FOOTHILLS COUNTY
COUNCIL AGENDA

Wednesday, November 18, 2026, 9:00 a.m.
Foothills County Administration Office
309 Macleod Trail South – High River

Pages

A. GENERAL MATTERS

A.1 Call Meeting to Order

A.2 Approval of the Agenda

A.3 Round Table

B. MISCELLANEOUS MUNICIPAL ITEMS

B.1 **Bylaw 18/ 2026 - Temporary Highway Signage Amendment** 4
Presented by: Deputy Director of Community and Emergency Services Peter Stapley

B.2 **Appointment of Deputy Director of Emergency Management** 16
Presented by: Deputy Director of Community and Emergency Services Peter Stapley

B.3 **Foothills Enforcement Services - 2026 Third Quarter Report** 24
Presented by: Acting Manager, Enforcement Services CPO Kevin Bridge

B.4 **Roll# 2129327670 - Request for Cancellation of Tax Levies** 37
Presented by: Manager of Assessment and Taxation Teresa Lemon

B.5 **Roll# 2229043655 - Request for Cancellation of Tax Levies** 42
Presented by: Manager of Assessment and Taxation Teresa Lemon

B.6 **Roll# 2028052510 - Request for Cancellation of Tax Levies** 46
Presented by: Manager of Assessment and Taxation Teresa Lemon

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B.8 **Roll# 1928167500 - Request to Waive Tax Penalty** 50
Presented by: Reeve Rob Siewert

B.9 **Request for Tax Sale Reserve Bids - Multiple Properties** 54
Presented by: Manager of Assessment and Taxation Teresa Lemon

B.10 **Water Ski & Wakeboard Canada - Request for Letter of Support** 71
Presented by: CAO Ryan Payne

B.11 **Economic Development Plan Draft - Request for Feedback** 74
Presented by: Economic Development Officer Mark Laver

B.12 Foothills County/Volker Stevin - NE 13-20-29 W4M - Request to Purchase Portion of Road Plan 133
Presented by: Municipal Lands Administrator Donna Fowler

B.13 Intermunicipal Subdivision and Development Appeal Board Bylaw 147
Presented by: Manager of Legislative Services Sherri Barrett

B.14 Bylaw 21/2021 - Joint Assessment Review Board Amendments 152
Presented by: Manager of Legislative Services Sherri Barrett

B.15 Bylaw 57/2022 - Foothills County Meeting Procedure Amendments 157
Presented by: Manager of Legislative Services Sherri Barrett

C. SCHEDULED MEETINGS & PUBLIC HEARINGS

C.1 10:00 a.m. - Peters - NE 01-21-04 W5M - Amend CR 171
Presented by: Planning Officer Brittany Domenjoz

C.2 11:00 a.m. - Foothills County/Burnell - NW1/4 11-20-01 W5M - Request to License Undeveloped Road Allowance 183
Presented by: Municipal Lands Administrator Donna Fowler

C.3 1:30 p.m. - 2599120 Alberta Inc. - NW 15-21-29 W4M - Amend CR 189
Presented by: Planning Officer Pierre-David Karolyi

D. MISCELLANEOUS PLANNING ITEMS

D.1 Turner - SE-29-18-27 W4M - Bylaw 69/2025 (2nd & 3rd Reading) 214

D.2 Journey Energy Inc. - SE 35-19-28 W4M - Bylaw 65/2026 and Bylaw 66/2026 (2nd & 3rd Readings) 225

D.3 Journey Energy Inc. - SE 35-19-28 W4M - Development Permit 26D 183 238

D.4 Land Use Bylaw 60/2014 - Amendments to Reduce Red Tape - Bylaw 58/2026 (2nd & 3rd Reading) 260

D.5 Maroons Investments Inc. - SW 13-20-01 W5M - Development Permit 22D 103 - Request for Time Extension 288

E. SUBDIVISION APPROVING AUTHORITY ITEMS

E.1 Carma Ltd. - SW 04-22-29 W4M - Request for Time Extension 302

E.2 Turner - SE 29-18-27 W4M - Request for Subdivision Approval 309

F. CONFIDENTIAL CLOSED SESSION

F.1 Advice from Officials - ATIA s. 29

G. MOTIONS ARISING FROM CONFIDENTIAL CLOSED SESSION

H. ACKNOWLEDGEMENTS AND INFORMATION ITEMS

I. OTHER MATTERS

I.1 Lunch

I.2 Accounts

I.2.1 November 4, 2026
Councillors McHugh, Callister and Kendall

I.2.2 November 11, 2026
Councillors McHugh, Callister and Kendall

I.2.3 November 18, 2026
Councillors McHugh, Callister and Kendall

I.3 Minutes

I.3.1 October 28, 2026 - Organizational Meeting

I.3.2 October 28, 2026 - Regular Council Meeting

I.4 Committee Reports

I.5 Next Meeting – November 25, 2026

I.6 Adjourn

DEPARTMENT: Enforcement Services	
FOOTHILLS COUNTY	**TOPIC: Bylaw 18/2026 – Temporary Signs on Highways Bylaw Amendment**
REPORT PREPARED BY: Peter Stapley **REPORT PRESENTED BY: Kevin Bridge**	

PURPOSE OF REQUEST

To provide first reading to Bylaw XX/2026 amending Bylaw 18/2006 - the Temporary Signs on Highways Bylaw.

BACKGROUND

The Provincial government has amended the Elections Act adding in Section 206.5 which states:

> *206.5 Despite sections 7 and 640(1.1) of the Municipal Government Act, a municipal council must not pass a bylaw or resolution respecting election signs or election advertisements.*

To bring the Temporary Signs on Highways bylaw in compliance with the Elections Act, administration is proposing amendments to remove sections related to election signage.

The bylaw is ready for three readings.

REQUEST OF COUNCIL

Proposed Motion:

That Council provides Bylaw xx/2026 first reading and consideration for second and third readings.

APPENDICES

Appendix A – Draft Amending Bylaw
Appendix B – Temporary Signs on Highways Bylaw 18/2006 – Redlined version

BYLAW XX/2026

BEING A BYLAW OF FOOTHILLS COUNTY TO AUTHORIZE AN AMENDMENT TO THE TEMPORARY SIGNS ON HIGHWAYS BYLAW NO. 18/2006 AS AMENDED

WHEREAS pursuant to the provisions of the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000, and amendments thereto, the Council of Foothills County in the Province of Alberta, has adopted Temporary Signs on Highways Bylaw No. 18/2006.

AND WHEREAS pursuant to Section 191(1) of the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000, the power to pass a bylaw under this or any other enactment includes a power to amend or repeal the bylaw;

AND WHEREAS Bylaw XX/2026 was introduced to Council to further amend the Temporary Signs on Highways Bylaw by authorizing text amendments to the Temporary Signs on Highways Bylaw as follows:

1. That Section 8 and all subsections be removed from the bylaw and subsequent sections be renumbered accordingly.

2. This Bylaw shall have effect on the date of third reading.

FIRST READING: November XX, 2026

_____
Reeve

_____
CAO

SECOND READING:

_____
Reeve

_____
CAO

THIRD READING:

_____
Reeve

_____
CAO

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this day of , 2026.

BYLAW NO. 18/2006

BEING A BYLAW TO REGULATE SIGNING ERECTED ON PUBLIC LANDS AND DIRECTIONAL SIGNING FOR COMMERCIAL DEVELOPMENT WITHIN THE HIGHWAY RIGHT OF WAY AND ADJACENT TO HIGHWAYS WHICH ARE UNDER THE JURISDICTION/CONTROL/OWNERSHIP OF THE MUNICIPAL DISTRICT OF FOOTHILLS NO. 31

NOW THEREFORE THE COUNCIL OF THE MUNICIPAL DISTRICT OF FOOTHILLS NO. 31 ENACTS AS FOLLOWS:

Title

1. This Bylaw may be referred to as the "Temporary Signs on Highways Bylaw".

Interpretation

2. In this Bylaw,

a) "Boulevard" means that part of the highway that

i. is not a roadway, and
ii. is that part of the Sidewalk that is especially adapted to the use of or ordinarily used by pedestrians.

b) "Bylaw Enforcement Officer" means any person designated as such pursuant to Bylaw No. 87/99;

c) "Community Association Sign" means a sign which is used by a community association to advertise community meetings or events;

d) "Community Identification Sign" means a sign which states the name of a residential community area and may contain a logo or symbol which is related to the community name;

e) "Crosswalk" means;

ii. That part of a roadway at an intersection included within the connection of the lateral lines on the sidewalks on the opposite sides of the highway measured from the curbs or, in the absence of curbs, from the edges of the roadway, or
iii. that part of a roadway at an intersection or elsewhere

distinctly indicated for pedestrian crossing by lines or by other markings on the road

f) "Development Authority" means the development authority provided for by Council from time to time pursuant to Section 624 of the Municipal Government Act to exercise development powers;

g) "Development Permit" means a document issued under the M.D.'s Land Use Bylaw;

h) "Election Sign" means any Sign used to promote a candidate or party during a municipal, provincial or federal election or any election held pursuant to the *Local Authorities Election Act, S.A. 1983. c.L-27. 5;*

i) "'Garage Sale" means the sale of personal or household goods from a residential property;

j) "Highway" means any thoroughfare, street, road, trail, avenue, parkway. driveway, viaduct, lane, alley, square, bridge, causeway, trestle, way or other place, under the jurisdiction and enforcement within the Municipality, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, and includes,

   i. a sidewalk (including the Boulevard portion of the sidewalk);
   ii. if a ditch lies adjacent to and parallel with the roadway, the ditch; and
   iii. if a highway right-of-way is contained between fences or between the fence and the edge of the roadway, as the case may be;

k) "Intersection" means the area embraced within the prolongation or connection of,

   i. the lateral curb lines or, if none,
   ii. the exterior edges of the roadways of two or more highways which join one another at an angle whether or not one highway crosses the other;

l) "Median" means a physical barrier or area that separates traffic travelling in one direction from traffic travelling in the opposite direction on a highway;

m) "Municipality" means the local government authority incorporated as the Municipal District of Foothills No. 31;

n) "Municipal Manager", "Municipal Engineer" or "Director of Public Works and Engineering" means the person or persons employed by the

municipality with the title or responsibilities associated with such title;

o) "Municipal Property" means structures, equipment or things owned by the Municipality and which are on highways;

p) "Owner" is any Person who is described on a sign, whose name or address or telephone number appears on a sign, who created a sign, who installed a sign, who is in lawful control of a sign or who is the subject of or otherwise benefits from the message of a sign, and for the purposes of this bylaw there may be more than one owner of a sign;

q) "Person" means a natural person or a body corporate and includes a partnership, a group of Persons acting in concert or an association;

r) "Post" means a piece of wood, metal, etc set upright to support a building, sign or fence.

s) 'Poster" means a sign which is not self-supporting and is attached with its entire back surface in contact with a post, pole, wall or other structure and is secured by tape, glue, staples or other means;

t) "Poster Board" means a structure along certain streets within the Municipality for the purpose of posting bills, notices and posters.

u) "Road" means that part of the highway intended for use by vehicular traffic;

v) "Sidewalk" means that part of a highway especially adapted to the use of or ordinarily used by pedestrians, and includes that part of a highway between the curb or edge of the roadway and the adjacent property line, whether or not paved or improved;

w) "Sign" means an inscribed board, bill, placard, post, poster, banner, flag or device which is intended to promote anything or inform anyone;

x) "Standard Street Light Pole" means a circular or octagonal street light pole that is either metal or wood with the luminaries facing downwards;

y) "Temporary Sign" means a sign which is not permanently anchored to the ground or affixed to a building, advertising for a limited time goods, services or activities and which by their nature, could readily be relocated to serve a similar purpose in another location. These include garage sale signs, banners, portable signs, pennants, signs advertising a demonstration of agricultural methods and signs announcing the sale of goods or livestock on land not normally used for commercial purposes;

z) "Traffic Control Device" means any sign, signal, marking or device placed, marked or erected under the authority of the Traffic Safety Act R.S.A. 2000, Chapter T-6, for the purpose of regulating, warning or guiding traffic;

aa) "Traffic Island" means a physical barrier or strip of land which channels traffic into a specific route or controls turns at an intersection or provides refuge to protect and aid pedestrians crossing a highway or aids in loading or unloading transit riders;

bb) "Traffic Signal Pole" means any pole with an electronic or illuminated traffic control device attached to it.

General Prohibitions and Requirements

3.

(1) This bylaw applies to signs placed on highways but does not apply to signs permitted by Municipal District of Foothills No. 31 Bylaw 01/99, Section 10.11.0 (Land Use Bylaw) and amendments thereto.

(2) Except as provided in this bylaw, a person shall not place a sign on a highway which;

a) obstructs a traffic control device;
b) is lit or electrified;
c) is a hazard or dangerous to vehicular or pedestrian traffic;
d) is inflatable;
e) is displayed for more than fourteen consecutive days or more than 24 hours following the date any advertised event concludes, whichever is less;
f) is within 30 meters of an intersection;
g) is within 2 meters of a curb or edge of any road;
h) is permanently affixed;
i) is supported by string, rope, wire or metal stakes and has a sign face larger than 0.6 square meters;
j) displays an intermittent, flashing or rotating light;
k) is illuminated by a flood light in such a manner as to cause interference or create a hazard to the motoring public;
l) has any moving or rotating parts;
m) bears a legend giving a command such as "stop, stop ahead, turn, caution ... " etc. or any legend that in any way imitates a standard or commonly used traffic control device;
n) is internally lit for use at night;
o) contains irrelevant information such as business telephone number, product prices or business slogans;
p) is within a comer visibility triangle, which is defined as a triangular

area formed on a comer site by the two curb lines and a straight line which intersects them 7.5 meters from the comer where they meet, as defined in the Land Use Bylaw;

q) is attached to a rural post office box.

(3) Except as provided in this Bylaw, a Person shall not;

a) attach a sign to any sound attenuation wall;
b) attach a sign to any standard street light pole or traffic signal pole;
c) attach a sign to any decorative street light pole;
d) permit a sign to cause any damage to municipal property;
e) allow a sign to become unsightly;
f) place a sign on or within any traffic island median
g) place a sign within 10 meters of a crosswalk that is not located at an intersection;
h) place a sign on a fire hydrant;
i) place a sign on a bridge.

(4) A person who places or posts a sign shall legibly state on the sign:

a) the name of an owner of the sign and the address and phone number of the owner, and the development approval number
b) the date of posting of the sign
c) sign ownership label shall not exceed 8 cm x 13 cm.

(5) All signs fabricated for private or business use, for placement adjacent to a municipal highway system are to be well designed, attractive and professional looking in general appearance. Standard sign fabrication practices and methods are to be used in the production of the signs including the use of standard letter shapes and styles. Signs may be fabricated using any type of material but the material selected must remain in good condition for the intended life of the sign.

(6) All signs must comply with all requirements of the MUNICIPAL DISTRICT OF FOOTHILLS NO. 31 Land Use Bylaw 01/99 and amendments thereto.

Prohibited Areas

4.

(1) A person shall not place a sign on a highway under the jurisdiction and control of the local authority.

a) Except for Posters attached to poles or Standard Street Light Poles in accordance with Section 5.

Posters

5.

1. Notwithstanding Sections 3(2) (g) and 3(3) (b) but subject to Section 5, a person is permitted to attach a poster to a pole or a Standard Street Light **Pole** that;

   a) no more than one poster, per owner, is placed on a single pole or Standard Street Light Pole; and
   b) Posters shall only be attached to a pole or a Standard Street Light Pole with clear adhesive tape or securable plastic banding;
   c) permission is granted from the owner of the pole.

Garage Sales

6. Notwithstanding any other provision of this bylaw, an owner or occupant of a residence who holds a garage sale may only display in accordance with this bylaw a maximum of three signs for the purpose of advertising the garage sale and only on the day prior to and on the day of the garage sale

Authorized Signs

7.

(1) A person shall not cause a sign to be attached to or be within 30 meters of a school bus zone, etc. without the written consent of the development authority.

(2) A person shall not place a sign above a street or on or within a pedestrian walkway or any other overpass without the written permission of the development authority.

~~**Election Signs**~~

~~8.~~

~~(1) A person shall not cause a sign to be attached to or be within 30 meters of a school bus zone, etc. without the written consent of the development authority.~~

~~(2) A person shall not place a sign above a street or on or within a pedestrian walkway or any other overpass without the written permission of the development authority.~~

Community Identification Signs and Community Association Signs

8. ~~9.~~

(1) The location, size, design and character of a community identification sign shall be to the satisfaction of and approval by the Development Approving Authority.

