File #: PH-26-006, **Version:** 1

TAMRMS#: B06

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REQUEST FOR DECISION

Resolution For Proposed Removal of Municipal Reserve Designation - 16 and 18 Sir Winston Churchill Avenue, Former Firehall 1 and Sanitary Lift Station.
Bylaw 12/2026 to add Public Utility Lot (PUL) Designation to 18 Sir Winston Churchill Avenue, Sanitary Lift Station.
Presented by: Suzanne Ruegg, Planner, Planning & Development

RECOMMENDED MOTION(S)

Resolution for Removal of Municipal Reserve Designation

1. That the Public Hearing on the proposed Municipal Reserve designation removal be closed.

2. That the Chief Administrative Officer notify the Registrar of Land Titles that Council has complied with the requirements of Division 9 (Use and Disposal of Reserve Land) of Part 17 (Planning and Development) of the *Municipal Government Act* with respect to Municipal Reserve land legally described as Plan 242 2556, Block 9, Lot 1MR and Lot 2MR, identified on the map entitled *Municipal Reserve Designation Removal Map* and request that the Registrar remove the Municipal Reserve designation from these two lots.

[If MR designation is removed, then proceed to Bylaw 12/2026].

Bylaw 12/2026 to add Public Utility Lot (PUL) Designation

1. That Bylaw 12/2026, being a bylaw to designate a Public Utility Lot, be read a first time.
2. That Bylaw 12/2026 be read a second time.
3. That unanimous consent be given for consideration of third reading of Bylaw 12/2026.
4. That Bylaw 12/2026 be read a third time.

SUMMARY

This report outlines the process and considerations regarding the proposed removal of the Municipal Reserve (MR) designation from the titles of both 16 and 18 Sir Winston Churchill Avenue and to add a Public Utility Lot (PUL) designation to 18 Sir Winston Churchill Avenue.

ALIGNMENT TO COUNCIL DIRECTION OR MANDATORY STATUTORY PROVISION

Resolution for Removal of Municipal Reserve Designation

On June 10, 2025, Standing Committee of the Whole passed the following motion:

AR-25-200
That Administration bring forward a bylaw for Council's consideration to remove the municipal reserve designation for 16 Sir Winston Churchill Avenue, in order to enable the land to be donated or sold for a nominal fee to facilitate the developing and operation of Youth Transitional Housing in St. Albert.

Legislated regulations of the Municipal Government Act can be found in the attached *Statutory Provisions*.

BACKGROUND AND DISCUSSION

In 2022, Council directed "That Administration proceed with the decommissioning and demolition of Fire Hall 1 as per the 2022 - RMR - FIRE-026 project charter". This work was completed within the year. Since the subject lots were created from the same title as Grenadier Park, both lots have an associated Municipal Reserve (MR) designation, despite being used historically for non-park purposes.

Municipal Reserve is a designation that is placed on a property's land title, which identifies that it has a specific municipal use. The Municipal Government Act (MGA) requires that Municipal Reserve only be used for:

(a) a public park;
(b) a public recreation area;
(c) school board purposes; or
(d) to separate areas of land that are used for different purposes.

Following the removal of the fire hall structure and remediation of the property, the site was subdivided into separate lots for the former firehall and the adjacent lift station. Subdividing the subject lands prior to removal of the Municipal Reserve designation was completed to ensure the lot sizes are exact, and that the park and trails within Grenadier Park would not be affected by changes in designation. These new lots were registered at the Land Titles Office on December 4, 2024. The sanitary lift station remained as 18 Sir Winston Churchill Avenue, while the former firehall site was addressed 16 Sir Winston Churchill Avenue. A map of these properties is provided, please refer to the *Location Map* attached.

In keeping with Council direction, and to enable a wider range of options for the site, Administration is proposing to remove the MR designation from the former firehall site, 16 Sir Winston Churchill Avenue. The lot which holds the sanitary lift station, 18 Sir Winston Churchill Avenue, is proposed to be redesignated from MR to Public Utility Lot (PUL), which reflects the existing use of the site. Removing the MR designation requires a public hearing (MGA, s. 674) and the passing of a Council resolution (MGA, s. 675). Adding a PUL designation requires a bylaw but does not require a public

hearing.

