAW 917/16.

Table 12.14.1 shall be amended to read:

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • Accessory building • Cemetery • Community centre • Hospital • Landfill • Library • Museum • Park • Public administration • Recreational facility • Residential care facility • School • Tourism information centre • Utility installations 	<ul style="list-style-type: none"> • Animal shelter • Campground • Child care facility • Day care centre, adult • Day care centre, child • Golf course • Medical clinic • Retail • Restaurant • Sign • Solar Collectors

PART III - EFFECTIVE DATE

AND FURTHER THAT this Bylaw shall take effect on the date of third and final reading.

READ a First Time in Council this _____ day of _____, 2018.

Mayor Rick Pankiw

Chief Administrative Officer Lori Hillis

READ a Second Time in Council this _____ day of _____, 2018.

Mayor Rick Pankiw

Chief Administrative Officer Lori Hillis



A BYLAW OF THE TOWN OF RIMBEY, IN THE PROVINCE OF ALBERTA, TO
AMEND LAND USE BYLAW 917/16.

READ a Third Time and Finally Passed this _____ day of _____,
2018.

Mayor Rick Pankiw

Chief Administrative Officer Lori Hillis



Council Agenda Item	7.1
Council Meeting Date	May 22, 2018
Subject	Sidewalk Removal
For Public Agenda	Public Information
Background	<p>During budget deliberations held December 9, 2017, Council discussed a request from a ratepayer to remove and replace an old sidewalk located on the west side of 52 Street south of 50 Avenue. This sidewalk was installed by the property owner at that time, not the Town of Rimbey. As a result of the discussion, Council passed the following motion:</p> <p style="text-align: center;"><u><i>Motion 344/17</i></u></p> <p style="text-align: center;"><i>Moved by Councillor Coulthard to investigate the cost of the installation of a sidewalk at 52 street and 50th avenue for one half block, and the funds would come from 2018 Street improvement budget, and the current owner of the property would be responsible for the removal of the existing sidewalk.</i></p> <p style="text-align: right;"><i>CARRIED</i></p> <p>At the March 27, 2018 Regular Council Meeting a total estimate of \$19,450 for this project was brought to Council. The work was quoted as a stand-alone project independent of the 2018 Street Improvement Project. As a result of this discussion, Council passed the following motion:</p> <p style="text-align: center;"><u><i>Motion 101/18</i></u></p> <p style="text-align: center;"><i>Moved by Mayor Pankiw to defer further discussion regarding the sidewalk removal to the 2018 Operating Budget on April 10, 2018 and for Administration to investigate further costs of the sidewalk.</i></p> <p style="text-align: right;"><i>CARRIED</i></p> <p>Specifically, Council requested a quote to replace the sidewalk with asphalt instead of concrete.</p>
Discussion	<p>A revised quote for both options (concrete and asphalt) has been received. The quote is provided with the understanding that the project will be completed in conjunction with the 2018 Street Improvements Project and is not a stand-alone project.</p> <p>This project includes the sidewalk from the corner of 50th Avenue and 52nd street south along 52nd street to the alley and not just to the homeowner's driveway as previously indicated.</p>



TOWN OF RIMBEY REQUEST FOR DECISION

	<p>The concrete option is slightly less than the asphalt option as the asphalt would need to be done mostly by hand due to the fence along the property. The concrete option also includes sod whereas the asphalt option includes grass seeding.</p> <p>Administration recommends the concrete option in keeping with the majority of the sidewalks throughout the Town and as the quote includes the removal and replacement of the sidewalk, Administration also recommends the complete project be funded within the 2018 Street Improvement budget with no funding required from the homeowner.</p>
Financial Implications	As per the attached estimate.
Attachments	Letter of Request Map Tagish Engineering Ltd. Letter
Recommendation	Administration recommends including the removal and replacement of the sidewalk located on the west side of 52 Street south of 50 Avenue for one block to the alley in the 2018 Street Improvement Project if funds are available.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

May 11/18

Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

May 11/18

Date

To Town council,

Thank you, we were so glad to see the new corner curb recently installed this summer on the southwest corner of 50ave and 52nd street; this improvement was greatly needed.

We would like to request a sidewalk be built along the west side of 52nd street between 49th and 50th avenue up to the park, extending from the new curb.

This is a high traffic walking area that leads to the only controlled cross walk for 50th avenue on the west side of town. This cross walk is a direct path to the public elementary and high school, and also to the Rimbe Hospital and Long term care, from the Rimwest subdivision. This is a busy walking path. Many elderly, people in power chairs, children and adults use the area along the west side of 52nd to access the crosswalk.

At this time there is an existing sidewalk built by a previous owner on the residential property and it only goes only part way down the street. This side walk is also deteriorated and is very narrow, the wheel chairs have problems tracking on this side walk and it is hardly wide enough for one person.

In the winter we attempt to keep the sidewalk clear but this is very difficult as much of what we clear is grass covered and tends to build up a significant amount of ice during winter. A full sidewalk along this street would provide a safer way for pedestrians in the winter as well as summer.

It would be good to make this a full sidewalk all the way to the park suitable for strollers, wheel chairs and power scooters.

We look forward to this proposed improvement.

Michael and Susan Robichaud

(018 1761)

Attached are photos of the area request.



May 7, 2018

File# RB00
Sent By: E-mail/Mail

Town of Rimbey
Box 350
Rimbey, Alberta
T0C 2J0

ATTENTION: Lori Hillis, CAO

Dear Madam;

**RE: Budget Estimate 2018
Sidewalk Removal – 1.2m Monolithic Replacement 52 St & 50 Ave**

Further to your instructions, Tagish Engineering is pleased to provide the Town of Rimbey with a budget estimate to remove an existing separate sidewalk and install a monolithic sidewalk/asphalt walkway on the west side of 52 St south of 50 Ave. The costs are broken down to complete two individual tasks related to the project. The following is a summary to complete the project as monolithic concrete sidewalk, and separate asphalt walkway.

Option 1: Concrete Sidewalk Option (1.2m width)

- Remove and dispose existing separate sidewalk, supply and place clay fill to reinstate disturbed boulevard area c/w sod: \$3,918.76
- Construct granular base, supply and install 1.2m monolithic concrete sidewalk, landscaping and grass seeding c/w all appurtenances: \$12,533.40

Monolithic Sidewalk Option: Total Estimated Cost (No GST): **\$16,452.16**

Option 2: Asphalt Walkway Option (1.2m width)

- Remove and dispose existing separate sidewalk, supply and place clay fill to reinstate disturbed boulevard area c/w grass seeding: \$3,557.70
- Construct granular base, supply and install 1.2m asphalt walkway adjacent to existing curb, gutter c/w grass seeding and all appurtenances: \$13,188.40

Asphalt Walkway Option: Total Estimated Cost (No GST): **\$16,746.10**

The cost related to completing this project are contingent that this work would be completed in conjunction with the 2018 – Street Improvement Program.

If you require additional information please contact our office at your earliest convenience.

Yours truly,

TAGISH ENGINEERING LTD



Gerald Matichuk
Senior Project Manager

RB00_LH03_2018 Budget_R&R Separate Sidewalk_52 St & 50 Ave_May 7, 2018



TOWN OF RIMBEY REQUEST FOR DECISION

Council Agenda Item	7.2
Council Meeting Date	May 22, 2018
Subject	Policy 0113 Public Participation
For Public Agenda	Public Information
Background	The Municipal Government Act requires all municipalities to have a public Participation Policy in place by July 23, 2018.
Discussion	<p>The Town of Rimbey is required to have a Public Participation Policy in place by July 23, 2018.</p> <p>Administration has prepared this policy utilizing the template provided by AUMA in the <i>Public Participation Policies and Public Notification: A Guide for Municipalities</i>.</p> <p>In accordance with the MGA, s. 606, Administration will prepare a separate Bylaw in respect to Public Notifications.</p>
Relevant Policy/Legislation	Municipal Government Act s. 216
Attachments	Policy 0113 Public Participation
Recommendation	Approve Policy 0113 Public Participation as presented.

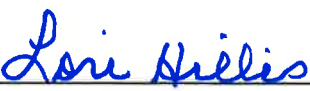
Prepared By:



Elizabeth Armitage, MEdes, MCIP, RPP

May 14, 2018
Date

Endorsed By:



Lori Hillis, CPA, CA
Chief Administrative Officer

May 14/18
Date



Town of Rimbey Policy Manual

Title: Public Participation Policy

Policy No: 113

Date Approved:

Resolution No:

Date Effective:

Purpose:

In accordance with Section 216.1 of the Municipal Government Act, this Public Participation Policy has been developed to recognize the value of public participation and create opportunities for meaningful public participation in decisions that directly impact the public. This Public Participation Policy is in addition to and does not modify or replace the statutory public hearing requirements in the Municipal Government Act.

Policy Statement:

I. GENERAL POLICY PRINCIPLES

Council recognizes that good governance includes engaging Municipal Stakeholders in Public Participation by:

- 1) Creating opportunities for Municipal Stakeholders who are affected by a decision to influence the decision;
- 2) Promoting sustainable decisions by recognizing various Municipal Stakeholder interests;
- 3) Providing Municipal Stakeholders with the appropriate information and tools to engage in meaningful participation; and
- 4) Recognizing that although councillors are elected to consider and promote the welfare and interest of the Municipality as a whole and are generally required to vote on matters brought before Council, facilitating Public Participation for matters beyond those where public input is statutorily required can enrich the decision making process.