(2) Approval for a community identification sign will be given for a maximum of 10 years. Renewal of an approval of an existing community identification sign is a new application.

(3) Community Identification Signs are allowed provided the Sign:
   a) Is for community identification purposes only;
   b) Displays no third-party advertising; and
   c) Is constructed of maintenance free material.

(4) Prior to approval of a community identification sign, the owner of such sign shall deliver to the Municipality in a form to the satisfaction of the Municipality, a development agreement that provides that the owner shall:

   a) maintain the sign for the approval period;

   b) indemnify the Municipality against any claim made against the Municipality by reason of the existence of the community identification sign;

   c) remove the community identification sign on 30 days notice where required by the Municipality for a municipal purpose; and

   d) where approval of an existing community identification sign has expired and has not been given a new approval, at its cost remove the sign and rehabilitate the highway to the satisfaction of the Municipal Engineer.

(5) A community identification sign, where located on a highway, shall be placed either on the boulevard or median of a roadway designated as a major roadway standard or lesser standard.

(6) The number of community identification signs allowed per community will be determined by the Development Approving Authority.

(7) Notwithstanding Subsections 3(2)(1) and 3(3)(t)), a community association may, with the prior written approval of the Development Approving Authority, locate a community association sign in reasonable proximity to a community identification sign or at any other location on a highway.

(8) a community association sign shall be no larger than 3.0 square meters.

Exemptions

9. ~~10.~~ The following signs are exempt from the application of this bylaw:

(1) Signs used by the Municipality for operational, public safety, display, advertising, or ornamental purposes, and
(2) any sign carried by or on a person.

Enforcement

10. ~~11.~~

(1) Any sign that impedes or interferes with the work of a Municipal operation may be removed and disposed of by a Municipal employee, officer or agent affected without notice to the owner of the sign.

(2) Any sign found in breach of this bylaw by an authorized Municipality employee, may be removed and impounded without prior notice to the owner.

(3) Any sign impounded for a period of 14 days which has not been claimed by the owner may be destroyed without compensation by the Municipality to the owner.

Prosecution and Penalties

11. ~~12.~~

(1) An owner of a sign shall be liable for any and all damage, loss and expense caused by or arising from the erection, maintenance or removal of the sign.

(2) Any person who contravenes any provision of this bylaw is guilty of an offence and is liable upon conviction to a fine not exceeding $10,000.00 and in default of payment to imprisonment for a period not exceeding six months, or both.

(3) Where a Bylaw Enforcement Officer or a Peace officer believes that a person has contravened any provision of this bylaw, he may commence proceedings by issuing a summons by means of a violation ticket in accordance with Part 2 of the Provincial Offences Procedure Act, S.A. 1988 Chap P-21.5.

(4) The specified penalty payable in respect of a contravention of a provision of this bylaw is the amount shown in Schedule "A" of this bylaw.

(5) Notwithstanding subsection 12(4), where anyone has been convicted of the same provision of this bylaw twice within one 12 month period, the specified

penalty payable shall be double the fine amount shown in Schedule "A" of this bylaw.

(6) The Municipal District of Foothills No. 31 assumes no liability for any damages, actions, etc. resulting from the placement, removal and maintenance of any signs placed on the right-of-way. This includes claims arising from underground utilities being severed through in installation of signs, any vehicles accidentally striking the signs or loss or damage to the signs through any operation of the MUNICIPAL DISTRICT OF FOOTHILLS NO. 31 including highway construction and maintenance

Commencement

12. ~~13.~~ That this Bylaw shall have effect on the date of its third reading.

FIRST READING: February 16, 2006

_____
Reeve

_____
CAO

SECOND READING: February 16, 2006

_____
Reeve

_____
CAO

THIRD READING: February 16, 2006

_____
Reeve

_____
CAO

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this 16th day of February 2026.

SCHEDULE A

SECTION	FINE
3(2) and 3(3)	$100.00
3(4)	$50.00
4	$50.00
5(1) and 5(2)	$50.00
All other sections	$75.00

DEPARTMENT: Emergency Management	
FOOTHILLS COUNTY	**TOPIC: Appointment of Deputy Director of Emergency Management for Foothills County**
REPORT PREPARED BY: Peter Stapley **REPORT PRESENTED BY:** Peter Stapley	

PURPOSE OF REQUEST

To appoint Emergency Management Coordinator, Mike Leonn as Deputy Director of Emergency Management for Foothills County.

BACKGROUND

The Local Authority Emergency Management Regulation and Municipal Emergency Management Bylaw 71/2025 provides that Council may appoint one or more person as Deputy Director of Emergency Management who shall carry out the duties and responsibilities of emergency management in the Director of Emergency Managements absence.

REQUEST OF COUNCIL

Proposed Motion:

That Council appoint Emergency Management Coordinator, Mike Leonn, as a Deputy Director of Emergency Management for Foothills County, authorized to carry out the duties and responsibilities under the Local Authority Emergency Management Regulation and Municipal Emergency Management Bylaw 71/2025.

APPENDICES

Appendix A: Municipal Emergency Management Bylaw 71/2025

BYLAW 71/2025

A BYLAW OF FOOTHILLS COUNTY IN THE PROVINCE OF ALBERTA "MUNICIPAL EMERGENCY MANAGEMENT BYLAW"

WHEREAS the Council of Foothills County; is responsible for the direction and control of its emergency response and is required, under the Emergency Management Act, RSA 2000 c. E-6.8 to appoint an Emergency Advisory Committee and to establish and maintain a Municipal Emergency Management Agency;

AND WHEREAS it is desirable in the public interest, and in the interests of public safety, that such a committee be appointed and such an agency be established and maintained to carry out Council's statutory powers and obligations under the said Emergency Management Act;

NOW, THEREFORE, THE COUNCIL OF FOOTHILLS COUNTY, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. (1) This Bylaw may be cited as the "Municipal Emergency Management Bylaw"

(2) In this Bylaw:

a. "Act" means the Emergency Management Act, RSA 2000 c. E-6.8 as amended from time to time, or any legislation substituted for it;

b. "Council" means the Council of Foothills County;

c. "Director" or "DEM" means the Director of Emergency Management;

d. "Disaster" means an event that results in serious harm to the safety, health or welfare of people, or in widespread damage to property;

e. "Emergency Advisory Committee" or "Committee" means the committee established under this Bylaw;

f. "Emergency" means an event that requires prompt co-ordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property;

g. "Minister" means the Minister charged with administration of the Act;

h. "Municipal Emergency Management Agency" means the agency established under this Bylaw; and

i. "Municipal Emergency Management Plan" means the emergency plan approved by Council pursuant to section 11 of the Act.

FOOTHILLS COUNTY COUNCIL

2. (1) Council shall:

a. by resolution, appoint three or more of its members to serve on the Emergency Advisory Committee;

b. provide for the payment of expenses of the members of the Emergency Advisory Committee;

c. by resolution, on the recommendation of senior administration and municipal policy, appoint a Director of Emergency Management;

d. ensure that emergency plans and programs are prepared to address potential emergencies or disasters within the boundaries of Foothills County;

e. approve the County's emergency plans and programs;

f. review the status of the Municipal Emergency Management Program and related plans at least once per year; and,

g. ensure that the appropriate command, control, and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency is utilized during Emergency Plan activations.

(2) Council may:

a. by bylaw, borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Municipal Emergency Management Agency during a Municipal Emergency Plan activation;

b. enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid agreements and/or regional plans and programs.

c. on the recommendation of the Director of Emergency Management and/or senior administration, appoint one or more Deputy Director(s) of Emergency Management, who shall do those things required of the Director of Emergency Management in that person's absence.

EMERGENCY ADVISORY COMMITTEE

3. (1) There is hereby established an Emergency Advisory Committee to advise Council on the development of emergency plans and programs and to provide guidance and direction to the Emergency Management Agency.

(2) The Committee shall consist of the Reeve, Deputy Reeve, and at least one other council member.

(3) The Reeve shall be the Chair of the Emergency Advisory Committee.

(4) The Committee shall:

a. advise council on the development of emergency plans and programs, as required by section 11.1 of the Act;

b. provide guidance and direction to the Agency;

c. receive any reports and information provided by the DEM;

d. amplify messaging provided by the DEM during Municipal Emergency Plan activation;

e. support the DEM, as requested, during Municipal Emergency Plan activations.

f. review the Municipal Emergency Management Program and related plans on an annual basis;

g. support emergency operations during emergencies and/or disasters and act as contact persons for council updates;

h. advise Council, duly assembled, on the status of the Municipal Emergency Management Program and related plans at least once annually;

i. Conduct duties and functions as outlined in the Emergency Advisory Committee Terms of Reference.

(5) Quorum for meetings of the Emergency Advisory Committee is considered to be two of the active voting committee members. Any decisions requiring a vote must have quorum or will have to be rescheduled once quorum can be met.

(6) In the case of a split vote on a committee matter, the Chair shall have the deciding vote.

(7) The Chair, in consultation with the DEM, may call an emergency meeting of the Committee where the Chair considers that an emergency exists or may exist in Foothills County.

(8) If the DEM considers that an emergency exists or may exist in Foothills County and the chair is unavailable, the DEM may call an emergency meeting of the Committee.

EMERGENCY MANAGEMENT AGENCY

4. (1) There is hereby established a Municipal Emergency Management Agency; to act as the agent of Council to carry out its statutory powers and obligations under the Act. This does not include the power to declare, renew, or terminate a state of local emergency, nor the powers contained in Section 6 of this Bylaw.

(2) The Municipal Emergency Management Agency shall be comprised of one or more of the following:

a. the Director of Emergency Management;

b. the Deputy Director(s) of Emergency Management;

c. the Foothills County Fire Chief and/or designate;

d. the Royal Canadian Mounted Police N.C.O in charge of the affected area and/or designate;

e. a senior representative from Alberta Health Services EMS and/or designate;

f. the Information Officer and/or designate;

g. key members of Foothills County, as selected by the Director of Emergency Management;

h. representative(s) from municipal, provincial or federal government agencies;

i. representative(s) from business or industry, as selected by the Director of Emergency Management;

j. representative(s) from any adjacent communities which have entered into mutual aid agreements;

k. any other person whose knowledge, skills or expertise would, in the opinion of the Director of Emergency Management, be beneficial to the preparation an implementation of the Municipal Emergency Management Plan;

(3) The Municipal Emergency Management Agency shall:

a. implement the Municipal Emergency Management Plan and related plans and programs during emergencies and/or disasters;

b. establish, maintain, and operate the Emergency Coordination Center and Incident Command Post;

c. carry out response functions during emergencies, large scale events, disasters, and/or post event recovery efforts;

d. conduct appropriate training to facilitate the effective operation of the Emergency Coordination Center/Incident Command Post; and,

e. Review the Municipal Emergency Management Plan and complete a Hazard Identification Risk Assessment annually.

DIRECTOR OF EMERGENCY MANAGEMENT

5. (1) The Director of the Emergency Management shall:

a. act as the Director of the Emergency Management Agency;

b. prepare and co-ordinate the Municipal Emergency Management Program and related plans for Foothills County;

c. act as Director of emergency operations during an emergency for the Emergency Management Agency;

d. authorize and co-ordinate all emergency services and other resources required during an emergency; and,

e. delegate duties and tasks as necessary to ensure conformance with the Municipal Emergency Management Plan and response to the emergency.

(2) Where the office of Director of Emergency Management is vacant or the Director of Emergency Management is unable to perform the duties assigned to the Director under this Bylaw or the Municipal Emergency Management Plan, the responsibilities set out in section 5(1) shall be carried out by the Deputy Director of Emergency Management next in the line of authority.

STATE OF LOCAL EMERGENCY

6. (1) The power to declare or renew a state of local emergency, the powers specified in Section 6(2) of this Bylaw, and the requirement specified in Section 6(5) of this Bylaw, are hereby delegated to:

a. the Reeve; or,

b. in the absence of the Reeve, the Deputy Reeve; or,

c. in the absence of both the Reeve and Deputy Reeve, to committee comprised of the remaining council members; and,

d. where, for the purpose of subsection (c) there are insufficient council members to achieve quorum; the Chief Administrative Officer.

(2) When a state of local emergency is declared, the person(s) making the declaration shall:

a. ensure that the declaration identifies the nature of the emergency and the area of the County in which it exists;

b. state which extraordinary powers the Municipal Emergency Management Agency anticipates exercising over the duration of the state of local emergency;

c. cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected;

d. report any information required by the regulations at the times prescribed by the regulations; and

e. report any information required by the Minister at the times required by the Minister.

(3) Subject to Section 6(5), when a state of local emergency is declared, the County may do all acts and take all necessary proceedings including the following;

a. cause the Municipal Emergency Plan or any related plans or programs to be put into operation;

b. acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;

c. authorize or require any qualified person to render aid of a type they are qualified to provide;

d. control or prohibit travel to or from any area of the County;

e. provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and co-ordinate emergency medical, welfare and other essential services in any part of the County;

f. cause the evacuation of persons and the removal of livestock and personal property from any area of the County that is or may be affected by a disaster and arrange for the adequate care and protection of those persons or livestock and of the personal property;

g. authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;

h. cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;

i. procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within the County for the duration of the state of emergency;

j. authorize the conscription of persons needed to meet an emergency; and

k. authorize any persons at any time to exercise, in the operation of the Municipal Emergency Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a state of local emergency.

(4) When a state of local emergency is declared,

a. neither Council nor any member of Council, and

b. any person(s) appointed by Council to carry out measures relating to emergencies or disasters, are liable for anything done or omitted to be done in good faith while carrying out a power or duty under this Bylaw, nor are they subject to any proceedings by prohibition, certiorari, mandamus or injunction.

(5) When, in the opinion of the local authority declaring the state of local emergency and under a recommendation of the Director of Emergency Management, an emergency no longer exists in relation to which the declaration was made, the local authority shall, by resolution, terminate the declaration.

(6) A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when;

a. a resolution is passed under Section 6(5);

b. a period of seven days has lapsed since it was declared, unless it is renewed by resolution;

c. the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or

d. the Minister cancels the state of local emergency.

(7) When a declaration of a state of local emergency has been terminated, the local authority who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

7. Bylaw No.55/2020 and any amendments thereto are hereby rescinded upon this Bylaw coming into effect.

8. This Bylaw shall have effect on the date of its third reading.

FIRST READING: November 26, 2025

Reeve

Municipal Manager

SECOND READING: December 10, 2025

Reeve

Municipal Manager

THIRD READING: December 10, 2025

Reeve

Municipal Manager

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this 10 day of December, 2025.

DEPARTMENT:	
FOOTHILLS COUNTY	**TOPIC: Foothills Enforcement Services – Third Quarter Report**
REPORT PREPARED BY: Kristine Allaire **REPORT PRESENTED BY: Kevin Bridge**	

PURPOSE OF REQUEST

To provide council with the third quarter statistical report and overview.

BACKGROUND

Enforcement Services provides quarterly reporting to Council on enforcement activities within the municipality, including call volumes, files created, tickets issued, and notable trends. The reports help keep Council informed of enforcement activities and emerging issues.

REQUEST OF COUNCIL

Proposed Motion:

That Council review and accept the Third Quarter Report as information.

APPENDICES

The Third Quarter Report.



Foothills Enforcement Services

3rd Quarter - 2026

Foothills Enforcement Services
3rd Quarter - 2026

The third quarter of 2026 brought significant growth and operational changes for Enforcement Services. Effective July 1, 2026, the Foothills Enforcement 24-hour Complaint Line went live through Foothills 9-1-1, providing residents with access to an operator 24 hours a day, 7 days a week. Calls received outside of enforcement operating hours are held in queue and assigned when an officer returns to duty. During the quarter, Foothills Enforcement also transitioned to a new reporting system that integrates with and supports the new dispatching process.

These changes contributed to a substantial increase in reported activity and improved the department's ability to capture and track community concerns. The quarter also marked the inclusion of Development Compliance Officer land use files within Enforcement Services statistics, providing a more comprehensive representation of departmental workload and service demands.

In mid-July, the department's newest member received their Peace Officer appointment, further strengthening the team's enforcement capacity. Throughout the quarter, Enforcement Services continued to support public safety through responsive service delivery, community education, traffic safety initiatives, and collaboration with County departments and residents.