MR designation is indicated on a land title by the letters “MR”, and Public Utility Lot (PUL) designation is indicated on a land title by the letters “PUL”, as well as within the legal description of a property; it is independent from the District which is assigned to a property through the Land Use Bylaw. However, Municipal Reserve designated parcels are usually districted Public Park (PRK) District, or Public, Private, and Institutional Service (PPI) in St. Albert. Public Utility Lot designated parcels can be districted Public Park (PRK) District; Public, Private, and Institutional Service (PPI); or the land use district they are adjacent to.

Both 16 and 18 Sir Winston Churchill Avenue are Public, Private, and Institutional Service (PPI) District, as assigned by the Land Use Bylaw. At this time, there is no proposed change to the Land Use Bylaw District being considered. If a future use is identified which requires a change in District, a separate circulation and public hearing would be required for such a planning application.

Council has indicated, through the motion made at Standing Committee of the Whole, that the intention is for 16 Sir Winston Churchill Avenue to be donated or sold to facilitate the development and operation of Youth Transitional Housing in St. Albert. Transitional Accommodation is a permitted use within the Public, Private, and Institutional Service (PPI) District. Therefore, this particular envisioned land use would not require future Land Use Bylaw amendments, and development permits could be issued by the Development Authority without circulation.

STAKEHOLDER COMMUNICATIONS OR ENGAGEMENT

- The intent to remove the MR designation from 16 and 18 Sir Winston Churchill Avenue was posted to the *Cultivate the Conversation* platform, as well as mailed out to residents in a 100 m radius from the site. No responses or inquiries were received through *Cultivate the Conversation*, or as a result of the mailout.
- A sign was posted on the property to notify the public of the intended MR designation removal.
- Internal departments were provided with the opportunity to comment on the intent to remove the MR designation and PUL designation for the sanitary lift station. No concerns were identified.
    - Environment Branch of the Government/Indigenous Relations & Environment Department, advised that future uses of the site must avoid impacting the park and forested area to the south (rear of site).
    - Recreation & Parks has no concern with the removal of the Municipal Reserve designation. The lands are not required as park space.

The Public Hearing is scheduled for March 17, 2026. A Public Hearing Notice has been posted on the City website, and full page Citylights advertisements appeared on both February 26, 2026, and March 5, 2026. A press release was also issued for this public hearing.

IMPACTS OF RECOMMENDATION(S)

Removal of Municipal Reserve Designation allows for 16 Sir Winston Churchill Avenue to be considered for uses other than those prescribed through the MGA. The removal of the Municipal Reserve Designation at 18 Sir Winston Churchill Avenue will allow for the designation of Public Utility Lot (PUL), which is needed for the sanitary lift station. A parcel of land can only have one

designation.

However, being previously designated as Municipal Reserve, if the lands are sold or disposed of by the City, any funds or consideration received are required by the MGA to be used for provision of the same services; that of a public park, public recreation area, or school board purposes.

Financial:
None at this time.

Compliance & Legal:
A council may act either by bylaw or resolution (MGA, s. 180). A bylaw is not required to be passed in order to remove a Munciipal Reserve designation; therefore, administration is recommending a resolution instead.

A bylaw is required in order to designate land as a Public Utility Lot (MGA, s. 665).

A public hearing is required before a Municipal Reserve designation may be removed.

First reading for Bylaw 12/2026 (to add a PUL designation) must be completed in order to get the bylaw "on the table" for Council's consideration. Providing first reading of a bylaw does not indicate agreement with the bylaw, but rather is the process by which bylaws may be put forward in accordance with procedural fairness principles.

First, second, and third readings of Bylaw 12/2026 are scheduled for the same day. The *Municipal Government Act* provides that a proposed bylaw must not have more than two readings at a council meeting unless the Council members present unanimously agree to consider third reading at the same meeting.