II. DEFINITIONS

- 1) "Chief Administrative Officer" means the chief administrative officer of the Municipality or their delegate.
- 2) "Municipal Stakeholders" means the residents of the Municipality, as well as other individuals, organizations or persons that may have an interest in, or are affected by, a decision made by the Municipality.
- 3) "Municipality" means the Town of Rimbey.
- 4) "Public Participation" includes a variety of non-statutory opportunities where Municipal Stakeholders receive information and/or provide input to the Municipality.

- 5) "Public Participation Plan" means a plan which identifies which Public Participation Tools to be used to obtain public input in a particular circumstance.
- 6) "Public Participation Tools" means the tools that may be used, alone or in combination, to create Public Participation opportunities including, but not limited to:
 - a) in-person participation which may include at-the-counter interactions, door knocking, interviews, meetings, round-tables, town halls, open houses and workshops;
 - b) digital participation which may include online workbooks, chat groups, webinars, message boards/discussion forums, and online polls or surveys;
 - c) written participation which may include written submissions, email, and mail in surveys, polls and workbooks; and
 - d) representative participation which may include being appointed to an advisory committee, ad hoc committee or citizen board.

II. POLICY RESPONSIBILITIES

1) Council Responsibilities

- a) Council shall:
 - i) review and approve Public Participation Plans developed by the Chief Administrative Officer in accordance with this Policy or as directed by Council;
 - ii) consider input obtained through Public Participation; and
 - iii) review this Policy to ensure the Policy complies with all relevant legislation, municipal policies and the spirit and intent of Public Participation.

2) Administration Responsibilities

- a) Chief Administrative Officer shall:
 - i) in accordance with this Policy or as directed by Council, develop Public Participation Plans, for Council approval;
 - ii) implement approved Public Participation Plans; and
 - iii) report the findings of the Public Participation to Council.

IV. PUBLIC PARTICIPATION OPPORTUNITIES

- 1) Chief Administrative Officer shall develop and implement a Public Participation Plan at the direction of Council.

V. POLICY EXPECTATIONS

1) Legislative and Policy Implications

- a) All Public Participation will be undertaken in accordance with the Municipal Government Act, the *Freedom of Information and Protection of Privacy Act* and any other applicable legislation.
- b) All Public Participation will be undertaken in accordance with all existing municipal policies.
- c) This Policy shall be available for public inspection and may be posted to the Municipality's website.
- d) This Policy will be reviewed at least once every four years.

2) Public Participation Standards

- a) Public Participation activities will be conducted in a professional and respectful manner.
- b) Municipal Stakeholders who participate in any manner of Public Participation are required to be respectful and constructive in their participation. Municipal Stakeholders who are disrespectful, inappropriate or offensive, as determined by Administration, may be excluded from Public Participation opportunities.

- c) The results of Public Participation will be made available to Council and Municipal Stakeholders in a timely manner in accordance with municipal policies.

VI. PUBLIC PARTICIPATION PLANS

- 1) When so directed by this Policy or Council, the Chief Administrative Officer shall develop a Public Participation Plan for approval by Council which shall consider the following:
 - a) the nature of the matter for which Public Participation is being sought;
 - b) the impact of the matter on Municipal Stakeholders;
 - c) the demographics of potential Municipal Stakeholders in respect of which Public Participation Tools to utilize, level of engagement and time for input;
 - d) the timing of the decision and time required to gather input;
 - e) what information is required, if any, to participate; and
 - f) available resources and reasonable costs.

- 2) Public Participation Plans will, at minimum, include the following:
 - a) a communication plan to inform the public about the Public Participation plan and opportunities to provide input;
 - b) identification of which Public Participation Tools will be utilized;
 - c) timelines for participation;
 - d) information about how input will be used;
 - e) the location of information required, if any, to inform the specific Public Participation.

Initial Policy Date:		Resolution No:	
Revision Date:		Resolution No:	
Revision Date:		Resolution No:	



TOWN OF RIMBEY REQUEST FOR DECISION

Council Agenda Item	7.3
Council Meeting Date	May 22, 2018
Subject	Skateboarding Competition
For Public Agenda	Public Information
Background	<p>At the Regular Meeting of Council held February 13, 2018, Council received information from Kim Short requesting permission to hold a skateboarding competition at the skateboard park.</p> <p>Council passed the following motion:</p> <p style="text-align: center;"><u>Motion 047/18</u></p> <p style="text-align: center;"><i>Moved by Mayor Pankiw to have administration contact Kim Short regarding a skate boarding competition in Rimby and work out all the details (insurance, washrooms and first aid) and bring it back to Council.</i></p> <p style="text-align: right;">CARRIED</p> <p>Administration met with Kim Short on Monday, March 19, 2018. The date of the skateboarding competition will be Saturday, June 12, 2018. We requested the Town of Rimby be put on DC's insurance as an additional insured for the competition day and provided contact information regarding portable washrooms. Administration advised the Town of Rimby would check on extra garbage cans, parking barriers and ensure the park would be mowed prior to the event.</p>
Discussion	Kim Short has advised she has been in contact with DC and they will put the Town of Rimby on their insurance for the day of the competition and has also arranged for portable washrooms.
Recommendation	For Council to authorize Administration to issue a letter of permission for the Skate Board Competition to be held at the Rimby Lions Park on June 16, 2018.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

May 14/18
Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

May 14/18
Date



TOWN OF RIMBEY REQUEST FOR DECISION

Council Agenda Item	7.4
Council Meeting Date	May 22, 2018
Subject	Grazing Lease
For Public Agenda	Public Information
Background	The Town of Rimbey owns a 1.4 acre parcel of land located on SW 32-42-2-W5 which was formerly used as a land fill and garbage dump. In 1991 Council passed bylaw 577/91 authorizing the Town of Rimbey to enter into an agreement with Her Majesty the Queen, in Right of Alberta as represented by the Minister of the Environment for reclamation of the site. Part 2(1) of the agreements states "In consideration of the Minister reclaiming the Lands, the Owner "covenants and agrees with the Minister that no building shall be erected on the Lands in perpetuity."
Discussion	The Town of Rimbey has received a request from a Ponoka County resident to lease the 1.4 acres of land to graze livestock. The Town of Rimbey would benefit from the lease by not having to maintain the 1.4 acres of land.
Attachments	Grazing Lease
Recommendation	Motion to authorize the Grazing Lease for the 1.4 acre parcel of land located on SW 32-42-2-W5 which was formerly used as a land fill and garbage dump, as presented.

Prepared By:

K Blakely for Lori Hillis
Lori Hillis, CPA, CA
Chief Administrative Officer

May 17/18
Date

Endorsed By:

K Blakely for Lori Hillis
Lori Hillis, CPA, CA
Chief Administrative Officer

May 17/18
Date

GRAZING LEASE AGREEMENT

This agreement made this _____ day of _____, 2018.

Between

**The Town of Rimbey
Box 350, Rimbey, Alberta T0C 2J0
(hereinafter called "the Town")
Lessor
OF THE FIRST PART**

-AND-

**FOIP 17(1) Personal Privacy
FOIP 17(1) Personal Privacy
Rimbey, Alberta, T0C 2J0
(hereinafter called "the Lessee")
OF THE SECOND PART**

WITNESS THAT WHEREAS

- A. The Town of Rimbey owns one and forty hundredths (1.4 acres) of lands shown on Plan 6365 HW which was formerly used as a landfill and garbage dump on the SW-32-42-2-W5M, which lands are hereinafter called "the lands."
- B. The Town desires to have the Lessee" pasture livestock on the 1.4 acres to keep the grass and weeds under control.
- C. The Town agrees to grant the Lessee the grazing lease as set forth herein.

NOW, THEREFORE, IN CONSIDERATION of the mutual terms, conditions and covenants contained herein, the parties hereto agree as follows:

1. The term of the grazing lease shall be for a one year period commencing May 23, 2018 through May 22, 2019.
2. The cost of the lease shall be \$1.00 annually.
3. The Lessee acknowledges and understands the land was used as a landfill and garbage dump by the Owner, and they may now be unsafe for certain purposes and agrees no buildings shall be erected on the Lands, in perpetuity.
4. The lands shall only be used, by the Lessee, for grazing cattle and horses.
5. The Lessee shall pay and be responsible for all taxes, rates and assessments which may be levied against the lands during the term of the lease.
6. The Lessee shall ensure the fences are maintained, at his expense, to prevent the livestock straying from the area.
7. This Agreement and any benefit granted herein to the Lessee shall not be assigned by the Lessee in whole or in part.
8. The Lessee shall not carry on, or permit to be carried on, anything on the leased lands that may or would create a hazard to people, livestock or the environment.
9. The Lessee and/or their immediate family are prohibited from growing the substance of marijuana on the leased lands.
10. The Lessee agrees any criminal acts being committed on the premises is a substantial breach of the lease and an act of immediate default of the Lessee, causing immediate termination of the lease.
11. The Lessee hereby agrees the Town shall not be liable to the Lessee, the Lessee's immediate family, or their employees, agents, guests, and invitees, for any claims, losses, demands, lawsuits, or judgements whatsoever arising from any personal injury, property damage or any other damage or claims whatsoever suffered by the Lessee, the Lessee's immediate family, or their employees, agents, guests, or invitees, caused, directly or indirectly, by the willful act or omission of the Town or any of its members or any employee, agent guest or invitee of any such member.