CALLS FOR SERVICE:

Fig. 1

CALLS FOR SERVICE 1 QUARTER	101
CALLS FOR SERVICE 2 QUARTER	168
CALLS FOR SERVICE 3 QUARTER	323
CALLS FOR SERVICE 4 QUARTER	-
YEAR TO DATE CALLS FOR SERVICE	**592**

Q3 2026 saw a significant increase in calls for service, with incoming files rising from 168 in Q2 to 323 in Q3. This increase is largely due to the launch of the Foothills Enforcement 24-hour Complaint Line and the transition to a new reporting system. Of the 323 files received, 77 were land use files. Additionally, Administration staff handled 36 calls on the Administration line that did not require enforcement action and therefore did not generate a file. These contacts are not captured in calls-for-service statistics but reflect additional public interaction with the service.

Prior to Q3 2026, Development Compliance Officer (DCO) land use files were not included in Enforcement Services statistics. Following the implementation of the new Records Management System (RMS) and complaint dispatch process, DCO files are now tracked and reported alongside Enforcement Services files. As a result, departmental statistics now provide a more complete and accurate representation of overall workload and service demands for Peace Officers and the Development Compliance Officer (DCO).

It should be noted that approximately 10% of land use files were identified as duplicate entries due to data migration issues encountered during the implementation of the new Records Management System (RMS). Efforts are ongoing to review and reconcile these records to ensure data accuracy.

Fig. 2

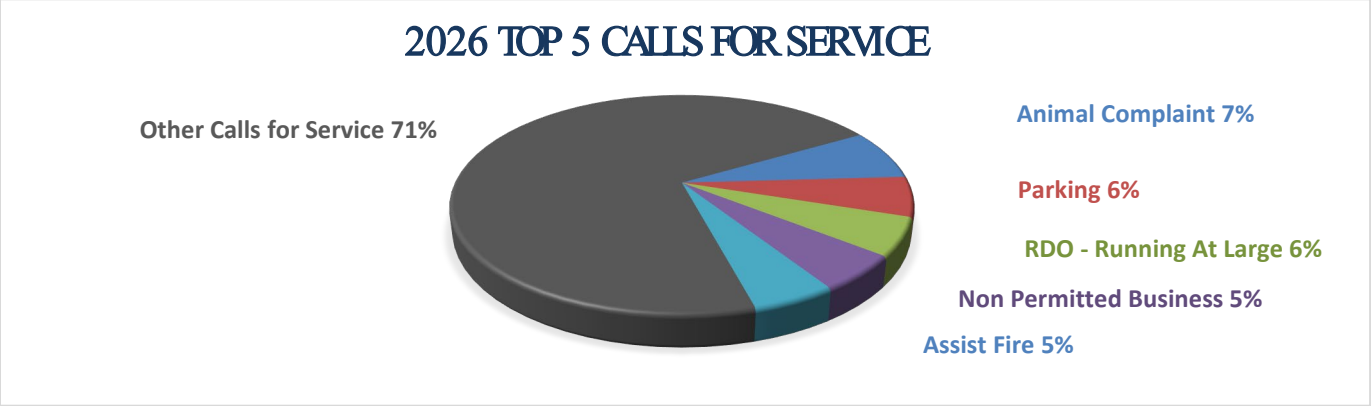


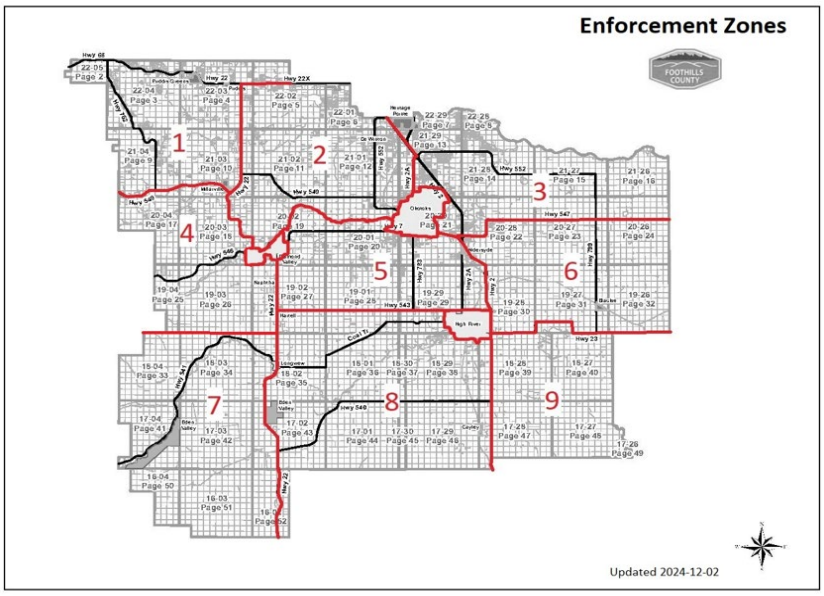
Figure 2 illustrates the top five calls for service received during Q3 2026. Together, these call types represented 85% of the total calls for service received during the quarter.

Fig. 3

Bylaw Related calls		**Provincial Statute Related Calls**	
Community Standards - Noise	**16**	Abandoned Vehicle	**6**
Community Standards - Unsightly	**14**	Administrative	**2**
Dark Sky	**1**	Animal Complaint	**23**
Fireworks Bylaw	**1**	Checkstop	**1**
Inquiry Only - Bylaw	**1**	Comm. Vehicle Weight Enforcement	**1**
Public Education / Safety Awareness	**1**	Commercial Vehicle Other	**6**
Responsible Dog Ownership Other	**8**	Complaints – Other / No Type	**13**
RDO – Dog Attack Animal	**6**	Driving - Other	**2**
RDO – Dog Attack Person	**5**	Exhibit	**0**
RDO – Dog Barking	**2**	Garbage/Litter	**0**
RDO - Running At Large	**18**	Highway Development & Protect Act	**3**
Sign Bylaw	**7**	Impaired Driver	**0**
Traffic Bylaw	**14**	Joint Force Operation	**4**
Water Conservation	**1**	Motor Vehicle Collision	**0**
Land Use Related Calls		Off Highway Vehicle	**2**
Development Permit Violation	**6**	Pass School Bus Lights Flashing	**0**
Excessive Animal Units	**1**	Petty Trespass Act	**8**
Excessive Buildings	**2**	Provincial Offence - Other	**1**
Excessive Vehicles	**1**	Provincial Parking Offence	**19**
Illegal Camping	**5**	Provincial Statute Inquiry Only	**5**
Illegal Signage	**9**	Public Health Act Order	**1**
Lot Grading	**13**	Request For Patrol: General	**9**
Other Land Use	**10**	Request For Patrol: Speed	**6**
Non-Permitted Business	**17**	Stop Sign	**0**
Non-Permitted Development	**10**	Trespass to Premises Act	**2**
Sea Can Violation	**1**		
Secondary Suite	**2**		
Assist Agency / Department / Public			
Assist County Department	**5**	Assist Other Agency	**4**
Assist Development Department	**3**	Assist Police	**4**
Assist Fire	**16**	Assist Public	**3**

CALLS FOR SERVICE BY ZONE:

Fig. 4



The County is divided into nine geographic zones of similar size. These zones help identify where officers receive the greatest demand for service and where enforcement efforts are concentrated. Major roadways are designated as subzones, allowing for more detailed tracking and analysis of enforcement activity. Figure 4 illustrates the zones currently utilized by Enforcement Services.

Fig. 5

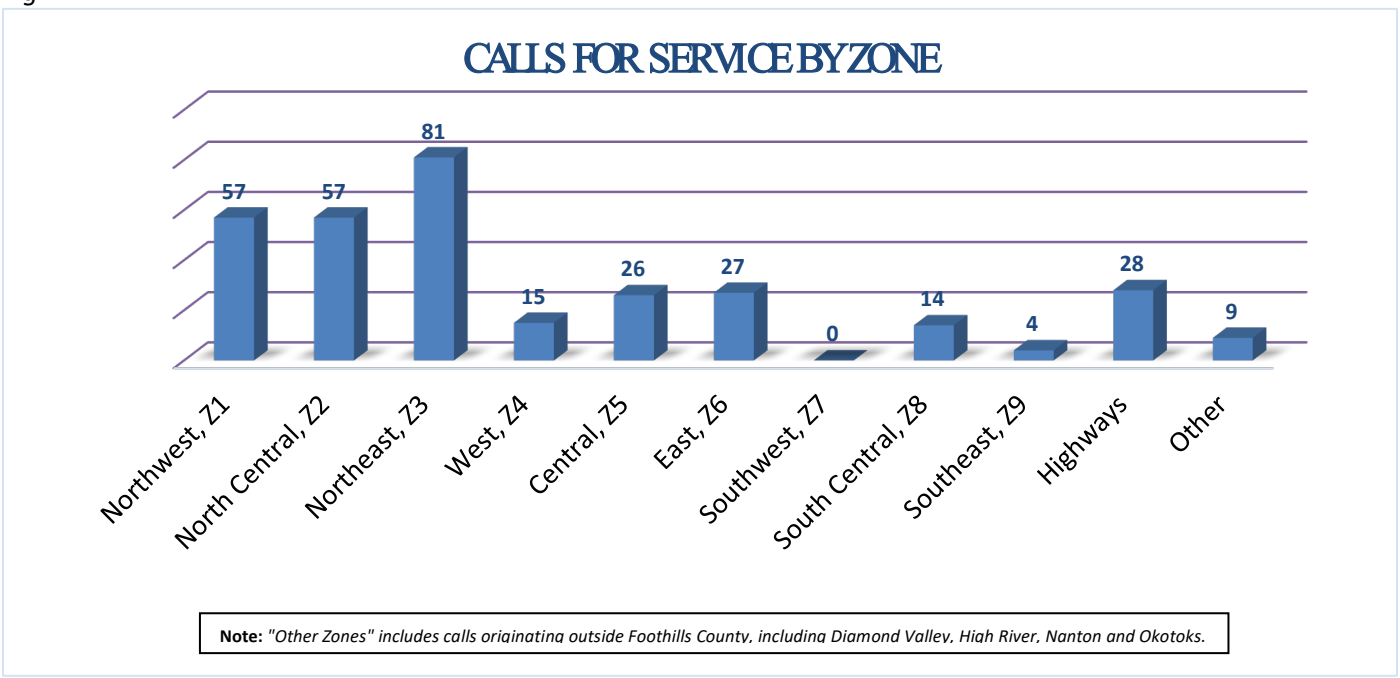


Figure 5 illustrates the distribution of calls for service across enforcement zones. In Q3 2026, the Northeast (Z3) generated the highest number of calls, followed by the Northwest (Z1) and North Central (Z2) zones. Foothills County Highways ranked fourth and the East (Z6) completed the top five. Together, these zones represented the areas with the greatest demand for Enforcement Services during the quarter.

Figures 6 illustrates the number of calls received by day of the week during Q3 2026.

Fig. 6

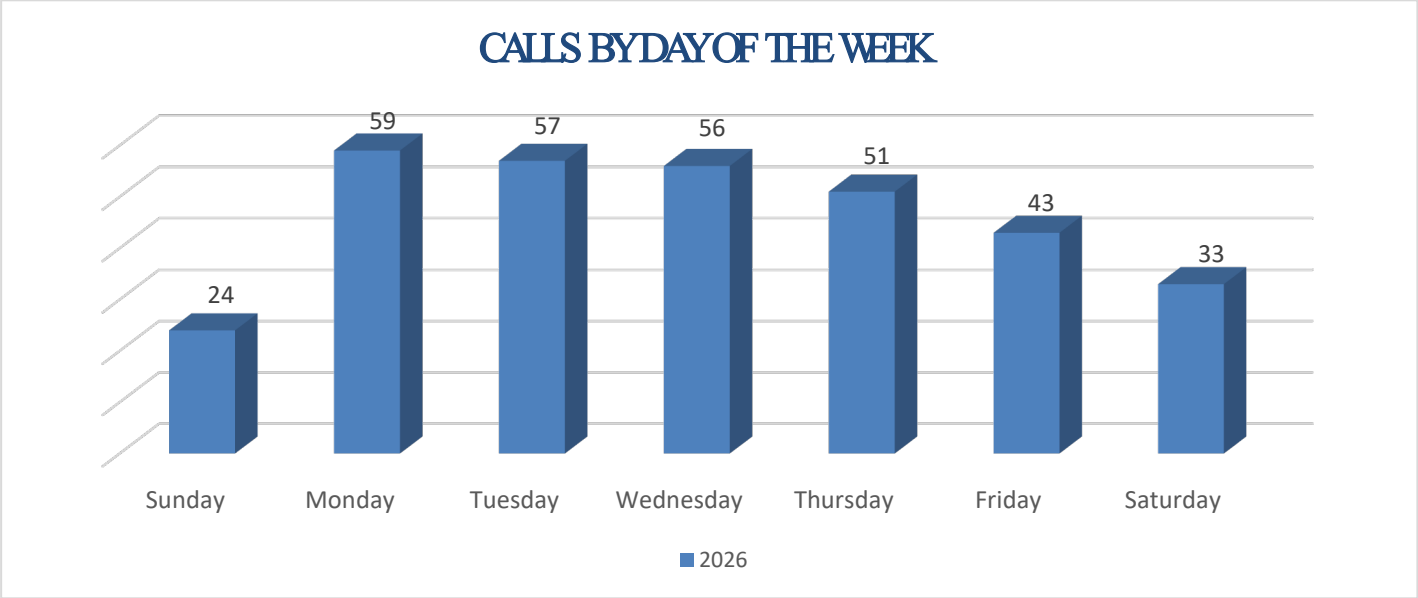


Figure 7 illustrates the number of calls received each month during Q3 2026 compared to the same period in 2025, providing a year-over-year comparison of service demand.

Fig. 7

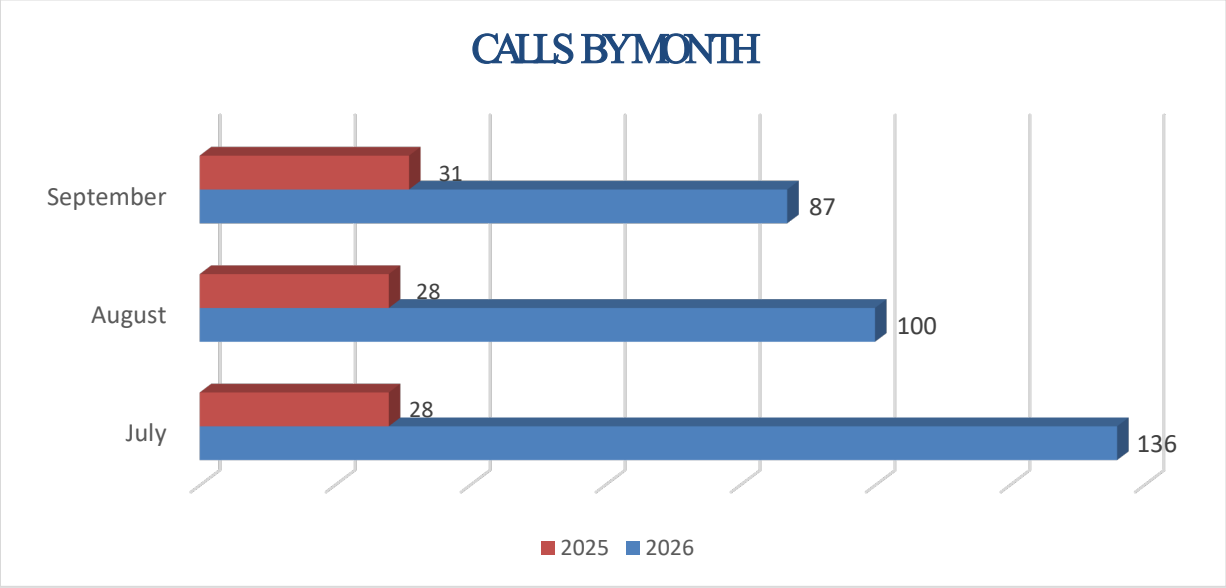


Figure 8 illustrates the various methods used to contact Enforcement Services during Q3 2026.

