



REGULAR COUNCIL MEETING AGENDA

Monday, April 28, 2025, 6 p.m.

3rd Floor - Council Chambers

315 Jespersen Ave

Spruce Grove, AB T7X 3E8

Pages

1. **CALL TO ORDER**
 - 1.1 Canadian Mental Health Week - May 5 - 11, 2025
 - 1.2 National Day of Awareness for Missing and Murdered Indigenous Women, Girls, and Two-Spirit People - May 5, 2025
 - 1.3 Just Serve - Global Community Recognition
2. **AGENDA**
3. **CONSENT AGENDA**
 - 3.1 Consent Agenda - April 28, 2025 3
4. **MINUTES**
 - 4.1 Minutes - April 14 and 22, 2025 Regular Council Meeting and April 22, 2025 Governance and Priorities Committee Meeting 5
5. **PUBLIC HEARINGS**
 - 5.1 C-1372-25 - Land Use Bylaw Amendment - Redistricting - Greenbury Stage 15 - Public Hearing and Second Reading David Towle 26
6. **PUBLIC INPUT SESSION**

For information on participating in the Public Input Session, please see the [Public Input Session - City of Spruce Grove](#) webpage.
7. **COUNCIL PRESENTATIONS**
8. **DELEGATIONS**
9. **ADMINISTRATIVE UPDATES**
10. **BYLAWS**

10.1	C-1333-24 - Land Use Bylaw Amendment - Redistricting - Tonewood Stage 12 - Third Reading	Lee Ann Beaubien	40
10.2	C-1381-25 - Land Use Bylaw Amendment - Redistricting - Prescott Stage 12 - First Reading	David Towle	54
10.3	C-1382-25 - Land Use Bylaw Amendment - Text Amendment - Prescott Planned Lot District - First Reading	David Towle	62
10.4	C-1395-25 - 2025 Business Improvement Area Tax Bylaw - Third Reading	Francine Pitcher	70
10.5	C-1396-25 - 2025 Business Improvement Area Tax Rate Bylaw - Third Reading	Francine Pitcher	77
10.6	C-1402-25 - 2025 Property Tax and Supplementary Property Tax Rate Bylaw - First and Second Reading	Francine Pitcher	83
11.	<u>BUSINESS ITEMS</u>		
12.	<u>COUNCILLOR REPORTS</u>		
12.1	Councillor Reports - April 28, 2025		91
13.	<u>INFORMATION ITEMS</u>		
13.1	Various Boards and Committee Meeting Minutes and Reports - April 28, 2025		94
14.	<u>NOTICES OF MOTION</u>		
15.	<u>CLOSED SESSION</u>		
16.	<u>BUSINESS ARISING FROM CLOSED SESSION</u>		
17.	<u>ADJOURNMENT</u>		



REQUEST FOR DECISION

MEETING DATE: April 28, 2025

TITLE: Consent Agenda - April 28, 2025

DIVISION: Strategic and Communication Services

SUMMARY:

All matters of business contained in the Consent Agenda are routine in nature and are voted on collectively. A particular matter of business may be removed from the Consent Agenda for debate or a separate vote. Each matter of business contained in the Consent Agenda has a corresponding agenda report and the approved recommendation is recorded separately in the minutes.

PROPOSED MOTION:

THAT the recommendations contained in the following reports be approved:

- Item 4.1 Minutes - April 14 and 22, 2025 Regular Council Meeting and April 22, 2025 Governance and Priorities Committee Meeting
- Item 10.2 C-1381-25 - Land Use Bylaw Amendment - Redistricting - Prescott Stage 12 - First Reading
- Item 10.3 C-1382-25 - Land Use Bylaw Amendment - Text Amendment - Prescott Planned Lot District - First Reading
- Item 10.6 C-1402-25 - 2025 Property Tax and Supplementary Property Tax Rate Bylaw - First Reading

BACKGROUND / ANALYSIS:

n/a

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



REQUEST FOR DECISION

MEETING DATE: April 28, 2025

TITLE: Minutes - April 14 and 22, 2025 Regular Council Meeting and April 22, 2025 Governance and Priorities Committee Meeting

DIVISION: Strategic and Communication Services

SUMMARY:

The minutes of the previous Regular Council Meeting, Special Council Meeting, Organizational Council Meeting, and / or Governance and Priorities Committee are placed on the agenda for approval.

PROPOSED MOTION:

THAT the April 14 and 22, 2025 Regular Council Meeting and April 22, 2025 Governance and Priorities Committee Meeting minutes be approved as presented.

BACKGROUND / ANALYSIS:

n/a

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



THE CITY OF SPRUCE GROVE

Minutes of the Regular Meeting of Council

April 14, 2025, 6 p.m.

3rd Floor - Council Chambers

315 Jespersen Ave

Spruce Grove, AB T7X 3E8

Members Present:

Mayor Acker
Councillor Carter
Councillor Gillett
Councillor Houston
Councillor MacDonald
Councillor Oldham
Councillor Stevenson

Also in Attendance:

Dean Screpnek, City Manager
Candace Coughlan, General Manager of Strategic and Communication Services
David Wolanski, General Manager of Community and Protective Services
Jamie Doyle, General Manager of Sustainable Growth and Development Services
Zeeshan Hasan, General Manager of Corporate Services
Amanda Doucette, Acting Director of Corporate Communications
Carol Bergum, Director of Planning and Development
Chad Priebe, Director of Protective Services / Fire Chief
Francine Pitcher, Director of Finance
Rae-Lynne Spila, Acting Director of Engineering
Brad McMurdo, Manager of Current Planning

Marlin Degrand, Manager of Enforcement Services
Jaymeson Denboer, Planner II
Laura Hall, Deputy City Clerk
Lindsay O'Mara, City Clerk
Karie Nothof, Recording Secretary

1. CALL TO ORDER

Mayor Acker called the meeting to order at 6 p.m. and acknowledged that City Council meets on the traditional land of Treaty 6 territory.

Lindsay O'Mara, City Clerk, introduced the new Deputy City Clerk, Laura Hall.

2. AGENDA

Resolution: RCM-074-25

Moved by: Councillor Houston

THAT the agenda be adopted as presented.

Unanimously Carried

3. CONSENT AGENDA

3.1 Consent Agenda - April 14, 2025

Resolution: RCM-075-25

Moved by: Councillor Oldham

THAT the recommendations contained in the following reports be approved:

Item 4.1 Minutes - March 24, 2025 Regular Council Meeting

Item 10.1 C-1372-25 - Land Use Bylaw Amendment - Redistricting -
Greenbury Stage 15 - First Reading

Item 10.4 C-1395-25 - 2025 Business Improvement Area Tax Bylaw - First
Reading

Item 10.5 C-1396-25 - 2025 Business Improvement Area Tax Rate Bylaw -
First Reading

Unanimously Carried

4. **MINUTES**

4.1 **Minutes - March 24, 2025 Regular Council Meeting**

The following motion was approved on the Consent Agenda:

THAT the March 24, 2025 Regular Council Meeting minutes be approved as presented.

5. **PUBLIC HEARINGS**

5.1 **C-1374-25 - Land Use Bylaw Amendment - Redistricting - Copperhaven Stage 12 - Public Hearing, Second and Third Reading**

Mayor Acker called the Public Hearing to order at 6:05 p.m. on C-1374-25 - Land Use Bylaw Amendment - Redistricting - Copperhaven Stage 12.

Jaymeson Denboer, Planner II, presented on C-1374-25 - Land Use Bylaw Amendment - Redistricting - Copperhaven Stage 12.

Scott LaBuick, Development Manager - Melcor, attended to speak to this item.

There were no written or other verbal submissions received.

Council thanked everyone for attending and speaking to this Public Hearing.

Mayor Acker declared the Public Hearing closed at 6:15 p.m.

Resolution: RCM-076-25

Moved by: Councillor Gillett

THAT second reading be given to C-1374-25 - Land Use Bylaw Amendment - Redistricting - Copperhaven Stage 12.

Unanimously Carried

Resolution: RCM-077-25

Moved by: Councillor MacDonald

THAT third reading be given to C-1374-25 - Land Use Bylaw Amendment - Redistricting - Copperhaven Stage 12.

Unanimously Carried

6. PUBLIC INPUT SESSION

There were no statements made or questions asked of Council.

7. COUNCIL PRESENTATIONS

There were no Council Presentations on the agenda.

8. DELEGATIONS

8.1 Council Delegation - Metrix Group - 2024 Audited Consolidated Financial Statements

Francine Pitcher, Director of Finance, introduced Jeff Alliston, Partner - Metrix Group LLP.

Jeff Alliston, Partner - Metrix Group LLP, provided a presentation on the 2024 Audited Consolidated Financial Statements.

Council thanked Jeff Alliston for the presentation.

Resolution: RCM-078-25

Moved by: Councillor Carter

THAT the audited consolidated financial statements of the City of Spruce Grove for the year ended December 31, 2024 be approved as presented.

Unanimously Carried

9. ADMINISTRATIVE UPDATES

There were no Administrative Updates on the agenda.

10. BYLAWS

10.1 C-1372-25 - Land Use Bylaw Amendment - Redistricting - Greenbury Stage 15 - First Reading

The following motion was approved on the Consent Agenda:

THAT first reading be given to C-1372-25 - Land Use Bylaw Amendment - Redistricting - Greenbury Stage 15.

10.2 C-1373-25 Land Use Bylaw Amendment - Redistricting - Copperhaven Stage 11 - Third Reading

Jaymeson Denboer, Planner II, presented on C-1373-25 - Land Use Bylaw Amendment - Redistricting - Copperhaven Stage 11.

Council thanked Jaymeson Denboer for the presentation.

Resolution: RCM-079-25

Moved by: Councillor Houston

THAT third reading be given to C-1373-25 - Land Use Bylaw Amendment - Copperhaven Stage 11.

Unanimously Carried

10.3 C-1383-25 - Off-Site Levy Bylaw - Second and Third Reading

Rae-Lynne Spila, Acting Director of Engineering, presented on C-1383-25 - Off-Site Levy Bylaw.

Council thanked Rae-Lynne Spila for the presentation.

Resolution: RCM-080-25

Moved by: Councillor Oldham

THAT second reading be given to C-1383-25 - Off-Site Levy Bylaw.

Unanimously Carried

Resolution: RCM-081-25

Moved by: Councillor MacDonald

THAT third reading be given to C-1383-25 - Off-Site Levy Bylaw

Unanimously Carried

10.4 C-1395-25 - 2025 Business Improvement Area Tax Bylaw - First and Second Reading

Francine Pitcher, Director of Finance, presented on C-1395-25 - 2025 Business Improvement Area Tax Bylaw.

Council thanked Francine Pitcher for the presentation.

The following motion was approved on the Consent Agenda:

THAT first reading be given to C-1395-25 - 2025 Business Improvement Area Tax Bylaw.

Resolution: RCM-082-25

Moved by: Councillor Oldham

THAT second reading be given to C-1395-25 - 2025 Business Improvement Area Tax Bylaw.

Unanimously Carried

10.5 C-1396-25 - 2025 Business Improvement Area Tax Rate Bylaw - First and Second Reading

Francine Pitcher, Director of Finance, presented on C-1396-25 - 2025 Business Improvement Area Tax Rate Bylaw.

Council thanked Francine Pitcher for the presentation.

The following motion was approved on the Consent Agenda:

THAT first reading be given to C-1396-25 - 2025 Business Improvement Area Tax Rate Bylaw.

Resolution: RCM-083-25

Moved by: Councillor Gillett

THAT second reading be given to C-1396-25 - 2025 Business Improvement Area Tax Rate Bylaw.

Unanimously Carried

11. BUSINESS ITEMS

11.1 2025 Spring Budget Adjustment

Zeeshan Hasan, General Manager of Corporate Services, presented on the 2025 Spring Budget Adjustment.

Council thanked Zeeshan Hasan for the presentation.

Resolution: RCM-084-25

Moved by: Councillor Carter

THAT the 2025 Spring Budget Adjustment, as presented in Attachment 1, be approved.

Unanimously Carried

Resolution: RCM-085-25

Moved by: Councillor Stevenson

THAT the 2025 Final Budget be amended to reduce operating revenues \$649,336, include additional operating expenses of \$113,744, include additional other capital grant revenue of \$1,000,000, include additional capital expenditures of \$899,235, and include an additional net transfer from reserves of \$662,315, as presented in Attachment 1.

Unanimously Carried

11.2 Automated Traffic Enforcement Update - Traffic Safety

Marlin Degrand, Manager of Enforcement, presented on the Automated Traffic Enforcement Update.

Council thanked Marlin Degrand for the presentation.

Resolution: RCM-086-25

Moved by: Councillor Houston

THAT given the Provincial changes and restrictions to the Automated Traffic Enforcement program, the program is not deemed viable for the City of Spruce Grove and shall be discontinued, and that Administration be directed to advise the Province of the discontinuation of the City's Automated Traffic Enforcement Program.

Unanimously Carried

12. COUNCILLOR REPORTS

There were no Councillor Reports on the agenda.

13. INFORMATION ITEMS

13.1 Various Boards and Committee Meeting Minutes and Reports - April 14, 2025

The minutes from the Capital Region Parkland Water Services Commission, City Centre Business Association, Spruce Grove Library Board, and ARROW Utilities were provided to Council for review.

14. NOTICES OF MOTION

There were no Notices of Motion provided.

15. CLOSED SESSION

Resolution: RCM-087-25

Moved by: Councillor Gillett

THAT Council go into Closed Session at 7:45 p.m. under the following sections of the *Freedom of Information and Protection of Privacy Act*:

Item 15.1 Parkland Food Bank

Section 25; Disclosure harmful to economic and other interests of a public body

Unanimously Carried

15.1 Parkland Food Bank

The following persons were also in Closed Session to provide information or administrative support for item 15.1 Parkland Food Bank:

Dean Screpnek, Candace Coughlan, David Wolanski, Jamie Doyle, Zeeshan Hasan, and Lindsay O'Mara.

15.2 Return to Open Session - April 14, 2025

Resolution: RCM-088-25

Moved by: Councillor Carter

THAT Council move out of Closed Session at 8:04 p.m.

Unanimously Carried

16. **BUSINESS ARISING FROM CLOSED SESSION**

There was no Business Arising from Closed Session.

17. **ADJOURNMENT**

Resolution: RCM-089-25

Moved by: Councillor Gillett

THAT the Regular Council meeting adjourn at 8:04 p.m.

Unanimously Carried

Jeff Acker, Mayor

Karie Nothof, Recording Secretary

Date Signed



THE CITY OF SPRUCE GROVE

Minutes of the Regular Meeting of Council

April 22, 2025, 6 p.m.

3rd Floor - Council Chambers

315 Jespersen Ave

Spruce Grove, AB T7X 3E8

Members Present:

Mayor Acker
Councillor Carter
Councillor Gillett
Councillor Houston
Councillor MacDonald
Councillor Oldham
Councillor Stevenson

Also in Attendance:

Dean Screpnek, City Manager
Candace Coughlan, General Manager of Strategic and Communication Services
David Wolanski, General Manager of Community and Protective Services
Jamie Doyle, General Manager of Sustainable Growth and Development Services
Zeeshan Hasan, General Manager of Corporate Services
Chad Priebe, Director of Protective Services
Rae-Lynne Spila, Director of Engineering
Scott Rodda, Director Community Social Development
Brad McMurdo, Manager of Current Planning
Danielle Peyton, Manager of Community Strategies
Emilee Neilson, Manager of Individual and Family Support Services

DRAFT

Marlin Degrand, Manager of Enforcement Services
Trevor Crawford, Manager of Capital Projects
Heidi White, Engineering Technologist
Laura Hall, Deputy City Clerk
Lindsay O'Mara, City Clerk
Nicole Hitchens, Recording Secretary

1. CALL TO ORDER

Mayor Acker called the meeting to order at 6 p.m. and acknowledged that City Council meets on the traditional land of Treaty 6 territory.

1.1 National Volunteer Week - April 27 - May 3, 2025

Mayor Acker proclaimed April 27 - May 3, 2025 as National Volunteer Week.

2. AGENDA

The following addition was made to the agenda:

Addition: Item 12.2 - Councillor Report - Councillor Houston - Meridian Housing Foundation

Resolution: RCM-090-25

Moved by: Councillor Gillett

THAT the agenda be adopted as amended.

Unanimously Carried

3. CONSENT AGENDA

3.1 Consent Agenda - April 22, 2025

Resolution: RCM-091-25

Moved by: Councillor Stevenson

THAT the recommendations contained in the following reports be approved:

Item 10.1 C-1391-25 - Land Use Bylaw Amendment - Redistricting - Fenwyck
Stage 9 - First Reading

Item 10.2 C-1393-25 - Land Use Bylaw Amendment - Redistricting - Deer Park
Stage 7 - First Reading

Unanimously Carried

4. MINUTES

There were no minutes for approval on the agenda.

5. PUBLIC HEARINGS

There were no Public Hearings on the agenda.

6. PUBLIC INPUT SESSION

There were no statements made or questions asked of Council.

7. COUNCIL PRESENTATIONS

There were no Council Presentations on the agenda.

8. DELEGATIONS

There were no Delegations on the agenda.

9. ADMINISTRATIVE UPDATES

There were no Administrative Updates on the agenda.

10. BYLAWS

10.1 C-1391-25 - Land Use Bylaw Amendment - Redistricting - Fenwyck Stage 9 - First Reading

The following motion was approved on the Consent Agenda:

THAT first reading be given to C-1391-25 - Land Use Bylaw Amendment - Redistricting - Fenwyck Stage 9.

10.2 C-1393-25 - Land Use Bylaw Amendment - Redistricting - Deer Park Stage 7 - First Reading

The following motion was approved on the Consent Agenda:

THAT first reading be given to C-1393-25 - Land Use Bylaw Amendment - Redistricting - Deer Park Stage 7.

11. BUSINESS ITEMS

11.1 2025 Crosswalk Improvements - Engineering Update

Rae-Lynne Spila, Director of Engineering, and Heidi White, Engineering Technologist, presented on the 2025 Crosswalk Improvements - Engineering Update.

Council thanked Rae-Lynne Spila and Heidi White for the presentation.

Resolution: RCM-092-25

Moved by: Councillor Houston

THAT the 2025 proposed pedestrian accessibility improvements be approved as presented.

Unanimously Carried

12. COUNCILLOR REPORTS

12.1 Councillor Reports - April 22, 2025

Councillor Report updates were provided for information on Boards and Committees attended.

12.2 Councillor Report - Councillor Houston - Meridian Housing Foundation

Councillor Houston shared an update that the Meridian Housing Foundation will receive the Alberta Rose Manor facility from the Province of Alberta and \$900,000 for future building maintenance, and the development of the new Meridian Housing Foundation Lodge is underway with construction on time and on budget.

13. INFORMATION ITEMS

There were no Information Items on the agenda.

14. NOTICES OF MOTION

There were no Notices of Motion provided.

15. CLOSED SESSION

Resolution: RCM-093-25

Moved by: Councillor Oldham

THAT Council go into Closed Session at 6:40 p.m. under the following sections of the *Freedom of Information and Protection of Privacy Act*:

Item 15.1 Council Matter

Section 24; Advice from officials

Unanimously Carried

15.1 Council Matter

Councillor Gillett left the meeting at 6:40 p.m.

The following persons were also in Closed Session to provide information or administrative support for item 15.1 Council Matter:

Dean Screpnik and Candice Coughlan

15.2 Return to Open Session - April 22, 2025

Resolution: RCM-094-25

Moved by: Councillor Stevenson

THAT Council move out of Closed Session at 7 p.m.