12. The Lessee may terminate the lease agreement with thirty (30) days written notice to the Lessor.
13. The Lessor may terminate the lease agreement with thirty (30) days written notice to the Lessee.
14. The Lessee shall, upon expiration of the term of the lease, or where the lease is terminated, give up occupation of the lands to the Town of Rimbey and shall leave all improvements such as fencing, fencing materials and gates on the lands.
15. In the unforeseen passing of the Lessee, the Lessee agrees, the lease shall terminate and his/her executors shall cause the removal of the livestock from the property within sixty (60) days.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

THE TOWN OF RIMBEY

Per: _____
Mayor Rick Pankiw

Per: _____
Chief Administrative Officer Lori Hillis, CPA, CA

Lessee

Per: _____
FOIP 17(1) Personal Privacy



TOWN OF RIMBEY REQUEST FOR DECISION

Council Agenda Item	8.1
Council Meeting Date	May 22, 2018
Subject	Department Reports
For Public Agenda	Public Information
Background	Department managers supply a report to Council, bi-monthly advising Council of the work progress for the time period.
Attachments	8.1.1 Chief Administrative Officer Report 8.1.2 Director of Finance Report 8.1.3 Director of Public Works Report 8.1.4 Director of Community Services Report 8.1.5 Development Officer Report 8.1.6 Bylaw Enforcement Report
Recommendation	Motion by Council to accept the department reports as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

May 11/18
Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

May 11/18
Date

Highlights

Mar 7/18 – Met with Digitex representative regarding photocopier lease

Mar 12/18 – Special Council Meeting

Mar 12/18 – Met with representative from Repsol regarding wastewater access.

Mar 13/18 – Regular Council Meeting

Mar 14 & 15/18 – Attended the Municipal Leaders Caucus in Edmonton

Mar 19/18 – Met with Kim Short to discuss a skate park event to be held at the Skate park this summer

Mar 27/18 – Regular Council meeting

Apr 3/18 – Met with Ponoka County and Vicinia Planning to discuss the Intermunicipal Development Plan and Intermunicipal Collaborative Framework Plan process

Apr 4- 6/18 – Attended the Local Government Administrators conference in Red Deer

Apr 10/18 – Regular Council Meeting

Apr 12/18 – Met with Top Tech Communications and Longhurst Consulting to discuss phone issues and steps going forward.

Apr 13/18 – Attended an Intermunicipal Development Plan and Intermunicipal Collaborative Framework workshop put on by Municipal Affairs, hosted by Red Deer County.

Apr 17/18 – Met with representatives from Alberta Urban Municipalities Association regarding power contracts, employee benefits, and insurance

Lori Hillis
Chief Administrative Officer

Highlights

- Worked on year end and sent year end working papers to auditors.
- Worked with the auditors getting them information that they requested for testing and review purposes. Answered questions and had discussions regarding our municipality and its systems. The auditors did not even come on-site – everything was uploaded onto their cloud for reviewing purposes.
- Mike Seniuk - Seniuk & Company presented the 2017 Audited Financial Statements to Council on April 24/18 – the financial statements were accepted and approved.
- Updated 2017 year for adjustments from Auditors.
- Closed the 2017 year and rolled over figures for the 2018 year.
- Updated the Tax mill rates and assessments for the 2018 Property taxes.
- Met with Greg Holtby from Top Tech and Steve Longhurst from Longhurst Consulting regarding our phone system and internet system.
- Met with Andrew Riley and Michael O’Mara from AUMA regarding Energy contracts and group benefits.
- Attended Council meetings – March 13, March 27, April 10 and April 24, 2018.
- Budget was passed April 10, 2018 – worked on entering new budget figures into our accounting program.

Wanda Stoddart
Chief Financial Officer
Town of Rimbey

TOWN OF RIMBEY
VARIANCE REPORT
FOR THE FOURTH MONTH PERIOD ENDING APRIL 30, 2018

OPERATING	2018 Revenues								2018 Expenses			
	Budget	Year to Date	% Revenue to Date	Variance	Budget	Year to Date	% Expenses to Date	Variance				
	General Municipal Revenues	4,141,892	246,037	6%	3,895,855	926,981	250,562	27%	676,419			
Council (11)					206,942	64,570	31%	142,372				
Administration (12)	26,935	8,616	32%	18,319	620,424	189,124	30%	431,300				
General Administration (13)					107,080	7,874	7%	99,206				
Police (21)	37,760	12,587	33%	25,173	69,403	17,021	25%	52,382				
Fire (23)						8,657						
Disaster Services (24)				0	3,125	0	0%	3,125				
Intern	0	0	0%	0	0	0	0%	0				
Bylaw Enforcement (26)	18,000	15,419	86%	2,581	130,357	18,619	14%	111,738				
Public Works (32)	4,000	4,461	112%	(461)	774,669	168,990	22%	605,679				
Airport (33)	1,162	0	0%	1,162	14,735	2,105	14%	12,630				
Storm sewer (37)					10,800	1,479	14%	9,321				
Water (41)	553,032	177,689	32%	375,343	359,001	104,550	29%	254,451				
Sewer (42)	322,850	102,154	32%	220,696	313,800	66,574	21%	247,226				
Garbage (43)	207,476	68,739	33%	138,737	114,753	32,657	28%	82,096				
Recycle (43-01)	40,828	15,190	37%	25,638	93,780	23,906	25%	69,874				
Compost	1,925	419	22%	1,506	17,498	668	4%	16,830				
Community Services (FCSS)	190,424	101,718	53%	88,706	286,148	108,818	38%	177,330				
Cemetery (56)	15,800	543	3%	15,257	49,729	6,160	12%	43,569				
Development (61)	20,860	8,692	42%	12,168	92,489	22,468	24%	70,021				
Econ Development (61-01)	22,500	1,705	8%	20,795	39,473	7,848	20%	31,625				
Recreation Office (72)	15,150	0	0%	15,150	62,251	9,269	15%	52,982				
Pool (72-04)	107,150	210	0%	106,940	307,505	20,896	7%	286,609				
Parks (72-05)	10,500	0	0%	10,500	138,571	6,395	5%	132,176				
Fitness Center (72-06)	31,300	12,245	39%	19,055	49,657	7,440	15%	42,217				
Arena (72-09)	153,380	58,202	38%	95,178	253,920	105,667	42%	148,253				
Recreation Programs (72-11)	25,750	4,770	19%	20,980	52,603	7,067	13%	45,536				
Community Centre (74)	131,900	10,274	8%	121,626	308,721	82,519	27%	226,202				
Library (74-06)	10,850	0	0%	10,850	135,734	64,001	47%	71,733				
Scout Hall (74-08)					4,280	1,319	31%	2,961				
Curling Club (74-09)	700	690	99%	10	23,300	9,026	39%	14,274				
Museum (74-12)					76,000	8,660	11%	67,340				
Total Revenues	6,092,124	850,360		5,241,764	5,643,729	1,424,909		4,218,820				
Debenture & Loan Principal Payments					444,444	93,455		350,989				
Total operating and debt repayment	6,092,124	850,360		5,241,764	6,088,173	1,518,364		4,569,809				

TOWN OF RIMBEY

VARIANCE REPORT

FOR THE FOURTH MONTH PERIOD ENDING APRIL 30, 2018

CAPITAL	Grants and reserves	Operating surplus				Year to Date	Variance
New Computers	16,500						16,500
Planning ICF and IDP	65,000						65,000
Town Office - Roof Repair	25,000						25,000
Library Flooring	22,000						
RCMP Building Repair, new roof, garage door opener, lighting	49,100						49,100
Fitness Centre - cable machine	8,000						8,000
Pool Concrete Surface	60,000						60,000
Water Well Drilling Program (Multi-Year program) 2018/2019 - 1.6 M	630,100					3,642	626,458
Comm Centre - LED lights for upper auditorium, Lions Room CC Lobby	6,000					5,474	526
Comm Centre Backup generator	100,000					1,285	98,715
Public Works Building Upgrades - Alarm System \$6,500, Flooring \$7,500	14,000					5,795	8,205
Water - Main Valve Stand Replacements	8,000						
Water Valve replacements	40,000						40,000
Hydrant Replacements	40,000						40,000
Main Valve Replacements	15,000						15,000
NE Lagoon Outlet Ditch Upgrade	700,000					8,308	691,692
Stormwater - Drader Crescent - Fence (99000, Cement Swale (8500) and Re-Survey Storm Pond (2200)	20,600					20,146	454
Storm Main Installations on 40th Ave	181,100						181,100
Cemetery	9,800						9,800
2018 Street Improvements	610,300					20,883	589,417
Simpson Road - with County of Ponoka	200,000						200,000
Oil, gravel, grade and pack - Roads	42,200						42,200
Trail from Westview Dr. (Evergreen Subdivision) to 56 Ave.	110,000					4,004	105,996
Trail from CC to Drader Cres	236,000						236,000
	3,208,700	0				69,537	3,109,163
Total operating and capital	9,300,824	850,360		5,241,764	6,088,173	1,587,901	7,678,972

Town of Rimbey 2018
Accounts Payable Cheque List
From: 01-Mar-2018 To: 14-May-2018