Fig. 8

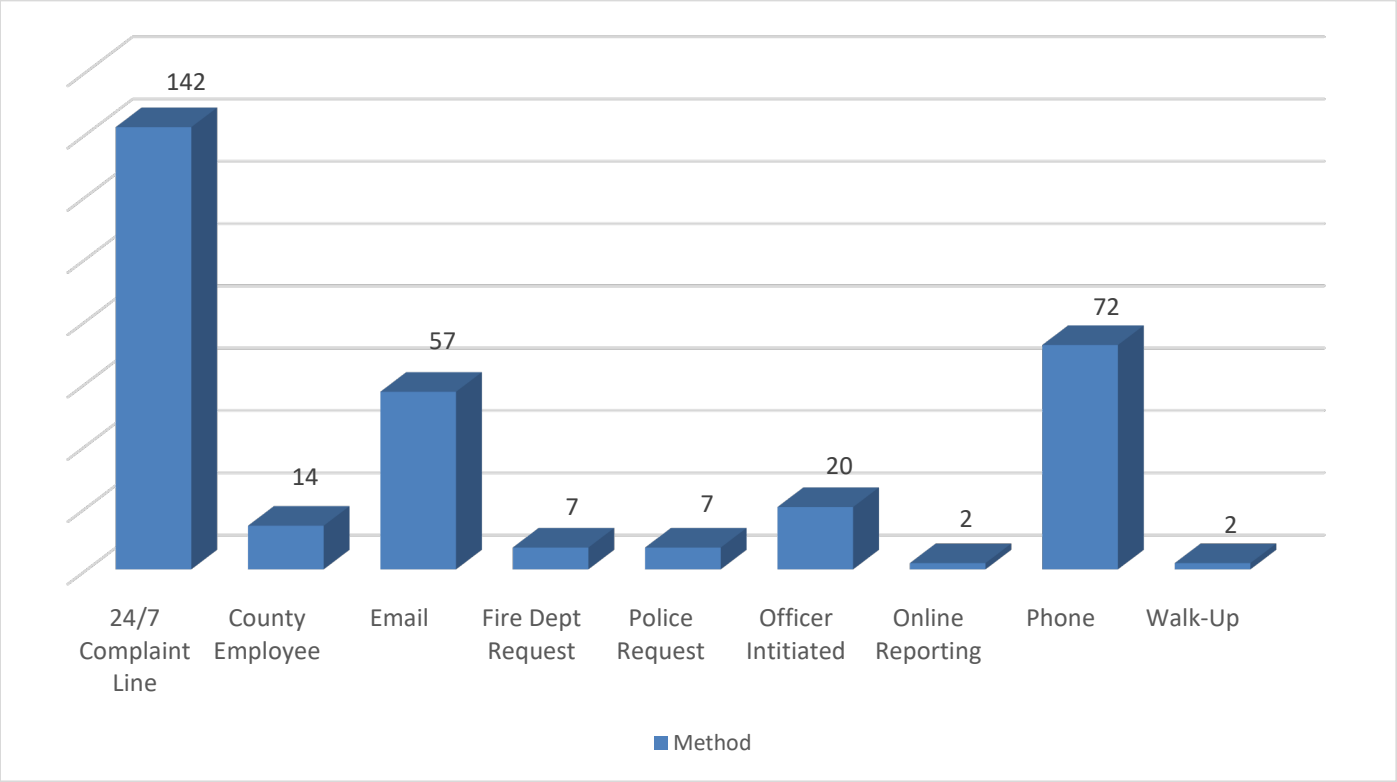
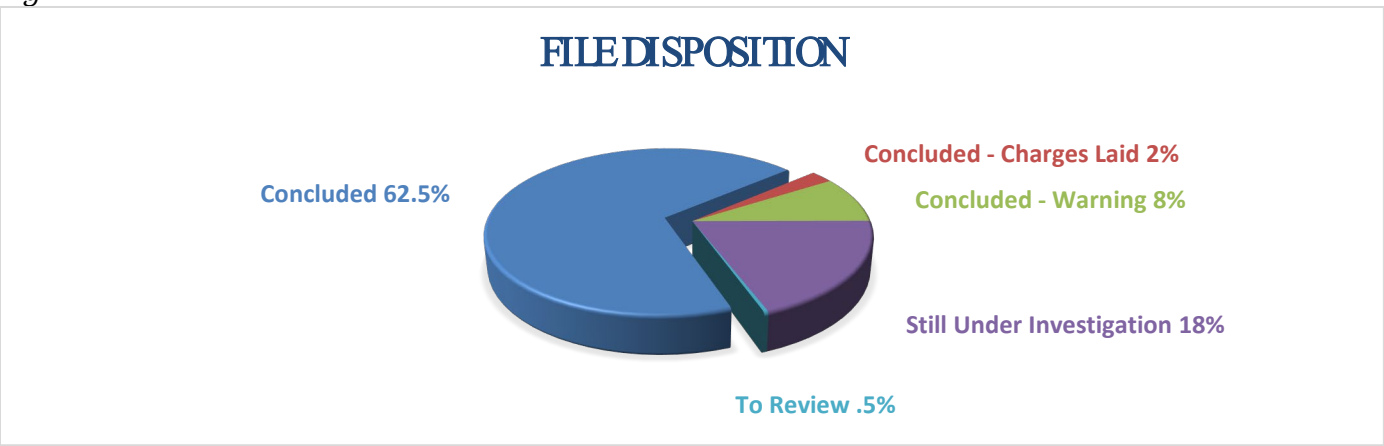


Figure 9 illustrates the disposition of files initiated in Q3 2026. Of the 323 calls for service received, 56 files remain open and under investigation. Many files (202) were concluded, while 7 concluded with the issuance of a citation and 26 with a warning. An additional 31 calls were determined to be unfounded and 1 file is sent to be reviewed.

Fig. 9



2026 CITATIONS ISSUED:

The third quarter of 2026 demonstrated a significant increase in traffic enforcement activity compared to the same period in 2025. Enforcement outcomes increased to 29 mandatory court summonses, 670 citations, and 217 roadside warnings in Q3 2026. The substantial increase in citations and warnings reflects enhanced enforcement visibility, proactive traffic initiatives, and a continued focus on driver education and compliance. Enforcement efforts were directed by traffic safety concerns identified through officer observations, collision history, public complaints, requests for patrols, and targeted initiatives in areas where speeding and driver behaviour presented elevated public safety risks.

Figure 10 illustrates the breakdown of enforcement actions issued during the quarter. Officers also spent a combined 55 hours attending court on traffic and bylaw-related offences.

Fig. 10

CITATIONS AND WARNINGS ISSUED					
	Bylaw	**Mandatory Court**	**Total Citations**	**Total Warnings**	**Total**
CITATIONS ISSUED 1 QUARTER	1	5	268	169	**437**
CITATIONS ISSUED 2 QUARTER	2	13	363	179	**542**
CITATIONS ISSUED 3 QUARTER	0	29	670	217	**697**
CITATIONS ISSUED 4 QUARTER	-	-	-	-	**-**
YEAR TO DATE CITATIONS ISSUED	**3**	**47**	**1301**	**565**	**1676**

Figure 11 illustrates the five most frequently issued citation types during Q3 2026.

Fig. 11

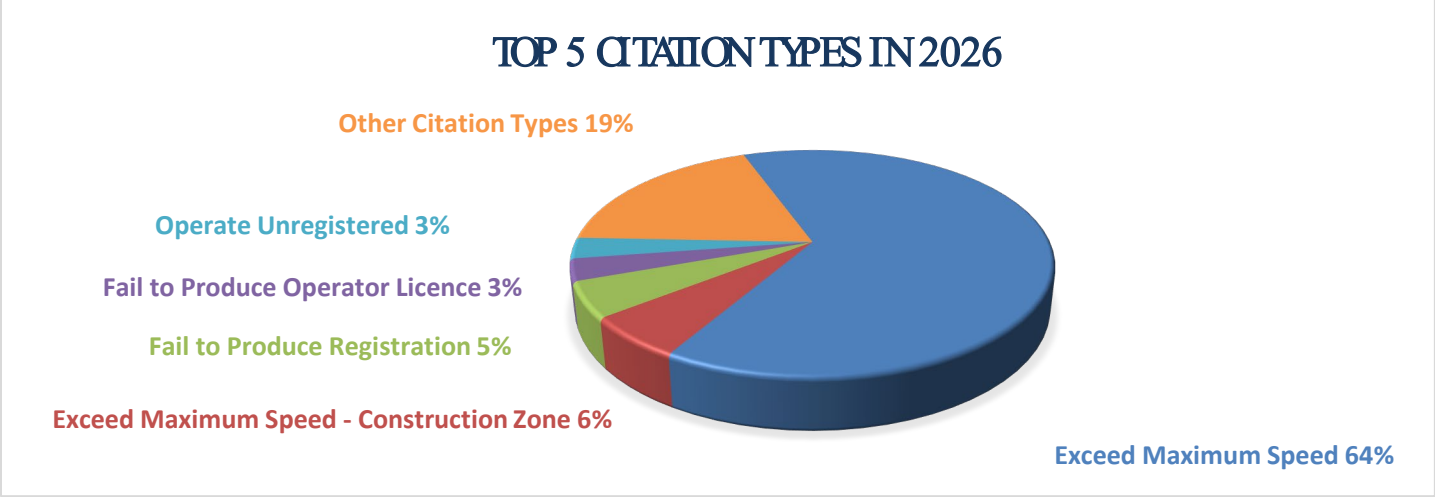


Figure 11 illustrates the top five citation types issued during Q3 2026. Collectively, these violations accounted for 81% of all citations issued during the quarter. Exceeding the maximum speed limit was the leading violation, representing 64% of the total citation count.

Figure 12 illustrates the locations where traffic stops occurred during Q3 2026. Locations with fewer than five citations have been grouped within their respective enforcement zones for reporting purposes. The "Other Locations" category includes Diamond Valley and Nanton, where officers participated in Joint

Force Operations (JFOs) in partnership with neighbouring agencies.

Fig. 12

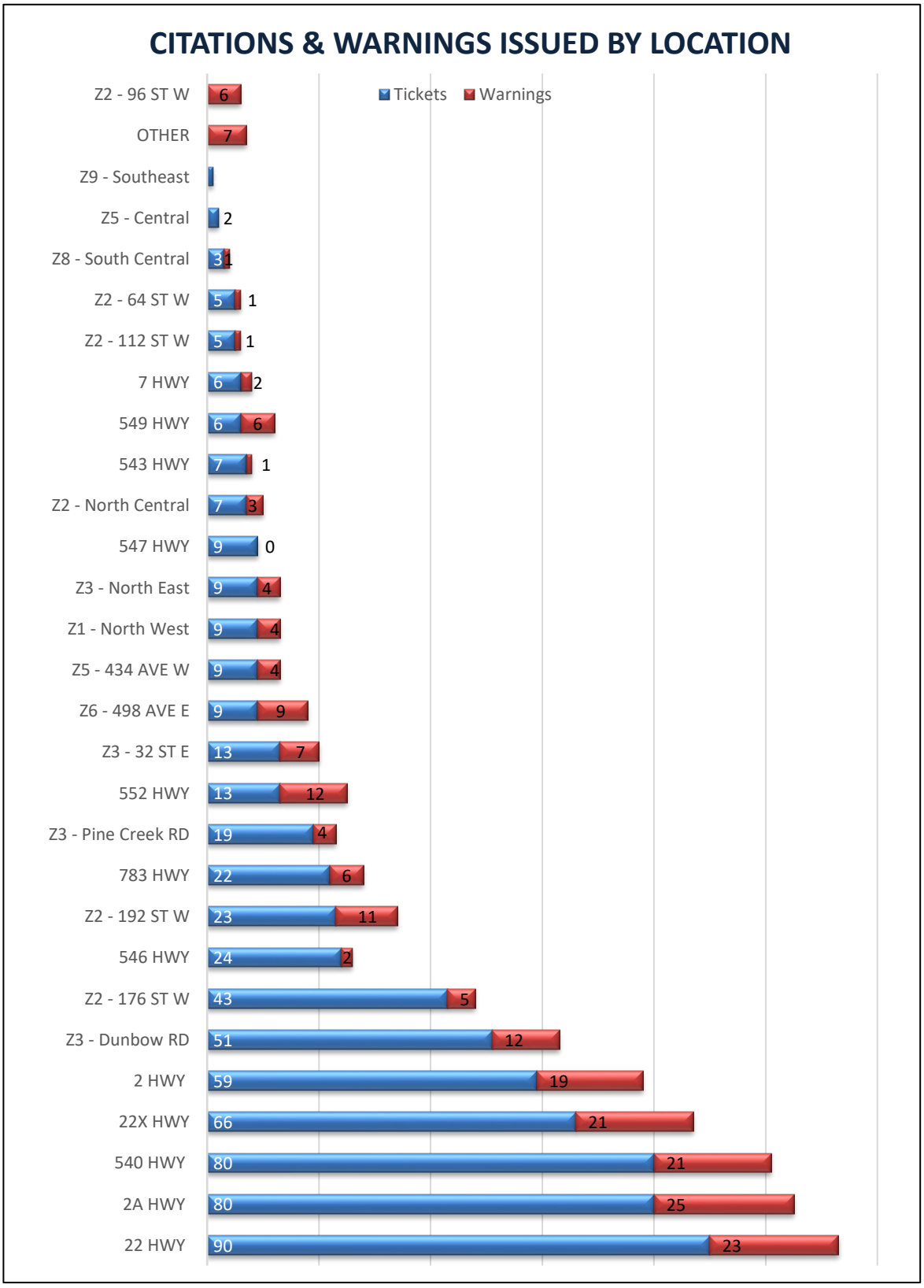


Fig. 13

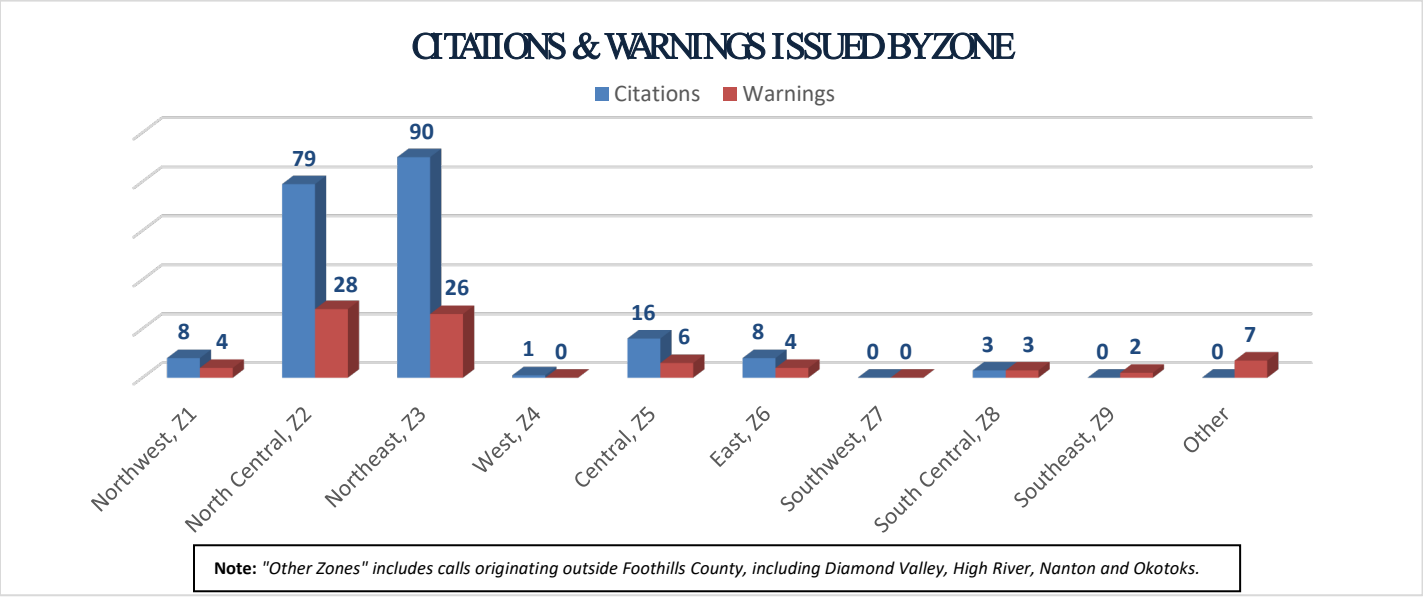


Figure 13 illustrates citations and warnings issued on County roads by enforcement zone during Q3 2026. Officers issued 205 citations and 80 roadside warnings on County roads.

In addition to enforcement on local roads, officers issued 465 citations and 137 roadside warnings during patrols throughout Foothills County highways (12 different 1,2, & 3 digit).

During Q3, officers issued 41 citations for excessive speed in active construction zones along Highway 2A/Hwy 552 and Dunbow Road where workers were present, and 32 citations at other known collision-risk locations, including Highway 2A, 306 Avenue, 338 Avenue, and 370 Avenue throughout their daily patrols.

