

**FOOTHILLS COUNTY
COUNCIL MINUTES**

December 17, 2025, 9:00 a.m.

Present: Reeve Siewert, Deputy Reeve Oel, Councillor Alger, Councillor Callister, Councillor Kendall, Councillor Estes
Absent: Councillor McHugh (absent due to personal reasons, attended the meeting at 10:23 a.m.)
Administration: CAO R. Payne, Municipal Advisor H. Riva Cambrin, Director of Planning H. Hemingway, Manager of Legislative Services S. Barrett, Recording Secretary S. Florendo

GENERAL MATTERS

Call Meeting to Order

The meeting was called to order at 9:00 a.m.

Emergent Item - Bylaw 80/2025 - To rescind Bylaw 60/2025 - "No Parking Zone" – Millarville Landing (2nd & 3rd Reading)

That Council add Item B.4 Bylaw 80/2025 - Rescind Bylaw 60/2025 - "No Parking Zone" - Millarville Landing (2nd & 3rd Reading)

CARRIED UNANIMOUSLY

Approval of the Agenda

That Council approve the agenda for the Council meeting of December 17, 2025.

CARRIED

PUBLIC WORKS / ENGINEERING / PARKS & RECREATION

Director of Public Works W. Kruger, Manager of Operations, Public Works B. Weberg, Manager of Parks and Recreation J. Porter, Manager of Agricultural Services K. Kornelsen, Deputy Director of Community and Emergency Services P. Stapley, and Director of Community and Emergency Services R. Saulnier were in attendance for a discussion period with Council.

Dunbow Recreation Board - 2025 Allocation Deferral

That Council receive the Dunbow Recreation Board – 2025 Allocation Deferral report for information and support the recommendation to defer distribution of the \$40,000 allocation to the Dunbow Recreation Board until its reserve balance is fully utilized.

CARRIED

Speed Limit Change - 210 Avenue West - Bylaw 75/2025 (2nd & 3rd Reading)

Bylaw 75/2025

Bylaw 75/2025 was reintroduced into the meeting to implement a 40km/h speed limit and installation of associated 40km/h speed limit signage on 210 Avenue West.

That Bylaw 75/2025 be given second reading.

THE BYLAW WAS PASSED FOR TWO READINGS

That Bylaw 75/2025 be given third reading.

THE BYLAW WAS PASSED

Brushing Control Agreement - 186 Avenue and Priddis Valley Road

That Council award the brushing contract for 186 Avenue and Priddis Valley Road to Beaver Tooth Mulching for \$11,500 plus applicable taxes.

CARRIED

Bylaw 80/2025 - Rescind Bylaw 60/2025 - "No Parking Zone" Millarville Landing (2nd & 3rd Reading)

Bylaw 80/2025

Bylaw 80/2025 was reintroduced into the meeting to rescind Bylaw 60/2025, being a bylaw for the authorization of a 'No Parking' Zone and the installation of three (3) No Parking (RB-51) signs along the south sides of Millarville Landing, within the Hamlet of Millarville.

That Bylaw 80/2025 be given second reading.

THE BYLAW WAS PASSED FOR TWO READINGS

That Bylaw 80/2025 be given third reading.

THE BYLAW WAS PASSED

MISCELLANEOUS PLANNING ITEMS

Wood Valley Estates ASP - NW/SW 36-21-02 W5M - Bylaw 41/2025 (2nd & 3rd Reading)

Bylaw 41/2025

Bylaw 41/2025 was reintroduced into the meeting to repeal Bylaw 01/2001, being a Bylaw to adopt the Wood Valley Estates Area Structure Plan.

That Bylaw 41/2025 be given second reading.

THE BYLAW WAS PASSED FOR TWO READINGS

That Bylaw 41/2025 be given third reading.

THE BYLAW WAS PASSED

Holden - NW 36-21-02 W5M - Bylaw 42/2025 & Bylaw 43/2025 (2nd & 3rd Reading)

Holden - NW 36-21-02 W5M - Bylaw 42/2025 (2nd & 3rd Reading)

Bylaw 42/2025

Bylaw 42/2025 was reintroduced into the meeting to authorize the redesignation of Plan 0211261, Block 3, Lot 3; Ptn. NW 36-21-02 W5M from Agricultural District to Country Residential District, in order to allow the future subdivision of one (1) 3.98 +/- acre and two (2) 4.0 +/- acre Country Residential District lots, with a 17.90 +/- acre Country Residential District balance parcel.

In consideration of the criteria noted in Agriculture Policy 4 of the MDP2010, Council is of the opinion that fragmentation of the subject lands would not be detrimental to the agricultural nature of the area.

Additionally, the application falls within the lot size restrictions set out within the Country Residential within the County's Land Use Bylaw.