Unanimously Carried

16. BUSINESS ARISING FROM CLOSED SESSION

16.1 Council Matter

Resolution: RCM-095-25

Moved by: Councillor Stevenson

THAT no further action be taken with respect to the correspondence dated April 7, 2025.

Unanimously Carried

17. ADJOURNMENT

Resolution: RCM-096-25

Moved by: Councillor MacDonald

THAT the Regular Council meeting adjourn at 7:02 p.m.

Unanimously Carried

Jeff Acker, Mayor

Nicole Hitchens, Recording Secretary

Date Signed

DRAFT



THE CITY OF SPRUCE GROVE

Minutes of the Governance and Priorities Committee

April 22, 2025, 6:05 p.m.

3rd Floor - Council Chambers

315 Jespersen Ave

Spruce Grove, AB T7X 3E8

Members Present:

Mayor Acker
Councillor Carter
Councillor Gillett
Councillor Houston
Councillor MacDonald
Councillor Oldham
Councillor Stevenson

Also in Attendance:

Dean Screpnek, City Manager
Candace Coughlan, General Manager of Strategic and Communication Services
David Wolanski, General Manager of Community and Protective Services
Jamie Doyle, General Manager of Sustainable Growth and Development Services
Zeeshan Hasan, General Manager of Corporate Services
Chad Priebe, Director of Protective Services
Rae-Lynne Spila, Director of Engineering
Scott Rodda, Director Community Social Development
Danielle Peyton, Manager of Community Strategies

DRAFT

Emilee Neilson, Manager of Individual and Family Support Services
Marlin Degrand, Manager of Enforcement Services
Trevor Crawford, Manager of Capital Projects
Annemarie Bakalech, Supervisor of Community Development
Brenna Gavel Murphy, Community Development Coordinator
Carrie Demkiw, Community Development Coordinator
Kalie Dutchak, Community Social Worker
Lindsey Dudgeon, Community Counsellor
Marina Tran, Community Development Coordinator
Miriam Gordon, Office Coordinator
Natasha Jellow, Community Social Worker
Riley Bates, Community Outreach Worker
Shawn Cuff, Community Peace Officer I
Shelley Tunney, Supervisor of Strategic Initiatives
Voirrey Manning, Office Coordinator
Lindsay O'Mara, City Clerk
Nicole Hitchens, Recording Secretary

1. **CALL TO ORDER**

Mayor Acker called the meeting to order at 7:07 p.m. and acknowledged that Committee meets on the traditional land of Treaty 6 territory.

2. **AGENDA**

Resolution: GPC-009-25

Moved by: Councillor Houston

That the agenda be adopted as presented.

Unanimously Carried

3. **PRESENTATIONS**

There were no Presentations on the agenda.

4. **DELEGATIONS**

There were no Delegations on the agenda.

5. ADMINISTRATIVE UPDATES

5.1 2024 Protective Services Annual Report

Chad Priebe, Director of Protective Services / Fire Chief, and Marlin Degrand, Manager of Enforcement Services, provided an update on the 2024 Protective Services Annual Report.

Committee thanked Chad Priebe and Marlin Degrand for the presentation.

5.2 Community Social Development - 2024 Social Impact Report

Scott Rodda, Director of Community Social Development, Danielle Peyton, Manager of Community Strategies, Emilee Neilson, Manager of Individual and Family Support Services, and additional staff from the Community Social Development department, provided an update on the Community Social Development - 2024 Social Impact Report.

Committee thanked Scott Rodda, Danielle Peyton, Emilee Neilson, and staff from the Community Social Development department for the presentation.

6. BYLAWS

There were no Bylaws on the agenda.

7. BUSINESS ITEMS

7.1 2025 Capital Projects - Engineering Update

Rae-Lynne Spila, Director of Engineering, and Trevor Crawford, Manager of Capital Projects, presented on 2025 Capital Projects - Engineering Update.

Committee thanked Rae-Lynne Spila and Trevor Crawford for the presentation.

8. CLOSED SESSION

There was no Closed Session on the agenda.

9. BUSINESS ARISING FROM CLOSED SESSION

There was no Business Arising from Closed Session.

10. ADJOURNMENT

Resolution: GPC-010-25

Moved by: Councillor Gillett

DRAFT

THAT the Governance and Priorities Committee meeting adjourn at 9:40 p.m.

Unanimously Carried

Jeff Acker, Mayor

Nicole Hitchens, Recording Secretary

Date Signed



REQUEST FOR DECISION

MEETING DATE: April 28, 2025

TITLE: C-1372-25 - Land Use Bylaw Amendment - Redistricting -
Greenbury Stage 15 - Public Hearing and Second Reading

DIVISION: Sustainable Growth and Development Services

SUMMARY:

Bylaw C-1372-25, a proposed Land Use Bylaw amendment for redistricting approximately 2.0 ha of land from UR - Urban Reserve District to R1 - Mixed Low to Medium Density Residential District is being brought forward for consideration by Council. The proposed redistricting is consistent with the Pioneer Lands Area Structure Plan and will enable the development of Stage 15 in the Greenbury Neighbourhood.

PROPOSED MOTION:

THAT second reading be given to C-1372-25 - Land Use Bylaw Amendment - Redistricting - Greenbury Stage 15

BACKGROUND / ANALYSIS:

The proposed bylaw will redistrict approximately 2.0 ha of Lot 3, Block A, Plan 242 0044 in the Greenbury neighbourhood from UR - Urban Reserve District to R1 - Mixed Low to Medium Density Residential District. The proposed redistricting will enable the subdivision and development of approximately 41 single detached lots.

Pioneer Lands Area Structure Plan

The amendment area is within Bylaw C-686-08 - Pioneer Lands Area Structure Plan, and the proposed redistricting is in general compliance with the policies and Land Use Concept that identify the area for “Low to Medium Density Residential”.

Land Use Bylaw

The subject land is currently districted UR - Urban Reserve, and redistricting is required for subdivision and development to occur. The proposed R1 - Mixed Low to Medium Density Residential District will be used to accommodate approximately 41 single detached residential lots.

Development Agreement

Corporate Policy 7,005, requires a signed development agreement prior to consideration of third reading.

OPTIONS / ALTERNATIVES:

Bylaw C-1375-25 is being presented at a Public Hearing. Should Council feel they need further information to make a decision on this bylaw, they may choose to adjourn the public hearing for continuance at a later date. If Council chooses this option, second reading of the bylaw will be rescheduled.

This bylaw is also being brought forward for consideration of second reading. Upon closing of the Public Hearing and based on information provided at the Public Hearing, discussion, and consideration of changes to the bylaw may be made. Alternatively, Council may defeat the motion for second reading and choose to defeat this bylaw.

CONSULTATION / ENGAGEMENT:

This application was circulated to relevant City departments for their comments.

A statutory Public Hearing, advertised per the requirements of the *Municipal Government Act*, will be held prior to consideration of second reading. Advertising of the Public Hearing was placed in the Spruce Grove Examiner on April 25, 2025, and uploaded to the City website on April 15, 2025 as per the Advertising Bylaw thereby satisfying the requirements of the *Municipal Government Act*. Additionally, a notice was mailed directly to landowners within 30m of the subject lands.

IMPLEMENTATION / COMMUNICATION:

If approved, the Land Use Bylaw map will be updated for Bylaw C-1372-25 and be published on the City's website.

IMPACTS:

Approval of this bylaw will enable the development of Stage 15 in the Greenbury neighbourhood.

FINANCIAL IMPLICATIONS:

n/a

THE CITY OF SPRUCE GROVE

BYLAW C-1372-25

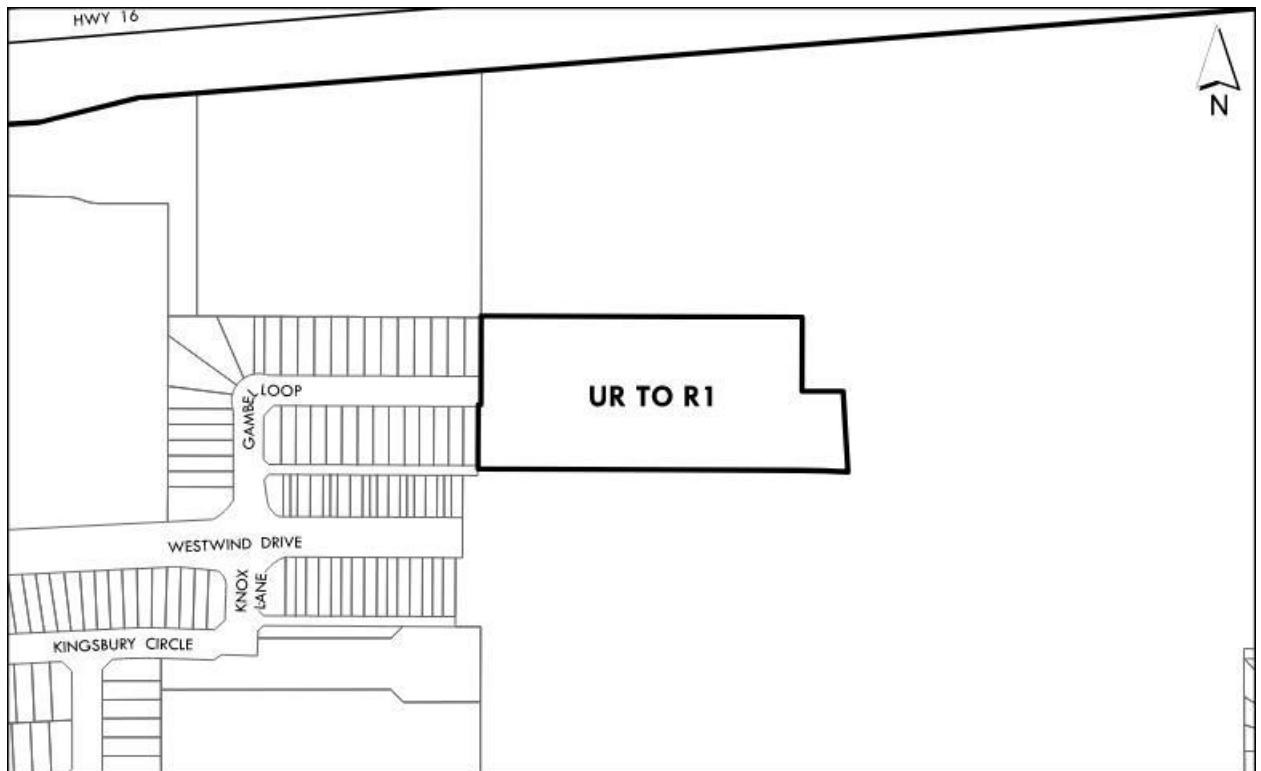
LAND USE BYLAW AMENDMENT - GREENBURY STAGE 15

WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000 cM-26, a municipality shall pass a land use bylaw and may amend the land use bylaw;

AND WHEREAS, the City of Spruce Grove wishes to amend Bylaw C-824-12, the Land Use Bylaw;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

1. Bylaw C-824-12, Schedule A: City of Spruce Grove Land Use Bylaw Map, is amended as follows:
 - 1.1 To redistrict a portion of Lot 3, Block A, Plan 242 0044 from UR - Urban Reserve District to R1 - Mixed Low to Medium Density Residential District, as shown on the map below:



2. This amending bylaw shall be consolidated into Bylaw C-824-12.
3. This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried 14 April 2025

Public Hearing [Click here to enter a date.](#)

Second Reading Carried [Click here to enter a date.](#)

Third Reading Carried [Click here to enter a date.](#)

Date Signed

Mayor

City Clerk

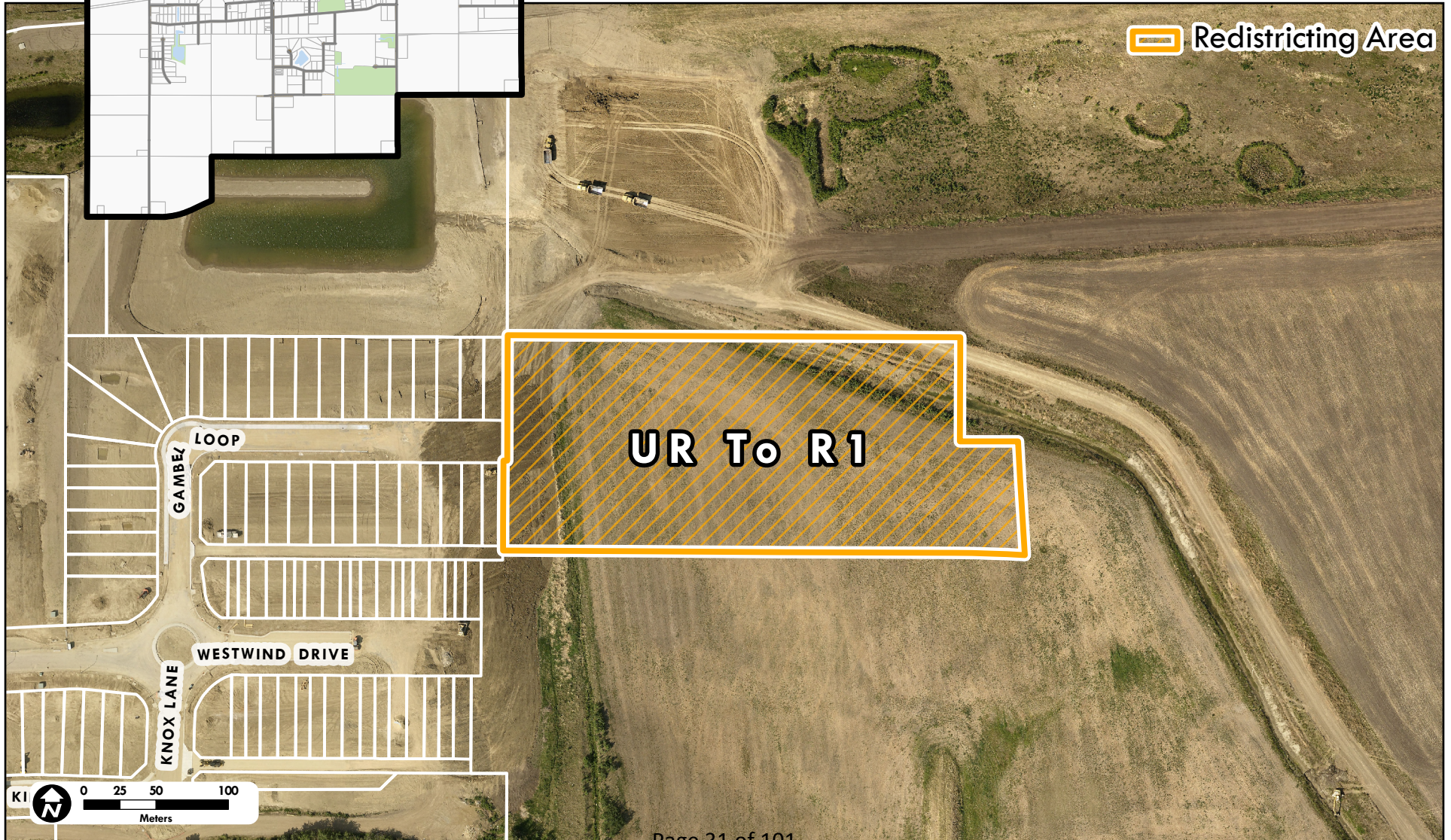


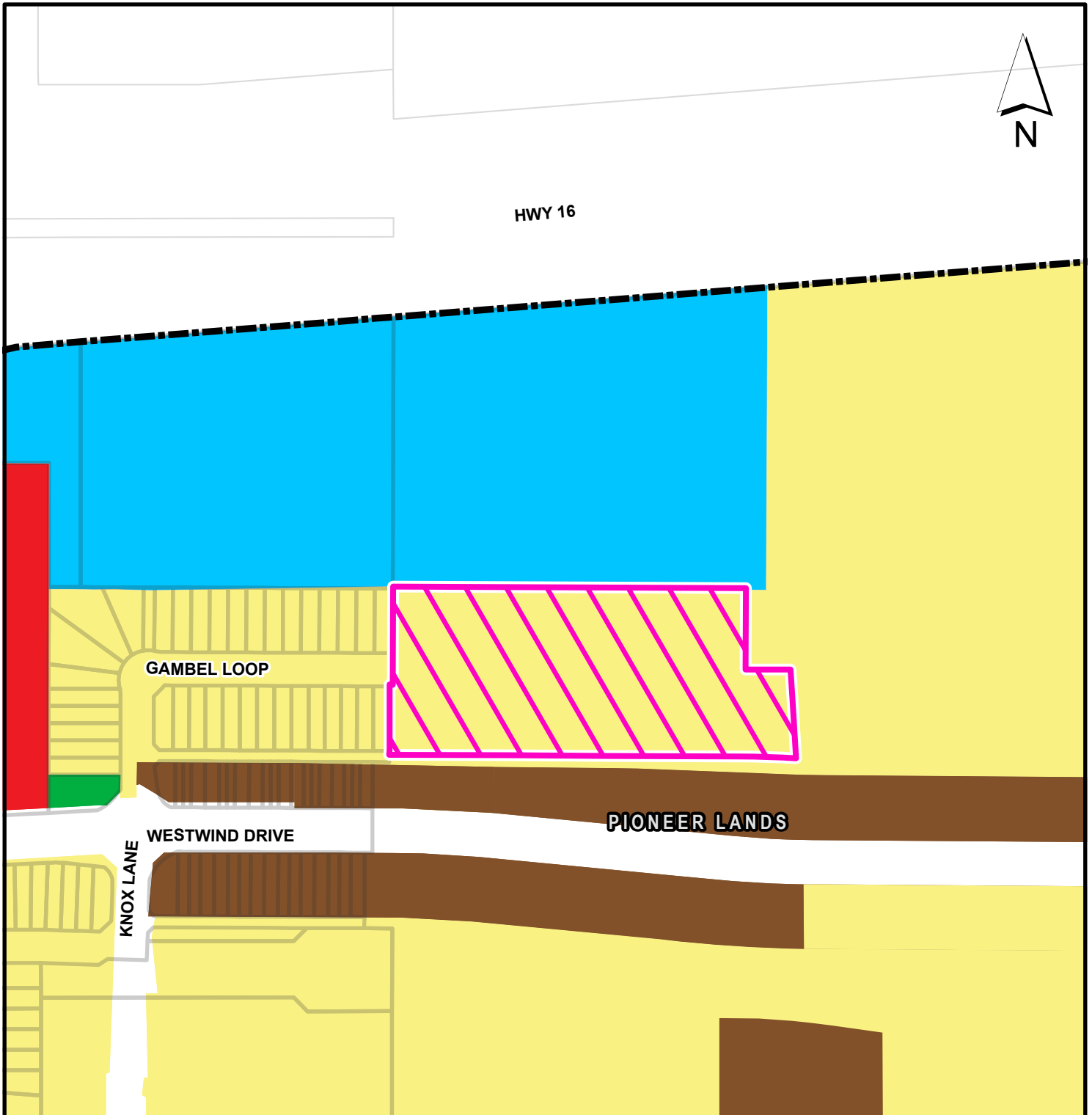
Location Aerial

C-1372-25

Land Use Redistricting

Greenbury Stage 15





Legend

West Area Structure Plan

■ Commercial	■ Medium to High Density Residential	■ Stormwater Management
■ Low to Medium Density Residential	■ Parks / Open Space / MR	

0 45 90 180 Meters

NOTICE OF **PUBLIC HEARING**

BYLAW C-1372-25 - LAND USE BYLAW AMENDMENT - REDISTRICTING - GREENBURY STAGE 15

It is City Council's intention to hold a public hearing as part of their consideration of Bylaw C-1372-25 - Land Use Bylaw Amendment - Redistricting - Greenbury Stage 15. The proposed bylaw will redistrict approximately 2.0 ha of Lot 3, Block A, Plan 242 0044 in the Greenbury neighbourhood. This subject area is currently districted UR - Urban Reserve and is being redistricted to R1 - Mixed Low to Medium Density Residential District.

