

**FOOTHILLS COUNTY**

**COUNCIL MINUTES**

**May 20, 2026, 9:00 a.m.**

Present: Reeve Siewert, Deputy Reeve Oel, Councillor Alger, Councillor McHugh, Councillor Callister, Councillor Kendall  
Administration: CAO R. Payne, Municipal Advisor H. Riva Cambrin, Manager of Legislative Services S. Barrett, Deputy Director of Planning D. Granson, Recording Secretary G. Stanley  
Absent: Councillor Estes

**GENERAL MATTERS**

**Call Meeting to Order**

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

**Approval of the Agenda**

That Council approve the agenda for the Council meeting of May 20, 2026.

**MISCELLANEOUS MUNICIPAL ITEMS**

Manager of Parks and Recreation J. Porter, Manager of Agricultural Services K. Kornelsen, Deputy Director of Community and Emergency Services P. Stapley, Manager of Business Services K. Allard, and Supervisor of Construction and Drainage I. McLean, were in attendance for a discussion period with Council.

**Appointment of Bylaw Officer**

That Council appoint Grayson Burkholder as a Bylaw Officer to carry out the limited duties and responsibilities of a Bylaw Officer under the Municipal Government Act and the Bylaw Enforcement Bylaw.

**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 9:21 a.m. to discuss advice from officials as per Section 29 of the *Access to Information Act (ATIA)*. CAO R. Payne, Municipal Advisor H. Riva Cambrin, Deputy Director of Planning D. Granson, 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 9:28 a.m.

**CARRIED**

**West Foothills Water Treatment Plant – Generator**

That Council authorize the purchase and installation of a backup generator and site fencing at the West Foothills Water Treatment Facility for a total cost not to exceed \$110,000.00, including contingency plus applicable taxes.

**CARRIED**

**MISCELLANEOUS MUNICIPAL ITEMS**

**Foothills Regional Airport - Lot Subleasing**

That Council direct administration to resume lot sublease sales at the Foothills Regional Airport once the fire protection reservoir is filled and operational, and that administration bring back cost-recovery options in advance.

**CARRIED**

**Scott Seaman Sports Park - Ball Diamonds - Chain Link Fence Safety Cap**

That Council authorize the purchase of 50 packages (2000 ft) of chain link safety cap from Lynx Brand Fence Products Alta Ltd. for a total cost not to exceed \$6,917.00 plus applicable taxes, including contingency.

**CARRIED**

**Agricultural Services Board - Shop Cement Pad**

That Council authorize the extra payment for the cement pad at the Agricultural Services Shop for a total cost not to exceed \$2,175.00 plus applicable taxes.

**CARRIED**

**Speed Limit Reduction - Bow River Bottom Trail East**

**Bylaw 24/2026**

Bylaw 24/2026 was introduced into the meeting to authorize a 30 km/h zone on Bow River Bottom Trail East and installation of the corresponding 30 km/h speed limit signage (RB-1(30)).

That Bylaw 24/2026 be given first reading and that Council authorize administration to install associated regulatory and warning signage as required.

**THE BYLAW WAS PASSED FOR ONE READING**

Speed Limit - 1st Curve East of Highway 762

**Bylaw 25/2026**

Bylaw 25/2026 was introduced into the meeting to authorize a 60 km/h zone and a 30 km/h zone for the first curve on Plummers Road between Highway 762 and 1.0 km East of Highway 762, and the installation of corresponding speed limit signage (RB-1(60)) and (RB-1(30)).

That Bylaw 25/2026 be given first reading.

**THE BYLAW WAS PASSED FOR ONE READING**

2026 Road Event - Millarville School Walk-A-Thon

That Council authorize the use of municipal roads through the Hamlet of Millarville for the Millarville School Walk-A-Thon on June 4, 2026.