If unanimous consent for third reading of Bylaw 12/2026 is not granted on March 17, 2026, after first and second reading, third reading of Bylaw 12/2026 will occur at the next regular Council meeting on April 7, 2026.

Program or Service:
None at this time.

Organizational:
None at this time.

Risks
None at this time.

ALIGNMENT TO PRIORITIES IN COUNCIL'S STRATEGIC PLAN

Strategic Priority One, Economic Prosperity: Support plans and agreements that foster development in St. Albert, including mature neighbourhoods, and build affordability in all new development. This strategy includes an update to the Land Use Bylaw and completion of the Infill Strategy.

ALIGNMENT TO SERVICE DELIVERY

Current Planning Application Processing:
Processing and coordination of the approval of Statutory plans and amendments, subdivisions and condominium applications.

IMPACTS OF ALTERNATIVES CONSIDERED

If Council does not wish to support the recommendations, the following alternative could be considered:

ALTERNATIVE 1:
To retain the MR designation at 16 and 18 Sir Winston Churchill Avenue by defeating the resolution. Defeating the resolution means Bylaw 12/2026, to designate the sanitary lift station would not happen through this process. There is no minimum timeline requirement before bringing back a report to remove the Municipal Reserve Designation and add the PUL designation for 18 Sir Winston Churchill Avenue.

Financial:
None at this time.

Compliance & Legal:
Retaining the lands as Municipal Reserve will mean that future uses are limited to public park, a public recreation area, or school board purposes, and the lands could not be sold, leased, or otherwise disposed of (MGA, s. 674).

Program or Service:
None at this time.

Organizational:
None at this time.

Risks
None at this time.

Report Date: March 17, 2026
Author(s): Suzanne Ruegg, Planner
Department: Planning & Development
Department Director: Kristina Peter
Managing Director: Adryan Slaght
Chief Administrative Officer: Bill Fletcher

Attachments not part of the report:
- Bylaw 12/2026
- Location Maps
- Municipal Reserve Designation Removal Map
- Statutory Provisions

CITY OF ST. ALBERT

BYLAW 12/2026

BYLAW TO DESIGNATE A PUBLIC UTILITY LOT

WHEREAS, Council held a public hearing on the removal of municipal reserve designation for the lands legally described as Plan 242 2556, Block 2, Lot 1MR (municipally described as 16 Sir Winston Churchill Avenue) and Plan 242 2556, Block 2, Lot 2MR (municipally described 18 Sir Winston Churchill Avenue) (together the "Sir Winston Churchill Avenue Lots");

AND WHEREAS, Council directed the Chief Administrative Officer to notify the Registrar of Land Titles that Council complied with the requirements of Division 9 of Part 17 of the *Municipal Government Act, R.S.A., 2000, c. M-26* with respect to the removal of municipal reserve designation on the Sir Winston Churchill Avenue Lots and request that the Registrar of Land Titles remove the municipal reserve designation on the Sir Winston Churchill Avenue Lots;

AND WHEREAS, pursuant to section 665(1) of the *Municipal Government Act, R.S.A., 2000, c. M-26,* a Council may by bylaw require that a parcel of land be designated as public utility lot;

AND WHEREAS, the City of St. Albert wishes to designate the portion of lands formerly designated as municipal reserve, and more particularly described herein, as public utility lot;

NOW THEREFORE, the Council of the City of St. Albert ENACTS AS FOLLOWS:

DESIGNATION

1. That the 0.124 hectare± (0.306 acre±) portion of the lands legally described as Plan 242 2556, Block 2, Lot 2MR (municipally described as 18 Sir Winston Churchill Avenue) as shown on the attached Schedule "A" be designated as Public Utility Lot.

CERTIFIED COPY OF RECORD

2. A copy of a record of the City, certified by the CAO as a true copy of the original, shall be admitted in evidence as *prima facie* proof of the facts stated in the record without proof of the appointment or signature of the person signing it.

SEVERABILITY

3. Should any provision of this bylaw be invalid, then the invalid provision shall be severed, and the remainder of this bylaw shall be maintained.

EFFECTIVE DATE

4. This bylaw comes into effect when it is passed.

READ a First time this ___ day of _____ 2026.