The three new parcels to be subdivided out of Plan 0211261, Block 3, Lot 3; Ptn. NW 36-21-02 W5M shall be designated as Country Residential Sub-District 'A' to ensure that the recommendations and restrictions as outlined in the septic disposal evaluation, building envelopes and slope stability report (conditions of subdivision) and lot grading/drainage plan (condition of development permit) are compiled with to the satisfaction of the Public Works Department. A completion certificate by a Professional Engineer verifying that all aspects of the noted reports have been met, and a \$5,000 deposit as a pre-release condition to ensure compliance with all conditions of the development permit will be required.

That Bylaw 42/2025 be given second reading.

THE BYLAW WAS PASSED FOR TWO READINGS

That Bylaw 42/2025 be given third reading.

THE BYLAW WAS PASSED

Holden - NW 36-21-02 W5M - Bylaw 43/2025 (2nd & 3rd Reading)

Bylaw 43/2025

Bylaw 43/2025 was reintroduced into the meeting to authorize the redesignation of Plan 7810781, Block 4; Ptn. NW 36-21-02 W5M

from Agricultural District to Country Residential District, in order to allow the future subdivision of two 5.06 +/- acre Country Residential District lots, with a 21.0 +/- acre Agricultural District balance parcel.

In consideration of the criteria noted in Agriculture Policy 4 of the MDP2010, Council is of the opinion that fragmentation of the subject lands would not be detrimental to the agricultural nature of the area.

Additionally, the application falls within the lot size restrictions set out within the Country Residential within the County's Land Use Bylaw.

The two new parcels without residences to be subdivided out of Plan 7810781, Block 4; Ptn. NW 36-21-01 W5M shall be designated as Country Residential Sub-District 'A' and Agriculture Sub-District 'A' to ensure that the recommendations and restrictions as outlined in the septic disposal evaluation, building envelopes and slope stability report (conditions of subdivision) and lot grading/drainage plan (condition of development permit) are compiled with to the satisfaction of the Public Works Department. A completion certificate by a Professional Engineer verifying that all aspects of the noted reports have been met, and a \$5,000 deposit as a pre-release condition to ensure compliance with all conditions of the development permit will be required.

That Bylaw 43/2025 be given second reading.

THE BYLAW WAS PASSED FOR TWO READINGS

That Bylaw 43/2025 be given third reading.

THE BYLAW WAS PASSED

Spruce Meadows Ltd. - NE 17-22-01 W5M - Development Permit 25D 282

That Development Permit 25D 282 to allow for Recreation, Indoor and Recreation, Outdoor as Permitted Uses and Retail Store, Drinking Establishment & Restaurant, not accessory to the equestrian and sport facility, and Additional Uses being the saunas and cold plunge facilities on a portion of NE 17-22-01 W5M be approved subject to the following conditions, with the authority to review and accept these conditions having been delegated to the Development Officer:

APPROVAL DESCRIPTION:

Upon completion of the pre-release conditions below, this approval allows for the development and use of a portion of NE 17-22-01 W5M for:

- a. Six (6) Fenced Outdoor Padel Courts;
- b. Four (4) Private Gazebo Sauna Buildings and Four (4) Cold Plunge Tubs to be screen appropriately to the satisfaction of the Development Authority;
- c. Retrofitting the 600 sq. m. accessory building for a gym, café and pro-shop;
- d. Retrofitting the 200 sq. m. accessory building as a wellness lobby;
- e. One outdoor amenity space with covered gazebo;

- f. Hours of Operation: 7:00am to 10:00pm year round;
- g. Maximum of 5 employees; and
- h. Up to 40 business visits per day.

PRE-RELEASE CONDITIONS OF APPROVAL:

Pre-release condition(s) must be complied with before the Development Permit will be signed and issued. Failure to complete the pre-release condition(s) on or before May 17, 2026, will see this development permit decision deemed null and void, unless a time extension is issued under agreement between the Development Authority and the Applicant(s).

- 1. Submission of a Stormwater Management Plan, prepared and signed by a certified, professional engineer to the satisfaction of the County's Public Works Department;
- 2. A Detailed Landscaping and Screening Plan to be provided to the satisfaction of the Development Authority; and
- 3. Proof of adequate potable water supply to be submitted and accepted to the satisfaction of Alberta Health Services-Environmental Public Health with proof of acceptance provided to the Development Authority.

CONDITIONS OF APPROVAL:

Please note that the following requirements must be completed within the twenty-four (24) month completion period for this Development Permit unless a time extension is issued under agreement between the Development Authority and the Applicant(s). Failure to complete the conditions of approval will see the Development Permit deemed null and void.