REPRESENTATION

If you or someone you represent is affected by the proposed bylaw, you may address Council at the public hearing by attending the meeting in-person or by participating virtually. The Public Hearing is to be held:

Monday, April 28, 2025 at 6:00 p.m.

In-Person: Those wishing to address Council in person may attend:

Council Chambers, City Hall
315 Jespersen Avenue

Virtual: The Public Hearing may be viewed online at: www.sprucegrove.org/LiveCouncil

Persons who wish to attend virtually can either verbally speak or submit a question or statement to Council by email until the Public Hearing is closed. To arrange to verbally speak virtually you must pre-register with the City Clerk by Monday, April 28, 2025, at 12 p.m. by email cityclerk@sprucegrove.org or by calling 780-962-7615. Persons who wish to address Council in-person are not required to register to speak. Speakers will be limited to 5 minutes and permitted to speak only once.

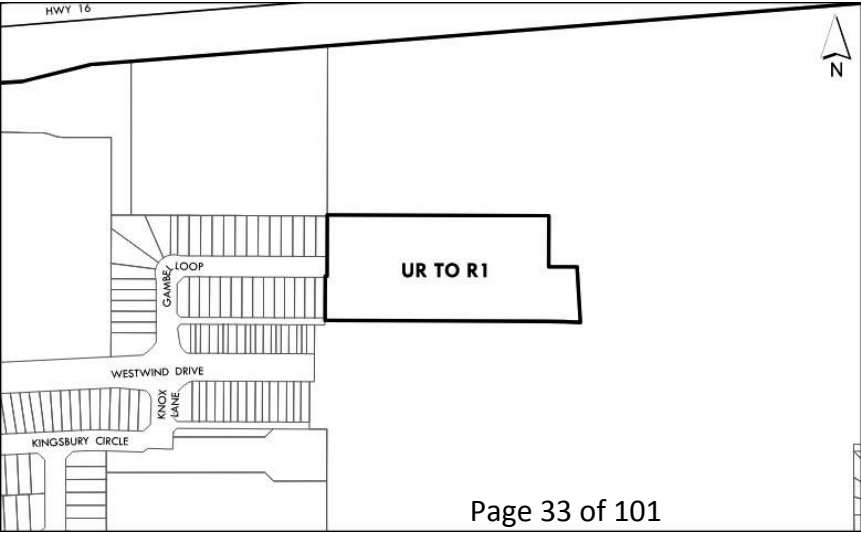
To provide an emailed question or statement to be read out during the hearing you may email it to cityclerk@sprucegrove.org until the Public Hearing is closed. Only one email per person is permitted.

Written submissions will be received by the City Clerk by mail at City Hall, 315 Jespersen Avenue, Spruce Grove, AB, T7X 3E8, or by email to cityclerk@sprucegrove.org, until noon on Wednesday, April 23, 2025. These must be signed, dated, and contain your civic address. Written submissions received by this date/time will be included as part of the council meeting agenda package.

Copies of the proposed bylaw amendment(s) are available upon request from the Planning and Development Department by calling or emailing the case planner as noted below.

QUESTIONS?

Please call or email David Towle, Senior Planner, at 780-962-7601 or dtowle@sprucegrove.org.



Bylaw C-1372-25

Land Use Bylaw Amendment

Greenbury Stage 15

City of Spruce Grove
Public Hearing
April 28, 2025

Location



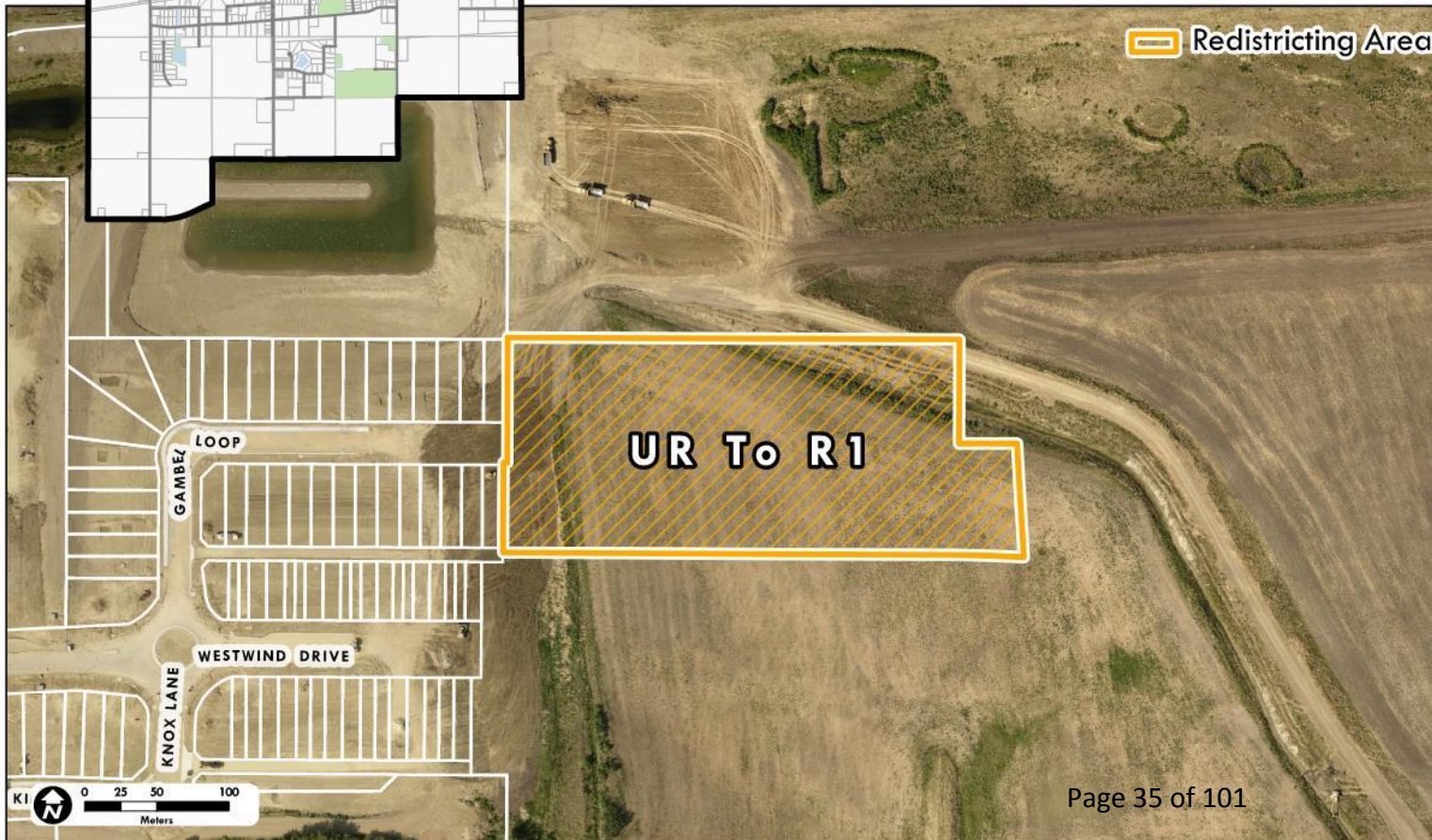
Location Aerial
C-1372-25

Land Use Redistricting
Greenbury Stage 15

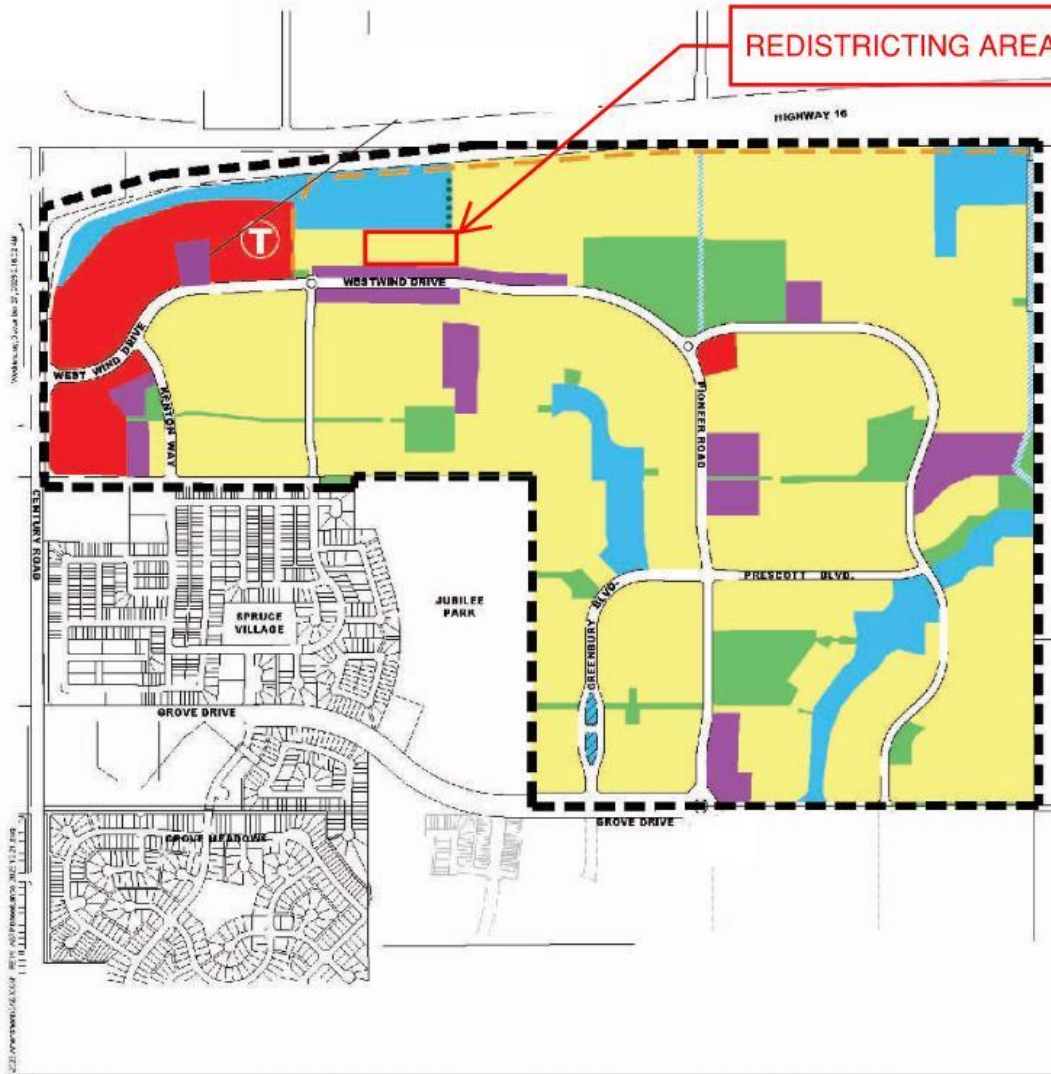


➤ Greenbury Stage 15

- Intended Land Use:
 - Mixed Low to Medium Density Residential



Pioneer Lands Area Structure Plan



LEGEND

Commercial	Park/Open Space	ASP Boundary
Medium to High Density Residential	Storm	Transit Station
Low to Medium Density Residential	Medium PUL	Storm Management Facility
Storm Management Facility	Public Utility Lot (PUL)	Street Frontage

ASP Amendment Area Page 36 of 101

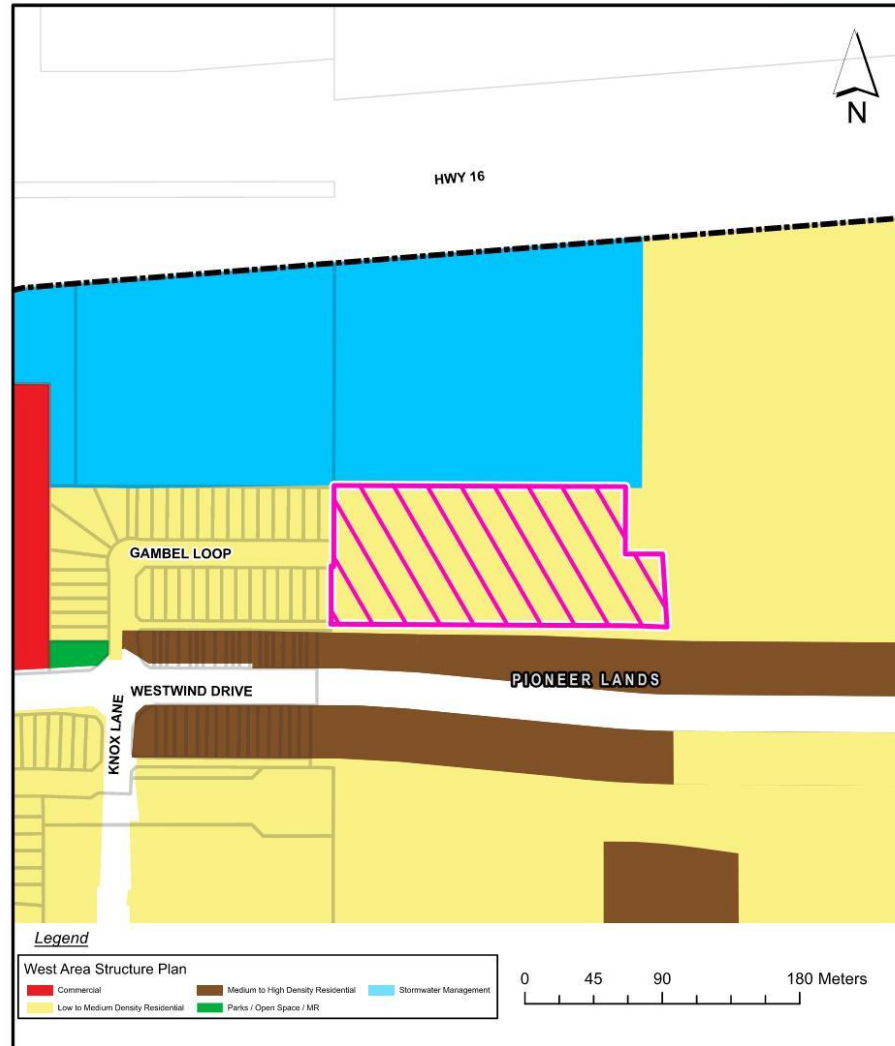
- **Land Use Concept**
 - Mixed Low to Medium Density Residential

Pioneer Lands Area Structure Plan



ASP Overview

Site of Proposed Redistricting C-1372-25
Greenbury Stage 15



- **Land Use Concept**
 - Mixed Low to Medium Density Residential

C-1372-25 – Redistricting Greenbury Stage 15

Legal Description:

Lot 3, Block A, Plan 242 0044

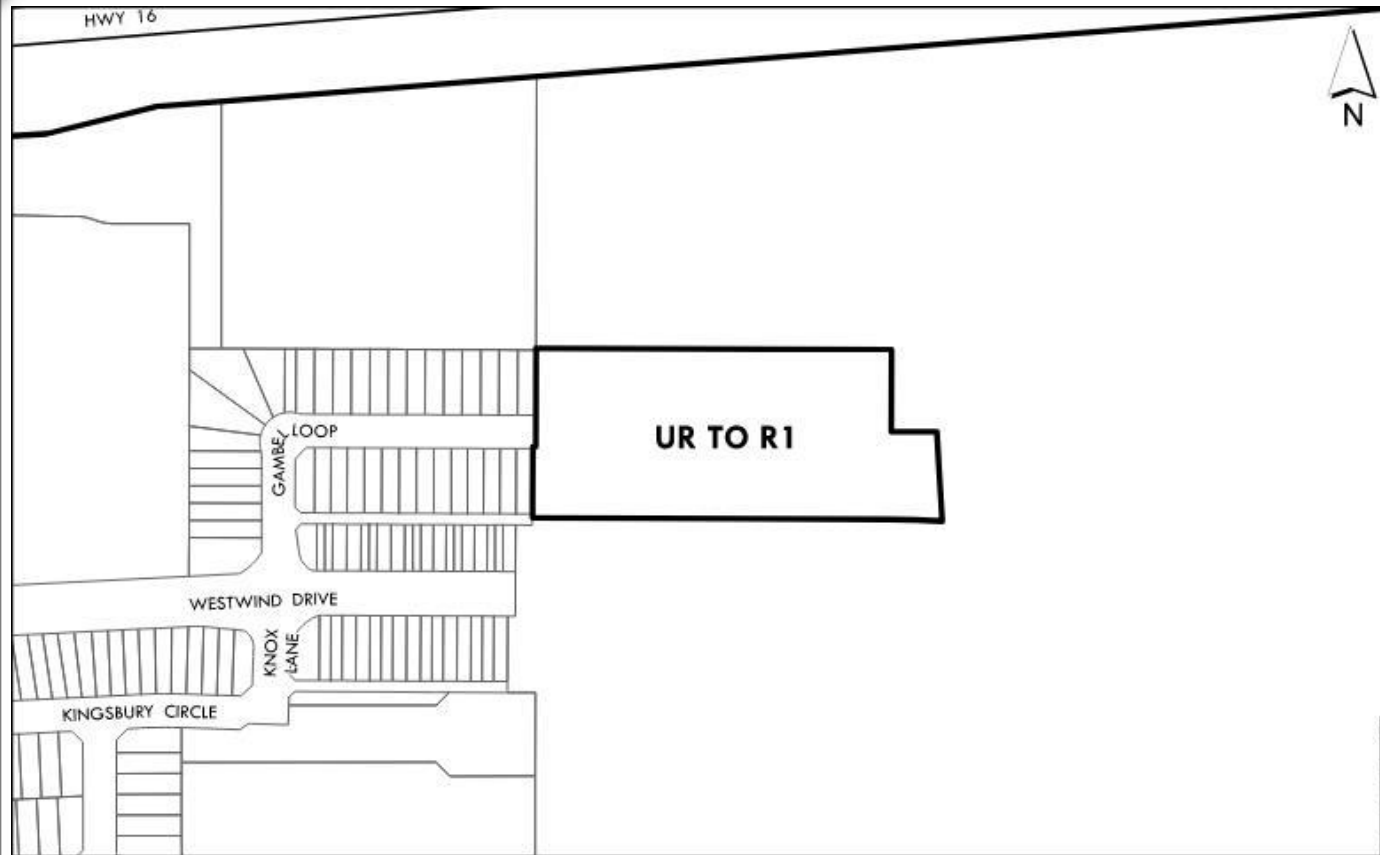
Amendment Area: 2.0 ha

Proposed amendment

UR – Urban Reserve District

To:

R1 – Mixed Low to Medium Density
Residential District





Thank you

Questions & Comments



REQUEST FOR DECISION

MEETING DATE: April 28, 2025

TITLE: C-1333-24 - Land Use Bylaw Amendment - Redistricting -
Tonewood Stage 12 - Third Reading

DIVISION: Sustainable Growth and Development Services

SUMMARY:

Bylaw C-1333-24, a proposed Land Use Bylaw amendment for redistricting land from UR - Urban Reserve District to R1 - Mixed Low to Medium Density Residential District and PS - Public Service Institutional District, is being brought forward for consideration by Council. The proposed redistricting is consistent with the East Pioneer Area Structure Plan and will enable the development of Stage 12 in the Tonewood neighbourhood.

PROPOSED MOTION:

THAT third reading be given to C-1333-24 - Land Use Bylaw Amendment - Tonewood Stage 12.

