

**Town of Fort Macleod
Committee of the Whole
Agenda
GR Davis Administration Building
Tuesday May 18th, 2021
6:00 pm**

A. CALL TO ORDER

B. APPROVAL OF AGENDA

C. NEW BUSINESS

1. Community Housing Strategy– *FCSS Angie O'Connor*
6:00 pm
2. Reserve Allocations– *Director of Finance Kris Holbeck*
6:30 pm
3. Land Use Bylaw Updates–*Gavin Scott & Haley Winder, ORRSC*
7:00 pm
4. 3B Energy– *Milo Holthe*
8:00 pm

D. IN CAMERA

E. ADJOURNMENT



Town of Fort Macleod Administration – 2020 Reserve Transfer Allocation

Recommendation: That Council discusses allocating the \$646,023.00 (2020 surplus being held in the internal financing capital reserves): \$400,000 to the Fire Pumper truck (2022 capital budget item) and the remaining \$246,023.00 to the 10th Street Rehabilitation (2022 capital budget item).

Rationale:

These two projects are coming up in the next capital budget cycle and require funding sources. The Fire Pumper truck would be purchased in 2022 and the funds for the 10th Street Rehabilitation project would be the beginning of saving for the overall project cost budgeted at \$5,050,000 in the 2021 capital budget forecast.

Background:

Council transferred the 2020 surplus to reserves to adjust the updated optimal balances for 2021 and the non-earmarked surplus of \$646,023.00 was transferred to the internal financing capital reserve temporarily. The majority of these funds came from the 2020 net land sales of \$421,317.88 with the remaining amount resulting from surpluses in numerous operational areas.

Financial Implications:

The 2022 capital purchase of the Fire Pumper Truck will be funded, and initial saving will be earmarked for the 10th Street Rehabilitation project.

Enclosure: 2021 Capital Budget (page 6 of 21)

Prepared by:	 Kris Holbeck, DF	Date: May 13, 2021
Approved by:	 Sue Keenan, CAO	Date: May 13, 2021
Submitted to:	Town Council (COTW)	Date: May 18, 2021

Town of Fort Macleod Budget

2021

CAPITAL PLAN	2021 Budget	2022 Forecast	2023 Forecast	2024 Forecast	2025 Forecast
Replace Sanding Truck Chassis (deferred to 2021, previously approved in 2020)	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -
Replace Gravel Truck (Net of Trade in - PW)	\$ -	\$ -	\$ 100,000.00	\$ -	\$ -
Replace Gravel Truck (Net of Trade in - PW)	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00
Fire Pumper #2 Replacement	\$ -	\$ 400,000.00	\$ -	\$ -	\$ -
Public Works Truck 2500 HD 4WD	\$ -	\$ -	\$ -	\$ 55,000.00	\$ -
Facilities Truck 1500 4WD	\$ -	\$ -	\$ 45,000.00	\$ -	\$ -
Plants Truck 1500 4WD (used - possibly replace with small SUV)	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -
Plants Truck 2500 HD 4WD	\$ -	\$ -	\$ -	\$ -	\$ 55,000.00
Subtotal:	\$ 80,000.00	\$ 400,000.00	\$ 145,000.00	\$ 55,000.00	\$ 155,000.00
INFRASTRUCTURE IMPROVEMENTS					
Engineering and Construction - Figure 1A: Manning Ave Industrial Lots (servicing and surface works)	\$ 821,000.00	\$ -	\$ -	\$ -	\$ -
Engineering and Construction - Figure 2B: 9th St Industrial Lots (underground and surface works)	\$ 890,000.00	\$ -	\$ -	\$ -	\$ -
Engineering and Construction - Figure 3: 9th St Residential Roadwork (surface works only)	\$ 1,063,000.00	\$ -	\$ -	\$ -	\$ -
Engineering and Construction - 6th Ave Sidewalks (east side - from 30th St to 26th St)	\$ 159,000.00	\$ -	\$ -	\$ -	\$ -
Engineering & Construction - 10th St from 1st Ave to 5th Ave (underground and surface works)	\$ -	\$ 5,050,000.00	\$ -	\$ -	\$ -
Engineering Detailed Design - 17th St from 1st Ave to 6th Ave (underground and surface works)	\$ -	\$ 55,000.00	\$ -	\$ -	\$ -
Construction - 17th St from 1st Ave to 6th Ave (underground and surface works)	\$ -	\$ -	\$ 5,700,000.00	\$ -	\$ -
Engineering Detailed Design - 20th St from 4th Ave to 5th Ave (underground and surface works)	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -
Construction - 20th St from 4th Ave to 5th Ave (underground and surface works)	\$ -	\$ -	\$ -	\$ 693,000.00	\$ -
Engineering Detailed Design - 18th St from 3rd Ave to 6th Ave (underground and surface works)	\$ -	\$ -	\$ -	\$ 40,000.00	\$ -
Construction - 18th St from 3rd Ave to 6th Ave (underground and surface works)	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000.00
Engineering Detailed Design - 22nd St from 4th Ave to 6th Ave (underground and surface works)	\$ -	\$ -	\$ -	\$ -	\$ 35,000.00
Subtotal:	\$ 2,933,000.00	\$ 5,105,000.00	\$ 5,710,000.00	\$ 733,000.00	\$ 3,535,000.00
Grand Total:	\$ 5,585,500.00	\$ 6,161,500.00	\$ 6,149,500.00	\$ 2,112,500.00	\$ 4,881,500.00