- 1. Development must adhere to the Spruce Meadows Servicing Study (September 2019) prepared by ISL Engineering and Land Services submitted to Foothills County in support of the Spruce Meadows ASP, in particular with respect to stormwater drainage;
- 2. The applicant shall maintain the development in accordance with all conditions of approval and plans that have been acknowledged by the municipality to be appropriate. **Any revisions and/or additions to the use of this land shall not proceed unless appropriate approvals and permits have been obtained;**
- 3. The applicants shall coordinate with Alberta Health Services to provide opportunity to review the development application and the finalized building plans for this facility before the building permit is granted;
- 4. The applicants are required to obtain all necessary building, plumbing, gas, septic, and electrical permits and inspections applicable to use and occupancy of the existing buildings to the satisfaction of the County's Safety Codes Officer;
- 5. The easternmost approach to the subject parcel from 198th Ave W, shall be upgraded to Commercial Standards to the satisfaction of the County's Public Works department;
- 6. It is the applicant's responsibility to contact the County's Fire Inspector and obtain any necessary approvals and inspections from the Foothills Fire Department. Proof of such is to be submitted to the Development Authority, prior to the operation of the business;
- 7. The applicant shall obtain and maintain an annual Business License;
- 8. All buildings/development shall be located in compliance with setback requirements as provided under the DC#1 District within the Land Use Bylaw; and
- 9. It is the applicant's responsibility to provide notification to the Development Authority upon completion of the development.

ADVISORY CONDITIONS:

The following requirements are provided by Foothills County to inform the applicant(s) and landowner(s) of their necessity and do not form part of the approval description or conditions of approval. It is the sole responsibility and liability of the applicant(s)/landowner(s) to ensure adherence with these requirements.

- 1. The applicants shall construct, operate and maintain the development in accordance with all conditions of approval and plans as submitted to, and acknowledged or approved by the Council. Addition to, or revisions to the uses approved herein may occur only upon obtaining appropriate municipal approvals;
- 2. This approval is in addendum to previous approvals on the subject property and does not supersede any conditions or requirements of previous Development Permits as approved;
- 3. The applicants are responsible for adhering to the accepted technical documentation submitted in support of the Spruce Meadows ASP and this application to the satisfaction of the Development Authority. Any revision to said documentation is

required to be submitted to the Municipality for review and acceptance prior to implementation;

4. It is the applicant's responsibility to ensure that sufficient parking is available at all times. Parking within public road rights-of-way is prohibited. Should the landowner fail to provide sufficient parking resulting in vehicles in attendance to the subject lands being parked within neighboring road rights-of-way, this permit may be revoked and considered null and void;
5. Applicants are to comply with all utility easements and agreements, to the satisfaction of the County and the utility companies;
6. All installation(s) of exterior lighting must adhere to the guidelines and technical specifications as outlined within the Dark Sky Bylaw;
7. Signage for development has not been considered under this approval. A separate application for any signage which requires approval through a development permit will need to be submitted for approval;
8. The issuance of a development permit by Foothills County does not relieve the applicants of the responsibility of complying with all other applicable municipal bylaws and requirements, the requirements of all applicable Federal and/or Provincial acts regulations and/or guidelines, and all requirements regarding pipeline and utility rights of way, including but not limited to the requirements of Alberta Health Services, Alberta Environment, and Alberta Liquor and Gaming Commission;
9. The applicants indemnify and hold harmless the Municipality against the cost of any claims or actions, or awards for loss or damage to the Owner(s) arising from the use of the subject property; and
10. The applicants shall be responsible for payment of any professional costs including legal fees that may be incurred by the County with respect to this permit.

CARRIED

Draft Foothills Crossing Area Structure Plan Design Guidelines

That Council direct Administration to proceed with internal and external agency circulation and to undertake engagement with landowners and business owners within the Plan Area; and that Administration report back to Council with a summary of feedback from public engagement and recommended revisions.

CARRIED

Councillor McHugh entered Council Chamber at 10:23 a.m.

CONFIDENTIAL CLOSED SESSION

Confidential Closed Session

That, in accordance with Section 197 of the *Municipal Government Act*, Council move into a Closed Meeting at 11:15 a.m. to discuss advice from officials as per Section 24 of the *Access to Information Act (ATIA)*. CAO R. Payne, Municipal Advisor H. Riva Cambrin, Director of Planning H. Hemingway, and Manager of Legislative Services S. Barrett attended the closed session of Council for the purpose of providing information to Council.

CARRIED

Return to Open Session

That Council return to its open meeting of Council at 12:11 p.m.

CARRIED

OTHER MATTERS

Lunch

That Council adjourn for lunch.