Vendor Name	Purpose	Cheque	Date	Amount
Workers' Compensation Board -...	Workers' Comp. invoice - Apr.6/18	PAW	12-Apr-2018	2240.45
LAPP	LAPP payment for Mar.9/18 biweekly payroll...	PAW4749	08-Mar-2018	8654.06
Canada Revenue Agency	Mar.9/18 (Feb.18-Mar.03/18) CRA	PAW4750	08-Mar-2018	15407.96
Servus Credit Union Ltd.	Debenture #43 payment - Roads	PAW4751	08-Mar-2018	26838.37
Servus Credit Union Ltd.	Debenture#44 payment - Lagoon	PAW4752	08-Mar-2018	48396.69
Servus Credit Union Ltd.	Debenture #46 payment - Pool	PAW4753	08-Mar-2018	43093.63
EPCOR	power - Scout Hall - Feb 2018	PAW4754	08-Mar-2018	97.78
Telus Communications Inc.	Internet - Feb.10/18	PAW4755	08-Mar-2018	416.85
Direct Energy Regulated Services	Scout Hall - Feb.22/18 - gas	PAW4756	08-Mar-2018	243.63
Direct Energy Regulated Services	Feb.22/18 - gas - Curling Club	PAW4757	08-Mar-2018	730.36
Waste Management	Waste Management - Feb.2018	PAW4758	08-Mar-2018	1702.64
Servus Credit Union Mastercards	Feb. 2018 -L.Hillis	PAW4759	14-Mar-2018	854.33
Servus Credit Union Mastercards	Feb. 2018 - W.Stoddart	PAW4760	14-Mar-2018	857.02
Servus Credit Union Mastercards	Feb. 2018 - C.Bowie	PAW4761	14-Mar-2018	1081.01
Servus Credit Union Mastercards	Feb. 2018 - R.Pankiw	PAW4762	14-Mar-2018	551.25
Servus Credit Union Mastercards	Feb. 2018 - K.Blakely	PAW4763	14-Mar-2018	315.00
Alberta Education	1st quarter school requisition 2018	PAW4764	14-Mar-2018	218899.11
Workers' Compensation Board -...	Mar.6/18 Installment payment	PAW4765	14-Mar-2018	1939.24
Telus Mobility Inc.	Mar.6/18 - phone bill	PAW4766	14-Mar-2018	183.57
Eastlink	cable - Fitness Room - CC	PAW4767	14-Mar-2018	87.31
LAPP	LAPP payment Mar.14/18 -biweekly payroll...	PAW4768	14-Mar-2018	1206.75
Telus Communications Inc.	phone	PAW4769	22-Mar-2018	2078.66
Jim Pattison Lease	lease - bylaw	PAW4770	22-Mar-2018	1677.11
LAPP	LAPP payment for Mar.23/18 bi-weekly payroll...	PAW4771	22-Mar-2018	8654.06
Canada Revenue Agency	RP0001 - CPP	PAW4772	22-Mar-2018	16175.10
Alberta Municipal Services...	gas/power - Mar.07/18	PAW4774	22-Mar-2018	42485.71
Telus Communications Inc.	phone	PAW4775	22-Mar-2018	69.58
Telus Communications Inc.	phone	PAW4776	22-Mar-2018	69.58
Telus Communications Inc.	Beatty House - phone	PAW4777	22-Mar-2018	53.38
Telus Communications Inc.	internet - Mar.10/18	PAW4778	22-Mar-2018	101.85
Alberta Municipal Services...	Curling Club - power	PAW4779	22-Mar-2018	2593.69
Great West Life	April 2018 - GWL Benefits	PAW4780	28-Mar-2018	12174.58
LAPP	LAPP-Mar.28/18 (biweekly Mar.5-18/18) FCSS	PAW4781	28-Mar-2018	1206.75
LAPP	LAPP - Mar. 2018 monthly payroll - Library	PAW4782	28-Mar-2018	806.62
Canada Revenue Agency	CPP - casual	PAW4783	05-Apr-2018	15202.75
LAPP	LAPP payment for Apr.6/18 biweekly payroll...	PAW4784	05-Apr-2018	8654.06
Eastlink	cable - fitness room	PAW4785	12-Apr-2018	87.31
LAPP	LAPP payment for Apr.11/18 (biweekly payroll...	PAW4786	12-Apr-2018	1206.75
Direct Energy Regulated Services	Scout Hall - gas	PAW4787	12-Apr-2018	195.34
Direct Energy Regulated Services	Curling Club - gas	PAW4788	12-Apr-2018	575.17
EPCOR	Scout Hall - power	PAW4789	12-Apr-2018	84.26
Servus Credit Union	Council Mtg - supper	PAW4790	12-Apr-2018	55.55
Servus Credit Union	L.Hillis - March 2018 - Servus M/C	PAW4791	12-Apr-2018	1187.34
Servus Credit Union	R.Pankiw - Edmonton - AAMDC	PAW4792	12-Apr-2018	220.56
Servus Credit Union	HostGator - Community Centre	PAW4793	12-Apr-2018	14.80
Telus Mobility Inc.	Mobility bill	PAW4794	12-Apr-2018	269.82
Waste Management	Waste Management - March 2018	PAW4796	12-Apr-2018	2017.44
LAPP	LAPP payment for April 20/18 biweekly payroll...	PAW4797	19-Apr-2018	12407.80
Telus Communications Inc.	internet	PAW4798	19-Apr-2018	101.85

Town of Rimbey 2018
Accounts Payable Cheque List
From: 01-Mar-2018 To: 14-May-2018

Vendor Name	Purpose	Cheque	Date	Amount
Telus Communications Inc.	telus	PAW4799	19-Apr-2018	69.58
Telus Communications Inc.	phone	PAW4800	19-Apr-2018	69.58
Telus Communications Inc.	Beatty House - phone	PAW4801	19-Apr-2018	53.38
Alberta Municipal Services...	power - curling club	PAW4802	19-Apr-2018	2234.08
Alberta Municipal Services...	gas/power	PAW4803	19-Apr-2018	40943.53
Canada Revenue Agency	RP0001 / RP0002	PAW4804	18-Apr-2018	22672.08
LAPP	LAPP payment for Apr.25/18 bi-weekly payroll...	PAW4805	26-Apr-2018	1206.75
LAPP	LAPP Payment for April 2018 monthly payroll -...	PAW4806	26-Apr-2018	806.62
Meridian OneCap Credit Corp	lease payment - Digitex Copier - May 2018	PAW4807	26-Apr-2018	1977.15
Jim Pattison Lease	Jim Pattison Lease - May 2018	PAW4808	26-Apr-2018	1677.11
Servus Credit Union Ltd.	CMHC Debenture Water Reservoir	PAW4809	26-Apr-2018	137693.81
Great West Life	May 2018 GWL benefits	PAW4810	26-Apr-2018	12589.10
Telus Communications Inc.	Apr. 10, 2018 Telus Invoice (Town)	PAW4811	26-Apr-2018	2077.62
LAPP	LAPP buyback - K.Blakely	PAW773	22-Mar-2018	1612.60
Rural Municipalities of Alberta		43186	08-Mar-2018	670.30
Alsco		43187	08-Mar-2018	1604.64
AN Adventure Distribution &...		43188	08-Mar-2018	190.73
Animal Control Services		43189	08-Mar-2018	1428.00
Bjork, Justin		43190	08-Mar-2018	25.00
Blindman Youth Action Society		43191	08-Mar-2018	500.00
Canadian Pacific Railway...		43192	08-Mar-2018	248.00
Corkle, Coby		43193	08-Mar-2018	25.00
Crop Production Services		43194	08-Mar-2018	300.00
Digitex Inc.		43195	08-Mar-2018	940.00
Drain Doctor		43196	08-Mar-2018	669.38
Grutterink, Herb		43197	08-Mar-2018	1470.00
Hach Sales & Services Canada...		43198	08-Mar-2018	1000.55
Harrowing, Ashley		43199	08-Mar-2018	25.00
Hymark Energy Services Ltd		43200	08-Mar-2018	551.25
Longhurst Consulting		43201	08-Mar-2018	210.00
MLA Benefits Inc.		43202	08-Mar-2018	1666.83
NAPA Auto Parts - Rimbey		43203	08-Mar-2018	244.70
New Can Truck Parts		43204	08-Mar-2018	716.19
Nikirk Bros. Contracting Ltd.		43205	08-Mar-2018	451.50
Rimbey & District Volunteer...		43206	08-Mar-2018	500.00
Rimbey Art Club		43207	08-Mar-2018	1360.00
Rimbey Builders Supply Centre...		43208	08-Mar-2018	986.52
Rimbey Express Inc.		43209	08-Mar-2018	100.00
Rimbey Home Hardware		43210	08-Mar-2018	292.69
Rimbey Implements Ltd.		43211	08-Mar-2018	32.97
Rimbey Nursery School		43212	08-Mar-2018	500.00
Stationery Stories & Sounds...		43213	08-Mar-2018	51.51
Town Of Rimbey		43214	08-Mar-2018	1211.06
Uni First Canada Ltd.		43215	08-Mar-2018	142.28
United Farmers Of Alberta		43216	08-Mar-2018	184.57
Vicinia Planning & Engagement...		43217	08-Mar-2018	4404.90
Rural Municipalities of Alberta		43218	14-Mar-2018	259.72
Alberta Boilers Safety Association		43219	14-Mar-2018	117.50
Black Press Group Ltd.		43220	14-Mar-2018	556.77

Town of Rimbey 2018
Accounts Payable Cheque List
From: 01-Mar-2018 To: 14-May-2018