READ a Second time this ___ day of _____ 2026.

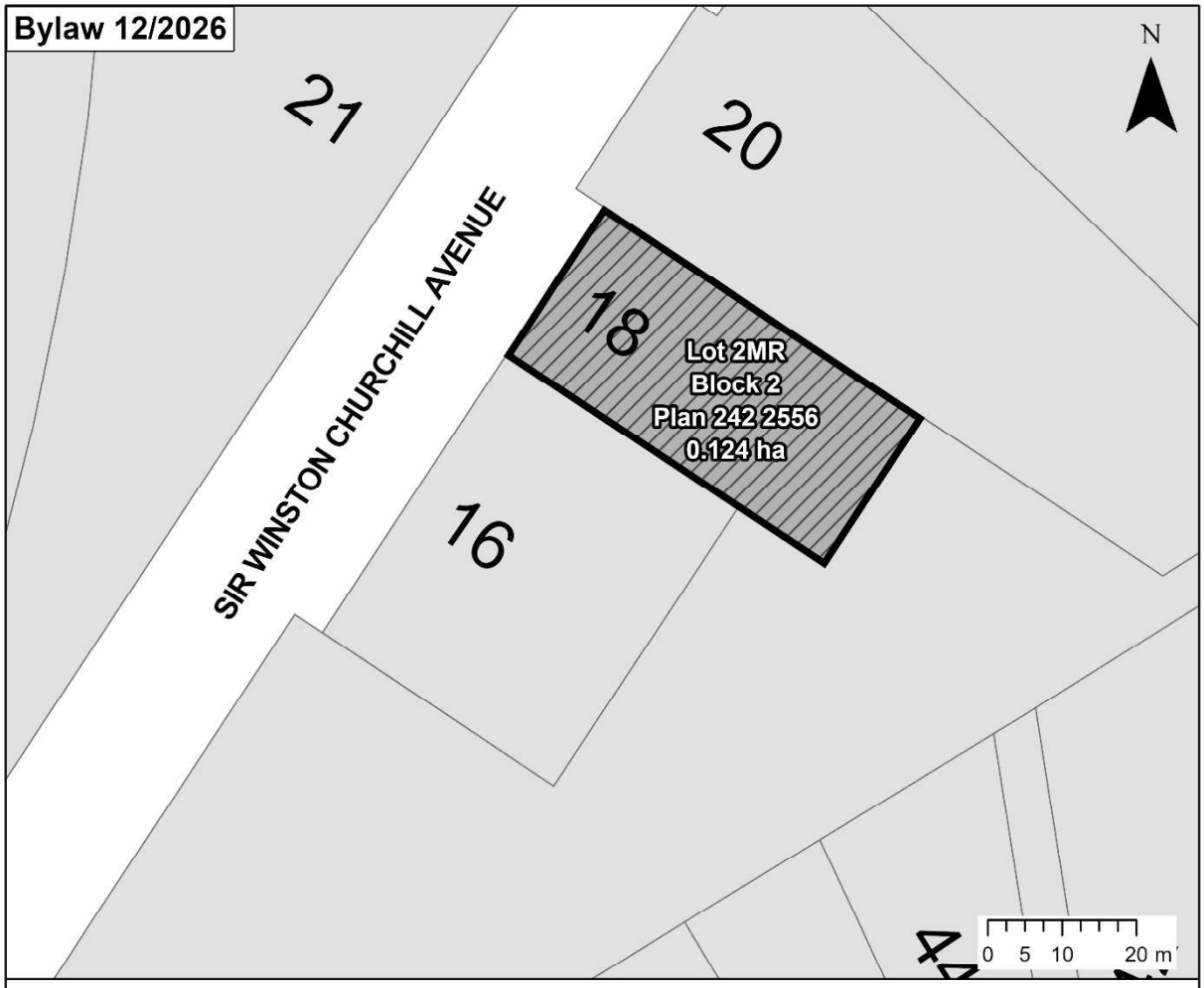
READ a Third time this ___ day of _____ 2026.