CARRIED

MISCELLANEOUS MUNICIPAL ITEMS

2026 Board and Committee Appointments

That Council appoint the following members to the Assessment Review Board with terms to expire on December 31, 2028:

- Neil Rubeniuk
- Don Larson

And acknowledge current appointments with terms to expire as follows:

- Anne Marie Mullane - December 31, 2026
- Dave Bruce MacDonald - December 31, 2026
- Judy Stasiuk - December 31, 2026
- Marcia Reid - December 31, 2026
- BJ Ersson - December 31, 2027
- Dave Anderson - December 31, 2027
- Wayne Schultz - December 31, 2027

CARRIED

That Council appoint Paul Howarth to the Dunbow Recreation Board with a term to expire on December 31, 2026.

CARRIED

That Council appoint the following members to the Dunbow Recreation Board with a term to expire December 31, 2027:

- Andrew Bennett
- Scott Ashton
- Susan Killam
- Kirk Giesbrecht

CARRIED

That Council acknowledge the current appointment of Donna Perry and Jonathan Cassetta to the Dunbow Recreation Board with a term to expire on December 31, 2026.

CARRIED

That Council acknowledge the current appointment of Sue Willoughby to the Blackie Recreation Board with terms to expire December 31, 2026.

CARRIED

That Council appoint the following members to the Economic Development Advisory Committee with terms to expire on December 31, 2026:

- Craig Russel
- David Olson

And acknowledge current appointments with terms to expire as follows:

- Don Francis - December 31, 2026
- Hayden Knorr - December 31, 2026
- Ken Westhaver - December 31, 2026
- Miguel Parobec - December 31, 2026
- Pat Stier - December 31, 2026

CARRIED

That Council acknowledge the current appointment of Barb Beary to Family and Community Support Services Committee (FCSS) with terms to expire December 31, 2026.

CARRIED

That Council acknowledge the current appointment of Roger Taylor to the Foothills Okotoks Recreation Board with terms to expire December 31, 2027.

CARRIED

That Council acknowledge the current appointments to the Historical Committee with terms to expire on December 31, 2026:

- BJ Ersson
- Hannah Pedersen
- Roderick Ross
- Ted Mills

CARRIED

That Council acknowledge the current appointment of Eleanor Chinnick to the Marigold Library Board with terms to expire December 31, 2026.

CARRIED

That Council appoint the following members to the Northwest Foothills Recreation Board with a term to expire December 31, 2027:

- Nancy Seaman
- Robert Bell
- Sylvie Checkley
- Colin Hill

CARRIED

That Council appoint Dan Killam and Jen Magnus to the Rural Foothills Policing Committee with a term to expire on December 31, 2028.

CARRIED

That Council appoint the following members to the Subdivision and Development Appeal Board with terms to expire on December 31, 2028:

- Brian Saltman
- Don Larson

And acknowledge current appointments with terms to expire as follows:

- Gar Beacom – December 31, 2026
- Roger Taylor – December 31, 2026
- Chuck Stormes – December 31, 2026

- Bern Dayment – December 31, 2026
- Brad Robson – December 31, 2026
- Pat Stier – December 31, 2026
- Dan MacDonald – December 31, 2026
- Ted Mills – December 31, 2026
- Brad Meyers – December 31, 2026
- Marcia Reid – December 31, 2026
- Brian Ward – December 31, 2027
- Matt Fox – December 31, 2027

CARRIED

That Council appoint the following members to the Community Standards Appeal Board with terms to expire on December 31, 2028:

- Brian Saltman
- Don Larson

And acknowledge current appointments with terms to expire as follows:

- Gar Beacom – December 31, 2026
- Roger Taylor – December 31, 2026
- Chuck Stormes – December 31, 2026
- Bern Dayment – December 31, 2026
- Brad Robson – December 31, 2026
- Pat Stier – December 31, 2026
- Dan MacDonald – December 31, 2026
- Ted Mills – December 31, 2026
- Brad Meyers – December 31, 2026
- Marcia Reid – December 31, 2026
- Brian Ward – December 31, 2026
- Matt Fox – December 31, 2027

CARRIED

That Council appoint the following members to the Agricultural Appeal Board, with terms to expire December 31, 2026 in accordance with Section 19(1) of the Weed Control Act.

- Gar Beacom
- Roger Taylor
- Chuck Stormes
- Bern Dayment
- Brad Robson
- Pat Stier
- Dan MacDonald
- Ted Mills
- Brad Meyers
- Marcia Reid
- Matt Fox
- Brian Saltman
- Don Larson

CARRIED

That Council appoint Dennis Fox, Pedro Hernandez and Richard Pittet to the Airport Advisory Committee with a term to expire December 31, 2026.

CARRIED

That Council acknowledge the current appointment of Marcia Reeds to the Westwinds Communities with terms to expire December 31, 2028.

CARRIED

That Council acknowledge the current appointments to the Rural Fire Board with terms to expire on December 31, 2026:

- Brian McKeage
- Graham Clark
- Jack Miedema
- Mark Banham
- Paul Magnus
- Stan Siewert
- Win Niebler

CARRIED

That Council appointment of Laura Kendall to the Diamond Valley Library Board with terms to expire December 31, 2026.