BACKGROUND / ANALYSIS:

The proposed bylaw will redistrict approximately 7.23 hectares of Lot 5, Block 1, Plan 172 3540, located south of Tonewood Boulevard in the Tonewood neighbourhood. The area is currently districted UR - Urban Reserve District and is proposed to be redistricted to R1 - Mixed Low to Medium Density Residential District (1.16 hectares) and PS - Public Service Institutional District (6.07 hectares). The proposed redistricting will enable the subdivision of approximately 30 row-housing residential lots and one park / school lot.

Municipal Development Plan

Bylaw C-1338-24 - The Shape of Our Community: Municipal Development Plan is the City's primary statutory plan (MDP). The proposed redistricting is consistent with the policies of the MDP and with Map 6 Future Land Use Concept that identifies the subject site for Residential Neighbourhoods.

East Pioneer Area Structure Plan

The amendment area is within the East Pioneer Area Structure Plan (Bylaw C-843-13), and the proposed redistricting is consistent with its policies and Development Concept that identify it for “Low to Medium Density Residential”, and “Park / Open Space”. The subject area is located along a collector roadway and will provide low to medium density residential housing options and a future school site.

Land Use Bylaw

The subject land is currently districted UR - Urban Reserve District and redistricting of the land is required for subdivision and development to occur. The proposed R1 - Mixed Low to Medium Density Residential District accommodates a range of low to medium density residential dwellings including single detached dwellings and row-housing dwellings. The proposed PS - Public Service Institutional District is intended to provide a future school site.

Development Agreement

As per Corporate Policy 7,005, a completed and signed development agreement is required prior to consideration of third reading. A signed development agreement has been executed.

OPTIONS / ALTERNATIVES:

Council may direct Administration to make amendments to the proposed bylaw or defeat the motion for third reading and choose to defeat this bylaw.

CONSULTATION / ENGAGEMENT:

This application was circulated to relevant City departments for their comments and has received no objections. Additionally, a notice was mailed directly to landowners within 30m of the subject lands and published on the City’s website. A statutory Public Hearing, advertised per the requirements of the *Municipal Government Act*, was held prior to consideration of second reading on June 24, 2024.

IMPLEMENTATION / COMMUNICATION:

If approved, the Land Use Bylaw map will be updated per Bylaw C-1333-24 and be published on the City's website.

IMPACTS:

Approval will enable the development of Stage 12 in the Tonewood neighbourhood.

FINANCIAL IMPLICATIONS:

n/a

THE CITY OF SPRUCE GROVE

BYLAW C-1333-24

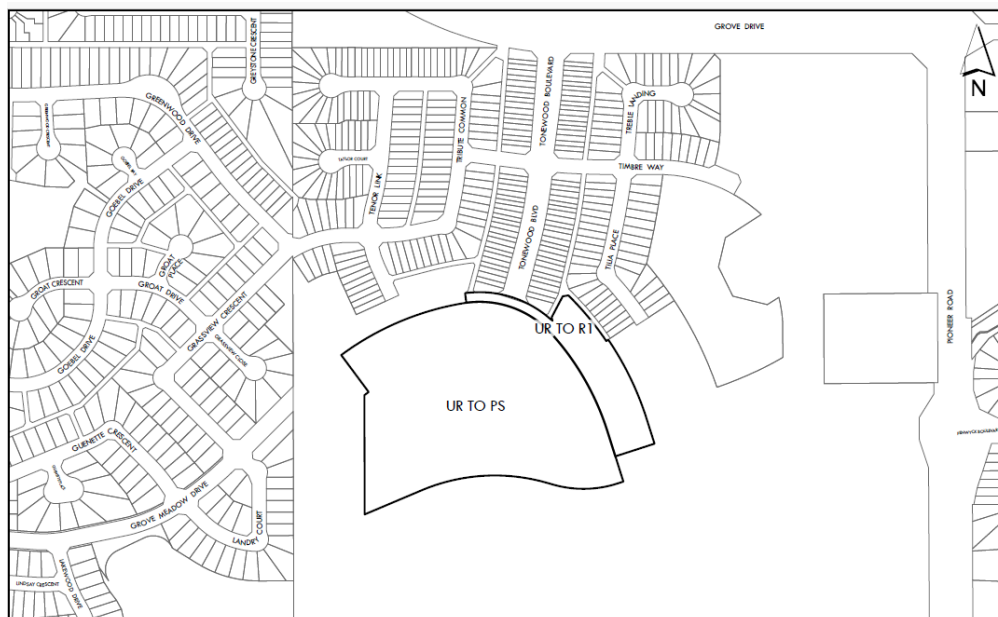
LAND USE BYLAW AMENDMENT - TONEWOOD STAGE 12

WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000 cM-26, a municipality shall pass a land use bylaw and may amend the land use bylaw;

AND WHEREAS, the City of Spruce Grove wishes to amend Bylaw C-824-12, the Land Use Bylaw;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

1. Bylaw C-824-12, Schedule A: City of Spruce Grove Land Use Bylaw Map, is amended as follows:
 - 1.1 To redistrict a portion of Lot 5, Block 1, Plan 172 3540 from UR - Urban Reserve District to R1 - Mixed Low to Medium Density Residential District, and PS - Public Service Institutional District as shown on the map below:



2. This amending bylaw shall be consolidated into Bylaw C-824-12.

3. This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried 10 June 2024

Public Hearing 24 June 2024

Second Reading Carried 24 June 2024

Third Reading Carried [Click here to enter a date.](#)

Date Signed [Click here to enter a date.](#)

Mayor

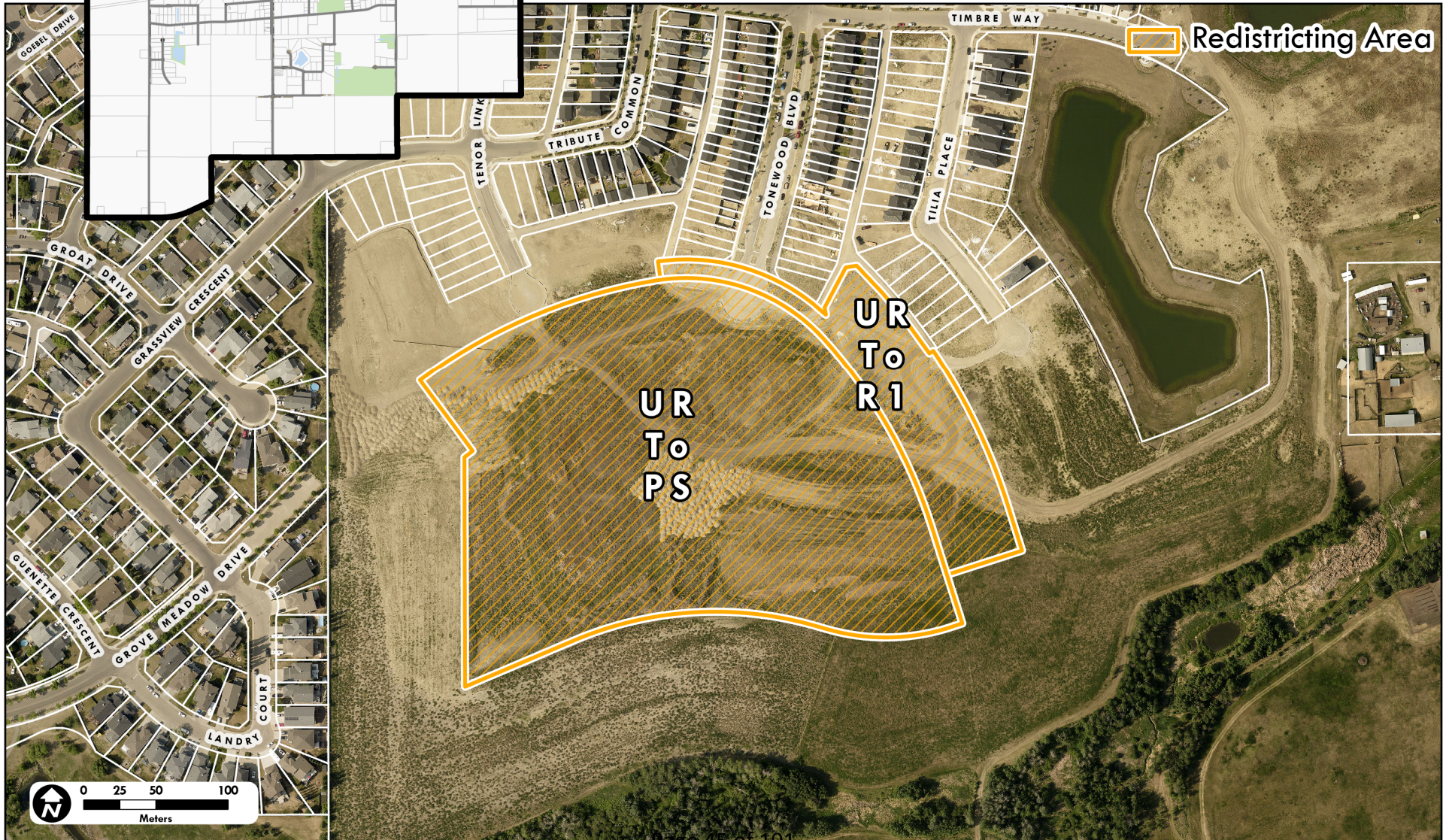
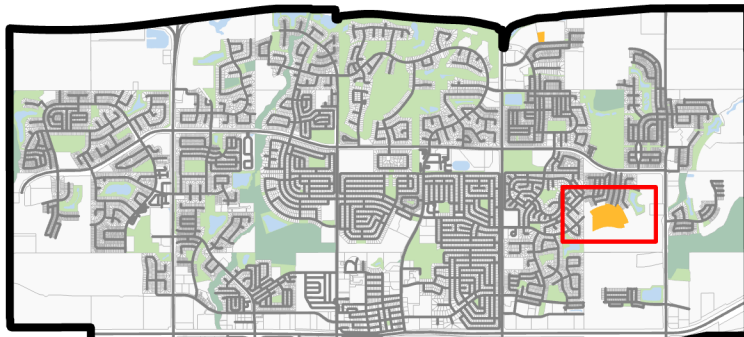
City Clerk

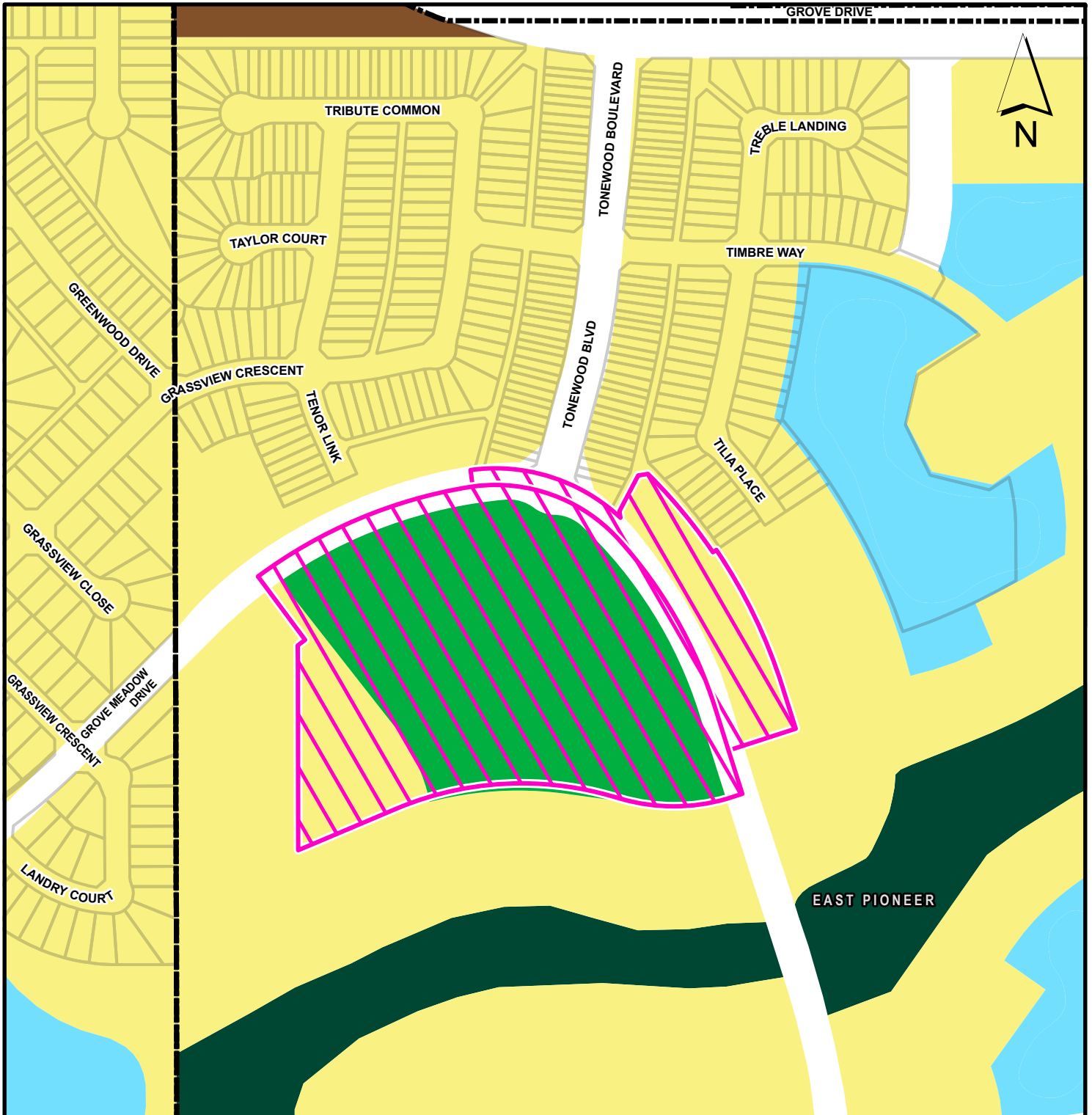
Location Aerial

C-1333-24

Land Use Redistricting






Tonewood Stage 12

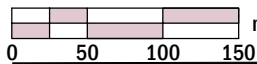




Legend

East Pioneer Area Structure Plan

 Environmental Reserve	 Medium to High Density Residential	 Stormwater Management
 Low to Medium Density Residential	 Parks / Open Space / MR	



SCALE 1:5000

CONCEPT PLAN

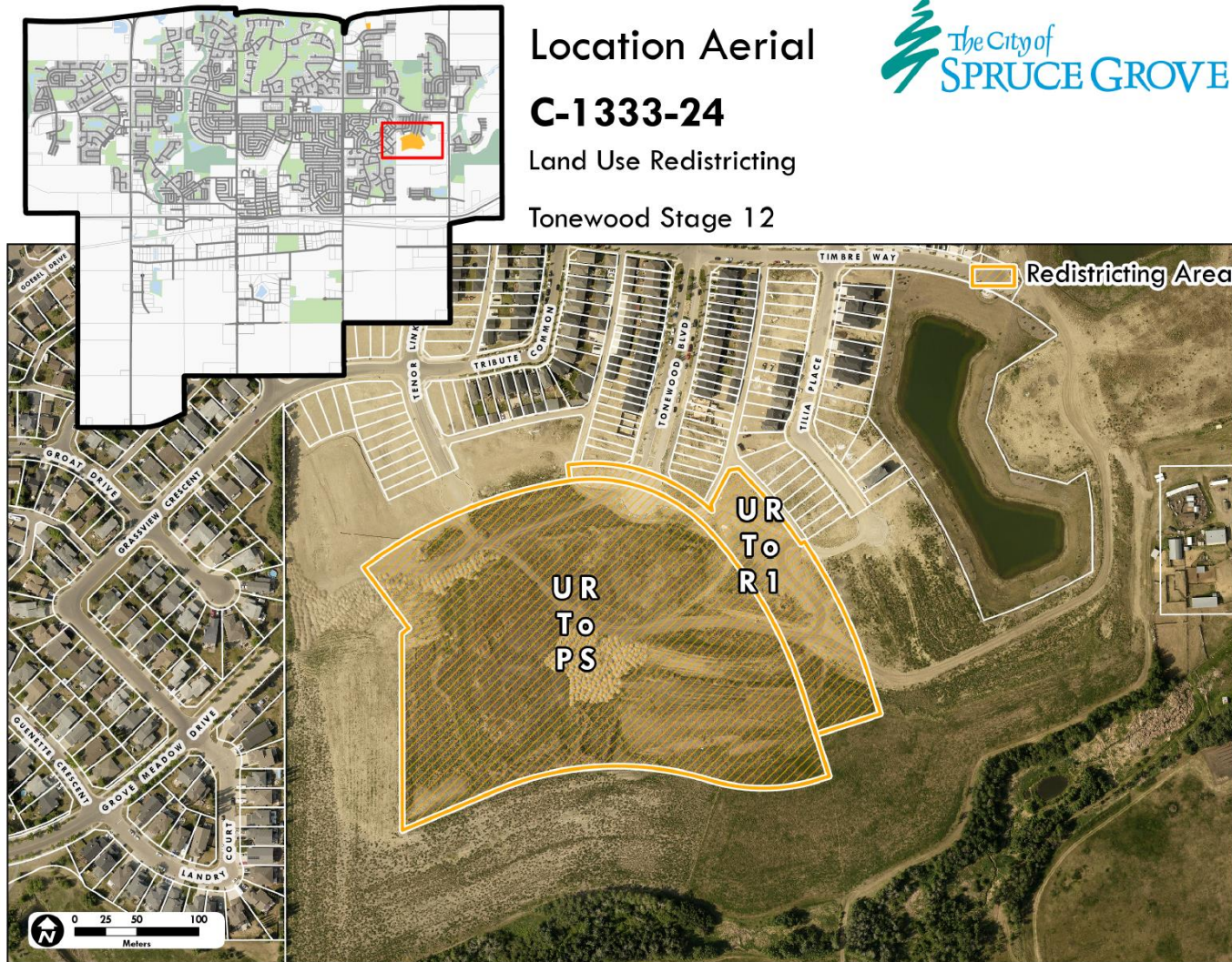
STAGE 12
 TONWOOD NEIGHBOURHOOD

MAY 16, 2024

Bylaw C-1333-24 Land Use Bylaw Amendment **Tonewood Stage 12**

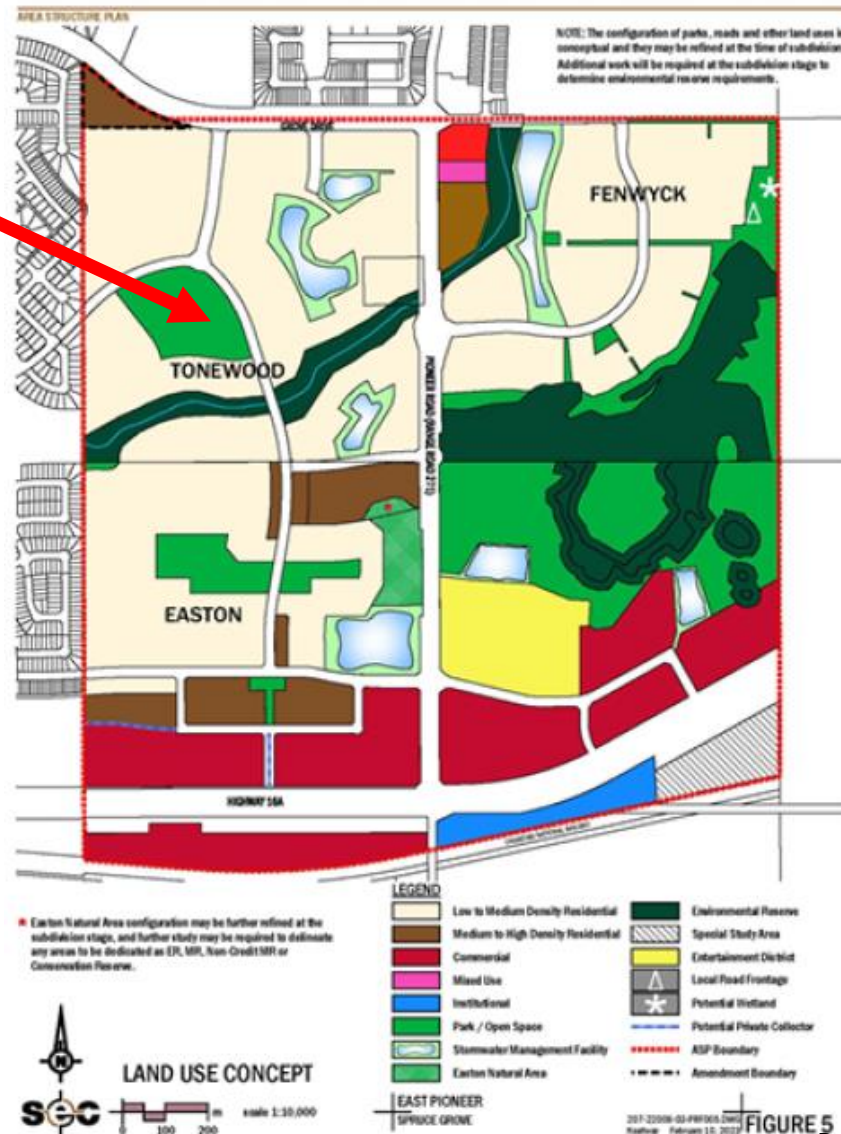
City of Spruce Grove
Third Reading
Bylaw C-1333-24
April 28, 2025