Vendor Name	Purpose	Cheque	Date	Amount
Bowie, Cindy		43221	14-Mar-2018	273.17
Canadian Red Cross Society		43222	14-Mar-2018	140.57
Imperial Esso Service (1971)		43223	14-Mar-2018	250.00
McKeen, Bridgette		43224	14-Mar-2018	25.00
RAM Manufacturing Ltd.		43225	14-Mar-2018	273.00
South Hill Window & Awning...		43226	14-Mar-2018	273.00
TAXervice		43227	14-Mar-2018	651.00
Rural Municipalities of Alberta		43228	22-Mar-2018	921.11
AMSC Insurance Services Ltd.		43229	22-Mar-2018	41.12
AN Adventure Distribution &...		43230	22-Mar-2018	196.98
Beagle Electric		43231	22-Mar-2018	777.84
Bryson, Tom		43232	22-Mar-2018	133.40
Campbell, Duncan		43233	22-Mar-2018	1148.36
Canwest Propane		43234	22-Mar-2018	406.21
City Of Red Deer		43235	22-Mar-2018	1114.40
Digitex Inc.		43236	22-Mar-2018	50.48
Drain Doctor		43237	22-Mar-2018	551.25
Evergreen Co-operative...		43238	22-Mar-2018	5596.74
Grinde, Harold		43239	22-Mar-2018	87.38
Guardian Chemicals Inc.		43240	22-Mar-2018	496.22
Hi-Way 9 Express Ltd.		43241	22-Mar-2018	198.22
Hillis, Lori		43242	22-Mar-2018	214.92
Holeksa, Elisa		43243	22-Mar-2018	25.00
Kreutz, Dave		43244	22-Mar-2018	731.40
McKeen, Aylsa		43245	22-Mar-2018	25.00
Nikirk Bros. Contracting Ltd.		43246	22-Mar-2018	5874.75
Pankiw, Rick		43247	22-Mar-2018	216.00
Expert Security Solutions		43248	22-Mar-2018	6084.87
Rimbey Art Club		43249	22-Mar-2018	330.00
Rimbey Janitorial Supplies		43250	22-Mar-2018	277.20
South Hill Window & Awning...		43251	22-Mar-2018	179.55
Stationery Stories & Sounds...		43252	22-Mar-2018	966.00
Superior Safety Codes Inc.		43253	22-Mar-2018	2388.59
Tagish Engineering Ltd.		43254	22-Mar-2018	18827.55
Ting, Honey Lyn		43255	22-Mar-2018	300.00
Towle, Jeanette		43256	22-Mar-2018	70.20
Uni First Canada Ltd.		43257	22-Mar-2018	142.28
United Farmers Of Alberta		43258	22-Mar-2018	184.57
W5 Steamin' & Cleanin'		43259	22-Mar-2018	273.00
Whitgan Creations & Gifts		43260	22-Mar-2018	1462.50
Wolseley Industrial Canada INC		43261	22-Mar-2018	1193.51
AMSC Insurance Services Ltd.		43262	28-Mar-2018	250.00
Behren Signs		43263	28-Mar-2018	133.98
Cast-A-Waste Inc.		43264	28-Mar-2018	9093.00
LOR-AL SPRINGS LTD.		43265	28-Mar-2018	16.50
Municipal Property Consultants...		43266	28-Mar-2018	3590.29
Parkland Regional Library		43267	28-Mar-2018	5471.56
Accu-Flo Meter Service Ltd.		43268	05-Apr-2018	46.20
Animal Control Services		43269	05-Apr-2018	1606.50

Town of Rimbey 2018
Accounts Payable Cheque List
From: 01-Mar-2018 To: 14-May-2018

Vendor Name	Purpose	Cheque	Date	Amount
Digitex Inc.		43270	05-Apr-2018	584.02
GLNCOP		43271	05-Apr-2018	500.00
Gramlich, Lorilee		43272	05-Apr-2018	25.00
Hi-Way 9 Express Ltd.		43273	05-Apr-2018	76.36
Hymark Energy Services Ltd		43274	05-Apr-2018	315.00
Jensen, Connie		43275	05-Apr-2018	25.00
JT Glass		43276	05-Apr-2018	42.00
Ladies Auxiliary to Rimbey...		43277	05-Apr-2018	500.00
Longhurst Consulting		43278	05-Apr-2018	1575.00
Matejka, Carling		43279	05-Apr-2018	25.00
MLA Benefits Inc.		43280	05-Apr-2018	1565.10
Nikirik Bros. Contracting Ltd.		43281	05-Apr-2018	536.81
Parent, Joseph		43282	05-Apr-2018	25.00
Expert Security Solutions		43283	05-Apr-2018	1050.68
Rimbey Family & Community...		43284	05-Apr-2018	500.00
The Government of Alberta		43285	05-Apr-2018	10.00
Town Of Rimbey		43286	05-Apr-2018	1579.82
Uni First Canada Ltd.		43287	05-Apr-2018	142.28
Vicinia Planning & Engagement...		43288	05-Apr-2018	6193.91
Wearpro Equipment & Supply Ltd.		43289	05-Apr-2018	555.32
West Country Outreach Parent...		43290	05-Apr-2018	150.00
Alberta Elevating Devices &		43291	12-Apr-2018	120.50
AMBUSCH SECURITIES LTD.		43292	12-Apr-2018	415.80
AN Adventure Distribution &...		43293	12-Apr-2018	141.41
Beagle Electric		43294	12-Apr-2018	1102.50
Canadian Pacific Railway...		43295	12-Apr-2018	248.00
Hi-Way 9 Express Ltd.		43296	12-Apr-2018	74.06
Hillis, Lori		43297	12-Apr-2018	161.22
Karlstrom, Carolyn		43298	12-Apr-2018	350.00
Krenzler, Josephine		43299	12-Apr-2018	250.00
Longhurst Consulting		43300	12-Apr-2018	1575.00
NAPA Auto Parts - Rimbey		43301	12-Apr-2018	363.43
Rimbey Art Club		43302	12-Apr-2018	310.00
Rimbey Builders Supply Centre...		43303	12-Apr-2018	323.38
Rimbey Express Inc.		43304	12-Apr-2018	150.00
Rimbey Family & Community...		43305	12-Apr-2018	44353.00
Rimbey Home Hardware		43306	12-Apr-2018	80.80
Rimbey TV & Electronics 1998		43307	12-Apr-2018	47.25
Strathcona Ventures		43308	12-Apr-2018	629.48
Superior Safety Codes Inc.		43309	12-Apr-2018	2214.25
Uni First Canada Ltd.		43310	12-Apr-2018	71.14
United Farmers Of Alberta		43311	12-Apr-2018	38.80
Wolseley Industrial Canada INC		43312	12-Apr-2018	957.34
Alberta One-Call Corporation		43313	19-Apr-2018	6.30
Alsco		43314	19-Apr-2018	1119.36
AMSC Insurance Services Ltd.		43315	19-Apr-2018	41.12
Black Press Group Ltd.		43316	19-Apr-2018	1328.01
Brownlee LLP		43317	19-Apr-2018	1348.36
City Of Red Deer		43318	19-Apr-2018	1470.00

Town of Rimbey 2018
Accounts Payable Cheque List
From: 01-Mar-2018 To: 14-May-2018

Vendor Name	Purpose	Cheque	Date	Amount
Communications Group Red Deer		43319	19-Apr-2018	3553.58
Curle, Lana		43320	19-Apr-2018	487.75
Evergreen Co-operative...		43321	19-Apr-2018	6361.06
Imperial Esso Service (1971)		43322	19-Apr-2018	228.00
Pankiw, Rick		43323	19-Apr-2018	368.28
Rimbey Municipal Library		43324	19-Apr-2018	24166.67
W.R. Meadows		43325	19-Apr-2018	178.13
W5 Steamin' & Cleanin'		43326	19-Apr-2018	1023.75
Agafonov, Sergey		43327	26-Apr-2018	25.00
AN Adventure Distribution &...		43328	26-Apr-2018	95.03
Bergquist, Lorene		43329	26-Apr-2018	25.00
Cast-A-Waste Inc.		43330	26-Apr-2018	9397.50
Digitex Inc.		43331	26-Apr-2018	40.13
Hi-Way 9 Express Ltd.		43332	26-Apr-2018	97.59
High Pressure Flushing		43333	26-Apr-2018	819.00
Humber, Cait		43334	26-Apr-2018	25.00
JT Glass		43335	26-Apr-2018	42.00
Legacy Lane Condo Corp.		43336	26-Apr-2018	2000.00
LOR-AL SPRINGS LTD.		43337	26-Apr-2018	11.00
Municipal Property Consultants...		43338	26-Apr-2018	3590.29
PitneyWorks		43339	26-Apr-2018	3150.00
Ponoka County		43340	26-Apr-2018	1971.75
Rimbey Historical Society		43341	26-Apr-2018	100.00
Rimbey Implements Ltd.		43342	26-Apr-2018	18.25
Rimbey Municipal Library		43343	26-Apr-2018	450.00
Rimoka Housing Foundation		43344	26-Apr-2018	31662.50
Rocky Lock & Safe		43345	26-Apr-2018	131.25
Rural Municipalities of Alberta		43346	26-Apr-2018	311.32
SFE Global		43347	26-Apr-2018	1260.00
Soderquist Appraisals Ltd.		43348	26-Apr-2018	2887.50
Superior Safety Codes Inc.		43349	26-Apr-2018	393.75
Tagish Engineering Ltd.		43350	26-Apr-2018	18165.73
Uni First Canada Ltd.		43351	26-Apr-2018	142.28
United Farmers Of Alberta		43352	26-Apr-2018	35.96
Water Blast Manufacturing LP		43353	26-Apr-2018	843.56
Wolseley Industrial Canada INC		43354	26-Apr-2018	962.38
AC Pump and Motor Inc.		43355	09-May-2018	1696.71
Alsco		43356	09-May-2018	989.63
Animal Control Services		43357	09-May-2018	1428.00
Automated Aquatics Canada Ltd.		43358	09-May-2018	2741.89
Black Press Group Ltd.		43359	09-May-2018	473.98
Canadian Pacific Railway...		43360	09-May-2018	248.00
Cooper Roofing		43361	09-May-2018	62175.75
Dawn, Karen		43362	09-May-2018	200.12
Digitex Inc.		43363	09-May-2018	466.43
Grutterink, Herb		43364	09-May-2018	1097.25
Hi-Way 9 Express Ltd.		43365	09-May-2018	164.11
Hillis, Lori		43366	09-May-2018	302.74
Joe Johnson Equipment Inc.		43367	09-May-2018	3858.94