Speed-related violations averaged 34 km/hr above the posted speed limit, with a median violation speed of 32 km/hr above the limit. Of those ticketed, 220 motorists were travelling more than 30 km/h over the speed limit, while 23 motorists exceeded the limit by more than 50 km/hr. The highest speed recorded during the quarter was 176 km/hr, or 76 km/hr above the posted speed limit, on Highway 540. Officers also observed a vehicle travelling 178 km/hr on Highway 2 near Highway 2A, or 68 km/h above the posted speed limit.

Officers continue to encounter increasingly dangerous distracted driving behaviours. While travelling down Highway 2 near 306 Ave, an officer recently observed a driver looking down at a cell phone held with both hands. At the same time, the passenger was reaching across the vehicle and steering. Incidents such as this highlight the significant safety risks posed by distracted driving.

The Summer Bylaw Officer teamed up with our Mount Royal University Practicum Student during the quarter. Together, they managed the deployment of traffic counters and speed trailers, assisted with calls for service, and completed 2 animal complaint files. The Summer Bylaw Officer's term concluded on August 21, 2026.

ARMADILLO TRAFFIC COUNTERS:

Armadillos are traffic data collection devices that monitor vehicle direction, traffic volume, and speeds. Foothills County operates three Armadillo counters, with data utilized by Foothills Enforcement and Public Works, Road Engineering to support operational and planning needs.

Fig. 14

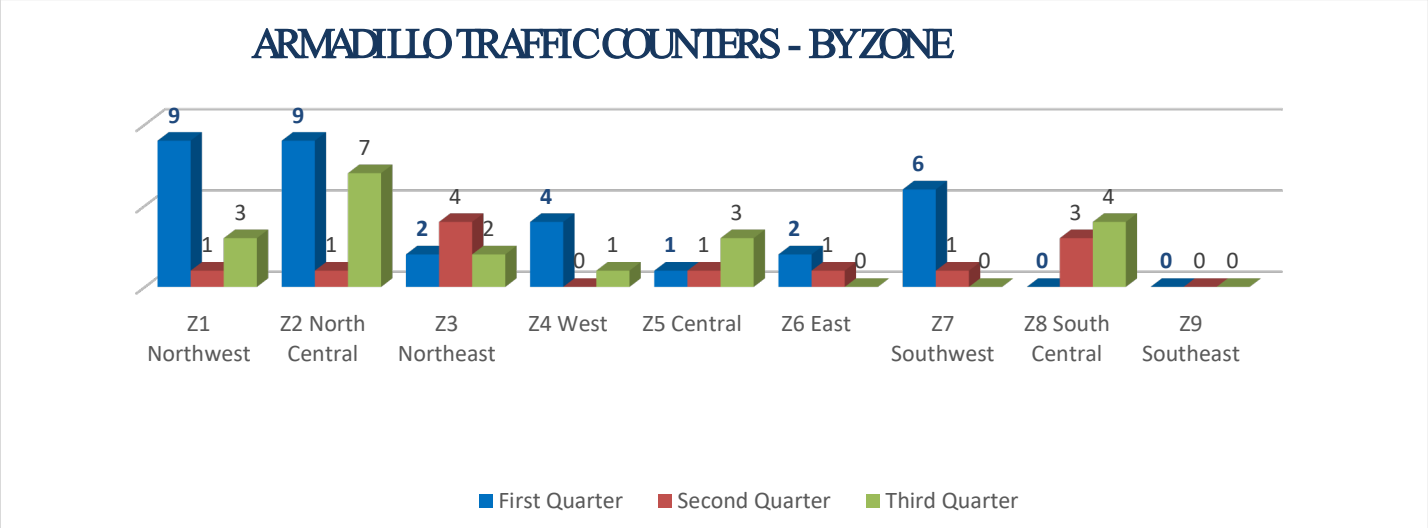


Figure 14 above illustrates the number of Armadillo deployments by zone.

Fig 15.

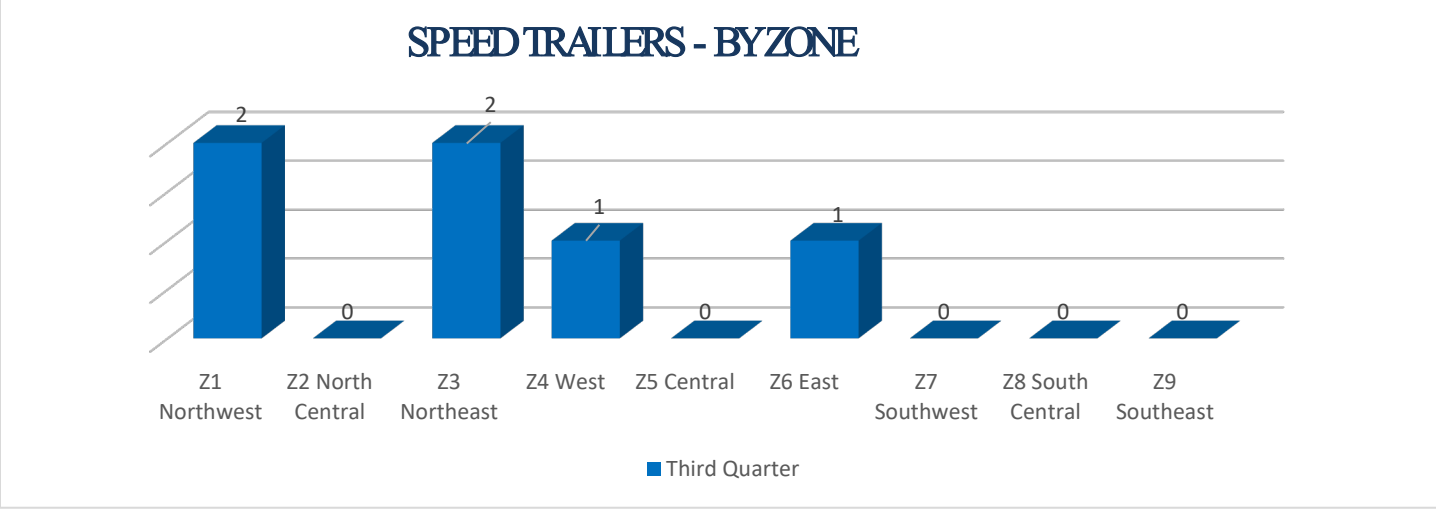


Figure 15 above illustrates the number of Speed Trailer deployments by zone.

Fig. 16

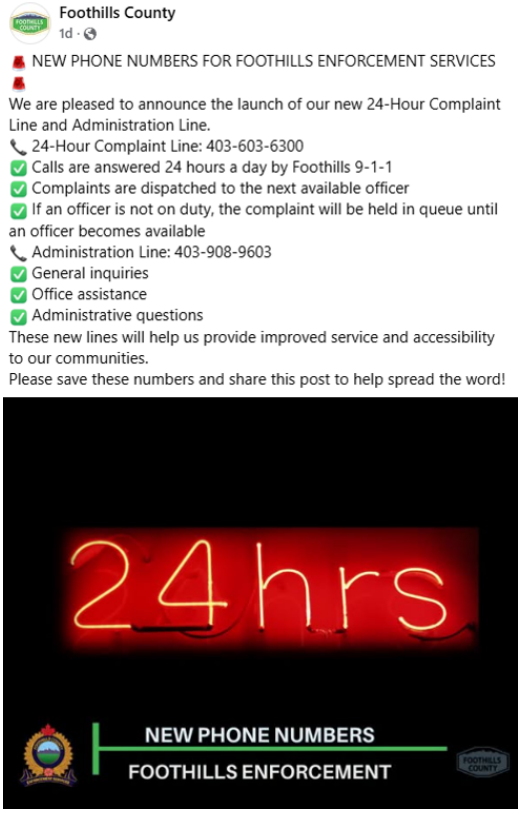
	Construction Deployments	Time (hrs)	Public Request Deployments	Time (hrs)	Regular Deployments	Time (hrs)	Total Deployments	Total Time (hrs)
January	0	0 hrs	0	0 hrs	0	0 hrs	0	0 hrs
February	0	0 hrs	0	0 hrs	0	0 hrs	0	0 hrs
March	0	0 hrs	0	0 hrs	0	0 hrs	0	0 hrs
April	0	0 hrs	0	0 hrs	0	0 hrs	0	0 hrs
May	7	36 hrs	9	54.5 hrs	0	0 hrs	16	90.5 hrs
June	7	35 hrs	12	72 hrs	3	17 hrs	22	124 hrs
July	5	19 hrs	0	0 hrs	1	11 hrs	6	30 hrs
August	0	0 hrs	0	0 hrs	0	0 hrs	0	0 hrs
September	0	0 hrs	0	0 hrs	0	0 hrs	0	0 hrs
Total	**19**	**90 hrs**	**21**	**126.5 hrs**	**4**	**28 hrs**	**44**	**234.5 hrs**

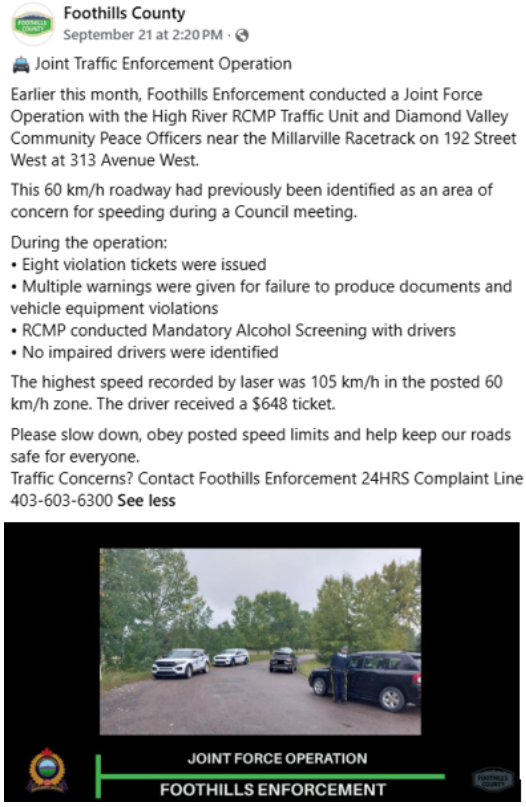
Figure 16 summarizes Speed Trailer deployments by month, request category, and total deployment duration.

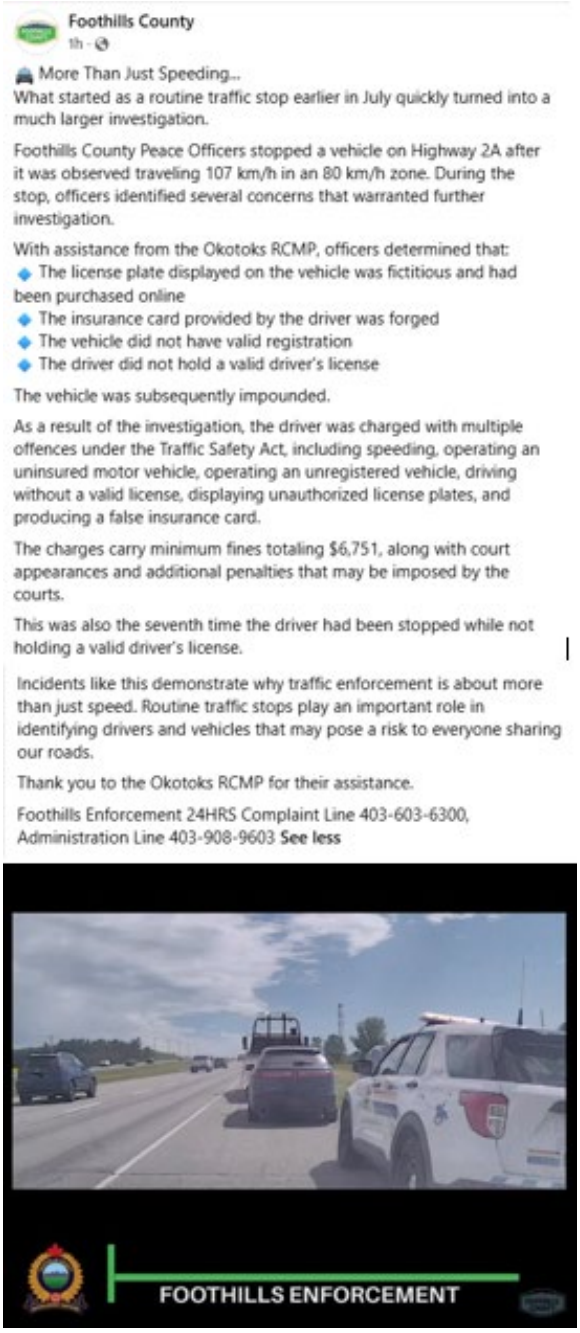
COMMUNITY ENGAGEMENT THROUGH SOCIAL MEDIA:

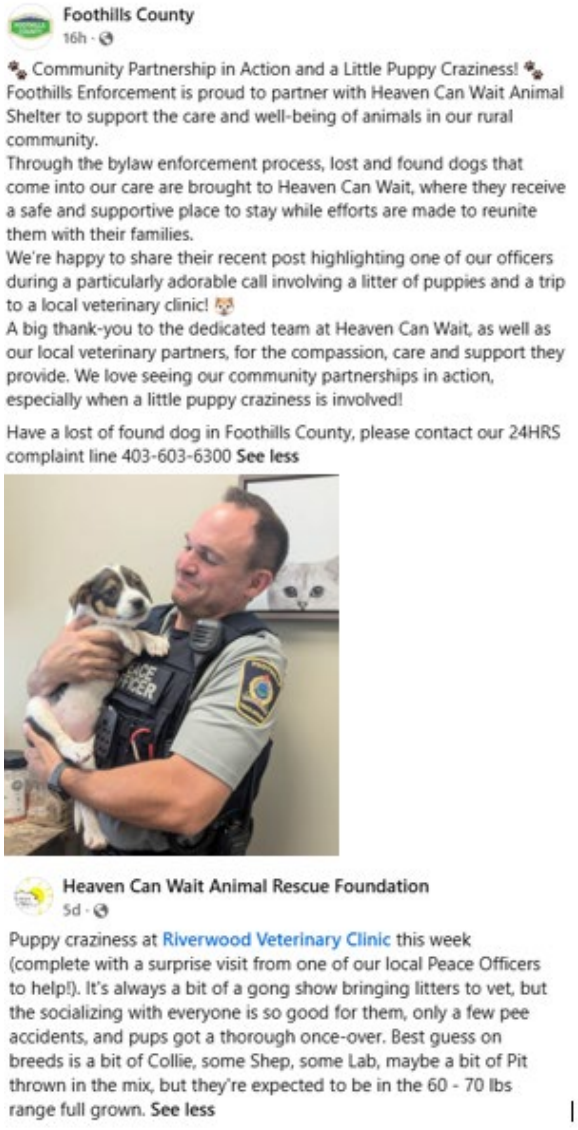
Throughout 2026, Enforcement Services continued to maintain an active online presence to share information and raise awareness of traffic safety and bylaw-related concerns. During Q3, a total of 11 social media posts were published to inform and engage the public on traffic conditions, enforcement activities, and community safety initiatives.

Figure 17 provides four examples of social media content shared during the quarter, including high-speed enforcement incidents, Alberta Traffic Safety Calendar campaigns, Joint Force Operations, and other public awareness messaging.









CONCLUSION:

Q3 2026 marked a significant period of growth for Enforcement Services. The implementation of the 24-hour Complaint Line and the inclusion of Development Compliance Officer files enhanced the department's ability to capture, track, and respond to community concerns while providing a more complete representation of service demands across the County.

Through public education initiatives, community engagement, and traffic safety programs, Enforcement Services remained committed to promoting compliance and enhancing public safety. As the department moves into Q4 2026, efforts will continue to focus on responsive service delivery, data-informed enforcement strategies, and meaningful engagement with County residents.

DEPARTMENT: Assessment & Taxation	
FOOTHILLS COUNTY	**TOPIC: Ratepayer Request for Cancellation of Tax Levies for Roll 2129327670**
REPORT PREPARED & PRESENTED BY: Teresa Lemon, Manager of Assessment & Taxation	

PURPOSE OF REQUEST

Council consideration to adjust tax levies from 2021 to 2026 and refund taxes.

BACKGROUND

Property taxes for Roll #2129327670 were based on the minimum tax levy of $48.00 up to and including the 2020 tax year. Beginning in the 2021 tax year, property taxes increased as a result of a change in the property's assessed value.

As part of the 2020 cyclical review, the property's use and characteristics were reviewed for assessment purposes. The review identified a change in classification, resulting in the assessment transitioning from the regulated farmland rate to the market value standard. The revised assessment reflects the actual use of the property and was determined in accordance with legislated assessment requirements.