CARRIED

That Council appoint the following members to the Agricultural Service Board with a term to expire December 31, 2026:

- Dave Anderson
- Phil Rowland
- Steve Stumpf
- Wade Nelson

CARRIED

That Council authorize administration to re-advertise all Board and Committee positions that remain vacant as of today's meeting.

CARRIED

MISCELLANEOUS MUNICIPAL ITEMS

RMA Resolution - Removal of Reference to Growth Management Boards in MGA

That Council authorize the Reeve to present a resolution requesting removal of reference to Growth Management Boards from the MGA, to be presented to the Foothills Little Bow Municipal Association meeting of January 16, 2025.

CARRIED

MISCELLANEOUS PLANNING ITEMS

Cole - SW 11-21-01 W5M - Bylaw 44/2025 (2nd & 3rd Reading)

Bylaw 44/2025

Bylaw 44/2025 was reintroduced into the meeting to authorize the redesignation of a 5.12 +/- acre portion on SW 11-21-01 W5M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one new 5.12 +/- acre Country Residential District first parcel out with an approximate 152.85 +/- acre Agricultural District balance parcel.

That Bylaw 44/2025 be given second reading.

THE BYLAW WAS PASSED FOR TWO READINGS

That Bylaw 44/2025 be given third reading.

THE BYLAW WAS PASSED

SCHEDULED MEETINGS & PUBLIC HEARINGS

1:30 p.m. - E.T. Equities Inc. - NE 20-22-03 W5M - Road Closure for Purchase and Consolidation of Road Plan

L. Thiesen was in attendance for the public hearing in connection to the closure of a portion of the undeveloped road plan within NE 20-22-03 W5M containing 4.52 acres more or less for purchase and consolidation.

The public hearing was closed.

E.T. Equities Inc. - NE 20-22-03 W5M - Decision

Bylaw 81/2025

Bylaw 81/2025 was introduced into the meeting to authorize the closure of a portion of the undeveloped road plan within NE 20-22-03 W5M containing 4.52 acres more or less for purchase and consolidation. Access will be denied.

Subject to Ministerial approval prior to second and third reading of the Bylaw; and

Subject to the successful consolidation of lots 2-7; and

Subject to the successful redesignation, purchase and consolidation of Lot 8 MR.

That Bylaw 81/2025 be given first reading.

THE BYLAW WAS PASSED FOR ONE READING

SUBDIVISION APPROVING AUTHORITY ITEMS

That Council recess to sit as the Subdivision Approving Authority.

CARRIED

Cole - SW 11-21-01 W5M - Request for Subdivision

The subdivision of one new 5.01 +/- acre Country Residential District first parcel out with a 15m x 30m (0.11 acres) road dedication, leaving a 152.85 +/- acre Agricultural District balance has been evaluated in terms of Section 654 of the Municipal Government Act and Sections 9 and 20 of the Matters Related to Subdivision and Development Regulation, and the application is approved as per the tentative plan for the following reasons:

- The application is consistent with Section 9 of the Regulation;
- The subject lands have the appropriate land use designation; and
- Pursuant to Section 20 of the Regulation, written approval was received from the Minister of Transportation allowing the Subdivision Authority to grant a variance to Sections 18 and 19, subject to the requirement for a 15m x 30m (0.11 acres) road stub/dedication.

Further, in accordance with Sections 654 and 655 of the Municipal Government Act, the application is approved subject to the following conditions:

1. Subdivision to be effected by Plan of Survey, pursuant to Section 657 of the Municipal Government Act, or such other means satisfactory to the Registrar of the South Alberta Land Titles District;
2. A 15m x 30m (0.11 acres) road dedication to be surveyed out of the subject parcel, as required by Alberta Transportation and Economic Corridors;
3. It is the applicant's responsibility to provide a Real Property Report or an 'as built' drawing signed and sealed by an Alberta Land Surveyor, certifying the locations of the adjacent road(s), water well(s) within the boundaries of the appropriate parcels and that the site plan is surveyed according to municipal setback requirements;
4. Completion of all pre-release conditions as noted in the executed Municipal Development Agreement to the satisfaction of the Municipality and where applicable the appropriate external agencies, which includes payment of the \$11,300.00 per new lot Community Sustainability Fee;
5. All accesses to be located and culverts and approaches to be installed to the satisfaction of Alberta Transportation and Economic Corridors and the Public Works department;
6. All utility right-of-way agreements, easements, licenses and installation requirements, are to be provided to the satisfaction of the County and utility companies;
7. Landowners are to pay all arrears of taxes on the existing parcel prior to finalization of the subdivision;
8. Municipal Reserve: As per sections 663(a)-(b) and 666(1) of the Municipal Government Act and the County's Municipal Reserve Policy adopted April 18/96, reserve is not required to be provided for the first parcel out of the subject quarter section or for the agricultural balance parcel, which is greater than 16.0 hectares (39.5 acres) in size; and
9. Submission of subdivision endorsement fees.