Town of Rimbey 2018
Accounts Payable Cheque List
From: 01-Mar-2018 To: 14-May-2018

Vendor Name	Purpose	Cheque	Date	Amount
Jones, Indiana		43368	09-May-2018	25.00
Korpiniski, Teddy		43369	09-May-2018	25.00
Kreutz, Dave		43370	09-May-2018	94.49
Landry, Kristy		43371	09-May-2018	25.00
Longhurst Consulting		43372	09-May-2018	353.85
MLA Benefits Inc.		43373	09-May-2018	1624.80
NAPA Auto Parts - Rimbey		43374	09-May-2018	821.14
Nikirk Bros. Contracting Ltd.		43375	09-May-2018	468.56
Red Deer River Watershed...		43376	09-May-2018	1283.50
Rimbey & District Drop In Centre		43377	09-May-2018	500.00
Rimbey & District Oldtimers'...		43378	09-May-2018	500.00
Rimbey Express Inc.		43379	09-May-2018	125.00
Rimbey Implements Ltd.		43380	09-May-2018	241.69
Rural Municipalities of Alberta		43381	09-May-2018	6721.43
Seniuk & Company		43382	09-May-2018	19653.90
Stoddart, Wanda		43383	09-May-2018	340.99
Towle, Jeanette		43384	09-May-2018	99.92
Trenholm, Chanse		43385	09-May-2018	25.00
			263 cheques for	<u>\$1,126,186.02</u>



Highlights

ROADS – Crews were kept busy all of March hauling snow and ice from town streets. Storm drains and culverts were thawed as need to prevent flooding. Equipment was prepared for spring and summer use. Street sweeping started in the 3rd week of April. Pothole repair is ongoing. All ditches along the entry ways were cleaned of winter debris. Road and alley grading is ongoing.

SIDEWALKS-WALKING TRAILS – Sweeping and de-icing as required.

WATER – Routine maintenance, testing, AEP reporting, meter reading and other related work is ongoing. Building inspections done Quarterly.

WASTEWATER – Routine maintenance, testing, AEP reporting and other utility related work is ongoing. Quarterly building inspections performed.

RECYCLE – Assist Ponoka County staff as required.

R.C.M.P. STATION – Work with Cooper Roofing to get the roof replaced. Building maintenance as required. Quarterly building inspections.

AIRPORT – Building maintenance as required. Quarterly building inspections.

RV PARK –.Super chlorinated the parks water well. Opened water to stalls. Quarterly building inspections.

CEMETERY – Assist families with their needs.

OTHER – Maintenance at the Town Office and Library as needed. New roof over Administration Office at the Town Office. Worked with Tagish Engineering on several projects. Assist residents and visitors with any questions or concerns.

R. Schmidt
Director of Public Works

Highlights:

Peter Lougheed Community Centre

- Ongoing cleaning, maintenance and event supervision
- Policies and Procedures for Recreation Facilities
- Book King software to be used as our new booking program for the Community Centre, Pool and Arena

Community Fitness Centre

- Researching fitness equipment – Cable machine
- Daily cleaning and maintenance of the area
- Quarterly maintenance performed by Fitness Mechanics

Rimbey Aquatic Centre

- Pool/Spray Park start up
- Start Lesson registration Tuesday, May 22 9 am
- Lifeguards hired
- Installing ventilation system in the Pool Mechanical Room
- Preventative maintenance in the mechanical room for this summer's operation
- Opening day – Saturday, May 19
- School bookings in May and June

Arena

- Arena cleaning and painting
- Tradeshow Event
- Minor Ball practice and Clinic

Programs

- Boys & Girls Club using the facility – Wednesdays and Friday PD days, Summer program – 3 days per week
- Drop In Sports – 7 - 8:30 pm Tuesday, Wednesday and Thursday nights
- Hosting Fitness classes in the evenings

Events

- Canada Day planning
- Parade - Saturday, July 14– Red Deer Royals attending the parade, parade route may need to change due to seniors moving to a new facility

Cindy Bowie
Director of Community Services

Highlights

In addition to day-to-day activities, the Planning & Development Department has also been working on the following items:

- **Resident Questions.** Administration is answering ongoing development questions from residents. Questions are typically related to building decks, fences and house renovations.
- **Development Permits.** Administration has been answering resident questions regarding potential development permits on an on-going basis.
- **Certificate of Compliance.** Administration has been processing certificates of compliance and accompanying paperwork as requested.
- **Land Use Bylaw Update as per the Modernized MGA.** Administration proposed reviewing the Land Use Bylaw with Council for compliance with the Modernized MGA.
- **Public Participation Policy.** Administration has prepared a Public Participation Policy as per the Modernized MGA.
- **Walking Trail.** Administration has been working to secure land for a new walking trail.

The following chart outlines the development permit statistics as of May 15, 2018

2018 Development Statistics to May 15, 2018		
	Applied 2018	Issued 2018
Development Permit Applications	11	10
Subdivision Applications	0	0
Certificate of Compliance Requests	7	6
Building Permit Applications	8	8

Elizabeth Armitage, MEdes, RPP, MCIP
Planning & Development Officer



Highlights

BYLAW

- Several properties on the radar due to nuisance, dog feces, and several other offences.
- Town Businesses have been issued tickets due to unpaid business licenses.
- Gotten complaints of derelict car, need a towing bylaw in place.
- Several complaints of speeding and such mostly approached me verbally. Really cannot enforce these until appointed by the County.
- In total since my last report I have dealt with approx. 10 complaints.

Community Involvement

- Did some floor walking in the High School as per requested by the principle.

CPO Appointment with County

- County has given me word they have started the first part of the appointment process.

Future Endeavors

- Have a road side spot check with the Rimbey RCMP on May 18, 2018
- Have a dog apprehension course booked for June 22, 2018.

Questions or concern please contact me,

Chanse Trenholm #1655
Bylaw Enforcement Officer
Rimbey Enforcement Services



TOWN OF RIMBEY REQUEST FOR DECISION

Council Agenda Item	8.2
Council Meeting Date	May 22, 2018
Subject	Boards/Committee Reports
For Public Agenda	Public Information
Background	Various community groups supply minutes of their board meetings to Council for their information.
Options/Consequences	Accept the various community groups' board meeting minutes submitted to Council as information. Discuss items in question from the submitting community boards with Council members who sit as a member on the Board.
Attachments	8.2.1 Tagish Engineering Project Status Updates to April 26 and May 10, 2018 8.2.2 Beatty Heritage House Society Minutes of April 9, 2018
Recommendation	Motion by Council to accept the Tagish Engineering Project Status Updates to April 26 and May 10, 2018, and the Beatty Heritage House Society Minutes of April 9, 2018 as information.

Prepared By:

K. Blakely For Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

May 16/18

Date

Endorsed By:

K. Blakely For Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

May 16/18

Date



PROJECT STATUS UPDATES

April 26, 2018

Town of Rimbey

Project: RBYM00000.18 RB00 - 2018 General Engineering

March 15, 2018	Matichuk, Gerald	March 22, 2018 Town staff and Access Land is meeting with a land owner regarding acquiring land for the proposed walking trail between 56 Ave and West View Drive.
March 29, 2018	Matichuk, Gerald	Mayor Pankiw and Access Land met with and are negotiating with two (2) landowners to discuss purchasing land for the Evergreen Connector Walking Trail. Tagish is working with Fortis Alberta to determine the maximum instantaneous power usage at the Community Center.
April 11, 2018	Matichuk, Gerald	- Access Land provided the Town a summary of recent land sales of properties of similar land use in the adjacent area for comparison purposes. Access Land will be scheduling a follow up meeting with the Mayor Pankiw and the land owner. - April 11, 2018 a meeting with Town staff, Canadian Consulting Group and Tagish meet at the Community Center to confirm location and size of existing power service and panels. CCG will prepare drawings and documents related to tendering the project.
April 26, 2018	Matichuk, Gerald	- Mayor Pankiw, Town staff and Access Land met with land owners to discuss the possibility of acquiring land for the Evergreen Connector Walking Trail. - Canadian Consulting Group has prepared a tender package related to supply and installation of a stand by generator for the Rimbey Community Center. - Tagish staff have reviewed engineering drawing for both the Rimbey Cardlock Conversation and Rimbey Storage Yard Site Development.