**CARRIED**

**SCHEDULED MEETINGS & PUBLIC HEARINGS**

10:00 a.m. - Jenkins - SW 08-21-28 W4M - Redesignation (A to CR)

R. Jenkins and Agent L. Turner were in attendance for the public hearing in connection to the application for the redesignation of an 8.30 +/- acre portion on Plan 9612277, Block 2; Ptn. SW 08-21-28 W4M from Agricultural District to Country Residential District to allow for the future subdivision of two new 4.15 +/- acre Country Residential District parcels, leaving a 151.58 +/- acre Agricultural District balance parcel.

The public hearing was closed.

Jenkins - SW 08-21-28 W4M – Decision

**Bylaw 26/2026**

Bylaw 26/2026 was introduced into the meeting to authorize the redesignation of a 4.15 +/- acre portion of Plan 9612277, Block 2; Ptn. SW 08-21-28 W4M from Agricultural District to Country Residential District to allow for the future subdivision of one new 4.15 +/- acre Country Residential District parcel, leaving a 155.73 +/- acre Agricultural District for the following reasons:

In their consideration of the criteria noted within the Agricultural section of the MDP2010, Council is of the opinion that the lands are suitable for the intended use and that fragmentation of the subject lands would not be detrimental to the overall nature of the area. 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 new 4.15 +/- acre parcel shall be designated as Country Residential Sub-District 'A' to ensure that the recommendations and restrictions as outlined in the High Water Table Testing for Foundation Design, Septic Disposal Evaluation (PSTS), Building Envelopes (conditions of subdivision) are 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 deposit as a pre-release condition to ensure compliance with all conditions of the development permit will be required.

Prior to further consideration of the Bylaw, the Applicant will be required to submit the following:

1. Landowners are to submit a revised site plan which identifies the Environmental Reserve Easement (ERE) area over the full extent of the wetland and any associated riparian lands located within the proposed boundaries of the 4.15 +/- acre Proposed Lot, to be provided to the satisfaction of the County's Public Works Department;
2. Landowners are to fully execute and comply with all requirements as outlined within the Municipal Development Agreement for the purposes of payment of the community sustainability fee and any other necessary municipal and on-site improvements as required by Council and the Public Works department;
3. Proof of adequate water supply to be provided for the proposed 4.15 +/- acre parcel in accordance with the Municipal Water Policy, to the satisfaction of the County;
4. Submission of High-Water Table Testing for Foundation Design for the proposed 4.15 +/- acre parcel, to the satisfaction of the Public Works department, as condition of subdivision;
5. Submission of Septic Disposal Evaluations for the proposed 4.15 +/- acre parcel, to the satisfaction of the Public Works department; as condition of subdivision;

6. Building Envelopes for the proposed 4.15 +/- acre parcel which exclude the area of the wetland within the proposed lot, to the satisfaction of the Public Works department, as condition of subdivision;
7. Final redesignation application fees to be submitted; and
8. Submission of an executed subdivision application and the necessary fees.

That Bylaw 26/2026 be given first reading.

**THE BYLAW WAS PASSED FOR ONE READING**

**MISCELLANEOUS PLANNING ITEMS**

Torqued Industries Ltd. - SW 17-20-02 W5M - Development Permit 26D 093

That Development Permit 26D 093 for one new 6,000 +/- sq. ft. cold storage building, and yard development in support of the following uses: Contractor, General and Outdoor Storage; and including Signage for the related industrial use on Plan 2411845, Block 3, Lot 9; Ptn. SW 17-20-02 W5M be approved subject to the following conditions:

**APPROVAL DESCRIPTION:**

Upon completion of the below noted Pre-Release Conditions, this approval allows for development and use on Plan 2411845, Block 3, Lot 9; Ptn. SW 17-20-2 W5M as follows:

1. Construction of a 6,000 +/- sq. ft. cold storage building for Contractor, General occupancy and use, to be located and structured in accordance with the accepted plans; and
2. Ancillary supporting development including Outdoor Storage use, fencing and gates, signage, lighting and security, parking and screening in accordance with the accepted final design plans and those Conditions and Requirements as included herein.