Staff have reviewed the assessment and taxation history for the property and have not identified any staff error in the calculation or application of property taxes to the roll.

REQUEST OF COUNCIL

Proposed Motion:

That Council decline the request to adjust any tax levies applied to Roll #2129327670 for the 2021 through 2026 tax years.

APPENDICES

A. Landowner request letter.
B. 2020 Farmland Declaration.

(1)

To: John Callister
(Councillor Division 6
of Foothills County)

Dated: Tuesday, October 13
2026

First of all we would like to introduce ourselves
We are MR & MRS Edward + Georgina Bassmahjiyan
We have been the original owner of [redacted] E
Foothills, Alta T1S-3L2 since 1995 then we build
our home and moved in on October 1st 1997.
From the years 1997-2020 we were raising
lambs, sheeps and chickens, we then stopped a
caupke of years because of our age.
We come to you regarding an error/mistake/and misunderstanding
that was made and shouldn't of happened on our 2nd parcel
the farmland, because of the consequenses we ended up
over paying to much for our farmland taxes.
We have talked to Devyn Murray, Emily Kiist, Teresa Lemon
and Sherri Barrett they are all aware of the
error/mistake and misunderstanding.

(2)

From: 1997-2020 we were paying #48.00 dollars for our farmland total amount for all those years that we paid was #573.93

From: 2021-2026 we were overcharged for the amount of #11,948.95 that we paid
(Please see attached sheet)

Therefore, we both feel that we were treated unfairly and overcharged on the parcel of farmland taxes.

We both come to you for a refund of #11,375.02 that we are entitled to.

All of our taxes have been paid in full and on time and we haven't missed one payment.

We both strongly believe that you will take this matter into consideration and with good faith and were both hoping for a positive outcome that we deserve.

Sincerely,

Edward & Georgina Bassmahjiyan

(3)

2021 Farmland
Municipal Residential #87.82

2022 Farmland
Municipal Residential #106.12

2023 Farmland
Municipal Residential #117.56

2024 Farmland #126.97
Municipal Residential

2025 Farmland #1237.87
Municipal Residential

2026 Farmland #1364.80
Municipal Residential

Total from 2021-2026 is: #692.14

2021 School
School (Residential or farm) #597.15

2022 School #696.26
School (Residential or farm)

2023 School
School (Residential or farm) #694.62

2024 School #799.48
School (Residential or farm)

2025 School #1000.55
School (Residential or farm)

2026 School #1087.48
School (Residential or farm)

Total from 2021-2026 is #4825.54

2021 Seniors
- Seniors Foundation #28.50

2022 Seniors #32.67
- Seniors Foundation

2023 Seniors #31.42
- Seniors Foundation

2024 Seniors #34.60
- Seniors Foundation

2025 Seniors #35.04
- Seniors Foundation

2026 Seniors #34.04
- Seniors Foundation

Total from 2021-2026 is: 196.27

Total of all 3 is: #11,948.95

Total from 2008-2020 is: #573.93
Total from 2021-2026 is: #11,948.95

Difference from 2008-2026 is: #11,375.02

Therefore the refund that were both asking for is the overpayment of: #11,375.02

Sincerely,
Edvar & Georgina Bassmadjiyan

Appendix B

Foothills County
309 Macleod Trail, Box 5605
High River, AB T1V 1M7
Telephone: (403) 652-2341 OR Fax: (403) 652-7880
www.mdfoothills.com

DECLARATION RE: FARMING OPERATIONS

BASSMAHJIYAN, ED & GEORGINA
[redacted]
Foothills AB T1S 3L2 Canada

RECEIVED
SEP 3 0 2020

Roll: 2129327670 Plan 0715537 Block 1 Lot 2

After reviewing the statutory definition of "Farm Operations" outlined on page 1, please provide the following information:

(please circle your answer)

- THIS PARCEL WAS USED IN A FARMING OPERATION IN 2020? YES (NO)
- THIS PARCEL WAS RENTED/LEASED FOR FARMING PURPOSES IN 2020? YES (NO)

If you answered **NO** to both questions above, only your signature is required and your parcel will be assessed at market value which is significantly more than farmland assessment values.
Please continue if you answered **YES.**
Failure to return this completed form may result in the property being assessed at market value.

If this parcel was/is rented or leased for farming purposes during 2020, please supply the following:

Name of renter/lessee: _____

Phone #: _____ Lessee's home legal description: _____

Enclose copy of lease agreement or receipts for use of land.

Please supply the following information with regard to the parcel referenced above:

- Number of acres used as part of the farming operation _____
- Please state type(s) of farming operation:
  (examples: crops, grazing of cattle/sheep, tree nursery, poultry, horse breeding farm, etc)
  _____
- Amount produced in 2020 (eg. # of head/bales/bushels):
  _____
- Specify type and amount sold in 2020: _____
  _____

Please note that the filing of this form does not in itself qualify the property as farm.
In order to properly classify properties this form will be reviewed by the Assessor to determine whether Legislative requirements have been met.
This review is what classifies the property as farm or non-farm.
We would appreciate it if you could return this declaration prior to January 01, 2021. Thank you

(S[redacted] (Date) Sept 21/20 [redacted] (Phone number)

DEPARTMENT: Assessment & Taxation	
FOOTHILLS COUNTY	**TOPIC: Ratepayer Request for Cancellation of Tax Levies for Roll 2229043655**
REPORT PREPARED & PRESENTED BY: Teresa Lemon, Manager of Assessment & Taxation	

PURPOSE OF REQUEST

Council consideration to cancel the tax penalty on Roll #2229043655.

BACKGROUND

The 2026 property taxes for Roll #2229043655 were due October 1, 2026, with payment of the annual tax levy received on October 9, 2026. The landowner is requesting Council's consideration to cancel the resulting late payment penalties.

Staff have reviewed the taxation history associated with the property and found no errors in the administration of the tax roll account, as seen in Table 1.

Table 1. 2026 Tax Roll Transaction History

2026-02-28	ACHNG	519346	Assessment $1,386,080	$0.00	$0.00
2026-04-28	LEVY	442322	Annual Levy 2026	$8,712.20	$8,712.20
2026-10-02	PNLTY	126	Penalty	$522.73	$9,234.93
2026-10-09	CRREC	469576	Cash Receipt	-$8,712.20	$522.73

REQUEST OF COUNCIL

Proposed Motion:

That Council decline the request to cancel the tax penalties to Roll #2229043655.

APPENDICES

A. Landowner request email.
B. Receipt copy.

Appendix A

Teresa Lemon

From: Sherri Barrett
Sent: October 13, 2026 2:28 PM
To: Teresa Lemon
Cc: Reginald Hammond
Subject: FW: Request for Waiver of 6% Property Tax Late Payment Penalty
Attachments: Scan Oct 13, 2026.pdf

Categories: Blue Category

Good afternoon.

Please see the attached request. I will leave it with your department to prepare a staff report for an upcoming agenda.

Thank you,
Sherri

From: Manas Patnaik [redacted]
Sent: October 13, 2026 2:00 PM
To: Sherri Barrett <Sherri.Barrett@FoothillsCountyAB.ca>
Cc: Alka Patnaik [redacted]
Subject: Request for Waiver of 6% Property Tax Late Payment Penalty

> You don't often get email from [redacted] Learn why this is important

Hello Sherri

Subject: Request for Waiver of 6% Property Tax Late Payment Penalty

To the Council,

I am writing with reference to Account No. [2229043655] regarding my property tax payment.

The outstanding property tax amount of $8,712.20 was due on October 1, 2026. Unfortunately, due to a personal emergency, I was unable to make the payment by the due date and missed the deadline by eight days.

I am pleased to confirm that **I paid the full outstanding amount on October 9, 2026**, at the Foothills County office (copy of receipt attached). The staff advised me to submit a formal request to the Council for a waiver of the 6% late payment penalty.

Considering my payment history and the fact that the delay was caused by unforeseen personal circumstances, **I kindly request the Council's consideration in waiving the late payment penalty as a one-time exception.**

I would sincerely appreciate your understanding and consideration of my request.

Thank you for your time and assistance.

Thanks

Manas Patnaik

[redacted]

Sent from my iPhone

[EXTERNAL EMAIL] This email has originated from outside of the Foothills County organization. Do not click on any links or open any attachments unless you recognize the senders Name and Email address.

Appendix B

Foothills County

309 Macleod Trail SW, Box 5605
High River AB T1V 1M7

Telephone: 403-652-2341 or 403-931-1905 Fax: 403-652-7880 or 403-652-6900

RECEIPT

Tech Canada Inc.
Patnaik, Alka & Manas
[redacted]

Heritage Pointe, AB T1S 4K6
Canada

Receipt No: 469576
Date: 2026-10-09
Page: 1

Receipt Type	Account	Description	Amount
Tax Roll	2229043655	28;12;1811593	$8,712.20

GST Registration #: R107747313

Sub-Total	$8,712.20
GST	$0.00
Total	$8,712.20
Cheque:	$8,712.20

Cheque Number: 000291

DEPARTMENT: Assessment & Taxation	
FOOTHILLS COUNTY	**TOPIC: Request for Cancellation of Tax Levies for Roll 2028052510**
REPORT PREPARED & PRESENTED BY: Teresa Lemon, Manager of Assessment & Taxation	

PURPOSE OF REQUEST

To obtain Council approval to cancel the 2026 tax levy of **$1,656.26** on Roll #2129327670 following the transfer of the property to Foothills County.

BACKGROUND

The property identified as Roll #2129327670 was agreed to be transferred from the Sellers to Foothills County on December 5, 2025. The Statement of adjustments, included in appendices, details the allocation of the 2025 property tax obligations between the Sellers and Foothills County.
The transfer of ownership was subsequently registered on land title on May 5, 2026. Due to the timing of the registered ownership transfer and legislated Assessment and Taxation processes, an outstanding 2026 tax balance of $1,656.26 remains for the period of January 1 to May 5, 2026.

REQUEST OF COUNCIL

Proposed Motion:

That Council approve the cancellation of the **2026 tax levy in the amount of $1,656.26** for Roll #2129327670, resulting from the timing of the registration of the ownership transfer to Foothills County.

APPENDICES

- Statement of Adjustments

STATEMENT OF ADJUSTMENTS

Vendor: Brian McCaughan and Sharon McCaughan

Purchaser: Foothills County

Property: MERIDIAN 4 RANGE 28 TOWNSHIP 20 SECTION 5 THAT PORTION OF THE SOUTH WEST QUARTER WHICH LIES WEST OF THE HIGHWOOD RIVER AS SHOWN ON PLAN 8311763 CONTAINING 1.72 HECTARES (4.24 ACRES) MORE OR LESS EXCEPTING THEREOUT ALL MINES AND MINERALS

Adjusted as of: December 5th, 2025 (*tentatively*)

	Credit Purchaser	Credit Vendor
SALE PRICE		$1,641,000.00
REALTY TAXES		
2025 total taxes - $11,384.65		
Vendor has paid - $11,384.65		
Vendor's share for 339 days - $10,573.69		
Credit Vendor		810.96
CASH TO CLOSE	**1,641,810.96**	
	$1,641,810.96	$1,641,810.96

E. & O. E.

Any adjustments not contained in this statement are to be made directly between the Vendor and the Purchaser.

Prepared by MLT Aikins LLP

DEPARTMENT: Assessment & Taxation	
FOOTHILLS COUNTY	**TOPIC: Request for Cancellation of Tax Levies for Roll 1928325030**
REPORT PREPARED & PRESENTED BY: Teresa Lemon, Manager of Assessment & Taxation	

PURPOSE OF REQUEST

To obtain Council approval to cancel the 2026 tax levy of $14,350.32 on Roll #1928325030 following the transfer of the property to Foothills County.

BACKGROUND

The property identified as Roll #1928325030 was agreed to be transferred to Foothills County on March 17, 2026. The Statement of adjustments, included in appendices, details the allocation of the estimated 2026 property tax obligations between the Seller and Foothills County.

The transfer of ownership was subsequently registered on land title on May 5, 2026. Due to the timing of the registered ownership transfer and legislated Assessment and Taxation processes, an outstanding 2026 tax balance of $14,350.32 remains on the roll.

REQUEST OF COUNCIL

Proposed Motion:

That Council approve the cancellation of the **2026 tax levy in the amount of** $14,350.32 for Roll #1928325030.

APPENDICES

- Statement of Adjustments

STATEMENT OF ADJUSTMENTS

RE: 897552 Alberta Ltd. (the "Seller") sale to Foothills County (the "Buyer")
96008 2431 Drive East, Foothills County, Alberta (the "Property")
Closing Date: March 17, 2026
Our File No: 1-5091

	CREDIT BUYER	CREDIT SELLER
SALE PRICE		$1,800,000.00
GST PAYABLE		$90,000.00
PROPERTY TAXES - PREVIOUS YEAR Estimated 2026 taxes of $13,580.55 based on 2025 taxes of $13,580.55 and an increase of 0.00% of which the Seller has paid $0.00. Seller's share for 76 days - $2,827.73	$2,827.73	
BALANCE DUE ON CLOSING as per direction of Teresina M. Bontorin:	**$1,797,172.27**	
	$1,800,000.00	$1,800,000.00

E. & O. E.

This Statement has been prepared based upon information provided to this firm and believed to be correct. However, its accuracy is not guaranteed. Any adjustments not contained in this statement are to be made directly between the Seller and the Buyer.

When the Buyer receive(s) a tax credit the Buyer will then be responsible for payment of the full amount of the taxes for the current year and is advised to check with the municipal taxing authority to ensure that a tax notice or copy is received.

Unless otherwise expressly provided in writing, the parties to the transaction shall adjust utilities, accounts and like services themselves. The parties shall arrange for their own insurance or assignment of existing policy.

DEPARTMENT: Finance, Property Tax	
FOOTHILLS COUNTY	**TOPIC: Request to Cancel Late Payment Penalty**
REPORT PREPARED BY: Sheryl Pinto, Tax Roll Technician **REPORT PRESENTED BY: Reeve Rob Siewert**	

PURPOSE OF REQUEST

Please see attached request to cancel late payment penalty on Tax Roll 1928167500 Please be advised that the statutory requirements were met and there was no staff error.

BACKGROUND

The ratepayer has submitted a letter via Canada Post to County Council requesting to have the October 2, 2026 penalty of $336.91 reviewed for removal.

REQUEST OF COUNCIL

Proposed Motion:
Please review penalty and advise if County Council will reduce or remove the same.

APPENDICES

Appendix A:
Request for Cancellation – Landowner – Redacted

Appendix B:
Authorization for Council Review – Reeve Siewert

[redacted]

Box 28, Site 2, RR 3

High River, AB.

T1V 1N3

November 01, 2026

Foothills County

309 Macleod Trail

High River, AB.

T1V 1M7

Re: 2026 Combined Assessment and Tax Notice for [redacted]

Dear Reeve and Councillors;

My husband and rural landowner died peacefully in our home on May 14, 2026. As you can imagine, I had many things to deal with at this time and do not recall getting our tax notice and payment schedule which I would have added to pending tasks in my calendar. As a result of this I missed the payment date of September 30, 2026.

I did remember the property tax being due while I was on a trip to visit grandchildren out of province and paid the tax bill on my return home on October 06, 2026. I am asking for forgiveness on the $336.91 last payment penalty.

Thank you for your consideration in this matter.

Yours truly,

[redacted]

Sheryl Pinto

From: Sheryl Pinto
Sent: November 10, 2026 10:08 AM
To: Foothills County Property Tax Department
Subject: FW: Penalty Cancellation Request - Roll# 1928167500

From: Rob Siewert <Rob.Siewert@FoothillsCountyAB.ca>
Sent: November 6, 2026 12:44 PM
To: Legislative Services <legislative.services@foothillscountyab.ca>
Subject: RE: Penalty Cancellation Request - Roll# 1928167500

I support this being added to a council agenda. Thanks.

Rob Siewert
Reeve
Councillor Div 1
Foothills County
ASBPC chair and south region rep
(403) 336-0576
rob.siewert@foothillscountyab.ca

From: Legislative Services <legislative.services@foothillscountyab.ca>
Sent: November 5, 2026 4:41 PM
To: Rob Siewert <Rob.Siewert@FoothillsCountyAB.ca>
Cc: Legislative Services <legislative.services@foothillscountyab.ca>
Subject: FW: Penalty Cancellation Request - Roll# 1928167500
Importance: High

Hi Rob.

The attached letter was received by the tax department. Please have a look and let me know if you'd like it added to an agenda for council's consideration.