CARRIED

Sutherland - SE 28-20-03 W5M - Request for Time Extension

That the Subdivision Approving Authority has no objection to the time extension as requested and the landowners therefore have until October 18, 2026 to comply with all conditions of subdivision approval as originally set forth on October 18, 2023.

CARRIED

Holden - NW 36-21-02 W5M - Request for Subdivision

- That the subdivision of one (1) 3.98 +/- acre and two (2) 4.0 +/- acre Country Residential Sub-District "A" lots, with a 17.90 +/- acre Country Residential District balance parcel from Plan 0211261, Block 3, Lot 3; Ptn. NW 36-21-02 W5M has been evaluated in terms of Section 654 of the Municipal Government Act and Section 9 of the Matters Related to Subdivision and Development Regulation and therefore it is recommended that the application be approved as per the tentative plan for the following reasons:
- The application is consistent with Section 9 of the Matters Related to Subdivision and Development Regulation and;
- The subject lands have the appropriate land use designations.

In consideration of the criteria noted within the Residential Policy of the MDP2010, the Subdivision Authority is of the opinion that the lands are suitable for the intended use and further that the application falls within the density provisions and lot size restrictions within the County's Land Use Bylaw.

Further, in accordance with Sections 654 and 655 of the Municipal Government Act, the application is approved subject to the following conditions:

1. Subdivision to be effected by Plan of Survey, pursuant to Section 657 of the Municipal Government Act, or such other means satisfactory to the Registrar of the South Alberta Land Titles District;
2. It is the applicant's responsibility to provide a Real Property Report or an 'as built' drawing signed and sealed by an Alberta Land Surveyor, certifying the location of the adjacent municipal road(s), septic tank(s) and field(s) and water well(s) within the boundaries of the appropriate properties and that the site plan is surveyed according to municipal setback requirements;
3. Completion of all pre-release conditions as noted in the executed Municipal Development Agreement to the satisfaction of the County and where applicable the appropriate external agencies. These conditions include:
 - a. Payment of \$11,300.00, per new lot, Community Sustainability Fee, as set out in Section 3.03 of the executed Municipal Development Agreement;
 - b. Submission of all required engineering review fees; and
 - c. All utility right of way agreements, easements, licenses and installations.

4. Public Reserve: previously provided for;
5. Applicant is to meet addressing requirements to the satisfaction of the County's GIS department;
6. Septic Disposal Evaluation, to be provided for the proposed 3.98 +/- acre to 4.0 +/- acre Country Residential Sub-District 'A' lots, in accordance with Part 2 Section 6(4)(b) of the Matters Related to Subdivision and Development Regulation, to the satisfaction of the Public Works department;
7. Lot grading and drainage plans to be provided for the subject lands, as condition of the development permit, to the satisfaction of the public works department;
8. All accesses to be located and culverts and approaches to be installed to current Municipal subdivision road construction standards, to the satisfaction of the Public Works department;
9. Landowners are to pay all arrears of taxes on the existing parcels prior to finalization of the subdivision; and
10. Submission of subdivision endorsement fees.

CARRIED

That the subdivision of two (2) 5.06 +/- acre Country Residential District lots, with a 21.0 +/- acre Agricultural District balance parcel, from Plan 0211261, Block 3, Lot 3; Ptn. NW 36-21-02 W5M has been evaluated in terms of Section 654 of the Municipal Government Act and Section 9 of the Matters Related to Subdivision and Development Regulation and therefore it is recommended that the application be approved as per the tentative plan for the following reasons:

- The application is consistent with Section 9 of the Matters Related to Subdivision and Development Regulation; and
- The subject lands have the appropriate land use designations.

In consideration of the criteria noted within the Residential Policy of the MDP2010, the Subdivision Authority is of the opinion that the lands are suitable for the intended use and further that the application falls within the density provisions and lot size restrictions within the County's Land Use Bylaw.