SIGNED AND PASSED this ____ day of _____ 2026.

_____
MAYOR

_____
CHIEF LEGISLATIVE OFFICER

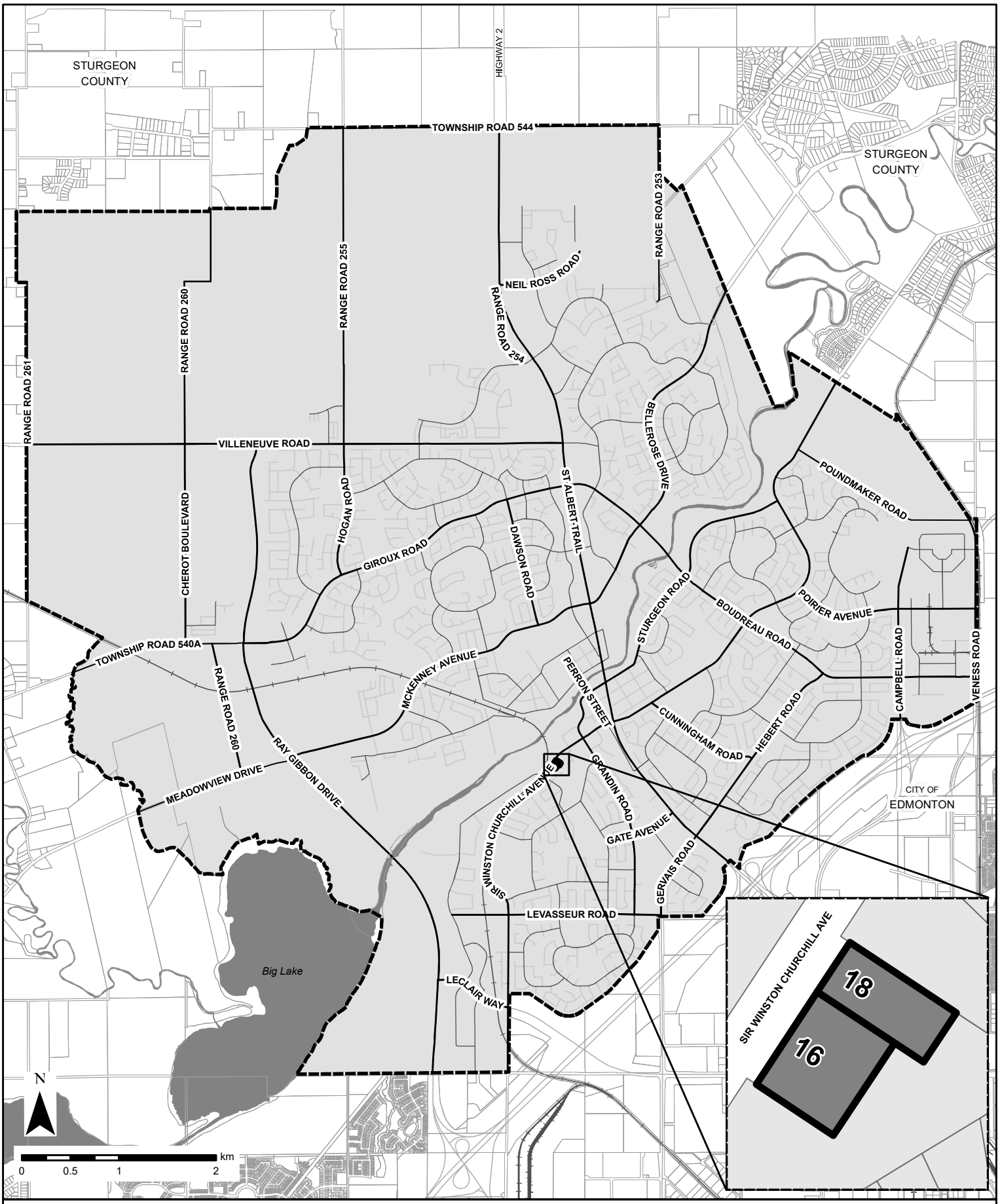
SCHEDULE "A"



PUBLIC UTILITY LOT DESIGNATION

Former Firehall #1
18 Sir Winston Churchill Avenue

The lands legally described as Plan 242 2556, Block 2, Lot 2MR (municipally described as 18 Sir Winston Churchill Avenue) to be designated as a Public Utility Lot (PUL).