**PRE-RELEASE CONDITIONS:**

Pre-Release Conditions must be fulfilled before the Development Permit will be signed and released. Unless a time extension is issued under agreement between the Development Authority and the Applicant(s), failure to complete the pre-release conditions on or before October 20, 2026, will see this approval be deemed null and void.

The Development shall not proceed until such time as the County has issued a signed Development Permit.

1. The applicant is required to submit refundable security deposit in the amount of \$3,000.00 to ensure compliance with the Building, Safety, and Fire Codes. This deposit will be refunded at such time that all required permits and inspections have been obtained, and the buildings and facilities have been verified to be suitable for intended use and occupancy by the County's Safety Codes Officer and the Foothills Fire Department; and
2. A Letter of Consistence with the area Stormwater Management Plan & Infrastructure Design (by WWR Inc. for Currick International of Canada Ltd., June 30, 2017, #SWMP5000517) is required, as well as all required engineering review fees, to the satisfaction of the Public Works department.

**CONDITIONS OF APPROVAL:**

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. The development shall be executed in accordance with all conditions of approval and plans that have been acknowledged by the municipality to be appropriate;
2. All necessary building and safety codes permits and inspections shall be obtained from the County;
3. Prior to any occupancy, the applicant shall contact the Foothills Fire Department in order to arrange for a fire inspection. It is the applicant's responsibility to provide proof of such to the File Manager. Authorization for occupancy of the buildings/any portion thereof, shall not be granted until such time that required safeties and functionality are illustrated to have been met;
4. An Emergency Response Plan is to be established for the development. This plan is to be submitted for review and acceptance by the County;
5. The occupying business is required to obtain an annual business license with the County;

6. Prior to the County acknowledging completion of the development the applicant is to submit verification that all improvements are consistent with the plans and recommendations within the stormwater management plans, once submitted and accepted by the County, as per above pre-release condition 2;
7. It is the applicant's responsibility to provide notification to the File Manager upon completion of the development; and
8. The applicant shall be responsible for payment of any professional costs including legal fees that may be incurred by the County with respect to implementation of this permit.

**ADVISORY CONDITIONS:**

The following requirements are provided by Foothills County to inform the applicant(s) and landowner(s) of their necessity. It is the responsibility and liability of the applicant(s) and landowner(s) to ensure adherence with these requirements for the life of the development.

1. This approval wholly replaces any previous development approvals that have been issued for the subject property;
2. The development is to be maintained in accordance with all conditions of approval, plans and agreements that have been acknowledged by the municipality to be appropriate, and these advisory conditions. Additions to, or revisions to the development and use approved herein may occur only upon obtaining appropriate independent approvals;
3. The applicant is advised that review and acceptance of any required work(s) may be subject to payments of review fee(s) and/or inspection fee(s) as per the Foothills County Fee Schedule;
4. Development and use of the land are to comply with the requirements of the applicable Building, Safety, and Fire Codes at all times;
5. Screening and stormwater facilities shall at all times be maintained as per the plan(s) accepted to be appropriate by the municipality and must at all times be safe, functional, and in a good state of repair. The development shall at all times have a generally neat and orderly appearance and be free of weeds. Plantings are to be maintained to demonstrate healthy and vigorous growth;
6. Any jobsite signage related to construction and lot development is to be removed within 60 days of completion of the approved development;
7. The applicant is responsible to ensure that on-site parking and loading are at all times able to sustain use and occupancy. At no time shall the local municipal road surfaces be used for the purpose of loading/unloading, parking, or as a stacking space;
8. It is the landowner's responsibility to ensure appropriate internal access and site circulation for fire department apparatus and emergency access at all times;
9. Containers for garbage or recycling materials that are located outdoors shall be weatherproof and animal-proof and must be fully screened from adjacent lands. There shall be no storage of waste materials on the property, nor burning of waste materials on the property. All waste materials must be disposed of at an approved waste disposal site. Secondary containment for fluids shall be implemented where appropriate;
10. There shall be no storage of hazardous materials or goods on-site beyond the propane tank in accordance with the accepted plans;
11. Exterior lighting must adhere to the guidelines and technical specifications as outlined within the Foothills Dark Sky Bylaw, and comply with section 9.15 of the Land Use Bylaw 60/2014; and
12. 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, nor excuse violation of any Provincial or federal regulation or act which may affect use of the land.

