

ORRSC Fee Increase - 2025

Q: What will my fee increase be? Or What is the new fee for my municipality?

A: The proposed 2025 Planning Membership fee for the Town of Claresholm is \$65,566.78.

Q: Why are the membership fees increasing this year?

A: This fee reflects both an increase in the Town's Total Equalized Assessment and the shared amount ORRSC requires to meet its fixed expenses (salary and benefits, software, utilities and insurance). To remain financially viable in this era of increasing costs and to ensure the Commission continues to provide member municipalities with professional Planning and GIS services the Executive and Administration have no choice but to raise fees and cut expenses.

The Commission cannot continue to rely on highly variable fees for service and subdivision fees to bridge our fixed expenses shortfall year to year – this is **not** a good business practice. Further, our reliance on reserves to cover deficits is unsustainable.

Q: Will there be fee increases in the future?

A: A 3-year financial plan will ensure our fixed expenses (salary, benefits, utilities, insurance, software, professional services, etc.) are covered by fixed revenue streams (member fees).

Variable revenue (subdivision fees and fees for service) will cover the variable expenses, capital purchases and reserve contributions.

Fee increases will occur yearly with rising costs, but the Commission is committed to minimizing expenses and providing value to its members. The shared service model is still feasible and sound.

The Commission is committed to transparency and to realistic and accurate budgeting practices. Our Financial Accounts are audited yearly and reviewed by the Minister of Municipal Affairs.

Q: What value is the Town of Claresholm receiving from ORRSC?

A: ORRSC has a 70-year history of providing professional planning services and GIS to both rural and urban municipalities in southern Alberta. We bring professional, institutional and historical knowledge to the table. We work in tandem with municipal administration and council to provide subdivision services, development advice, Statutory Plan preparation, MGA interpretation and formal Subdivision and Development and Assessment Appeal services. We are your planning department!

Town of Claresholm – Projects/Work

1. Land use bylaw amendments – 7 completed to date in 2024

- Writing textual amendments
- GIS provides map for map amendments
- Provide advice on how to best amend the LUB to cater to development while protecting the Town's long-term interest.
- Tara (DO) often writes the bylaw reading page however I advise and edit the bylaw as necessary to ensure it properly captures the relevant MGA sections.
- Review notices prepared by Town for public notification.
- Review and contribute to RFDs for Council
- Consolidate adopted amendments into the LUB.

2. Subdivisions – 5 applications to date in 2024

- Review for completeness and compliance with statutory plans and land use bylaw
- Prepare Planner's comments
- Circulation to adjacent landowners and external stakeholders
- Prepare resolutions
- Attend MPC meeting to discuss
- Circulate decisions

3. Provide development advice - ongoing

- Act as a sounding board for the Development Officer when reviewing development applications
- Provide input on use classification
- Suggest permit conditions
- Provide advice on where additional approvals may be required (AB Environment, Transportation, etc.)
- Review and contribute to RFDs for MPC

4. ASPs – 2 adopted in 2024 (work began in 2023)

- Review ASPs produced by Developers to ensure completeness and suitability for the municipality
- Review supplementary documents that inform the ASP (TIA, geotechnical studies, etc.)
- Attend intermunicipal development committee meetings as necessary
- Guide the adoption process to ensure compliance with MGA, IDP, MDP

5. Updating Municipal Subdivision and Development Authority and MPC Bylaw – in Progress

- Updating the bylaw to reflect current legislation and how subdivision and development is handled by the municipality and ORRSC.
- Review with MPC
- Present to Council for consideration

6. Updating the Municipal Development Plan – in progress

- Updating maps to reflect
 - I. current town boundaries
 - II. current infrastructure
 - III. incorporating proposed road networks adopted through ASP
 - IV. updating land uses that are not in align with MDP
 - V. including new orthophoto the town had completed this year
- textual amendments for typographical errors, and updating

7. Disposal of Reserve Land

- Provided advice and assisted with the disposal of lands dedicated as Reserve.
- Reviewed and contributed to RFD for Council

8. Annexation – 2023 (Order in Council dated January 2024)