City of St. Albert Cultivate Life

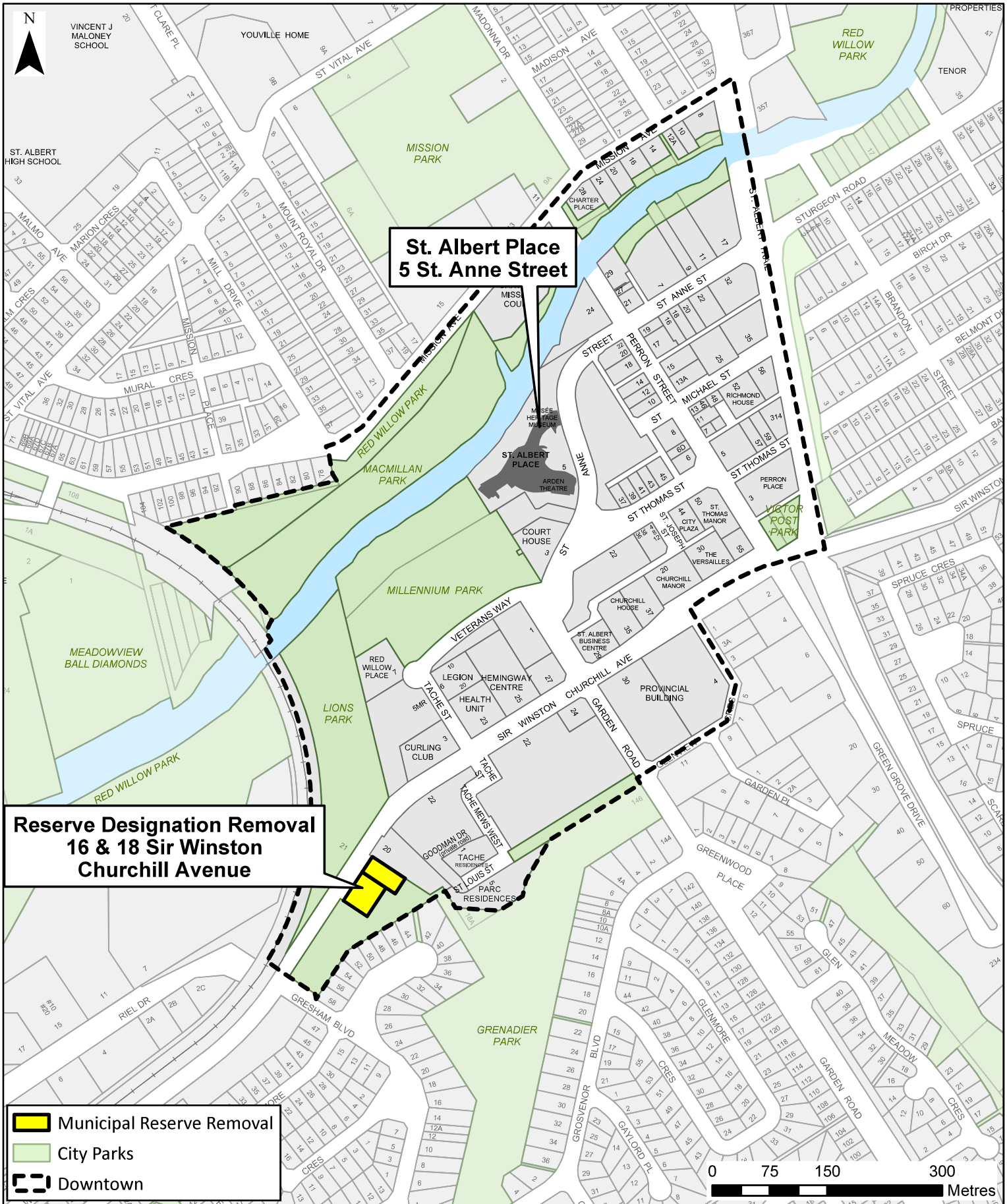
Location Map

16 and 18
Sir Winston Churchill Avenue

Map Date: 6/23/2025

Document Path: G:\MAPS-City\Grandin\18 SWCA - Firehall 1 MR Disposal\2025 MR Removal\FormerFireHall1_16and18_SWCA_MR_Disposal.aprx