Thanks,
Sherri

From: Foothills County Property Tax Department <taxes@FoothillsCountyAB.ca>
Sent: November 5, 2026 6:11 AM
To: Legislative Services <legislative.services@foothillscountyab.ca>
Subject: Penalty Cancellation Request - Roll# 1928167500
Importance: High

Good Morning,

This penalty cancellation request is for Reeve Siewert to review.

Please advise if you require anything further from taxation.

Thank-you,

Sheryl Pinto
Tax Roll Technician
Foothills County
Direct: 403-603-6224

Please be advised that I am not in the office on Thursdays.

foothillscountyab.ca

******Coming in 2027: Separate Assessment and Tax Notices. Please watch your mail and/or email for both notices.******

DEPARTMENT: Corporate Services	
FOOTHILLS COUNTY	**TOPIC: Tax Sale Reserve Bid**
REPORT PREPARED BY: Sheryl Pinto, Tax Roll Technician **REPORT PRESENTED BY:** Reginald Hammond, Deputy Director of Corporate Services	

PURPOSE OF REQUEST

Set reserve bid for the property eligible for tax sale December 1, 2026.

BACKGROUND

The following properties are eligible for tax sale December 1, 2026.
Council must set the reserve bid for this parcel, pursuant to and under the authority of the Municipal Government Act s.419.
Historically, Council has been presented with a recommended reserve price which includes a 25% increase to the market valuation.

REQUEST OF COUNCIL

That Council approve the recommended reserve bid at 25% above the market value estimates of each property, as detailed in Table 1.

Table 1

Tax Roll:	Legal Description:	Market Value Estimate:	Recommended Reserve Price:
1927133400	8,9; 5; 6980AG	$78,434	$98,043
2027107510	1; 1; 1011526	$213,870	$267,338
2029240115	1; 7; 1310433	$1,730,490	$2,163,113
2101262580	19;; 9010114	$1,887,800	$2,359,750

APPENDICES

Appendix A:
Market Value Estimates as prepared by Foothills County Assessment Department.

MARKET VALUE ESTIMATE

For Tax Sale Purposes

$78,434



Roll Number 1927133400

Plan 6980AG Block 5 Lot 8, 9; SW 13 19 27 W4

534.4 Square Meters

Linc # 0018721670

AERIAL VIEW OF PROPERTY

Plan 6980AG Block 5 Lot 8,9; 534.4 Square Meters; SW 13 19 27 W4



Source: June 2024 Foothills County Aerial Photo

Subject Property Information Sheet

The subject is a 534.4 m² parcel located on the Hamlet of Blackie.

The property is improved with a 600 sq. ft. manufactured home and 244 sq. ft. addition, a 422 sq. ft. garage, and an approximately 96 sq. ft. shed. The manufactured home and garage were constructed in 1962, with the shed constructed in 2008.

Market evidence for manufactured homes of similar age on small parcels within Foothills County is limited. Properties within the Hamlets of Blackie and Cayley are considered the most relevant market evidence for the subject property.

Given the age of improvements on the subject property, market transactions for properties with manufactured homes dating from the 1960 to mid-1980's were reviewed in estimating the subject property's value. The listings indicate values ranging from $85,000 to $315,500, Table 3.

In consideration of the age, condition, and overall utility of the subject manufactured home, properties improved with residences and ancillary structures of a superior quality or condition were determined to exhibit a lower degree of comparability. Accordingly, such properties were afforded limited weight in the final valuation analysis.

A review of vacant land transactions in the Hamlet of Blackie indicates current average land value of $110/$m^2$, Table 1. Subject parcel size applied to the average value results in land value of $58,784.

Table 1

Roll	Parcel Size	Sale Price	Sale Date
1927133230	342.0 m^2	$37,000	Dec. 8, 2025
1927133890	534.4 m^2	$60,000	May 31, 2024

Based on the available listing evidence for manufactured homes summarized in Table 2, the market data indicates a general decline in value with increasing age.

Considering listings of a similar vintage to the subject, a contributory value of $19,650 is considered a reasonable estimate for the subject's residential improvement.

Table 2

Comparable	List Price	MLS #	Location	Size (sf)	Age	$/sf
Subject			Blackie	600	1962	
#1	25000	A2355843	High River	729	1974	$34.29
#2	29900	A2349131	Calgary	913	1972	$32.75
#3	35000	A2348930	Bassano	730	1973	$47.95
#4	65000	A2309748	Calgary	1077	1974	$60.35
#5	89900	A2334552	Calgary	1307	1985	$68.78
#6	99900	A2343665	Calgary	1299	1979	$76.91
					Average $/sf	$53.50
Average $/sf			$53.50	600		$32,103
Comparable 2			$32.75	600		$19,650

Following analysis and reconciliation of the available market evidence, the final opinion of market value for the subject property is $78,434, comprising a land value of $58,784 and an improvement value of $19,650.







Subject Improvement Photos

Table 3

Foothills County

Sales Comparables



Roll: 1927133400
Address: [redacted]
Legal: 6980AG 5 8,9 SW-13-19-27-4
Year Built: 1962
Bldg Size: 844 Ft² (Asmt/Ft²=$122)
Land Size: 534.40 M

Garage-Detached- 422 Ft2
Small Shed (< 15m2)-Detached- 96 Ft2

Subject



Roll: 1728195500
Address: [redacted]
Legal: 9112017 2 21 NW-19-17-28-4
Year Built: 1975
Bldg Size: 784 Ft² (Price/Ft²=$130)
Land Size: 551.80
Small Shed (< 15m2)

Sale Date: 04-09-2026
Sale Price: $100,000



Roll: 1728192920
Address: [redacted]
Legal: 7911037 3 6 SW-19-17-28-4
Year Built: 1979
Bldg Size: 1,134 Ft² (Price/Ft²=$76)
Land Size: 500.40 M

Small Shed (< 15m2)

Sale Date: 04-30-2026
Sale Price: $85,000



Roll: 1728195310
Address: [redacted]
Legal: 9112017 2 1 NW-19-17-28-4
Year Built: 1984
Bldg Size: 1,343 Ft² (Price/Ft²=$237)
Land Size: 433.70 M

Garage-Detached- 569 Ft2

Sale Date: 07-22-2026
Sale Price: $318,500

MARKET VALUE ESTIMATE

For Tax Sale Purposes

$213,870



Roll Number 2027107510

NE 10 20 27 W4; 5.34 acres

Plan 1011526 Block 1 Lot 1

Linc # 0034299826

AERIAL VIEW OF PROPERTY

Plan 1011526 Block 1 Lot ; 5.34 acres; NE 10 20 27 W4



Source: Foothills County Aerial Photo - June 2024

Property Information Sheet

The subject property comprises a vacant 5.34-acre parcel zoned Country Residential. The property is situated immediately south of the intersection of 402 Avenue East and 240 Street East, east of Highway 2 and approximately one mile west of Highway 799.

Based on the analysis and reconciliation of the available market evidence, the market value of the subject property is estimated at $213,870.

Table 1.

INTEROFFICE MEMORANDUM

DATE: November 5, 2026

TO: **Tax Department**

FROM: Assessment Department

Market Value Estimate

File No:
Legal: NE-10-20-27-4, Plan 1011526 Block 1 Lot 1
Subject: Roll #2027107510
Parcel Size: 5.34 acres
Mkt Zone: 7
Trees: Vacant No Trees
Views: Part Mountain View
River/Creek:

CONCLUSION

Based on the following sales, the fair market value for a 5.34 acre parcel in this area is : $40,050 per acre.

Sale	Mz	Qr	Sec	Twp	Rge	M	Sale Date	Acres	Sale Price	Time Adj	Time Adj Sale Price	Loc Adj	Size Adj	Trees Adj	View Adj	River/ Creek Adj	Final Adjusted Sale Price	Indicated Price Per Acre For 5.34 Acs
1	7	SE	36	20	27	4	Jul-25	5.49	$280,000	1.00	$280,000	1.00	1.00		-32369		$247,631	$46,373
2	6	SW	35	19	28	4	Jul-26	4.89	$390,000	1.00	$390,000	0.68	1.01				$267,852	$50,160
3	7	SW	36	19	27	4	Jul-23	4.99	$168,000	1.14	$191,520	1.00	1.01		-21407		$172,028	$32,215
4	6	NW	22	20	28	4	Jun-26	5.00	$495,000	1.00	$495,000	0.68	1.01	-30000			$309,966	$58,046
5	6	SE	21	20	28	4	Aug-24	5.58	$410,000	1.03	$422,300	0.66	1.00		-64830		$213,888	$40,054
6	6	NE	21	20	28	4	Oct-24	4.65	$385,000	1.00	$385,000	0.69	1.01		-63867		$204,440	$38,285
7	4	SE	20	21	28	4	May-25	8.80	$480,000	1.00	$480,000	0.49	0.95		-45444		$177,996	$33,333

COMMENTS:

Estimated market value for a 5.34 acre parcel @ $40,050/acre is $213,870

MARKET VALUE ESTIMATE

For Tax Sale Purposes

$1,730,490



Roll Number 2029240115

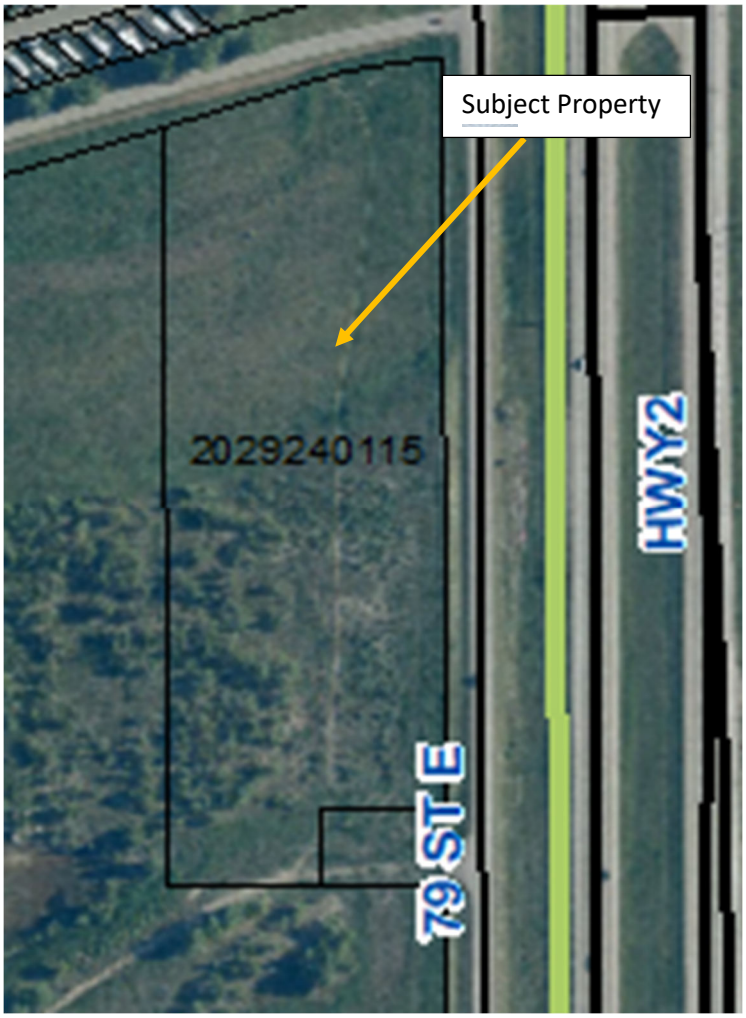
SE 24 20 29 W4; 8.15 acres

Plan 1310433 Block 7 Lot 1

Linc # 0035583872

AERIAL VIEW OF PROPERTY

Plan 1310433 Block 7 Lot ; 8.15 acres



Source: Foothills County Aerial Photo - June 2024

Property Information Sheet

The subject property comprises a vacant 8.15-acre parcel zoned Direct Control 10. The property is situated on the west side of 79 St E, west of Highway 2 and approximately one mile north of Highway 547.

Based on the analysis and reconciliation of the available market evidence, the market value of the subject property is estimated at $1,730,490.

Table 1.

INTEROFFICE MEMORANDUM

DATE: November 9, 2026

TO: **Tax Department**

FROM: Assessment Department

Market Value Estimate

File No:
Legal: SE-24-20-29-4, Plan 1310433 Block 7 Lot 1
Subject: Roll #2029240115
Parcel Size: 8.15 acres
Mkt Zone: 20

"COMMERCIAL LAND VALUATION"

CONCLUSION
Based on the following sales, the fair market value for a 8.15 acre parcel in this area is : $212,330 **per acre.**

Sale	Mz	Qr	Sec	Twp	Rge	M	Sale Date	Acres	Sale Price	Time Adj	Time Adj Sale Price	Loc Adj	Size Adj	Final Adjusted Sale Price	Indicated Price Per Acre For 8.15 Acs
1	142	SE	24	20	29	4	Feb-24	8.15	$1,230,000	1.00	$1,230,000	1.00	1.00	$1,230,000	$150,920
2	142	SE	24	20	29	4	Apr-24	4.06	$1,421,000	1.00	$1,421,000	1.00	1.57	$2,230,970	$273,739

COMMENTS:

Current Listing for subject property, MLS A2333568 $2,450,000
Current value estimate for 8.15 acre parcel is $1,730,490

MARKET VALUE ESTIMATE

For 2026 Tax Sale Purposes

$1,887,800



Roll Number 2101262580

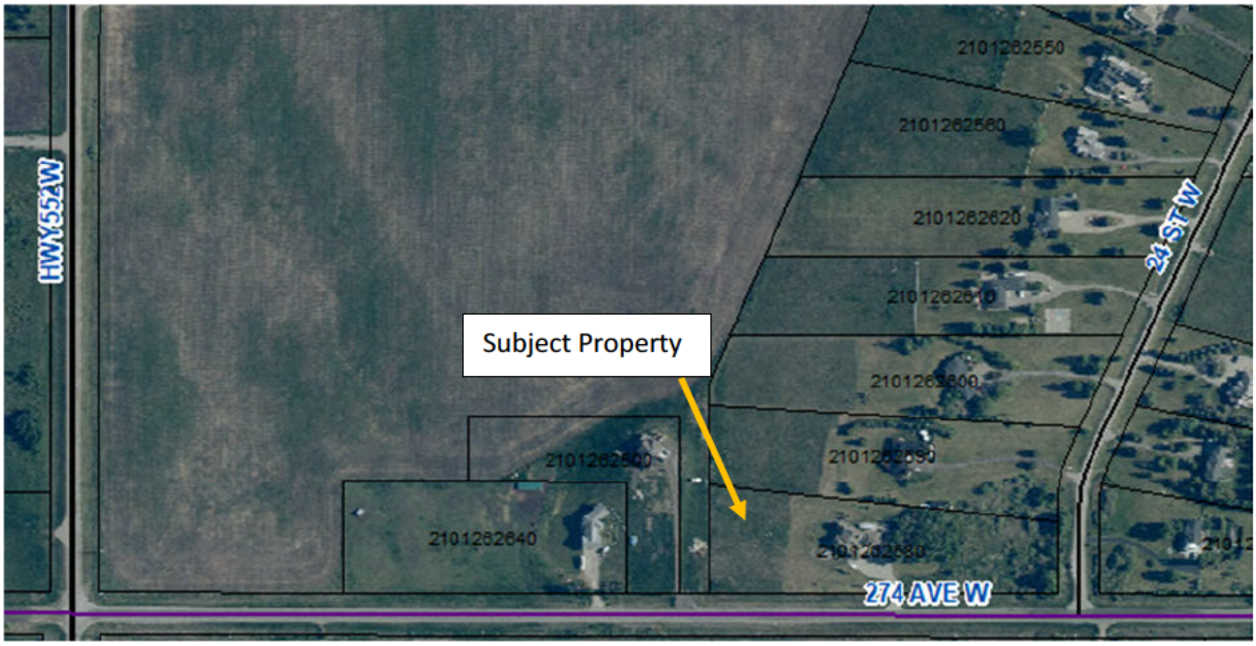
Plan 9010114 Lot 19

SW 26 21 01 W5; 4.00 acres

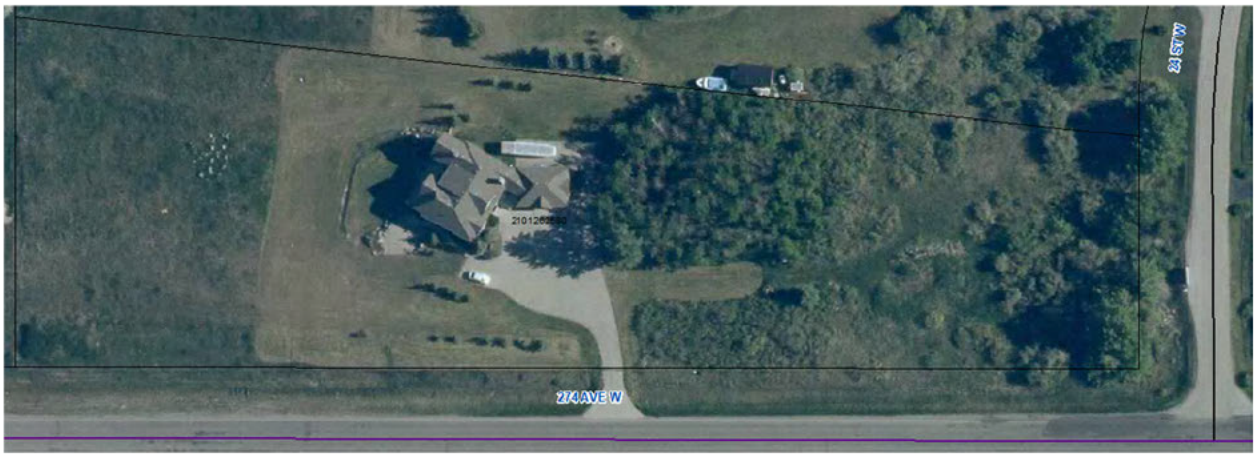
Linc # 0012465713

AERIAL VIEW OF SUBJECT PROPERTY

Plan 9010114 Lot 19; 4.00 acres; SW 26 21 1 W5



Source: June 2024 Foothills County Aerial Photo



Source: June 2024 Foothills County Aerial Photo

Anderson Property Information Sheet

This is a 4.00 acre parcel located in the DeWinton Heights area, east of Hwy 522, accessed off 274 Ave W. The property has a paved driveway, mature trees and mountain view.