Further, in accordance with Sections 654 and 655 of the Municipal Government Act, the application is approved subject to the following conditions:

11. Subdivision to be effected by Plan of Survey, pursuant to Section 657 of the Municipal Government Act, or such other means satisfactory to the Registrar of the South Alberta Land Titles District;
12. It is the applicant's responsibility to provide a Real Property Report or an 'as built' drawing signed and sealed by an Alberta Land Surveyor, certifying the location of the adjacent municipal road(s), septic tank(s) and field(s) and water well(s) within the boundaries of the appropriate properties and that the site plan is surveyed according to municipal setback requirements;
13. Completion of all pre-release conditions as noted in the executed Municipal Development Agreement to the satisfaction of the County and where applicable the appropriate external agencies. These conditions include:
 - a. Payment of \$11,300.00, per new lot, Community Sustainability Fee, as set out in Section 3.03 of the executed Municipal Development Agreement;
 - b. Submission of all required engineering review fees; and
 - c. All utility right of way agreements, easements, licenses and installations.
14. Public Reserve: previously provided for;
15. Applicant is to meet addressing requirements to the satisfaction of the County's GIS department;
16. Septic Disposal Evaluation, to be provided for the proposed 5.05 +/- acre Country Residential Sub-District 'A' lots, and the Agricultural Sub-District "A" balance parcel for 21 +/- acre parcel in accordance with Part 2 Section 6(4)(b) of the Matters Related to Subdivision and Development Regulation, to the satisfaction of the Public Works department;
17. Geotechnical for slope stability to be provided for the proposed 5.06 +/- acre Country Residential Sub-District "A" lot, (proposed Lot 1), to the satisfaction of the Public Works department;
18. Lot grading and drainage plans to be provided for the two subdistrict "A" lots as a condition of the development permits, to the satisfaction of the public works department;
19. All accesses to be located and culverts and approaches to be installed to current Municipal subdivision road construction standards, to the satisfaction of the Public Works department;

20. Landowners are to pay all arrears of taxes on the existing parcels prior to finalization of the subdivision; and

21. Submission of subdivision endorsement fees.

CARRIED

Adjourn

That the meeting of the Subdivision Approving Authority adjourn and that Council continue with its regular meeting.

CARRIED

OTHER MATTERS

Minutes – December 3, 2025

That Council adopt the minutes, as circulated, of its December 3, 2025 Council meeting.

CARRIED

SCHEDULED MEETINGS & PUBLIC HEARINGS

2:30 p.m. - Villam/Cunningham - NE 18-20-29 W4M - Redesignation (A to CR)

E. Cunningham & M. Villam were in attendance for the public hearing in connection to the proposed redesignation of Plan 9411470, Block 2; Ptn. N 18-20-29 W4M, from Agricultural District to Country Residential District in order to allow for a future subdivision of one 10.0 +/- acre Country Residential District lot with an approximate 17.73 +/- acre Country Residential District balance.

The public hearing was closed.

Villam/Cunningham - NE 18-20-29 W4M - Decision

Bylaw 82/2025

Bylaw 82/2025 was introduced into the meeting to authorize the redesignation of Plan 9411470, Block 2; Ptn. N 18-20-29 W4M, from Agricultural District to Country Residential District in order to allow for a future subdivision of one 10.0 +/- acre Country Residential District lot with an approximate 17.73 +/- acre Country Residential District balance.

In consideration of the criteria noted within Agricultural Policies 2 and 4 as well as Residential Policies 3 and 9 of the MDP2010, Council is of the opinion that the lands are suitable for the intended use and fragmentation of the subject lands would not be detrimental to existing agricultural uses surrounding the area and to the overall nature of the area, and is compatible with the surrounding uses.

Further, the application falls within the density provisions and lot size restrictions of the Country Residential District within the County's Land Use Bylaw.

The 10.0 +/- acre lot be designated as Country Residential Sub-District 'A' to ensure that the recommendations and restrictions as outlined in the septic disposal evaluation (provided as a condition of subdivision) is complied with to the satisfaction of the Public Works department. A completion certificate by a Professional Engineer verifying that all aspects of the noted reports have been met, and a \$5000.00 deposit as a pre-release condition to ensure compliance with all conditions of the development permit.

Prior to further consideration of the bylaw the following will be required:

1. Council acknowledges the three existing structures on the balance parcel that are not in compliance to be non conforming;
2. Landowners to fully execute and comply with all requirements as outlined within the Municipal Development Agreement for the purposes of external road construction, payment of the community sustainability fee, and \$6500 contribution towards a dust control surface on Meridian St. and any other necessary municipal and on-site improvements as required by Council and/or the Public Works department;
3. Proof of adequate water supply is to be provided in accordance with the Municipal Water Policy for the proposed 10.0 +/- acre lot, to the satisfaction of the County;
4. Septic Disposal Evaluation to be provided for the proposed 10.0 +/- acre lot, in accordance with Part 2 Section 6(4)(b) of the Matters Related to Subdivision and Development Regulation, to the satisfaction of the Public Works department, as a condition of subdivision;
5. Final redesignation application fees to be submitted; and
6. Submission of an executed subdivision application and the necessary fees.

That Bylaw 82/2025 be given first reading.