Location



- **Tonewood Stage 12**
- Intended Land Use:
 - Residential
 - Future School Site and Park/Open Space

East Pioneer Area Structure Plan




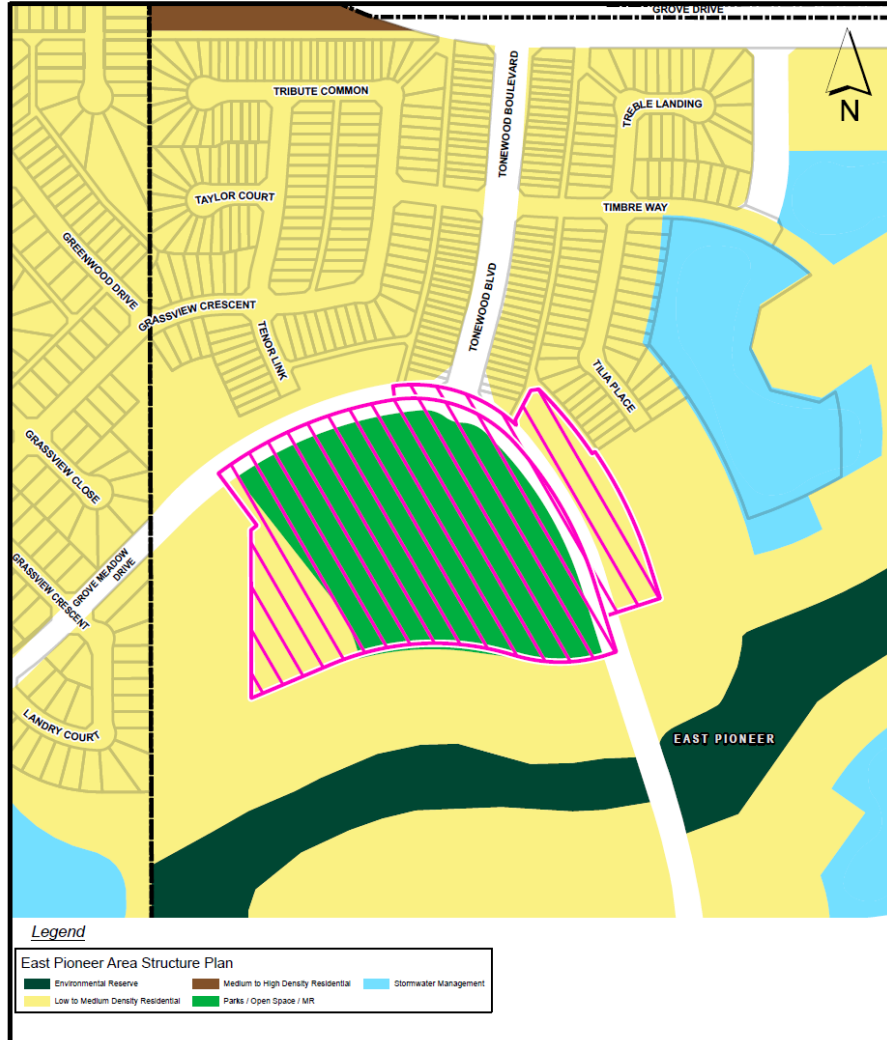
➤ Tonewood Stage 12

- Intended Land Use:
 - Residential
 - Park/Open Space
 - Future School Site

East Pioneer Area Structure Plan

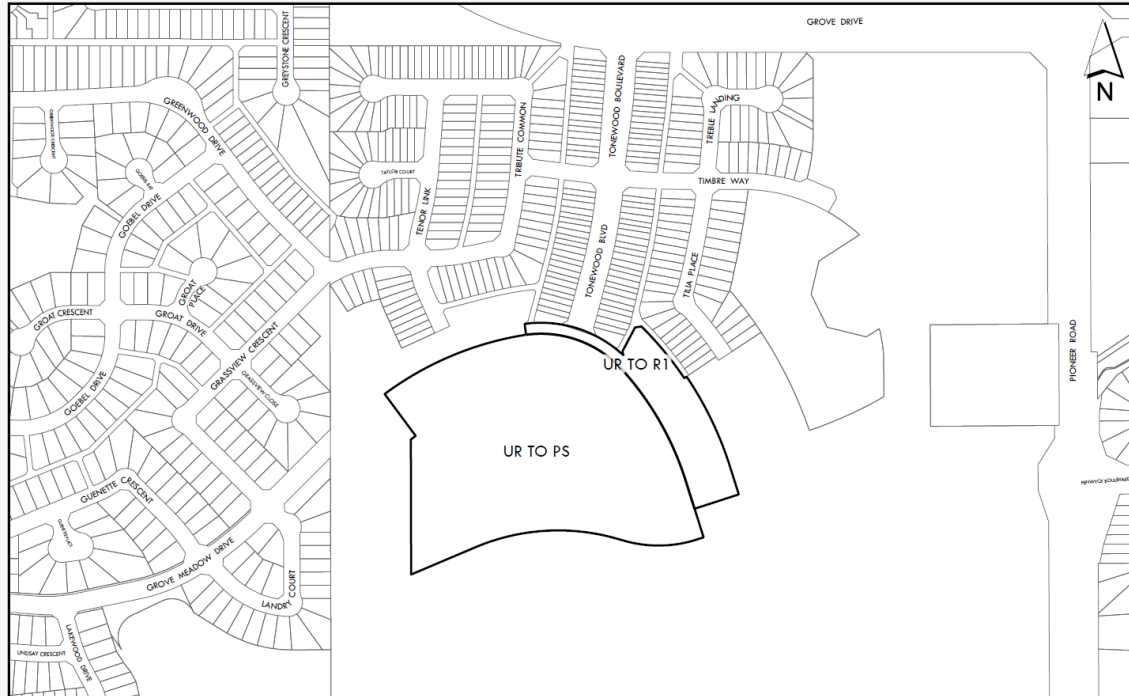


ASP Overview
Site of Proposed Redistricting C-1333-24
Tonewood Stage 12 



- **Land Use Concept**
- Mixed Low to Medium Density Residential
 - Park/Open Space

Proposed Amendment



Legal Description:

Part of Lot 5, Block 1, Plan 172 3540

Amendment Area: 7.23 ha

Proposed amendment

From: UR - Urban Reserve District

To: R1 - Mixed Low to Medium Density Residential District

PS- Public Service Institutional District

Questions and Comments



REQUEST FOR DECISION

MEETING DATE: April 28, 2025

TITLE: C-1381-25 - Land Use Bylaw Amendment - Redistricting - Prescott Stage 12 - First Reading

DIVISION: Sustainable Growth and Development Services

SUMMARY:

Bylaw C-1381-25, a proposed Land Use Bylaw amendment for redistricting approximately 5.4 ha of land from UR - Urban Reserve District to R1 - Mixed Low to Medium Density Residential, P1 - Parks and Recreation District, and PPL - Prescott Planned Lot District is being brought forward for consideration by Council. The proposed redistricting is consistent with the Pioneer Lands Area Structure Plan and will enable the development of Stage 12 in the Prescott Neighbourhood.

PROPOSED MOTION:

THAT first reading be given to C-1381-25 - Land Use Bylaw Amendment - Redistricting - Prescott Stage 12.

BACKGROUND / ANALYSIS:

The proposed bylaw will redistrict approximately 5.4 ha of the SW 12-53-27-W4 in the Prescott neighbourhood from UR - Urban Reserve District to R1 - Mixed Low to Medium Density Residential District, P1 - Parks and Recreation District, and PPL - Prescott Planned Lot District is being brought forward for consideration by Council. The proposed redistricting will enable the subdivision and development of approximately 58 single detached lots, 22 semi-detached lots, and 20 row housing lots.

Pioneer Lands Area Structure Plan

The amendment area is within Bylaw C-686-08 - Pioneer Lands Area Structure Plan, and the proposed redistricting is in general compliance with the policies and Land Use Concept that identify the area for “Low to Medium Density Residential” and “Storm Management Facility”.

Land Use Bylaw

The majority of the 5.4 ha subject land is currently districted UR - Urban Reserve, and redistricting is required for subdivision and development to occur. The proposed districting will provide for development as follows:

- R1 - Mixed Low to Medium Density Residential District, a 2.5 ha area will be used to accommodate approximately 19 single detached residential lots, 22 semi-detached lots, and 20 row housing lots.
- PPL - Prescott Planned Lot District, a 1.7 ha area will accommodate approximately 39 zero lot line single detached lots. The PPL District is proposed with the associated C-1382-25 Land Use Bylaw Text Amendment bylaw.
- P1 - Parks and Recreation District, a 1.2 ha area will be used to accommodate a portion of the northeastern stormwater management facility.

Additionally, there is a small 0.01 ha area being redistricted from P1 - Parks and Recreation District to R1 - Mixed Low to Medium Density Residential District to accommodate refinements made to the stormwater management facility since it was initially redistricted. This adjustment will match the P1 districting with the existing property line of the stormwater management facility.

Development Agreement

Corporate Policy 7,005, requires a signed development agreement prior to consideration of third reading.

OPTIONS / ALTERNATIVES:

This bylaw is being brought forward for consideration of first reading. Discussion and consideration of changes to the bylaw may be made at future readings.

CONSULTATION / ENGAGEMENT:

This application was circulated to relevant City departments for their comments. A statutory public hearing, advertised per the requirements of the *Municipal Government Act*, will be held prior to consideration of second reading.

IMPLEMENTATION / COMMUNICATION:

If approved, the Land Use Bylaw map will be updated for Bylaw C-1381-25 and be published on the City's website.

IMPACTS:

Approval of this bylaw will enable the development of Stage 12 in the Prescott neighbourhood.

FINANCIAL IMPLICATIONS:

n/a

THE CITY OF SPRUCE GROVE

BYLAW C-1381-25

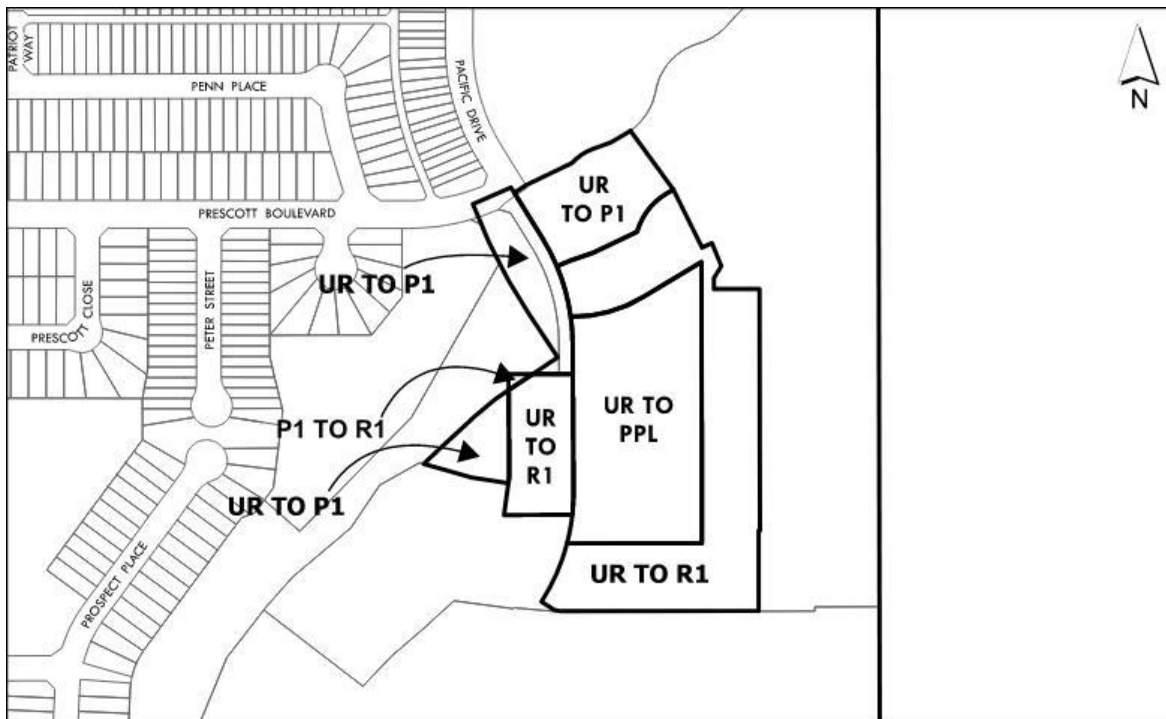
LAND USE BYLAW AMENDMENT - PRESCOTT STAGE 12

WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000 cM-26, a municipality shall pass a land use bylaw and may amend the land use bylaw;

AND WHEREAS, the City of Spruce Grove wishes to amend Bylaw C-824-12, the Land Use Bylaw;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

1. Bylaw C-824-12, Schedule A: City of Spruce Grove Land Use Bylaw Map, is amended as follows:
 - 1.1 To redistrict a portion of the SW 12-53-27-W4 from UR - Urban Reserve District to R1 - Mixed Low to Medium Density Residential District, PPL - Prescott Planned Lot District, and P1 - Parks and Recreation District; and from P1 - Parks and Recreation District to R1 - Mixed Low to Medium Density Residential District as shown on the map below:



2. This amending bylaw shall be consolidated into Bylaw C-824-12.
3. This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried

[Click here to enter a date.](#)

Second Reading Carried

[Click here to enter a date.](#)

Third Reading Carried

[Click here to enter a date.](#)