**CARRIED**

**SUBDIVISION APPROVING AUTHORITY ITEMS**

That Council recess to sit as the Subdivision Approving Authority.

**CARRIED**

2676176 Alberta Ltd./Kent 6 Ranch Ltd./Locre Investments Ltd. - SE 30-19-28 W4M - Request for Boundary Adjustment

That the Boundary Adjustment whereby 9.94 +/- acres from Ptn. SE 30-19-28 W4M (General Industry District) is consolidated into Ptn. SE 30-19-28 W4M; Plan 0815871,

Block 1, Lot 1 (General Industry District), resulting in one 129.96 +/- acre parcel (SE 30-19-28 W4M) and one 22.04 +/- acre parcel (Plan 0815871, Block 1, Lot 1) be refused as the proposed Boundary Adjustment does not adequately address the protection of riparian areas located within the adjustment area, and that approval may compromise the long-term integrity of these environmentally sensitive features.

**CARRIED**

Adjourn

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

**CARRIED**

**OTHER MATTERS**

Minutes – May 13, 2026

That Council adopt the minutes, as circulated, of its May 13, 2026 Council meeting.

**CARRIED**

Accounts – May 20, 2026

That the following Cheques 0070903-0070907, 007910-0070911, EFTs 032310-032320, 032325-032328, 032330-032338, 032340-032342, 032344-032346, 032353-032359, 032361-032368, 032370-032376, and Pre-Authorized Payments dated May 12, 2026 totaling \$66,018.87 be approved for payment:

<b>Cheque No.</b>	<b>Vendor Name</b>	<b>Vendor Amt.</b>
0070909	Receiver General for Canada	\$347,644.33
<b>EFT No.</b>	<b>Vendor Name</b>	<b>Vendor Amt.</b>
EFT032309	1009720 Alberta Ltd.	\$11,732.69
EFT032321	Canoe Procurement Group of Canada	\$8,027.69
EFT032322	Carcraft Carstar Collision	\$19,771.91
EFT032324	CDW Canada Inc.	\$64,048.81
EFT032325	City Wide Radiator Ltd.	\$3,694.08
EFT032329	Foothills County	\$700,000.00
EFT032339	Highwood Print Shop	\$6,263.25
EFT032343	K2 Engineering Ltd.	\$12,917.63
EFT032347	Local Authorities Pension Plan	\$111,582.02
EFT032349	Maple Reinders Constructors Ltd	\$835,070.78
EFT032350	Mariah Projects Ltd.	\$11,340.00
EFT032351	McAsphalt Industries Limited	\$49,044.01
EFT032352	MPE a division of Englobe	\$14,485.23
EFT032360	RJames Management Group Ltd.	\$7,038.30
EFT032369	UFA Co-operative Limited	\$8,730.23
EFT032370	Vanee Farm Centre Inc.	\$282.22
EFT032377	WSP E&I Canada Limited	\$37,831.50
EFT032378	Canoe Procurement Group of Canada	\$38,496.08
<b>Pre-Authorized Payments</b>	<b>Vendor Name</b>	<b>Vendor Amt.</b>
May 11, 2026	Direct Energy Business	\$16,203.57
May 14, 2026	Direct Energy Business	\$10,770.34

**CARRIED**

**SCHEDULED MEETINGS & PUBLIC HEARINGS**

11:00 a.m. - Saether - NE 03-22-03 W5M - Amend (CR)

R. Saether and Agent E. Popiel were in attendance for the public hearing in connection to the application for an amendment to the Country Residential District land use rules to allow for the future subdivision of one 2.0 +/- acre Country Residential District parcel, leaving a 9.63 +/- acre Country Residential District balance from Plan 0814804, Block 1, Lot 6; Ptn. NE 03-22-03 W5M.