Project: RBYM00126.00 RB126 - 2015 New Water Well Ph 1

March 15, 2018	Matichuk, Gerald	No assignment this period.
March 29, 2018	Matichuk, Gerald	A letter of "Notice to Proceed" was sent to AMEC to coordinate the pump test Well PW17-15. AMEC will contact Darcy's Drilling Services Ltd to complete the testing.
April 11, 2018	Matichuk, Gerald	AMEC is working with Darcy's Drilling Services Ltd to schedule the pump test for Well PW17-15.
April 26, 2018	Matichuk, Gerald	April 20, 2018 AMEC installed well data logger and are collecting data in wells close to PW17-15. Pump testing for Well PW17-15 is scheduled for the week of May 14, 2018 due to spring run off.

Project: RBYM00131.01 RB131.01 - SW Stormwater Management Plan

March 15, 2018	Solberg, Lloyd	Tagish met with Council on March 13 and presented the four storm pond options. Tagish will contact the Town and discuss how they want to proceed with the project.
March 28, 2018	Solberg, Lloyd	Town is currently reviewing the four stormwater pond options.
April 12, 2018	Solberg, Lloyd	(April 12) No change
April 26, 2018	Solberg, Lloyd	(April 26) No change

Project: RBYM00133.00 RB133 - 2017 NE Lagoon Outlet Ditch Upg

March 15, 2018	Matichuk, Gerald	Tagish has send a letter to Plains Midstream requesting that two (2) pipelines which cross the Outlet Ditch be lowered.
March 29, 2018	Matichuk, Gerald	Waiting for response from Plains Midstream in regards to lowering two (2) pipelines on the Outfall Ditch.
April 11, 2018	Matichuk, Gerald	Waiting for response from Plains Midstream in regards to lowering two (2) pipelines on the Outfall Ditch (March 29 - April 11, 2018).
April 26, 2018	Matichuk, Gerald	Waiting for response from Plains Midstream in regards to lowering two (2)

pipelines on the Outfall Ditch (March 29 - April 26, 2018).

Project: RBYM00134.00 RB134 - 2018 Street Improvements

March 15, 2018	Matichuk, Gerald	The 2018 - Street Improvements Tender was awarded to Border Paving Ltd. Tagish is preparing the contacts and will be sending them to Border Paving for signing..
March 29, 2018	Matichuk, Gerald	Town of Rimbey and Border Paving Ltd. have signed the 2018 - Street Improvement contracts.
April 11, 2018	Matichuk, Gerald	Town of Rimbey and Border Paving Ltd. have signed the 2018 - Street Improvement contracts. Contractor is waiting until spring thaw to start work.
April 26, 2018	Matichuk, Gerald	Border Paving has indicated that the concrete work will be starting after the spring thaw. J. Branco and Sons Concrete Services is scheduled to be on site the week of May 21, 2018.



PROJECT STATUS UPDATES

May 10, 2018

Date	Project Manager	Status Update
Town of Rimbey		
Project: RBYM00000.18 RB00 - 2018 General Engineering		
March 29, 2018	Matichuk, Gerald	Mayor Pankiw and Access Land met with and are negotiating with two (2) landowners to discuss purchasing land for the Evergreen Connector Walking Trail. Tagish is working with Fortis Alberta to determine the maximum instantaneous power usage at the Community Center.
April 11, 2018	Matichuk, Gerald	- Access Land provided the Town a summary of recent land sales of properties of similar land use in the adjacent area for comparison purposes. Access Land will be scheduling a follow up meeting with the Mayor Pankiw and the land owner. - April 11, 2018 a meeting with Town staff, Canadian Consulting Group and Tagish meet at the Community Center to confirm location and size of existing power service and panels. CCG will prepare drawings and documents related to tendering the project.
April 26, 2018	Matichuk, Gerald	- Mayor Pankiw, Town staff and Access Land meet with land owners to discuss the possibility of acquiring land for the Everygreen Connector Walking Trail. - Canadian Consulting Group has prepared a tender package related to supply and installation of a stand by generator for the Rimbey Community Center. - Tagish staff have reviewed engineering drawing for both the Rimbey Cardlock Conversation and Rimbey Storage Yard Site Development.
May 10, 2018	Matichuk, Gerald	Canadian Consulting Group has provided Tagish with technical information related to supply and installation of a stand by generator for the Rimbey Community Center. Tagish is preparing the "Request for Proposal" for the supply and installation of the standby generator.
Project: RBYM00126.00 RB126 - 2015 New Water Well Ph 1		
March 29, 2018	Matichuk, Gerald	A letter of "Notice to Proceed" was sent to AMEC to coordinate the pump test Well PW17-15. AMEC will contact Darcy's Drilling Services Ltd to complete the testing.
April 11, 2018	Matichuk, Gerald	AMEC is working with Darcy's Drilling Services Ltd to schedule the pump test for Well PW17-15.
April 26, 2018	Matichuk, Gerald	April 20, 2018 AMEC installed well data logger and are collecting data in wells close to PW17-15. Pump testing for Well PW17-15 is scheduled for the week of May 14, 2018 due to spring run off.
May 10, 2018	Matichuk, Gerald	Darcy's Drilling Services Ltd under the supervision of AMEC Environmental are pump testing PW17-15 between May 9 - 11, 2018.
Project: RBYM00131.01 RB131.01 - SW Stormwater Management Plan		
April 12, 2018	Solberg, Lloyd	(April 12) No change
April 26, 2018	Solberg, Lloyd	(April 26 - May 10) No change
Project: RBYM00133.00 RB133 - 2017 NE Lagoon Outlet Ditch Upg		
March 29, 2018	Matichuk, Gerald	Waiting for response from Plains Midstream in regards to lowering two (2) pipelines on the Outfall Ditch.
April 11, 2018	Matichuk, Gerald	Waiting for response from Plains Midstream in regards to lowering two (2) pipelines on the Outfall Ditch (March 29 - April 11, 2018).
April 26, 2018	Matichuk, Gerald	Waiting for response from Plains Midstream in regards to lowering two (2) pipelines on the Outfall Ditch (March 29 - April 26, 2018).

May 10, 2018 Matichuk, Gerald Tagish contacted Plains Midstream again in regards to lowering two (2) pipelines on the Outfall Ditch. Tagish highlighted the importance of lowering the lines to be able to regrade the Outlet Ditch to improve the overall drainage.

Project: RBYM00134.00 RB134 - 2018 Street Improvements

March 29, 2018 Matichuk, Gerald Town of Rimbey and Border Paving Ltd. have signed the 2018 - Street Improvement contracts.

April 11, 2018 Matichuk, Gerald Town of Rimbey and Border Paving Ltd. have signed the 2018 - Street Improvement contracts. Contractor is waiting until spring thaw to start work.

April 26, 2018 Matichuk, Gerald Border Paving has indicated that the concrete work will be starting after the spring thaw. J. Branco and Sons Concrete Services is scheduled to be on site the week of May 21, 2018.

May 10, 2018 Matichuk, Gerald Border Paving has indicated that the concrete work will be starting after the spring thaw. J. Branco and Sons Concrete Services is scheduled to be on site the week of May 28, 2018.

The meeting was called to order by Chairperson Teri Ormberg at 7:40 PM.

In attendance: Teri Ormberg Jackie Anderson
Florence Stemo
Nancy Adams Murray Ormberg
Annette Boorman Fred Schutz
Ed Grumbach Annelise Wettstein
Bronwen Jones Lana Curle - Rimbey Town Councillor

MINUTES of SPECIAL MEETING (April 3, 2018) read by Florence.

Correction: Delete Lana Curle's name as Secunder of Motion (re hourly wage for Summer Employee), as only Directors may make or second Motions. Add Jackie Anderson as Secunder. Minutes adopted as corrected by Murray. Seconded by Jackie. Carried.

MINUTES of previous regular meeting (April 9, 2018) recorded by Bronwen, read by Florence. Correction: As above (re Treasurer's Report). Add Bronwen's name as Secunder. Minutes adopted as corrected by Annette: seconded by Nancy. Carried.

TREASURER'S REPORT: Jackie reported a Balance of \$29,019.43. Jackie moved the adoption of her report. Seconded by Annette. Carried. Jackie reminded us that 2018 memberships are due.

OLD BUSINESS:

TOURIST INFO CENTRE: Kyla Street has been hired to work 9:00am - 5:30pm (1-hour lunch break) Monday to Friday at an hourly rate of \$16. No grant assistance, as Kyla is not a post-secondary student).

HOME ROUTES CONCERT: An extra concert - Cecile Doo-Kingue - June 10.

EARTH DAY: To be celebrated at the BHH on April 21. Bronwen gave a report on the details which she has worked out. Kath Smythe from Calgary and seven local resource people will be present. Children's program on Lower Level to be organized by Leanne Evans of the Rimbey Early Child Development Coalition. We will provide refreshments.

SNOW REMOVAL: Moved by Annette, seconded by Murray that we give vouchers for a hot dog and a drink at our Rodeo Lunch, to the 4-H club members and to Nathan Wilson, as a token of our thanks for their help clearing the sidewalk and BHH walkways this past winter. Carried. Likewise for Herb Grutterink and his wife, Judy, as a thank-you to Herb for keeping our parking area cleared of snow.