Date Signed

Mayor

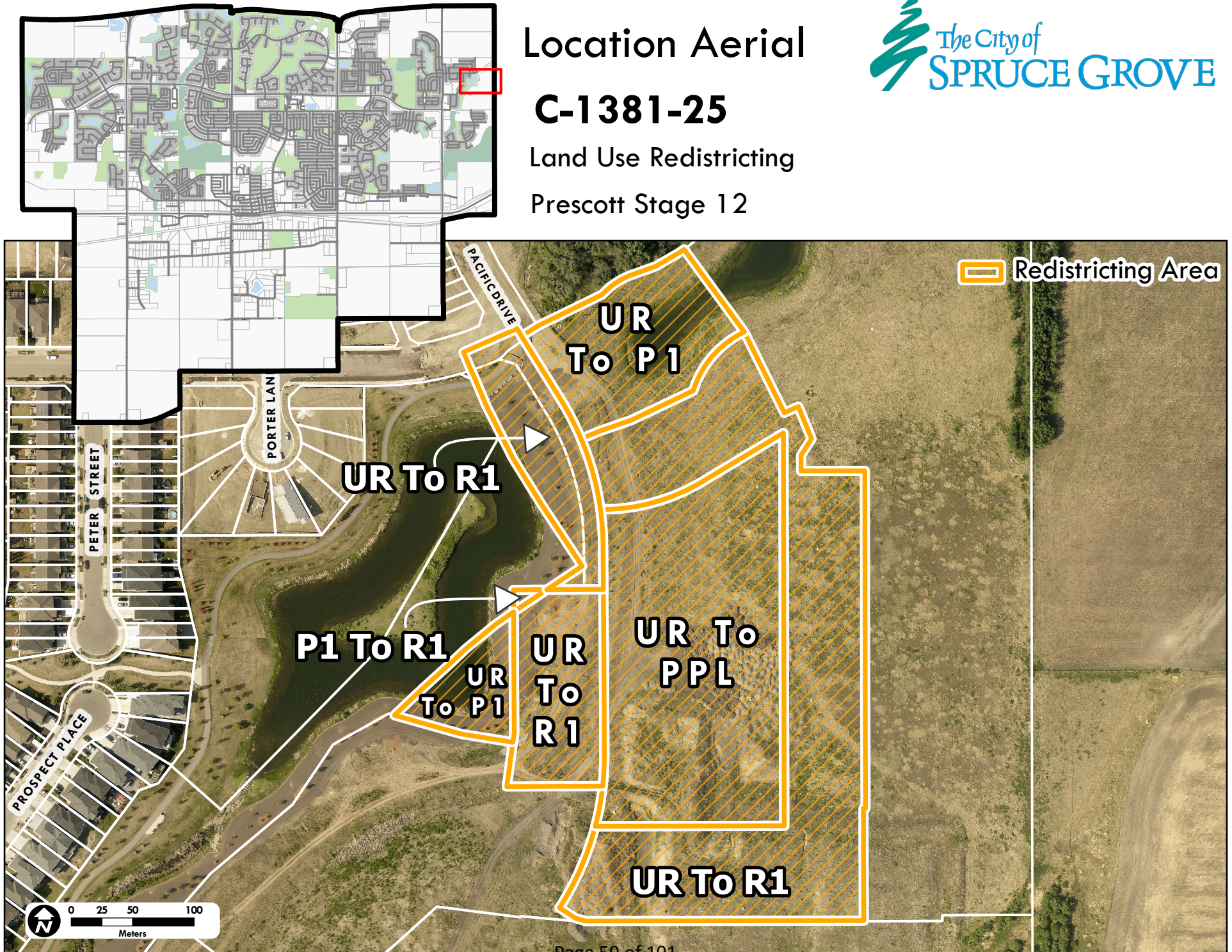
City Clerk

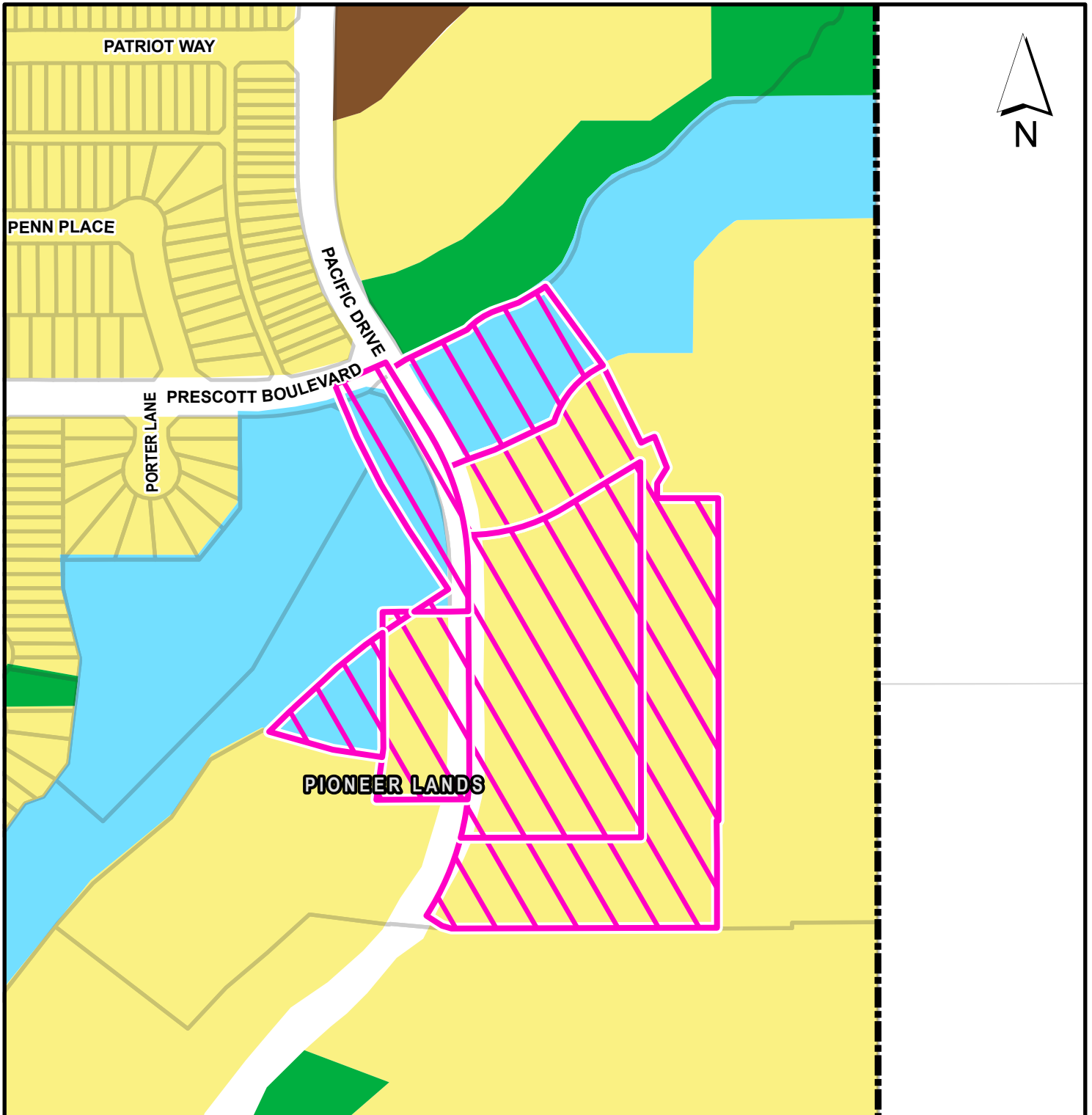
Location Aerial

C-1381-25

Land Use Redistricting

Prescott Stage 12





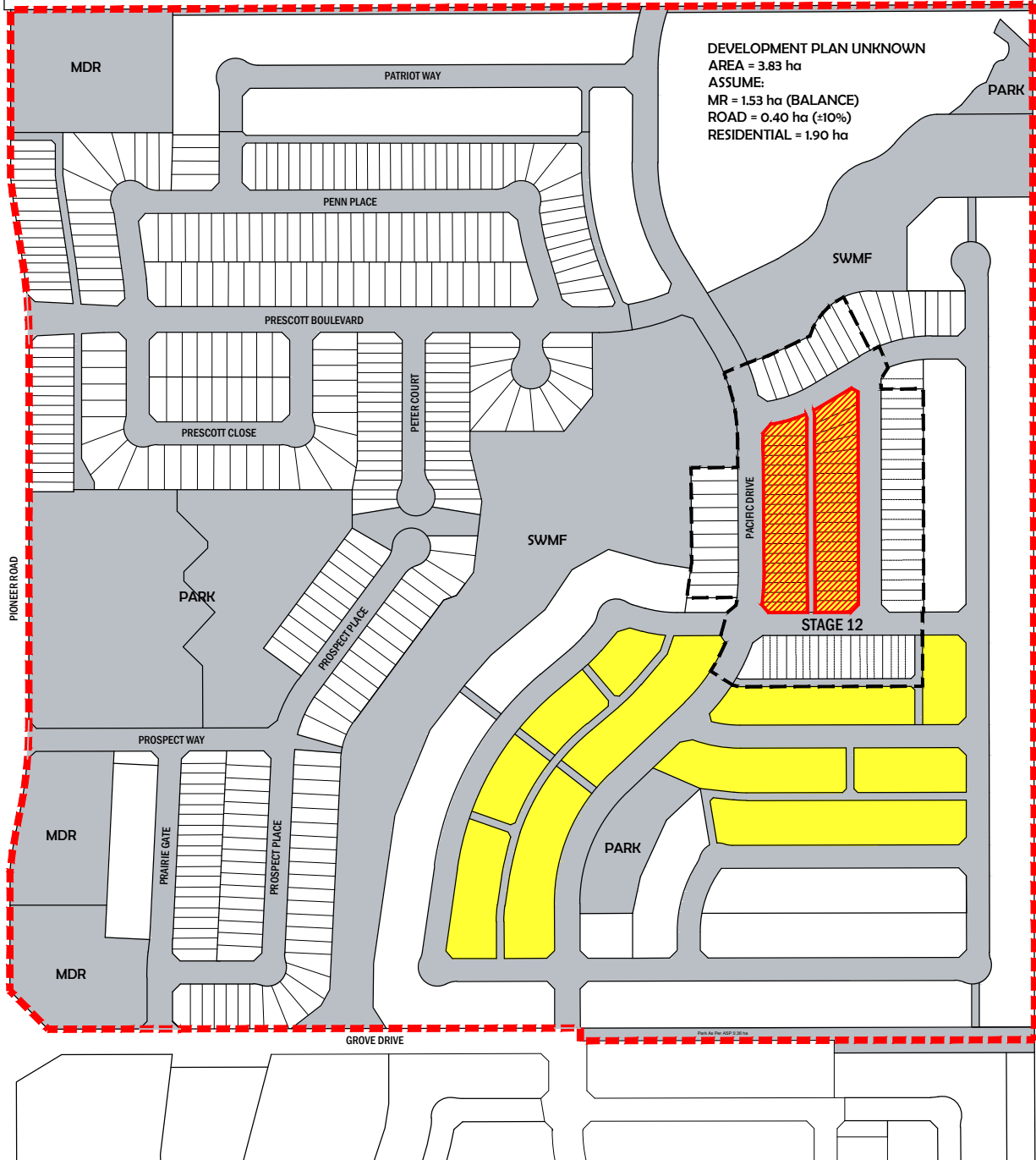
Legend

West Area Structure Plan

 Low to Medium Density Residential	 Parks / Open Space / MR	 Stormwater Management
 Medium to High Density Residential	 Public Utility Lot	

0 45 90 180 Meters





LEGEND

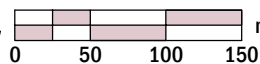
	Neighbourhood Boundary	
	Multi-Unit Dwelling & Other Excluded Land	
	Zero Lot Line (PPL) Area	1.08 ha
	Total Residential Area	33.80 ha
	Current PPL Amount	3.20%
	Total Potential PPL Amount	15.70%

*Note: PPL Area includes existing and currently submitted lands and does not include all potential future Zero Lot Line areas. The configuration of future parks, roads and other land uses is conceptual and may be refined at the time of subdivision.

PPL PROPORTION CONTEXT

STAGE 12
 PRESCOTT NEIGHBOURHOOD

DEC 19, 2024



SCALE 1:5000



REQUEST FOR DECISION

MEETING DATE:

April 28, 2025

TITLE:

C-1382-25 - Land Use Bylaw Amendment - Text Amendment -
Prescott Planned Lot District - First Reading

DIVISION:

Sustainable Growth and Development Services

SUMMARY:

Bylaw C-1382-25, a Land Use Bylaw text amendment to create the Prescott Planned Lot (PPL) District, is being brought forward for consideration by Council. The proposed District will allow Single Detached Dwellings with alley access to be developed with a zero side yard in the Prescott neighbourhood. The proposed PPL District is based on the previously approved Easton Planned Lot District (EPL) and Copperhaven Planned Lot District (CPL).

If approved, the proposed Bylaw will allow the development of Single Detached dwellings with zero side yard in areas districted as PPL District within the Prescott neighbourhood.

PROPOSED MOTION:

THAT first reading be given to C-1382-25 - Land Use Bylaw Amendment - Text Amendment - Prescott Planned Lot District.

BACKGROUND / ANALYSIS:

Bylaw C-1382-25 will create a new Prescott Planned Lot District which would allow Single Detached Dwellings with vehicular access only from a rear alley to be developed with a zero side yard in the developing Prescott neighbourhood. A zero side yard development allows that one side yard is reduced to 0.0 m, with the other side yard or setback is increased to 1.5 m and includes a shared access and maintenance easement registered on its title.

The proposed PPL District has the same regulations as the previously approved EPL and CPL Districts, which enabled the development of zero side yard single detached housing within the developing neighbourhoods of Easton and Copperhaven, respectively.

Pioneer Lands Area Structure Plan

Should the PPL District be approved, the proposed district may be used to redistrict areas within the Prescott neighbourhood that have been identified with the “Low to Medium Density” land use category within the Pioneer Lands Area Structure Plan, up to the identified limit of 20 per cent of the overall low to medium density residential area in the neighbourhood.

Land Use Bylaw

The Land Use Bylaw currently allows zero side yard development in three neighbourhoods. The Greenbury Planned Lot District (GPL) approved in June 2017 was the first, approved as a pilot project. The Easton Planned Lot District (EPL) and Copperhaven Planned Lot District (CPL) followed with their approval in February 2024. The EPL and CPL districts were not strict copies of the previously approved GPL District; several adjustments to these districts were made to address concerns or issues identified through the GPL pilot project. These refinements included the removal of the zero side yard semi-detached product and the requirement of rear lot access.

With the advancement of a new zero side yard district for additional neighbourhoods, Administration has the opportunity to address noted concerns to prevent potential problems from starting in other neighbourhoods. The primary concern identified since the EPL and CPL approvals is in regard to the integrity of the maintenance and drainage easement in relation to access requirements and/or expectations from side entry doors with entry/egress into the zero side yard easement area.

The maintenance and drainage easement are established within each zero side yard to provide homeowners free and uninterrupted access as required for installation, construction, inspection, maintenance, repair, removal, and replacement of any “improvements” on the property without a side yard, and to provide for surface drainage consistent with the lot grading plan.

In an increasing number of instances, zero side yard homes have been built with side entry door access into the zero side yard. The location of a side door is advantageous for the development or potential development of a secondary suite within the single detached unit. However, with the development of a side entry door, the expectation is that this entry will be accessible via a hard surfaced walk and may include a step; these hard surface permanent improvements are contrary to the terms of the maintenance and drainage easement and may cause surface drainage problems.

To eliminate this problem for future homeowners, Administration is proposing a change to the proposed PPL District regulations to prohibit doors into maintenance easement areas and bring more of the maintenance and drainage easement development restrictions into the regulation of the PPL District for clarity to both the home builders and development officers.

OPTIONS / ALTERNATIVES:

This bylaw is being brought forward for consideration of first reading. Discussion and consideration of changes to the bylaw may be made at future readings.

Prior to consideration of second reading, Administration is recommending the following amendments to the proposed bylaw to remove potential impacts to the integrity of the maintenance and drainage easement (as discussed in the Background / Analysis):

3(j) No storage, air conditioners, garbage cans, accessory uses and buildings, hard surfaced walkways or sidewalks, or landscaping other than turf grass or ground covering shall be located within the private maintenance easement area.

3(j.1) For Zero Side Yard Development, entry doors shall be restricted to the front or rear of the principal building. No side entry door shall be permitted.

CONSULTATION / ENGAGEMENT:

This application was circulated to relevant City departments for their comments. A statutory public hearing, advertised per the requirements of the *Municipal Government Act*, will be held prior to consideration of second reading.

IMPLEMENTATION / COMMUNICATION:

If approved, the Land Use Bylaw will be updated with the Prescott Planned Lot District, Bylaw C-1382-25, and be published on the City's website.

IMPACTS:

Approval of this text amendment will enable the expansion of the zero lot line district, as previously established in the Easton and Copperhaven neighbourhoods, into the Prescott neighbourhood.

FINANCIAL IMPLICATIONS:

n/a

THE CITY OF SPRUCE GROVE

BYLAW C-1382-25

LAND USE BYLAW AMENDMENT - PRECOTT PLANNED LOT DISTRICT

WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000 cM-26, a municipality shall pass a land use bylaw and may amend the land use bylaw;

AND WHEREAS, the City of Spruce Grove wishes to amend Bylaw C-824-12, the Land Use Bylaw;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

1. Bylaw C-824-12 is amended as follows:
 - 1.1 The document entitled "SECTION 117C - PRESCOTT PLANNED LOT DISTRICT", attached hereto as Schedule "1" to this bylaw, is hereby adopted.
2. This amending bylaw shall be consolidated into Bylaw C-824-12.
3. This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried

Second Reading Carried

Third Reading Carried

Date Signed

Mayor

City Clerk

SCHEDULE "1"

SECTION 117C PPL – PRESCOTT PLANNED LOT DISTRICT

(1) GENERAL PURPOSE

The purpose of this District is to accommodate single dwellings with vehicular access from a rear Alley only, with one side built to the property line within the Prescott neighbourhood.

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • Accessory Building • Single Detached Dwelling 	<ul style="list-style-type: none"> • Bed and Breakfast Establishment • Boarding and Lodging House • Family Day Home • Garage Suites • Group Homes, Limited • Home Occupation • Sales Centre • Secondary Suite • Show Home

(2) DEVELOPMENT REGULATIONS

In addition to the Regulations contained in Part 6 General Regulations, Part 7 Special Regulations, Part 8 Parking Regulations, Part 9 Landscaping Regulations, and Part 10 Sign Regulations, the following regulations shall apply to all Development in this District.

	Site Standard	
Site Width (Minimum):	<ul style="list-style-type: none"> • Single Detached Dwelling • Single Detached Dwelling – one side Zero Side Yard 	<ul style="list-style-type: none"> • 8.5 m • 7.6 m
Site Depth (Minimum):	<ul style="list-style-type: none"> • All uses 	<ul style="list-style-type: none"> • 33.0 m
Front Yard Setback (Minimum):	<ul style="list-style-type: none"> • Principal Building 	<ul style="list-style-type: none"> • 3.0 m
Side Yard Setback (Minimum):	<ul style="list-style-type: none"> • Single Detached Dwelling • Street Side Yard 	<ul style="list-style-type: none"> • 1.2 m or 1.5 m when adjacent to Zero Side Yard development • 2.4 m
Rear Yard Setback (Minimum):	<ul style="list-style-type: none"> • Attached Garage, access from an Alley, Corner Site • Attached Garage, accessed from an Alley • All other Principal Buildings 	<ul style="list-style-type: none"> • 3.0 m • 6.0 m • 7.0 m
Height (Maximum):	<ul style="list-style-type: none"> • Three storeys not to exceed 12.0 m 	
Density:	<ul style="list-style-type: none"> • 25 units per net hectare (minimum) • An application that proposes a Density lower than the minimum may be permitted if the neighbourhood's average Density remains 25 units per 	

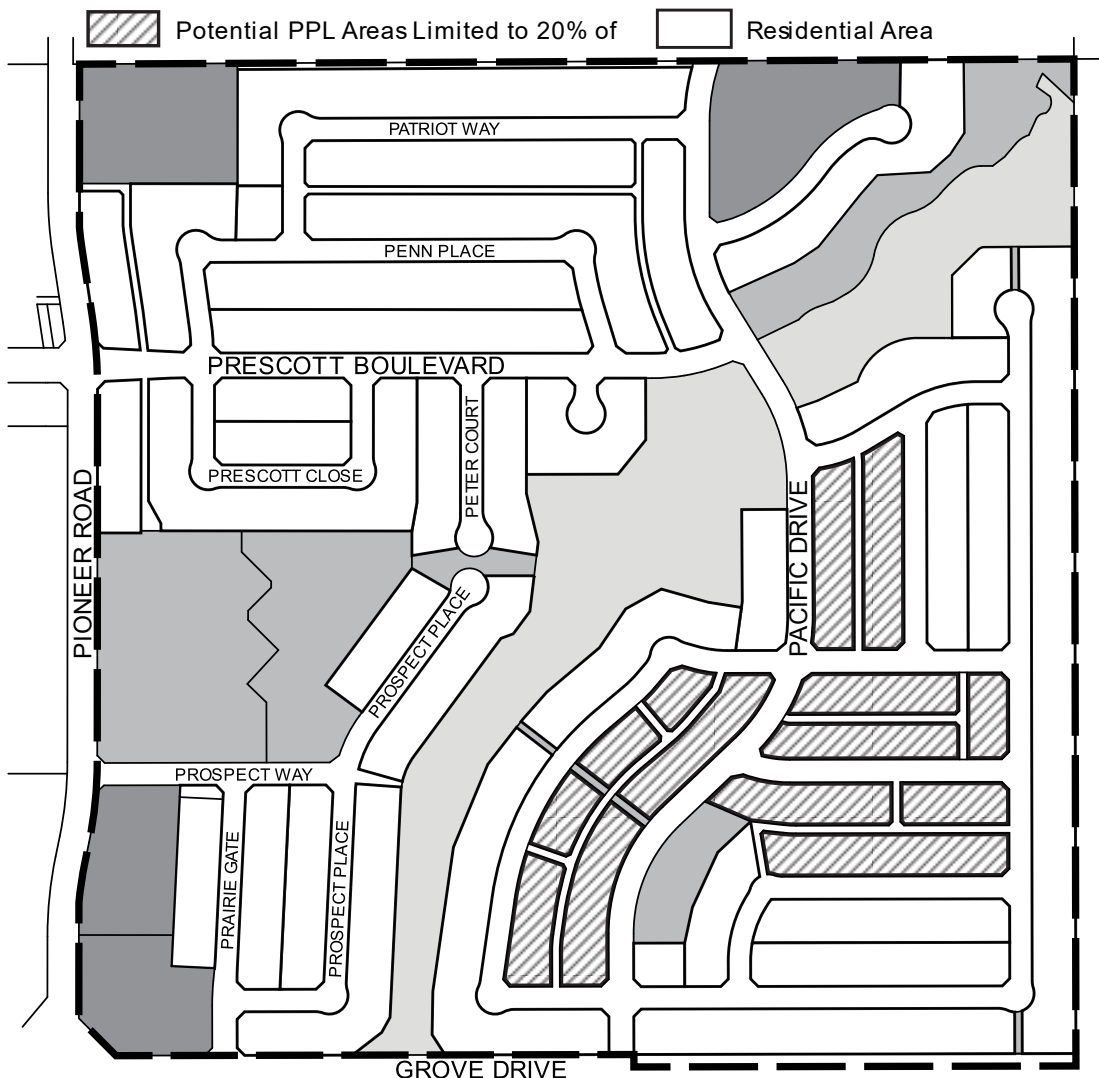
	hectare or higher.
Site Coverage (Maximum):	<ul style="list-style-type: none"> • 50%

(3) ADDITIONAL REGULATIONS

- (a) Notwithstanding the Front Yard and Side Yard requirements in (2), in the case of corner sites, the Development Officer shall determine the Setback for the additional Front Yard and Street Side Yard in accordance with Section 29 of this Bylaw.
- (b) Zero Side Yard Development shall only be considered when a private maintenance easement, a minimum of 1.5 m wide, has been registered at the time of subdivision that provides for:
 - (i) A 0.30 m eave encroachment with the requirement that the eaves must not be closer than 0.90 m to the eaves of the adjacent building;
 - (ii) A 0.60 m footing encroachment;
 - (iii) A drainage swale, constructed as per the City of Spruce Grove Minimum Engineering Standards; and
 - (iv) Permission to access the easement area for maintenance of both properties.
- (c) All roof leaders from the Dwelling are connected to the storm service.
- (d) For all Zero Side Yard Development, any Accessory Building must meet the same minimum Side Yard as the Principal Building.
- (e) For all subdivision proposed for land within this District, all lots proposed for Zero Side Yard shall be delineated on the tentative plan of subdivision.
- (f) No front drive access will be permitted in this district
- (g) For all Zero Side Yard Development, a Real Property Report shall be submitted to the City of Spruce Grove after the completion of foundation construction and prior to commencement of framing.
- (h) Notwithstanding Section 117A(3)(g) above, the builder, at their own risk, may install main floor joists and subfloor only on a completed foundation to protect and maintain the integrity of the foundation and footings.
- (i) Notwithstanding Section 117A(3)(g) above, the builder, at their own risk, on a walkout lot, may install main floor joists, subfloor and applicable pony walls only on a completed foundation to protect and maintain the integrity of the foundation and footings.