Figure 1



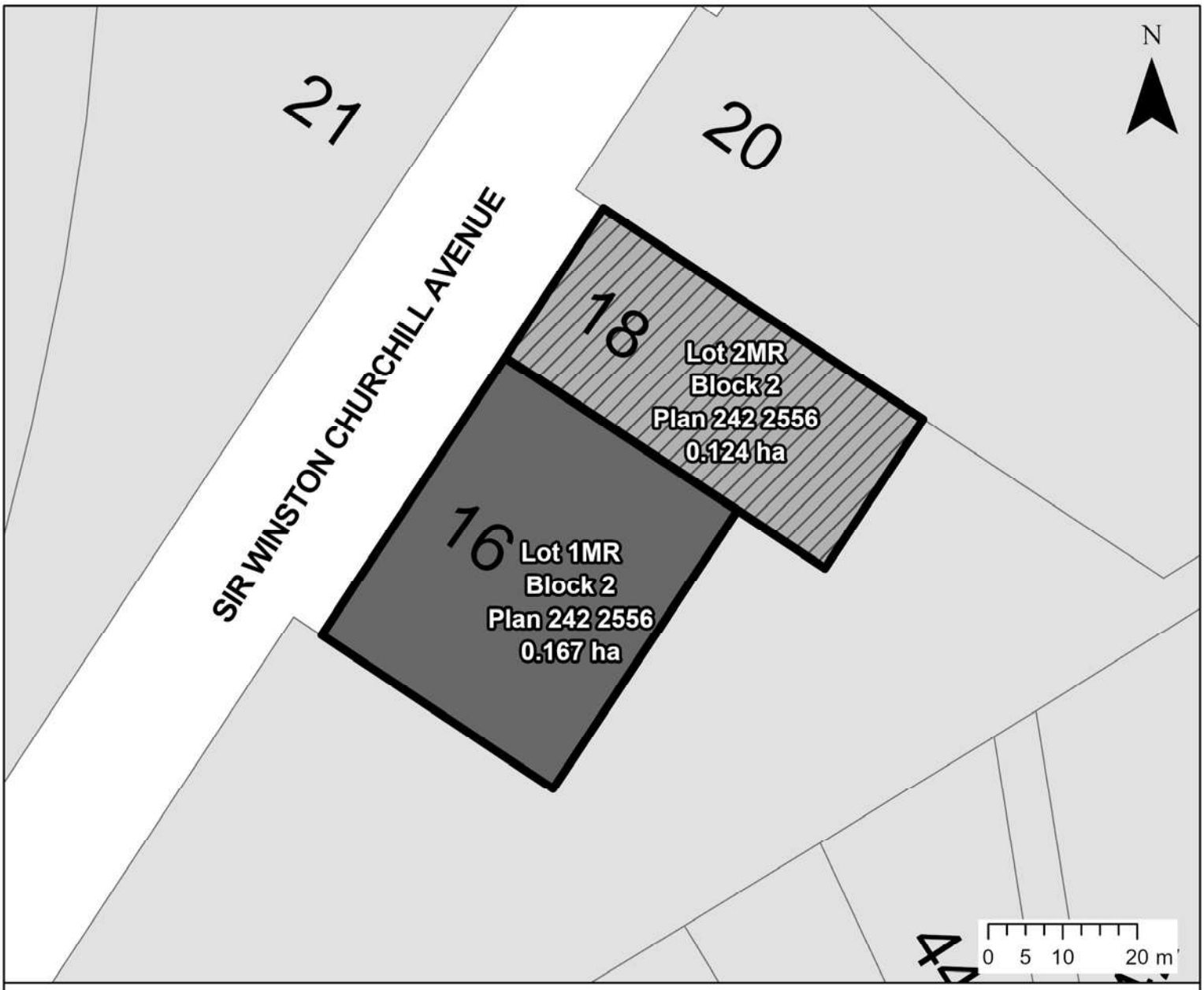
Reserve Designation Removal

Downtown

Map Date: 1/7/2026

Document Path: G:\MAPS-City\Gardens - Formerly Grandin\18 SWCA - Firehall 1 MR Disposal\2025 MR Removal\FormerFireHall1_16and18_SWCA_MR_Disposal.aprx

Figure 1a



MUNICIPAL RESERVE DISPOSAL

Former Firehall #1
16 & 18 Sir Winston Churchill Avenue

The lands legally described as Plan 242 2556, Block 2, Lot 1MR (municipally described as 16 Sir Winston Churchill Avenue) to be designated as a regular lot.

The lands legally described as Plan 242 2556, Block 2, Lot 2MR (municipally described as 18 Sir Winston Churchill Avenue) to be designated as a Public Utility Lot (PUL).

Document Path: G:\MAPS-City\Gardens - Formerly Grandin\18 SWCA - Firehall 1 MR Disposal\2025 MR Removal\FormerFireHall1_16and18_SWCA_MR_Disposal.aprx

Figure 2

STATUTORY PROVISIONS

MGA Section 181 - Requirements for a valid bylaw or resolution

(1) A bylaw or resolution of council is not valid unless passed at a council meeting held in public at which there is a quorum present.
(2) A resolution of a council committee is not valid unless passed at a meeting of that committee held in public at which there is a quorum present.

MGA Section 671 – Use of Reserve Land, Money

(2) Municipal reserve, school reserve or municipal and school reserve may be used by a municipality or school board or by them jointly only for any or all of the following purposes:

(a) a public park;

(b) a public recreation area;

(c) school board purposes;

(d) to separate areas of land that are used for different purposes.

(4) Money provided in place of municipal reserve, school reserve or municipal and school reserve and the interest earned on that money

(a) must be accounted for separately, and

(b) may be used only for any or all of the purposes referred to in subsection (2).

MGA Section 674 - Requirement for hearing

(1) Before any of the following occurs, a public hearing must be held in accordance with section 216.4 and advertised in accordance with section 606:

(a) the sale, lease or other disposal of (i) municipal reserve, community services reserve or municipal and school reserve by a council,

(3) In addition to the advertising requirement in subsection (1), notices containing the information required under section 606 must be posted on or near the municipal reserve, school reserve, municipal and school reserve or community services reserve that is the subject of the hearing.

MGA Section 675 – Removal of Designation

(1) After taking into consideration the representations made at a public hearing under section 674(1),

(a) a council may direct a designated officer to notify the Registrar that the provisions of this Division have been complied with and request the Registrar to remove a designation of

(i) municipal reserve,

(2) If the Registrar is satisfied that this Part has been complied with, the Registrar must remove the designation in accordance with the request made under subsection (1).

(3) On removal of the designation, the municipality, or the municipality and the school board, may sell, lease or otherwise dispose of the land, but the proceeds from the sale, lease or other disposition may only be used

(a) in the case of a municipal reserve or a municipal and school reserve, for any or all of the purposes referred to in section 671(2) or for any matter connected to those purposes.

Bylaw 12/2026 to add Public Utility Lot (PUL) Designation

MGA Section 665 - Designation of Municipal Land

(1) A council may by bylaw require that a parcel of land or a part of a parcel of land that it owns or that it is in the process of acquiring be designated as municipal reserve, school reserve, municipal and school reserve, environmental reserve, conservation reserve or public utility lot.

(2) Subject to subsection (3), on receipt of a copy of a bylaw under this section and the applicable fees, the Registrar must do all things necessary to give effect to the order, including cancelling the existing certificate of title and issuing a new certificate of title for each newly created parcel of land with the designation of
(b) public utility lot, which must be identified by a number suffixed by the letters "PUL".