THE BYLAW WAS PASSED FOR ONE READING

OTHER MATTERS

Accounts – December 17, 2025

That the following Cheques 70742, 70744-70746, 70748-70752, 70754-70757, EFTs 030958, 030960-030962, 030964, 030967-030970, 030974, 030976, 030978, 030980-030981, 030984, 030987-030992, 030994-030996, 030998-031008, 031011, 031014-031016, 031018, 031020-031021, 031024-031028, 031030-031036, 031038-031039,

031041-031042, 031044, 031046-031050, and Pre-Authorized Payments from December 8, 2025 and December 9, 2025 totalling \$97,665.42 be approved for payment:

Cheque No.	Vendor Name	Vendor Amt.
70740	1588803 Alberta Ltd.	\$5,000.00
70741	331153 Alberta Ltd.	\$10,000.00
70743	Clariti Cloud USA, Inc.	\$30,500.00
70747	Hladun, Vitaliy	\$5,000.00
70753	Receiver General for Canada	\$218,014.32
EFT No.	Vendor Name	Vendor Amt.
EFT030957	1009720 Alberta Ltd.	\$12,362.69
EFT030959	5 Star Services and Products Inc.	\$6,407.31
EFT030963	Amazon.com.ca Inc.	\$5,443.26
EFT030965	Associated Engineering Alberta Ltd.	\$42,018.48
EFT030966	Brownlee LLP	\$8,585.81
EFT030971	CEMROCK FLATWORK LTD	\$73,717.75
EFT030972	CentralSquare Canada Software Inc.	\$24,865.72
EFT030973	Certified Tracking Solutions	\$5,079.53
EFT030975	Christ The Redeemer Catholic Education	\$644,201.94
EFT030977	Contain-A-Way Services	\$8,227.30
EFT030979	Davis Inspection Services Ltd.	\$16,652.27
EFT030982	Equipment Express	\$5,075.92
EFT030983	Everest Construction Management Ltd.	\$1,259,714.23
EFT030985	Fairmont Refrigeration &	\$6,854.72
EFT030986	Foothills County	\$600,000.00
EFT030993	Gregg Distributors Ltd	\$7,055.21
EFT030997	High River Ag Society	\$6,909.95
EFT031009	Live Edge Catering Inc.	\$13,759.46
EFT031010	Local Authorities Pension Plan	\$114,320.31
EFT031012	Maple Reinders Constructors Ltd	\$86,230.62
EFT031013	McElhanney Ltd.	\$18,279.08
EFT031017	MPE a division of Englobe	\$73,707.36
EFT031019	NSC Minerals Ltd.	\$21,964.00
EFT031022	Great West Media, LP	\$11,027.96
EFT031023	Ossa Terra Ltd.	\$27,005.98
EFT031029	RJames Management Group Ltd.	\$8,313.85
EFT031037	The Lake @ Heritage Pointe Owners' Association	\$5,387.76
EFT031040	Three Point Industries Ltd.	\$9,980.25
EFT031043	Fortified Technologies Inc	\$6,992.35
EFT031045	UFA Co-operative Limited	\$8,478.13
Pre-Authorized Payments	Vendor Name	Vendor Amt.
October 27, 2025	TD Visa	\$20,397.19
November 17, 2025	Canada Life Group Insurance	\$130,466.07
November 26, 2025	TD Visa	\$10,288.19
December 3, 2025	Canada Life 58857 Claims & Expenses	\$5,467.00

CARRIED

CONFIDENTIAL CLOSED SESSION

Advice from Officials - ATIA s. 29

That, in accordance with Section 197 of the *Municipal Government Act*, Council move into a Closed Meeting at 3:33 p.m. to discuss advice from officials as per Section 24 of the *Access to Information Act (ATIA)*. CAO R. Payne, Municipal Advisor H. Riva Cambrin, Director of Planning H. Hemingway, and Manager of Legislative Services S. Barrett attended the closed session of Council for the purpose of providing information to Council.

CARRIED

Return to Open Session

That Council return to its open meeting of Council at 4:45 p.m.

CARRIED

OTHER MATTERS

Committee Reports

Council provided the following information and updates on the Council Committees attended for the period of December 3, 2025 – December 16, 2025:

- Reeve Siewert: Mayors and Reeves of Southern Alberta, Agricultural Service Board Provincial Committee
- Deputy Reeve Oel: Priddis – Red Deer Lake Recreation Board, North West Foothills Recreation Board, Mayors and Reeves of Southern Alberta
- Councillor McHugh: No committees to report for this period
- Councillor Estes: Diamond Valley / Foothills County Intermunicipal Committee, Foothills Regional Services Commission
- Councillor Alger: North West Foothills Recreation Board, Agricultural Service Board Provincial Committee
- Councillor Callister: Family and Community Support Services
- Councillor Kendall: Family and Community Support Services, North West Foothills Recreation Board, Diamond Valley / Foothills County Intermunicipal Committee, Agricultural Service Board

Adjourn

That Council adjourn at 4:45 p.m.

CARRIED