- (j) No storage, air conditioners, garbage cans, accessory uses and buildings, or landscaping other than ground covering shall be located within the private maintenance area.
- (k) The designation and location of PPL District may be applied to residential areas serviced by an alley, in general accordance with Figure 1 – Areas of Potential PPL District.
 - (i) Notwithstanding Section 3(k) above, the maximum total area of residential land which may be applied form under the PPL District shall be limited to 20% of the residential area, excluding sites intended for Multi-Unit Dwellings.

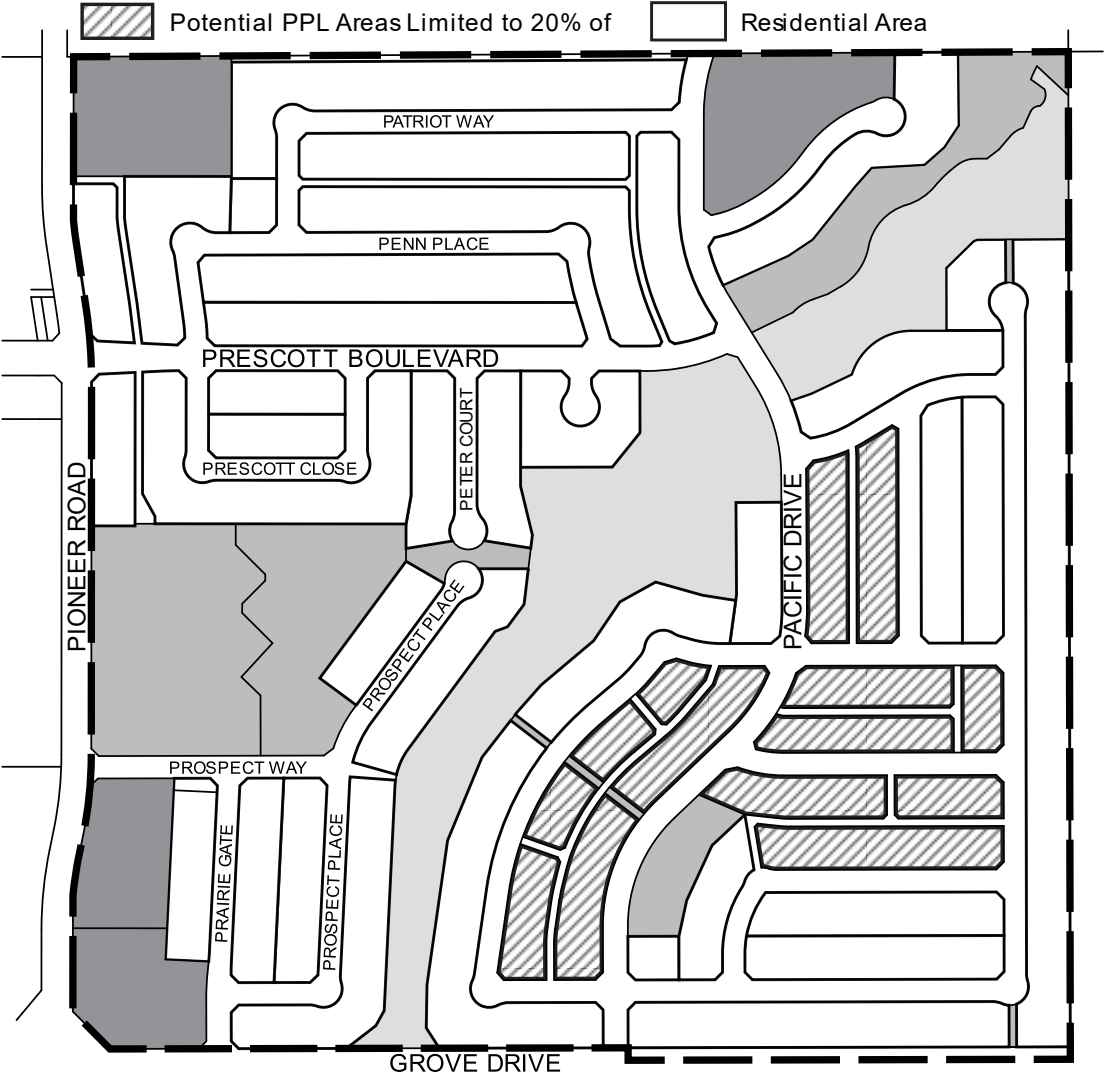
Figure 1 – Areas of Potential PPL District



*Note: This figure shows potential blocks of PPL and does not reflect 20% area. The configuration of parks, roads and other land uses is conceptual and may be refined at the time of subdivision.

*Note: This figure shows potential blocks of PPL and does not reflect 20% area. The configuration of parks, roads and other land uses is conceptual and may be refined at the time of subdivision.

Figure 1 – Areas of Potential PPL District



*Note: This figure shows potential blocks of PPL and does not reflect 20% area. The configuration of parks, roads and other land uses is conceptual and may be refined at the time of subdivision.



REQUEST FOR DECISION

MEETING DATE: April 28, 2025

TITLE: C-1395-25 - 2025 Business Improvement Area Tax Bylaw - Third Reading

DIVISION: Corporate Services

SUMMARY:

Third reading of C-1395-25 - 2025 Business Improvement Area (BIA) Tax Bylaw is being brought forward for Council's consideration. First and second reading were received on April 14, 2025. Bylaw C-1395-25 is the annual bylaw required by provincial regulation for the preparation of assessments for the purpose of imposing a BIA tax on all taxable businesses operating within the City Centre BIA. The BIA tax is sufficient to raise the amount that the City Centre Business Association (CCBA) is to receive from the municipality in respect of the BIA tax set out in the CCBA's approved budget.

PROPOSED MOTION:

THAT third reading be given to C-1395-25 - 2025 Business Improvement Area Tax Bylaw.

BACKGROUND / ANALYSIS:

A BIA Tax Bylaw is required when a BIA has been established within the municipality and must first be in place for Council to authorize a BIA Tax Rate Bylaw.

In August 2016, the City Centre Business Improvement Area was established by Bylaw C-966-16, and the CCBA was established as the board for the area, under the same bylaw. A BIA tax bylaw is required annually, under the provincial Business Improvement Area Regulation, to prepare assessments for the purpose of imposing a BIA tax on all taxable businesses operating within the City Centre BIA. The BIA tax is set in order to be sufficient to raise the amount that the CCBA is to receive from the municipality in respect of the business improvement area tax as set out in the CCBA's approved budget.

The CCBA held their 2024 Annual General Meeting on October 23, 2024, at which time the Board of Directors gave approval to their proposed 2025 budget. This included increasing the revenue from \$32,000 in 2024 to \$40,000 in 2025 through the BIA tax to be raised through taxation of the taxable businesses operating within the boundaries of the BIA.

On November 18, 2024, as required by legislation and as part of the City's corporate planning process, Council accepted their proposed 2025 budget and incorporated this amount into the City's approved 2025-2027 Corporate Plan. When a BIA has been established, Council must pass a BIA tax bylaw prior to May of each year to authorize the assessment and taxation of all taxable businesses operating within the boundaries of the BIA. This bylaw must first be in place for Council to authorize the annual Business Improvement Area Tax Rate Bylaw.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

In January 2016, Council received a request to establish a BIA, signed by 68 per cent of the businesses that would be taxable, should the BIA be established. No petition in objection of establishment was filed and, in August 2016, the City Centre BIA was established by Bylaw C-966-16.

IMPLEMENTATION / COMMUNICATION:

Administration has scheduled preparation of the Combined BIA Assessment and Tax notices in April. Once Council has approved the necessary bylaws, notices will be prepared and issued to businesses recorded on the Assessment Roll. Businesses referred to in section 351 or 375 of the *Municipal Government Act* are exempt from taxation (e.g. churches, non-profit organizations).

Administration will manage billing inquiries. BIA tax payments will be due on June 30 of each year. The City developed an administrative procedure, making the collection of the BIA tax levy more effective, tying the collection of the levy to business license renewal. The procedure follows an approach based on a typical enforcement procedure involving education, a warning, and finally, a consequence. This approach allows time for businesses to pay the levy and come into compliance before the City takes the next step.

The procedure includes the following steps:

- The City will send the initial BIA tax notices by April 30. This will include a letter that their business license may not be renewed if the levy is not paid.
- The BIA tax notice clearly indicates June 30 as the deadline for remitting payment.

- The City will generate a list of overdue accounts by September 1 and a letter will be sent to those businesses warning that their business licenses will not be renewed until the levy has been paid.
- Overdue account holders will be prevented from renewing their business license until the outstanding levy has been paid.
- The BIA tax levy would be enforceable under C-1360-24 - Development Fees and Fines Bylaw.

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

The City of Spruce Grove will pay \$40,000 to the CCBA as the amount to be funded by the BIA Tax as set out in their 2025 approved budget. Those funds are then recovered through the BIA tax levy.

THE CITY OF SPRUCE GROVE

BYLAW C-1395-25

2025 BUSINESS IMPROVEMENT AREA TAX BYLAW

WHEREAS, pursuant to Part 9, Division 4, section 381 of the *Municipal Government Act*, R.S.A. 2000 c M-26, as amended, the Minister shall make regulations respecting a business improvement area tax;

AND WHEREAS, by Bylaw C-966-16, the Council of the City of Spruce Grove established the City Centre Business Improvement Area;

AND WHEREAS, pursuant to sections 20(1) - (4) and 22 of the Business Improvement Area Regulation, Alta. 93/2016, if a business improvement area has been established then in each year, Council must pass a business improvement area tax bylaw before May 1 to authorize Assessment for the purpose of taxation;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

1. BYLAW TITLE

1.1 This bylaw is called “the 2025 Business Improvement Area Tax Bylaw.”

2. DEFINITIONS

2.1 “Act” means the *Municipal Government Act*, R.S.A. 2000 c M-26, as amended.

2.2 “Assessment” means a value of property determined pursuant to Part 9 of the Act.

2.3 “BIA” means Business Improvement Area.

2.4 “Business” means:

- (a) a commercial, merchandising or industrial activity or undertaking,
- (b) a professional trade, occupation, calling or employment, or

(c) an activity providing goods or services,

whether or not for profit and however organized or formed, including a co-operative or association of persons and; excludes a constituency office of a member of the Legislative Assembly or any other office used by one or more members of the Legislative Assembly to carry out their duties and functions as members.

2.5 “City” means the municipal corporation of the City of Spruce Grove in the Province of Alberta.

2.6 “City Manager” means the administrative head of the City of Spruce Grove.

2.7 “Council” means the Council of the City of Spruce Grove elected pursuant to the *Local Authorities Election Act*, R.S.A 2000 c L-21, as amended.

2.8 “Municipal Assessor” means the designated officer appointed under section 284.2 of the Act.

2.9 “Premises” means any space used in connection with a Business, and without limiting the generality of the foregoing includes:

(a) land and buildings or parts of buildings on such land; and

(b) a store, office, warehouse, factory, hotel, motel, building, enclosure, yard or any space,

occupied or used for the purpose of a Business within the boundaries of the BIA.

3. APPLICATION

3.1 Any Business operating within the BIA shall be taxed at a rate or rates to be passed annually, with the exception of those referred to in sections 351 and 375 of the Act.

3.2 The Municipal Assessor shall prepare and record on an Assessment roll, the Assessments of any Business Premises operating within the BIA for the purpose of the BIA tax.

- 3.3 The BIA Assessment will be prepared based on 100 percent (100%) of the Assessment prepared under Part 9 of the Act for the Business Premises occupied for the purposes of a Business.
- 3.4 Liability to pay is imposed on the person who operates the Business as set out in section 373 of the Act.
- 3.5 When a lessee who is liable to pay the BIA tax imposed under this bylaw in respect of any leased Premises sublets the whole or part of the Premises, the City may require the lessee or the sub-lessee to pay the tax in respect of the whole or part of the Premises.
- 3.6 There shall be no provision for proration nor rebate.
- 3.7 There shall be no penalty for late payment.

4. SEVERABILITY

- 4.1 Every provision of this bylaw is independent of all other provisions and if any provision is declared invalid by a Court, then the invalid provisions shall be severed and the remainder provisions shall remain valid and enforceable.

5. EFFECTIVE DATE

- 5.1 This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried	14 April 2025
Second Reading Carried	14 April 2025
Third Reading Carried	Click here to enter a date.

Date Signed

[Click here to enter a date.](#)

Mayor

City Clerk



REQUEST FOR DECISION

MEETING DATE: April 28, 2025

TITLE: C-1396-25 - 2025 Business Improvement Area Tax Rate Bylaw - Third Reading

DIVISION: Corporate Services

SUMMARY:

Third reading of C-1396-25 - 2025 Business Improvement Area Tax Rate Bylaw is being brought forward for Council's consideration. First and second reading were given on April 14, 2025. This bylaw will approve a tax rate sufficient to raise the funds to cover the City Centre Business Association (CCBA) 2025 budget request. The approved amount to be raised through taxation is first paid to the CCBA and then recovered by the City through the collection of the Business Improvement Area (BIA) tax levies.

PROPOSED MOTION:

THAT third reading be given to C-1396-25 - 2025 Business Improvement Area Tax Rate Bylaw.

BACKGROUND / ANALYSIS:

The 2025 approved CCBA budget includes \$40,000 from the City of Spruce Grove to be raised through BIA taxation.

Since the BIA tax was first established by the City of Spruce Grove in 2018, the approach to determine the tax amount has been set by dividing the approved amount to be raised through taxation by the number of the taxable businesses as recorded on the Assessment Roll. Taxable businesses with annual BIA Levy since 2018 are as follows:

Year	Total BIA Assessment	BIA Businesses	Annual Budget	BIA Levy
2018	\$55,919,240.00	160	\$32,000.00	\$200.00
2019	\$53,521,409.18	160	\$32,000.00	\$200.00

2020	\$55,134,604.65	163	\$32,000.00	\$196.32
2021	\$50,352,000.00	155	\$32,000.00	\$206.45
2022	\$54,264,900.00	155	\$32,000.00	\$206.45
2023	\$60,874,000.00	153	\$32,000.00	\$209.15
2024	\$63,155,300.00	158	\$32,000.00	\$202.53

Administration recommends this approach continue for 2025 as the most equitable approach.

The BIA Assessment Roll contains:

- 208 total roll count; each roll represents individual sites within the BIA;
- 163 taxable business sites;
- 33 vacant / inactive sites; and
- 12 occupied sites which are exempt from taxation.

Using this approach, the BIA tax rate for 2025 will be set at \$245.40 per taxable business site (e.g. \$40,000 / 163 taxable business sites). The provincial BIA Regulation allows for this method to be used by allowing Council to set a minimum and maximum amount to be paid under the BIA Tax Rate Bylaw. In this case, the amount of \$245.40 would be the minimum and maximum amount paid per business under the bylaw.

OPTIONS / ALTERNATIVES:

The provincial BIA Regulation also allows the option to use a uniform rate method throughout the BIA area. This would result in tax levies ranging between \$13.77 and \$1,911.38, calculated by multiplying the business assessment value by the uniform tax rate.

BIA Budget	Total BIA Assessment	Tax Rate
\$40,000	\$65,060,700	0.00061481

This method will result in BIA tax amounts varying per business, whereas the recommended option establishes a flat rate of \$245.40 for all businesses within the BIA to be levied.

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

The City will notify the CCBA of the date that notices will be mailed. Advertising will be done through the Examiner, City website, social media, and reader boards.

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

\$40,000 will be raised through taxation, paid to the CCBA for the 2025 approved requisition, and recovered by the City through collection of the BIA tax levies.

THE CITY OF SPRUCE GROVE

BYLAW C-1396-25

2025 BUSINESS IMPROVEMENT AREA TAX RATE BYLAW

WHEREAS, pursuant to Part 9, Division 4, section 381 of the *Municipal Government Act*, R.S.A. 2000 c M-26, as amended, a municipality shall make regulations respecting a business improvement area tax;

AND WHEREAS, by Bylaw C-966-16, the Council of the City of Spruce Grove established the City Centre Business Improvement Area;

AND WHEREAS, pursuant to section 377 of the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended, and section 21 of the Business Improvement Area Regulation, Alta. 93/2016, in each year that Council has passed a business improvement area tax bylaw Council must pass a business improvement area tax rate bylaw;

AND WHEREAS, Bylaw C-1395-25 authorizes the assessment and taxation of all taxable businesses for the purpose of imposing a business improvement area tax;

AND WHEREAS, the 2025 approved budget for the City Centre Business Improvement Area includes revenue of \$40,000 to be raised through taxation;

NOW THEREFORE, the Council for the City of Spruce Grove, duly assembled, hereby enacts as follows:

1. BYLAW TITLE

- 1.1 This bylaw is called “the 2025 Business Improvement Area Tax Rate Bylaw.”

2. DEFINITIONS

- 2.1 “BIA” means Business Improvement Area.
- 2.2 “Business” means:
 - (a) a commercial, merchandising or industrial activity or undertaking,

- (b) a professional trade, occupation, calling or employment, or
- (c) an activity providing goods or services,

whether or not for profit and however organized or formed, including a co-operative or association of persons and excludes a constituency office of a member of the Legislative Assembly or any other office used by one or more members of the Legislative Assembly to carry out their duties and functions as members.

- 2.3 “Council” means the Council of the City of Spruce Grove elected pursuant to the *Local Authorities Election Act*, R.S.A. 2000 c L-21, as amended.

3. APPLICATION

- 3.1 The BIA levy shall be set at a uniform rate and calculated by dividing the amount approved to be raised by taxation by the number of taxable Businesses as recorded on the BIA Assessment Roll.
- 3.2 The BIA levy in 2025 will be \$245.40 per taxable Business.

4. SEVERABILITY

- 4.1 Every provision of this bylaw is independent of all other provisions and if any provision is declared invalid by a Court, then the invalid provisions shall be severed and the remainder provisions shall remain valid and enforceable.

5. EFFECTIVE DATE

- 5.1 This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried	14 April 2025
Second Reading Carried	14 April 2025
Third Reading Carried	Click here to enter a date.
Date Signed	Click here to enter a date.