April 15, 2021

Landowner
Box
Fort Macleod, AB T0L 0Z0

Dear Landowner:

RE: Proposed Change in Zoning

The Town of Fort Macleod is considering an amendment to Land Use Bylaw No. 1882 (LUB) that would affect your current zoning. Your property has been residentially zoned as 'Residential Manufactured Home' under the current land use bylaw and 'Mobile Home' under the previous land use bylaws going back to 1983. This designation was implemented decades ago to ensure the moving in of manufactured homes into Town did not impact existing neighborhoods and were developed in small clusters (General Municipal Plan 1979).

However, successful or unsuccessful previous planning policy may have been, the Town has embarked on a process of improving the area. Infrastructure projects, visioning of the neighborhood south of 8th Street and improvements to Westwinds Park are progressing with Council. Included in the approach is the encouragement of this neighborhood to transition to single detached dwellings.

The zoning proposal is to eliminate the 'Residential Manufactured Home: R-MH' district from the land use bylaw and rezone your property to 'Residential: R'. The Residential: R district does not and will not allow for the future installation of manufactured homes. This change also places any existing manufactured home as a non-conforming building/use with the district.

In accordance with the *Municipal Government Act* Section 643 a non-conforming building and use cannot be enlarged or added to and no structural alterations may be made. But you can continue to use the building as is into the future. The exceptions to the rule are that a landowner can make the building/use conform (remove the manufactured home and install a single detached residence), do routine maintenance, and make alterations that the development authority would consider a minor variance (the addition of a deck or small porch).

To further ease the transition Council is considering a delay in implementation of the bylaw which would allow landowners to move forward with projects prior to the adoption of the bylaw change.

Within LUB 1882, a manufactured home is defined as the following:

***Manufactured Home** means a manufactured self-contained dwelling unit constructed in accordance with CSA-Z250 standards, whether ordinarily equipped with wheels or not, which can be moved from one point to another by being towed or carried and can be placed on a surface-mount foundation and connected to utility services.*

The identification of, and proposed change to, the zoning of your property is listed below:

Street Address	Short Legal Plan; Parcel	Title Number	Tax Roll Number	Current Land Use Designation (Zoning)	Proposed Land Use Designation (Zoning)
160 11 ST	92B;329;29	981176950	2115200	Residential: R-MH	Residential: R

The list of uses found in the two residential districts affected by this change are as follows:

Residential: R (proposed zoning)

Permitted Uses	Discretionary Uses: A	Discretionary Uses: B
Accessory building	Alternative energy, private	Bed and breakfast
Accessory structure	Day home	Boarding house
Accessory use	Dwelling:	Daycare
Dwelling:	Modular home B	Dwelling:
Single detached	Moved-in	2-unit
Modular home A	Ready-to-move home B	Group care facility (≤ 5 residents)
Ready-to-move home A	Home occupation 2	Home occupation 3
Home occupation 1	Moved-in building	Lodging house
Structural alterations to an approved use	Shipping container: Temporary	Parks and playgrounds
		Secondary suites

Residential Manufactured Home: R-MH (district to be removed)

Permitted Uses	*Discretionary Uses: A	†Discretionary Uses: B
Accessory structure	Alternative energy, private	Dwelling:
Accessory use	Dwelling:	Manufactured home older than 10 years
Dwelling:	Modular home A	
Manufactured home 10 years old or newer	Moved-in	
Modular home B	Ready-to-move home A	
Ready-to-move home B	Single detached	
Home occupation 1	Home occupation 2	
Structural alterations to an approved use	Moved-in building	
	Shipping container: Temporary	

For a complete overview of these districts, please visit the Town of Fort Macleod website <https://fortmacleod.com/do-business-and-invest-here/development/> and follow the land use bylaw link.

A map of all the proposed changes in the area is enclosed in this mail out.

If you have questions, comments, or concerns about this proposal we would like to hear from you. When making comment on the proposed zoning change, please contact Keli Sandford, the Town of Fort Macleod Planning and Development Officer via phone at (403) 553-4425 or email k.sandford@fortmacleod.com and refer to this letter and tax roll number.

Sincerely,

Sue Keenan
Chief Administrative Officer

Enclosure