The public hearing was closed.

Saether - NE 03-22-03 W5M – Decision

That the application for an amendment to the Country Residential District land use rules to allow for the future subdivision of one 2.0 +/- acre Country Residential District parcel, leaving a 9.63 +/- acre Country Residential District balance from Plan 0814804, Block 1, Lot 6; Ptn. NE 03-22-03 W5M be refused.

In consideration of the criteria noted within the Residential section of the MDP2010, Council is of the opinion that the application does not adequately address the intent of the policy with respect to the cumulative effects of the development and the suitability of the lands for further development.

**CARRIED**

**CONFIDENTIAL CLOSED SESSION**

Closed Session

That, in accordance with Section 197 of the *Municipal Government Act*, Council move into a Closed Meeting at 11:48 a.m. to discuss advice from officials as per Section 29 of the *Access to Information Act (ATIA)*. CAO R. Payne, Municipal Advisor H. Riva Cambrin, Deputy Director of Planning D. Granson, 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 1:34 p.m.

**CARRIED**

**MOTIONS ARISING FROM CONFIDENTIAL CLOSED SESSION**

That Council authorize administration to conduct a legal review of the item discussed in the closed session.

**CARRIED**

That Council authorize participation in the Alberta Rural Industrial Caucus.

**CARRIED**

**SCHEDULED MEETINGS & PUBLIC HEARINGS**

1:30 p.m. - Sebolsky/Oglestone - Little Creek Dog Park - NW 07-20-01 W5M - Site-Specific Amendment

K. Oglestone was in attendance for the public hearing in connection to the application for a Site-Specific Amendment to the Agriculture District land use rules to allow for Dog Park as a Discretionary Use on Ptn. NW 07-20-01 W5M

Also in attendance was Emma Godley.

One letter of support was received from J. and C. Coleman.

The public hearing was closed.

Sebolsky/Oglestone - Little Creek Dog Park - NW 07-20-01 W5M – Decision

**Bylaw 27/2026**

Bylaw 27/2026 was introduced into the meeting to authorize a Site-Specific Amendment to the Agriculture District land use rules to allow for a Dog Park as a Discretionary Use on Ptn. NW 07-20-01 W5M.

In their consideration of the criteria within the MDP2010 and LUB 60/2014; Council is of the opinion that allowing the proposed dog park on the subject lands would not be detrimental to the intended use of the subject parcel and neighbouring parcels.

Subsequent approval and issuance of a Development Permit for a Dog Park will be required prior to the property being developed/used for the operation of a Commercial Dog Park.

Prior to further consideration of the Bylaw, the Applicant will be required to submit the following:

1. Landowner is to submit approval or waiver from Alberta Environmental Protection, regarding the seasonal drainage located within the subject area, to the Development Authority;
2. Final amendment application fees to be submitted; and
3. Submission of an executed subdivision application and the necessary fees.

That Bylaw 27/2026 be given first reading.

**THE BYLAW WAS PASSED FOR ONE READING**

**OTHER MATTERS**

Committee Reports

Council provided the following information and updates on the Council Committees attended for the period of May 13, 2026 - May 19, 2026:

- Reeve Siewert: City of Calgary/Foothills County Intermunicipal Committee
- Deputy Reeve: Foothills Regional Emergency Services Commission, City of Calgary/Foothills County Intermunicipal Committee, City of Calgary/Foothills County Annexation Negotiation Committee, Rural Foothills Policing Committee
- Councillor Kendall: Town of Diamond Valley Library Board (Sheep River Library)
- Councillor Alger: City of Calgary/Foothills County Intermunicipal Committee, City of Calgary/Foothills County Annexation Negotiation Committee, Dunbow Recreation Board
- Councillor Callister: City of Calgary/Foothills County Intermunicipal Committee
- Councillor McHugh: No committees to report for this period

Adjourn

That Council adjourn at 2:08 p.m.

**CARRIED**