Mayor

City Clerk



REQUEST FOR DECISION

MEETING DATE: April 28, 2025

TITLE: C-1402-25 - 2025 Property Tax and Supplementary Property Tax Rate Bylaw - First and Second Reading

DIVISION: Corporate Services

SUMMARY:

First and second reading of C-1402-25 - 2025 Property Tax and Supplementary Property Tax Rate Bylaw is presented for consideration by Council. This bylaw sets the 2025 property tax rates.

PROPOSED MOTION:

THAT first reading be given to C-1402-25 - 2025 Property Tax and Supplementary Property Tax Rate Bylaw.

THAT second reading be given to C-1402-25 - 2025 Property Tax and Supplementary Property Tax Rate Bylaw.

BACKGROUND / ANALYSIS:

Municipal Tax Rate

The *Municipal Government Act* authorizes a municipality to pass an annual property tax bylaw that imposes a property tax sufficient to raise the necessary revenue to pay requisitions, expenditures, and transfers as set out in the approved budget.

The property tax bylaw sets out tax rates that must be imposed to raise the required property tax revenue.

The bylaw sets out the total of assessed property values by class and calculates the tax rates required to raise budgeted tax revenue in accordance with property tax policies. The amount of

the tax revenue required is \$58,794,775 and is established in the 2025-2027 Corporate Plan (approved by Council on December 2, 2024) and adjusted by the \$350,664 of net increased property tax revenue resulting from higher than budgeted assessment growth as noted in the 2025 Spring Budget Adjustment (approved by Council on April 14, 2025).

The assessment complaint deadline was April 14, 2025. There may be slight adjustments to the assessment from the complaints resulting in minor adjustments to the tax rate at third reading.

Education Requisition

The 2025 Education requisition on behalf of the Government of Alberta is \$21,724,664 - an increase of \$2,657,664 or 13.94 per cent over 2024. This amount differs slightly from the bylaw due to an under levy from 2024.

This will result in an increase in the total property taxes payable by the tax payors in the City. Below is a breakdown of how residential and non-residential tax payors will be impacted by the change in the education requisition only.

Residential		
Avg. Assessed Value	408,824	
2025	2024	Annual Increase
\$ 1,030.40	\$ 987.92	\$ 42.48
Non-Residential		
Avg. Assessed Value	1,000,000	
2025	2024	Annual Increase
\$ 3,840.90	\$ 3,544.80	\$ 296.10

Administration will be including additional information for residents along with tax notices to inform them of the rate increases by the Government of Alberta.

Meridian Housing Foundation Requisition

The City of Spruce Grove, Town of Stony Plain, and Parkland County are required to collect taxes for seniors' lodges set by Meridian Housing Foundation. These funds are remitted to seniors' lodges. All taxpayers are required to pay these amounts whether or not they use the service.

The City of Spruce Grove 2025 tax levy for the Meridian Housing Foundation operating requisition is \$566,394 - an increase of \$23,781 or 4.38 per cent over 2024 requisition. This amount differs slightly from the operating requisition amount in the bylaw due to an over levy from 2024. The increase in the Meridian Housing Foundation operating requisition was approved by the Meridian Housing Foundation Board and is due to rising costs of inflation,

increased consulting fees, building condition analysis reporting, and additional staff to meet the workload demands as the Meridian Housing Foundation continues to grow.

The City of Spruce Grove 2025 tax levy for the Meridian Housing Foundation capital requisition is \$207,163 - a decrease of \$22,837 or 9.93 per cent over 2024 requisition. This decrease is due to the difference between the estimated debt servicing cost used to determine the 2024 requisition versus the actual debt servicing cost provided once the actual debt was determined. The late draw of debt resulted in the 2024 requisition being over collected and is being trued up over the remaining period of debt.

Annexed Lands

Lands annexed in 2021 from Parkland County must be taxed at the County's municipal tax rate until 2051 or until a portion becomes a new registered parcel or land as set out in the 2020 Lieutenant Governor in Council's Annexation Order. At the time this report was created, Parkland County rates were unavailable; 2025 rates are anticipated to be approved in time to be included in the report to Council for third reading of the tax rate bylaw, scheduled for May 12, 2025. First and second reading has been prepared using this year's annexed assessment values with last year's annexed rates.

Supplementary Tax

For properties partially complete or under construction on December 31, 2024, taxpayers will receive a supplementary tax assessment based on the difference between their annual assessment and the assessed value of the property at completion. Supplementary assessments are based on market value as of July 1, 2024, and are sent out in May for new construction completed by April 30, 2025, and October for new construction completed by September 30, 2025. The supplementary taxation estimated at \$164,600 will be levied at the rates that are listed in the bylaw.

Property Tax Policy

The City does not tax overall market value appreciation or depreciation; however, individual market value changes relative to the overall average market value change will be different for each property with different impacts to their tax levies. On average, for the twelve months ending June 30, 2024, non-residential properties experienced an increase in market value of 3.99 per cent, multi-family increased by 11.61 per cent, and residential increased 4.74 per cent.

The 2025 bylaw maintains a multi-family dwelling rate split of 1.4 times the residential rate and an updated non-residential/residential rate split of 1.6340 as per CP-1042-22 - Property Tax Distribution Policy. The split rates used in the 2024 property tax rate bylaw were 1.4 and 1.5760, respectively.

Taxable Assessment Growth

Taxable assessment on new development was \$283,824,500 comprised of \$248,298,500 in residential, \$11,067,000 in multi-family, and \$24,459,000 in non-residential assessment.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

Assessment property notices were mailed on February 3, 2025. The Assessment Open House was held virtually over the assessment complaint period. Assessors and Finance staff were available by phone or by virtual meeting to discuss current assessments, comparable assessments, and related concerns.

IMPLEMENTATION / COMMUNICATION:

The City advertises the tax notice mailing through the Spruce Grove Examiner, City website, social media, and reader boards. Tax notices must be mailed no later than May 23, and payment is due on June 30 (excluding those on a pre-authorized payment plan).

All tax notices will be accompanied by a tax information sheet which outlines information on annual taxes, education and Meridian Housing Foundation requisitions, and how tax dollars are spent. This notice will include detailed information on the impact of education tax increase imposed by Government of Alberta.

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

The 2025 municipal tax requirement is \$58,794,775 comprised of annual tax revenue of \$58,580,849, estimated annexed lands revenue of \$49,326, and estimated supplementary tax revenue of \$164,600.

THE CITY OF SPRUCE GROVE

BYLAW C-1402-25

2025 PROPERTY TAX AND SUPPLEMENTARY PROPERTY TAX RATE BYLAW

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended, a council shall pass a property tax bylaw annually to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of requisitions and expenditures and transfers set out in the approved budget of the municipality;

AND WHEREAS, the *Municipal Government Act* provides that if in any year a council passes a bylaw authorizing supplementary assessments to be prepared, the council shall, in the same year pass a bylaw authorizing a council to impose a supplementary tax in respect of that property and that the supplementary tax rates be the same as imposed in the property tax bylaw;

AND WHEREAS, Council passed Bylaw C-1113-20 - Supplementary Assessment Bylaw, to authorize supplementary assessments in order to levy property taxes on new Improvements;

AND WHEREAS, the estimated revenue to be raised by taxation is \$58,794,775; which is further broken down between the estimated revenue to be raised by supplementary taxation of \$164,600 and the estimated revenue to be raised by annual taxation of \$58,630,175;

AND WHEREAS, Council is authorized to sub-classify assessed property, and to establish different rates of taxation in respect to each sub-class of property, subject to the Act;

AND WHEREAS, the City annexed lands from Parkland County by Order in Council 381/2020 and the order stipulates that for taxation purposes in 2021 and subsequent years up to and including 2051, the annexed land and the assessable improvements to it must be assessed and taxed by the City on the same basis as if they had remained in Parkland County;

AND WHEREAS, the Act authorizes the recovery of costs related to the provincial assessor's operations and further provides that the tax rate be set by the Minister;

NOW THEREFORE, the Council of the City duly assembled, hereby enacts as follows:

1. BYLAW TITLE

- 1.1 This bylaw is called “2025 Property Tax and Supplementary Property Tax Rate Bylaw”.

2. DEFINITIONS

- 2.1 “Act” means the *Municipal Government Act*, R.S.A. 2000, c M-26, as amended.
- 2.2 “Assessment” means a value of property determined pursuant to Part 9, Division 4 of the Act and Matters Relating to Assessment and Taxation Regulation, 2018, 203/2017, as amended.
- 2.3 “City” means the municipal corporation of the City of Spruce Grove in the Province of Alberta.
- 2.4 “City Manager” means the administrative head of the City.
- 2.5 “Council” means the Council of the City of Spruce Grove elected pursuant to the *Local Authorities Election Act*, R.S.A. 2000, c L-21, as amended.
- 2.6 “Improvement” means:
- (a) a structure;
 - (b) anything attached or secured to a structure that would be transferred without special mention by a transfer or sale of the structure;
 - (c) a designated manufactured home; and
 - (d) machinery and equipment.

3. LEVY RATES OF TAXATION

3.1 The City Manager is hereby authorized to levy the following rates of taxation on assessment value of all property as shown on the assessment roll of the City.

	<u>Tax Levy</u>	<u>Assessment</u>	<u>Tax Rate (Mills)</u>
General Municipal:			
Residential/Farmland	41,036,012	6,239,795,050	6.5765
Multi-Family	2,976,545	323,288,020	9.2071
Non-Residential	14,568,291	1,355,694,340	10.7460
Annexed Properties			
Residential/Farmland	27,053	6,148,240	4.4002
Non-Residential	<u>22,273</u>	<u>2,481,280</u>	8.9763
Total Municipal*	<u><u>58,630,175</u></u>	<u><u>7,927,406,930</u></u>	
Education Requisition:			
Alberta School Foundation Fund			
Residential/Farmland	14,661,994	5,817,097,509	2.5205
Non-Residential	<u>4,263,592</u>	<u>1,110,050,140</u>	3.8409
	<u>18,925,586</u>	<u>6,927,147,649</u>	
Opted-Out School Board			
Residential/Farmland	1,895,753	752,133,801	2.5205
Non-Residential	<u>932,699</u>	<u>242,833,480</u>	3.8409
	<u>2,828,452</u>	<u>994,967,281</u>	
Total Education	<u><u>21,754,038</u></u>	<u><u>7,922,114,930</u></u>	
Meridian Housing Foundation Requisition			
Operating Requisition	564,055	7,922,114,930	0.0712
Capital Contribution	<u>207,163</u>	<u>7,922,114,930</u>	0.0262
Total Meridian Housing Foundation Requisition	<u><u>771,218</u></u>	<u><u>7,922,114,930</u></u>	0.0974
Designated Industrial Property Requisition	4,169	59,467,390	0.0701

The above amounts include 2024 over/under levies.

** The supplementary taxation, estimated at \$164,600, will be levied at the rates in this bylaw.*

4. SEVERABILITY

- 4.1 Every provision of this bylaw is independent of all other provisions and if any provision is declared invalid by a Court, then the invalid provisions shall be severed and the remainder provisions shall remain valid and enforceable.

5. EFFECTIVE DATE

- 5.1 This bylaw shall come into force and effect when it receives third reading and is duly signed.

First Reading Carried [Click here to enter a date.](#)

Second Reading Carried [Click here to enter a date.](#)

Third Reading Carried [Click here to enter a date.](#)

Date Signed [Click here to enter a date.](#)

Mayor

City Clerk



REQUEST FOR DECISION

MEETING DATE: April 28, 2025

TITLE: Councillor Reports - April 28, 2025

DIVISION: Strategic and Communication Services

SUMMARY:

Mayor and Council are appointed to the Internal and External Boards and Committees during the annual Organizational Meeting. The written reports are provided for information.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

n/a

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a



Councillor Reports Board and Committee Updates

Date: April 21, 2025

Council Member: Councillor Gillett

1. Yellowhead Regional Library

Update

- a. **YRL is hosting Discovery Day**, An open house for trustees, board members, school leaders, and special guests. It's a chance to meet staff, explore YRL's work, and make valuable connections.
- b. **YRL will fully transition** from Polaris to LEAP by Winter 2025.
- c. **New Features:** Polaris 7.7 upgrades include new keyboard shortcuts and default Find Tool filters.
- d. **New CCD selections** are available, including hot new audiovisual releases and forthcoming lists for April & May.
- e. **New LG TV App:** Patrons can now use hoopla on their LG TVs to browse, borrow, and stream content.
- f. **Canada Book Day - Date:** April 23 - Celebrate Canadian literature by reading or sharing a book with a child. A great opportunity to promote Canadian authors and illustrators.
- g. **Local SGPL is excited** to move into their new space at Heavy Metal Place and eagerly anticipate welcoming the community!

Emerging Issues

None



REQUEST FOR DECISION

MEETING DATE: April 28, 2025

TITLE: Various Boards and Committees Meeting Minutes and Reports - April 28, 2025

DIVISION: Strategic and Communication Services

SUMMARY:

Internal and external board and committee minutes and / or reports are provided to Council for information.

PROPOSED MOTION:

A motion is not required.

BACKGROUND / ANALYSIS:

n/a

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

n/a

IMPLEMENTATION / COMMUNICATION:

n/a

IMPACTS:

n/a

FINANCIAL IMPLICATIONS:

n/a

**Tri Municipal Leisure Facility Corporation Board Meeting
February 20, 2025
Holiday Inn Express (Tri-Village Room)**

ADOPTED

Present

Rob Hagg	Chair, Public Rep, Parkland County
Todd Haist	Vice-Chair, Public Rep, Town of Stony Plain
Justin Laurie	Councillor, Town of Stony Plain
Roxanne Kits	Public Rep, Town of Stony Plain
Sally Kucher-Johnson	Councillor, Parkland County
Erin Stevenson	Councillor, City of Spruce Grove (via Teams)
Michelle Thiebaud	Public Rep, City of Spruce Grove
Bryan Rabik	Public Rep, Parkland County (via Teams)
Amanda Chubey	Public Rep, City of Spruce Grove

Others Present

Lenny Richer	General Manager
Tracy Hauff	Financial and Corporate Services Supervisor

Absent

Robin Lillywhite	Marketing & Communications Specialist, Recording Secretary
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1. Call to Order

Call to Order

1. CALL TO ORDER

R. Hagg called the February 20, 2025 board meeting to order at 6:03 PM.

**2. Adoption of
Agenda**

01/02/2025
Adoption of Agenda

2. ADOPTION OF AGENDA

Moved by S. Kucher-Johnson that the Board of Directors adopt the February 20, 2025 Meeting Agenda as presented.

Motion: 2025-01

CARRIED

**3. Adoption of
Minutes**

02/02/2025
Adoption of
Minutes

3. ADOPTION OF MINUTES

Moved by R. Kits that the Board of Directors adopt the November 21, 2024 minutes as presented.

**Motion:
2025-02**

CARRIED

4. Presentations

5. Business

03/02/2025

5.1 Policy B-008 Health and Safety (Revised)

5.1 - Policy B-008 Health and Safety (Revised)

Moved by J. Laurie that the Board of Directors formally approves Policy B-008 Health and Safety, as revised.

Motion:

2025-03

CARRIED

04/02/2025

5.2 B-011 Harassment Prevention, as revised.

5.2 – B-011 Harassment Prevention (Revised)

Moved by M. Thiebaud that the Board of Directors approves Policy B-011 Harassment Prevention, as revised.

Motion:

2025-04

CARRIED

05/02/2025

5.3 Policy B-012 Workplace Violence Prevention, as revised.

5.3 Policy B-012 Workplace Violence Prevention (Revised)

Moved by R. Kits that the Board of Directors approves Policy B-012 Workplace Violence Prevention, as revised.

Motion:

2025-05

CARRIED

06/02/2025

5.4 Policy B-021 Human Resources, as presented.

5.4 Policy B-021 Human Resources

Moved by S. Kucher-Johnson that the Board of Directors approves Policy B-021 Human Resources, as presented.

Motion:

2025-06

CARRIED

6. Information

07/02/2025

6.1 2024 Financial Year End - Preliminary Report

6.1 – 2024 Financial Year End - Preliminary Report

T. Hauff presented the 2024 Financial Year End - Preliminary Report as information.

08/02/2025

6.2 - GM Update

6.2 – GM Update

L. Richer presented GM Update as information.

09/02/2025

6.4 - Action Log

6.3 – Action Log

L. Richer presented the Action Log as information.

10/02/2025

6.5 - Forward Planning

6.4 – Forward Planning

L. Richer presented Forward Planning as information.

Motion:
2025-07

Moved by J. Laurie that the Board of Directors accepts Items 6.1-6.4 as information.

CARRIED

7. In Camera

11/02/2025

In Camera:

Moved by E. Stevenson that the Board of Directors move in-camera to discuss matters protected from disclosure by Section 19 of the Freedom and Information and Protection of Privacy Act.

Motion:
2025-08
6:41 PM

7.1 General Manager Annual Review FOIP Section 19 - Confidential Evaluation.

CARRIED

Motion:
2025-09
7:43 PM

Moved by B. Rabik that the Board of Directors move out of in-camera.

CARRIED

7. Reporting In and Out

12/02/2025

Reporting in and out

8. Adjournment

Meeting Adjourned at 7:44 PM



Rob Hagg
Adjournment



City of Spruce Grove Library Board Meeting Minutes

March 18, 2025, 7:00 p.m.

Spruce Grove Public Library

Trustees Present:

Jeff Tokar David Oldham Jocie Wilson Adam McArthur Tom Yeo
Jaret Capp Sharon Shuya Teresa Anderton Ashley French Shelley McDonald

Also, Present: Melanie Hilchie, Assistant Director; Tiffany Gamboa, Board Secretary

Regrets: Leanne Myggland- Carter, Director of Library Services

1. Call the Meeting to Order

A. McArthur to call the meeting to order at 7:00PM and J. Capp read SGPL's Treaty 6 Land Acknowledgement.

2. Introductions of Guests

No guests were present at this meeting.

3. Approval February 19,2025 Meeting Minutes

19L-25 S. Shuya **MOVED** that the February minutes be approved as presented.

CARRIED

4. Approval of Agenda

20L-25 T. Yeo **MOVED** that the agenda be approved as presented. T. Anderton seconded the motion.

CARRIED

5. Business Action Items

5.1 Advocacy & Finance –2025-2027 Amended Budget Draft

21L-25 J. Wilson **MOVED** that the 2025 Budget Amendments be approved as presented. J. Tokar seconded the motion.

CARRIED

5.2 2025 Advocacy Strategy

22L-25 J. Wilson **MOVED** that 2025 Advocacy Strategy approved as presented. T. Anderton seconded the motion.

CARRIED

5.3 Draft City of Spruce Grove Library Agreement

A. McArthur presented the City of Spruce Grove Library Agreement. After a brief discussion, Trustees agreed that the document will be uploaded to a shared platform for Trustees to review and submit their feedback. Administration will review and forward the Board's feedback to City Administration for further collaboration.

6. In- Camera

6.1 HR Update

23L-25 S. Shuya **MOVED** in-camera enter at 7:51 PM.

24L-25 J. Tokar **MOVED** in-camera depart at 7:57 PM.

7. Business Arising from In-Camera (If any):

No items arose from in-camera.

8. Around the Table

DS
TGR
Initial
AM



9. Motion to Adjourn

25L-25T. Yeo **MOVED** to adjourn at 8:01 PM.

CARRIED

Next Meeting Date is **Tuesday, April 15, 2025**

Signed by: _____
SIGNED: Adam McArthur DATED: April 24, 2025 | 8:48 AM MDT
Adam McArthur, Board Chair

DocuSigned by: _____
SIGNED: T. Gamboa DATED: April 22, 2025 | 8:50 AM MDT
Tiffany Gamboa, Board Secretary

DS
TGR
Initials
LM