CHRISTMAS LIGHTS: Work bee set for Thursday April 19 to remove the remaining Christmas lights and decorations. (now that the snow is gone from the yard)

VOLUNTEER WEEK EVENT: Moved by Florence, seconded by Bron that we donate \$25. to the Volunteer Week Committee. Carried.

CO-OP BBQ: BHH will serve on August 10, 2018, 10:30am - 2:00pm.

NEW BUSINESS:

HOME ROUTES 2018 - 2019: Decision made to host for the coming season.

WOODDALE QUILT FOR 2018 RAFFLE: Named "Autumn Glory".

NEXT MEETING: Tuesday, May 8, 2018.

ADJOURNMENT: By Fred at 9:40 PM.

PS Minutes adopted at May 8, 2018 meeting. Florence Stemo - Secretary

Florence Stemo - Secretary



TOWN OF RIMBEY REQUEST FOR DECISION

Council Agenda Item	8.3
Council Meeting Date	May 22, 2018
Subject	Council Reports
For Public Agenda	Public Information
Background	The Mayor and Councillors provide a monthly report to advise of their activities of the previous month.
Attachments	8.3.1 Mayor Pankiw's Report 8.3.2 Councillor Coulthard's Report 8.3.3 Councillor Curle's Report 8.3.4 Councillor Payson's Report 8.3.5 Councillor Rondeel's Report
Recommendation	Motion by Council to accept the Council reports as information.

Prepared By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

May 11/18
Date

Endorsed By:

Lori Hillis

Lori Hillis, CPA, CA
Chief Administrative Officer

May 11/18
Date



Highlights

Date	Event	Details of Event
April 25	Meeting with Planner	Met with Liz and a developer on new trail on Evergreen Estates
May 1	Fire Dept	Met with fire fighters and toured new Lodge
May 8	Council Meeting	See minutes in website
May 9	Meeting	Met with Reeve McLauchlin and Christian School Board members
May 15	Winter Games	Met in Red Deer for Relay Torch announcement
May 22	Council Meeting	See minutes on website
April 24-May 22	Cheque runs and Commissionaire	Met with numerous citizens to sign papers

- Rick Wm. Pankiw
- Mayor



Highlights

Date	Event	Details of Event
01 May 2018 2030-2130	Tour of new Seniors Lodge	Attended a tour with Rimbey Fire Departments of the new Senior's Lodge.
06 May 2018 1400-1630	Lions Town Cleanup	Attend the Lion's Town cleanup and assisted with painting benches around town.
08 May 2018 1700-2045	Town Council Meeting	Attend the scheduled Town Council meeting. The majority of the meeting deal with changes to Bylaws for Cannabis Stores and Facilities.
11 May 2018 1145-1330	Interagency Meeting.	Attend the Interagency Meeting at BYAC.. Only six person sin attendance. Attendees went around the table and gave updates on their activities in the community. Lunch was provided by Jean Keetch.
11 May 2018 1500-1530	Coffee with Council	Attend Coffee with Council. Mayor Pankiw and Councilor Kurl were also present. No public attendees. A wide range of topics were discussed including a possible hiatus over the summer.
11 May 2018 1545-1645	Parent Link Grand Re-opening.	Attend a tour of the newly renovated Parent Link facility. This is truly a great place for kids and parents both.

Bill Coulthard
Councillor



Highlights

Date	Event	Details of Event
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No written report received at the time of publication of the agenda.

Lana Curle
Councillor

Highlights

Date	Event	Details of Event
April 23	BYAS	Regular board meeting for Blindman Youth Action
April 24	Regular Council	
May 1	Manor Tour	Mayor gave Ponoka County West Fire a tour of the new manor
May 14	Neighbourhood Place	Regular board meeting for Neighbourhood Place
May 18	Wellness	Regular lunch meeting of Rimbey and Area Community Wellness Association

Paul Payson
Councillor



Highlights

Date	Event	Details of Event
April 20th	Community wellness committee	Discussed report an impaired driver, addiction, community health
April 25th	Rimbey health council	Discussion on seniors and their concerns, housing etc.
April 27 th	Coffee with council	Spent some alone time
May 4th	Coffee with council	4 citizens lots of fun
May 5th	Community clean up	Cleaned in front of town office
May 6th	Community clean up	Painted benches in front of town office, and around town
May 8th	Regular council meeting	See minutes
May 12	Community clean up	Cleaned up in front of old co-op building
May 17th	FCSS	Regular board meeting
May 19th	Community clean up	Pick garbage,
May 20 th	Community clean up	


Gayle Rondeel
Councillor



TOWN OF RIMBEY REQUEST FOR DECISION

Council Agenda Item	9.0
Council Meeting Date	May 22, 2018
Subject	Correspondence
For Public Agenda	Public Information
Attachments	9.1 Teddy for a Toonie 2018 9.2 Rimbey Chamber of Commerce Thank You 9.3 MNP Canada Games Torch Relay
Recommendation	Administration recommends Council accept the correspondence regarding the ATB Teddy for a Toonie 2018, Rimbey Chamber of Commerce Thank You and MNP Canada Games Torch Relay, as information.

Prepared By:


Lori Hillis, CPA, CA
Chief Administrative Officer


Date

Endorsed By:


Lori Hillis, CPA, CA
Chief Administrative Officer


Date

April 25 2018

Teddy for a Toonie 2018

To whom it may concern,

We invite you to help save the day for sick and injured children across Alberta by donating to our Silent Auction / Raffle Draw.

2018 marks the 19th anniversary of the fundraising campaign that supports the Stollery Children's Hospital (SCH) in Edmonton and the Alberta Children's Hospital (ACH) in Calgary. Last year we raised \$612,000 for the two hospital foundations and our goal is to raise even more money this year. To date the ATB Financial Teddy for a Toonie fundraising campaign has raised \$9.1 million thanks to our staff, customers and partners like you.

Our Silent Auction / Raffle Draw will take place on May 15 2018 till May 31 2018 at the ATB Financial Branch in Rimbey. Cash donations are welcome. Any cash donation (and some item donations) over \$25 are eligible for a charitable tax receipt. We would like all donations to be in by May 11 2018. We are more than willing to pick up your donation if needed. Contact Bonny for more info regarding tax receipts or donation pick up.

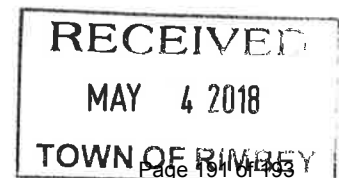
We value our relationship with your organization and hope you can be part of our mission to support this great cause. We thank you for your time and consideration and look forward to hearing from you.

For more information about ATB's Teddy for a Toonie campaign, please visit ATB.com/Teddy.

Your friends at ATB.



Bonny Olson
Personal Banking Specialist
Office 403-843-5693
Rimbey Branch, Rimbey, AB.
bolson1@atb.com



RECEIVED
MAY 4 2018
TOWN OF RIMBEY



Thank-you!

DEAR RICK PANKIW + COWORK,

THANK YOU FOR YOUR SUPPORT
WITH THE TRADE SHOW AND THE USE
OF THE ARENA.

RIMBEY & DISTRICT
CHAMBER OF COMMERCE



MNP CANADA GAMES TORCH RELAY HOST COMMUNITY INFORMATION

Dear Mayor Pankiw,

The 2019 Canada Winter Games and MNP are excited to inform you that we have selected your community as an MNP Canada Games Torch Relay event host on January 23, 2019. The complete list of communities that will be hosting an event and torchbearer information will be officially announced on May 15, 2018.

The Torch Relay is a significant element of the Canada Games and has united communities in pursuit of excellence and unity through sport for the past 51 years. The MNP Canada Games Torch Relay will be the first time in Canada Games history that the torch relay will be a truly national event.

The Torch Relay officially starts with the lighting at the Centennial Flame on Parliament Hill on October 4, 2018 and visits over 40 communities across Canada before arriving in Red Deer for the Opening Ceremony on February 15, 2019. The Torch Relay will go as far east as Halifax, Nova Scotia and as far west as Victoria, British Columbia, uniting the country from coast to coast.

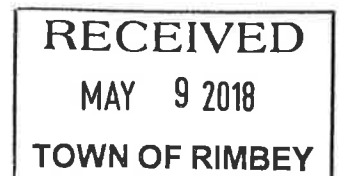
As the presenting sponsor of the Torch Relay, MNP is collaborating with the 2019 Canada Winter Games to coordinate a relay route, select community torchbearers and host a community celebration in each of the selected Torch Relay communities. A representative from the MNP Canada Games Torch Relay will work with Town of Rimbey to complete necessary permits and requirements needed to carry out the event within town limits.

In anticipation of the plans, please provide the appropriate direct contact for this project to Paige Krelow-Weinberger, Coordinator, Stakeholder Relations for the 2019 Canada Winter Games. She can be contacted by phone at 403.872.1087 or by email at pkrelow@2019canadagames.ca.

Sincerely,

Lyn Radford
Board Chair
2019 Canada Winter Games

Randy Mowat
Senior VP Marketing
MNP



2019 CANADA WINTER GAMES
HOST SOCIETY RED DEER

CanadaGames.ca/2019

DES JEUX D'HIVER DU CANADA DE 2019
SOCIÉTÉ HÔTE RED DEER

JeuxDuCanada.ca/2019

5205 48 Avenue
Red Deer, Alberta
T4N 6X3

FUNDING PARTIES / BAILLEURS DE FONDS