The improvements on the property consist of a residence with attached garage built in 2005. The 2,733 square foot residence is a bungalow with finished walkout basement. The heated garage is approximately 910 square feet.



Source: February 2013 Foothills County - Assessment File Photos



Roll: 2101262580
Address: [redacted]
Legal: 9010114 19 SW-26-21-1-5
Year Built: 2005
Bldg Size: 2,733 Ft²
Land Size: 4.00 A
Garage-Attached- 910 Ft2
Concrete/Asphalt Paving-Hand Calculated- 0 Ft2
Avg. Value: $1,887,800 according to TOP 3 comparables

Subject



Roll: 2101352570
Address: [redacted]
Legal: 0812080 2 5 SW-35-21-1-5
Year Built: 2012
Bldg Size: 3,055 Ft²
Land Size: 3.54 A

Concrete/Asphalt Paving
Garage-Attached- 936 Ft2

Sale Date: 01-02-2024
Sale Price: $1,839,000
Sale Price Adjusted to July 1 2025: $2,191,700



Roll: 2101265160
Address: [redacted]
Legal: 0612581 6 8 NW-26-21-1-5
Year Built: 2007
Bldg Size: 3,273 Ft²
Land Size: 4.39 A

Garage-Attached- 1020 Ft2
Concrete/Asphalt Paving

Sale Date: 06-12-2025
Sale Price: $1,721,750
Sale Price Adjusted to July 1 2025: $1,823,700



Roll: 2101350070
Address: [redacted]
Legal: 9410474 4 2 SE-35-21-1-5
Year Built: 2009
Bldg Size: 2,190 Ft²
Land Size: 2.00 A

Garage-Attached- 1401 Ft2
Small Shed (< 15m2)

Sale Date: 09-30-2023
Sale Price: $1,360,000
Sale Price Adjusted to July 1 2025: $1,636,900

LEGISLATIVE SERVICES DEPARTMENT	
FOOTHILLS COUNTY	**TOPIC: Water Ski & Wakeboard Canada - 2027 Rocky Mountain Pro Am– Request for Letter of Support**
REPORT PRESENTED BY: CAO Ryan Payne	

PURPOSE OF REQUEST

To request Council's authorization to provide a letter to Water Ski & Wakeboard Canada in support of its application under the Government of Alberta's Major Sport Events Grant Program for the 2027 Rocky Mountain Pro Am, scheduled for July 29 – August 1, 2027 at Predator Bay.

BACKGROUND

The Rocky Mountain Pro Am is part of the prestigious Nautique Water Ski World Series and continues to elevate Predator Bay's reputation as a world-class international competition venue.

Water Ski and Wakeboard Canada are currently preparing an application for the Government of Alberta's Major Sport Events Grant Program. A letter of support from Foothills County would be greatly appreciated and would help demonstrate the municipality's recognition of the event's economic, tourism and sport development benefits.

REQUEST OF COUNCIL

Proposed Motion:

Moved that Council authorize Administration to provide a letter of support to Water Ski & Wakeboard Canada in support of its application under the Government of Alberta's Major Sport Events Grant Program for the 2027 Rocky Mountain Pro Am.

APPENDICES

APPENDIX A:
Letter of Request from Water Ski & Wakeboard Canada

From:	Ryan Payne
To:	Agendas
Cc:	Rob Siewert; Sherri Barrett; Heather Hemingway
Subject:	Fwd: Request for Municipal Letter of Support – 2027 Rocky Mountain Pro Am
Date:	October 27, 2026 2:51:53 PM
Attachments:	Outlook-ejfzv3nn.png

Begin forwarded message:

From: Krista Jansen <krista@wswc.ca>
Subject: Request for Municipal Letter of Support – 2027 Rocky Mountain Pro Am
Date: October 27, 2026 at 11:55:32 AM MDT
To: rob.siewert@foothillscountyab.ca, ryan.payne@foothillscountyab.ca
Cc: Suzanne Velcic [redacted]

> You don't often get email from krista@wswc.ca. Learn why this is important

Hello, I'm reaching out on behalf of Water Ski & Wakeboard Canada and Predator Bay Waterski Club to request a letter of support from Foothills County for the 2027 Rocky Mountain Pro Am, scheduled for July 29–August 1, 2027, at Predator Bay.

Following an incredibly successful event in 2026, we are excited to bring some of the world's best water ski athletes back to Foothills County. One of the highlights of this year's competition was Canadian athlete Jaimee Bull setting a new Canadian women's slalom record!

The Rocky Mountain Pro Am is part of the prestigious Nautique Water Ski World Series and continues to elevate Predator Bay's reputation as a world-class international competition venue.

The event also generates meaningful economic benefits for the region. Our 2027 economic impact projections estimate over **$510,000 in economic activity**, including approximately **400–500 hotel room nights**, with visiting athletes, officials, coaches, families and spectators supporting local businesses and tourism.

We are currently preparing our application for the Government of Alberta's Major Sport Events Grant Program. A letter of support from Foothills County would be greatly appreciated and would help demonstrate the municipality's recognition of the event's economic, tourism and sport development benefits.

We are proud to host this international competition in Foothills County and look forward to continuing to build on its success.

We welcome the team from Foothills County to join us during the event at Predator Bay to watch some incredible skiing from the world's best athletes!

Here is the Live stream of the final day from 2026 - check out some awesome skiing and beautiful Foothills AB: https://www.youtube.com/live/V30viX8Dtms?si=RTaSDTIDi1DXCJMi

Thank you for considering our request.

Warm regards,

Krista Jansen

Executive Director, WSWC
Cell: 902-830-5061
To schedule a call with me click on this link:
https://doodle.com/bp/kristajansen/call-with-krista
Water Ski & Wakeboard Canada I Ski nautique et planche Canada
www.wswc.ca

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REQUEST FOR MOTION FROM COUNCIL	TO ACCEPT THE DRAFT ECONOMIC DEVELOPMENT PLAN FOR INFORMATION AND/OR PROVIDE FEEDBACK TO THE ECONOMIC DEVELOPMENT COMMITTEE.
The following Councillors can vote on this item: All	
FOOTHILLS COUNTY	**PROPOSAL:** Staff is seeking feedback from Council on the draft Economic Development Plan that outlines target areas and action items associated with the plan.
PREPARED BY: Economic Development	

PURPOSE OF REQUEST:

At the September 25, 2026, Economic Development Committee meeting, the draft Economic Development Plan was presented for the committee's review and consideration. At that time, the committee decided to accept the draft Economic Development Plan as information and recommend that administration present the draft plan to Council for consideration and input prior to the December Economic and Development meeting.

BACKGROUND:

The Economic Development plan was developed internally by Staff through a combination of in-depth interviews, statistical analysis and a Quantitative Analysis of the County's Value Proposition (conducted by Colliers as part of Foothills County participation in the Invest Greater Calgary initiative).

REASON FOR INITIATION

The Economic Development Committee has requested that the Economic Development Plan be reviewed by Council for consideration and input prior to the committee undertaking potential revisions and final review.

The final plan will require adoption by Council as the approving authority.

RECOMMENDED MOTION

Staff suggests the following options may be considered by Council:

1) *Council accepts the draft Economic Development plan as information and has no concerns or recommendations as drafted.*
2) *Council accepts the draft Economic Development Plan as information and provides the following feedback and/or suggested revisions to Staff for further consideration by the Economic Development Committee.*

Foothills County

Target Sector and Subsector Study

CONFIDENTIAL DOCUMENT THAT CANNOT BE SHARED OR DISTRIBUTED. THIS DOCUMENT IS ONLY FOR THE PURPOSES OF FOOTHILLS COUNTY AND ITS ADMINISTRTIVE STAKEHOLDERS INVOLVED IN MUNICIPAL AND REGIONAL ECONOMIC DEVELOPMENT.

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Document Overview

The purpose of this document is to provide Foothills County with a clear summary of the current attributes, including the labour force and its reasonable catchment area, the demographics of the area, the existing businesses and industries, the utilities, and infrastructure, all within the lens of how these attributes can contribute to further economic development.

A “sector” is the broadest classification of industry that groups businesses by similar production processes. The identified sectors indicate some level of alignment with the assets and opportunities of Foothills County, which will be explored in Part 1 of this document. The sectors will be further refined into their subsectors in Part 2 of this document.

The sectors and subsectors identified throughout this document indicate which subsectors may be most advantageous to pursue as part of investment attraction strategies. This document also provides high-level recommendations to maximize those efforts.

How to Read this Study

This Study identifies sectors that demonstrate opportunities for broad growth and then lists specific target subsectors to identify the more specific growth opportunities. This work uses the North American Industry Classification Systems (NAICS) as standardized reference to the industries discussed and is a classification system to provide common definitions of industries and standardize the collection of industry statistics. The hierarchy of coding follows this structure, moving from broad to specific:

- Sectors (2-digit codes) – 20 Sectors
- Subsectors (3-digit codes) – 99 Subsectors
- Industry Groups (4-digit codes) – 323 Industry Groups
- Industries (5-digit codes) – 694 Industries
- Canadian Industries (6-digit codes) – 923 Canadian Industries

This report identifies the most aligned sectors and subsectors for Foothills County. The table below illustrates the 20 Sectors, which are the highest order on the hierarchy of codes.

NAICS CODE	SECTOR	NAICS CODE	SECTOR
11	Agriculture, forestry, fishing and hunting	**53**	Real estate and rental and leasing
21	Mining, quarrying, and oil and gas extraction	**54**	Professional, scientific and technical services
22	Utilities	**55**	Management of companies and enterprises
23	Construction	**56**	Administrative and support, waste management and remediation services
31-33	Manufacturing	**61**	Educational services
41	Wholesale Trade	**62**	Health care and social assistance
44-45	Retail Trade	**71**	Arts, entertainment and recreation
48-49	Transportation and Warehousing	**72**	Accommodation and food services
51	Information and cultural industries	**81**	Other services (except public administration)
52	Finance and insurance	**91**	Public administration

There are considerations associated with the use of NAICS coding. Although the classification codes have been updated since 1997, consistency required between updates means that NAICS may not always be able to properly identify the most agile and emerging industries. NAICS classifies industries primarily by how they produce, rather than what technologies they use or the markets they serve.

With updates every 5 years, this creates a lag where new or hybrid business models don't fit neatly into existing categories. The next major update is planned for 2027. A clear example of this limitation is companies engaged in artificial intelligence. A firm developing proprietary AI models for healthcare, logistics, and energy optimization may be classified under NAICS 54151 (Computer systems design and related services) or NAICS 54171 (Research and development in the physical, engineering, and life sciences), depending on its primary activity. Neither code fully captures the company's role as an AI platform provider with cross-sector applications. As a result, high-growth AI activity is often "hidden" inside broader software or R&D categories, making it difficult for economic development agencies to accurately measure, target, or support the sector.

These limitations do not render NAICS unusable. Rather, they need to be considered in addition to real-world market sounding intelligence to ensure that sectors that are driving growth today are captured correctly.

Foothills County Overview

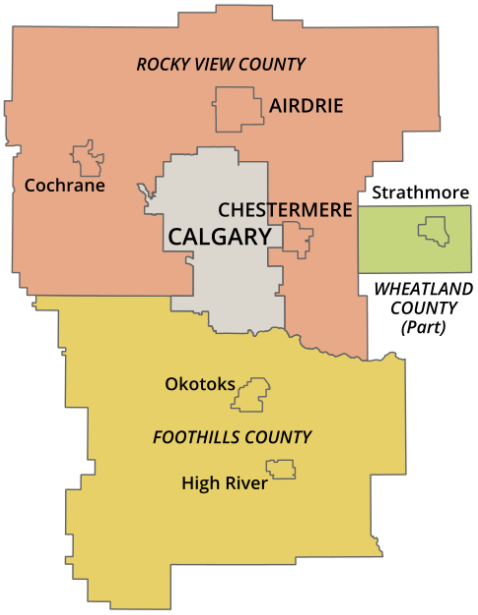


Figure 1. Greater Calgary Region

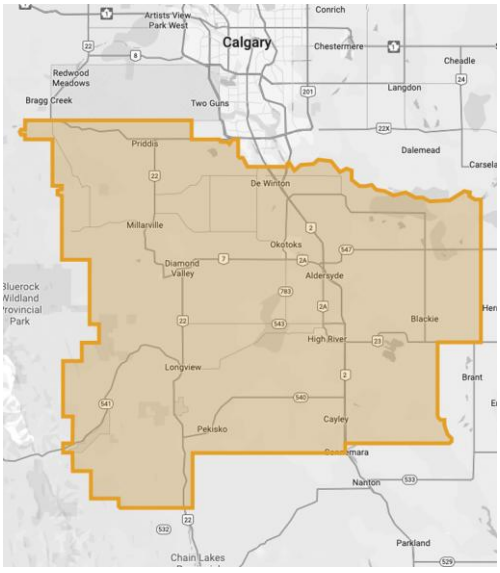


Figure 2. Foothills County Boundary Map

Foothills County is a rural municipality in southern Alberta, directly adjoining Calgary's southern boundary along the Rocky Mountain foothills and spanning approximately 3,605 square kilometres of agricultural land, rural residential communities, hamlets, and development corridors. In 2021, the County had a population of 23,199 residents living in 8,450 occupied private dwellings, reflecting a large geographic area with a dispersed settlement pattern and strong links to nearby urban markets.

It surrounds the towns of Okotoks, High River, and Diamond Valley, as well as the Village of Longview, and occupies a strategic position within the broader Calgary region while maintaining a distinct rural identity. Its location around the Highway 2 corridor provides efficient access to the Calgary region, the Calgary International Airport (approximately one hour to the north), and the north–south trade corridor to the U.S. border (approximately two hours south), creating advantages for business attraction, goods movement, and labour mobility.

Foothills County's economy has traditionally been anchored by agriculture and oil and gas, but the County also presents growing opportunities in transportation, light manufacturing, warehousing and distribution, agriculture value-added and processing, tourism, and retail. With current strategic priorities focused on industrial corridor development, utility and water infrastructure investment, fibre expansion, and tax-base diversification, this study is intended to help identify the sectors, subsectors, market opportunities, and competitive advantages that can guide sustainable economic development while reinforcing the County's long-term viability and protecting its rural character.

Land use planning in Foothills County reflects a deliberate balance between growth management and conservation, with an emphasis on protecting high-quality agricultural soils, environmental features, and scenic corridors while accommodating carefully located development. This approach, combined with strong intermunicipal relationships with neighbouring towns and the City of Calgary, allows the County to function as both a steward of rural values and a complementary partner within the regional economy, offering space, certainty, and quality of place that increasingly differentiates it within southern Alberta.



Part 1

Sector Study

Part 1: Sector Study

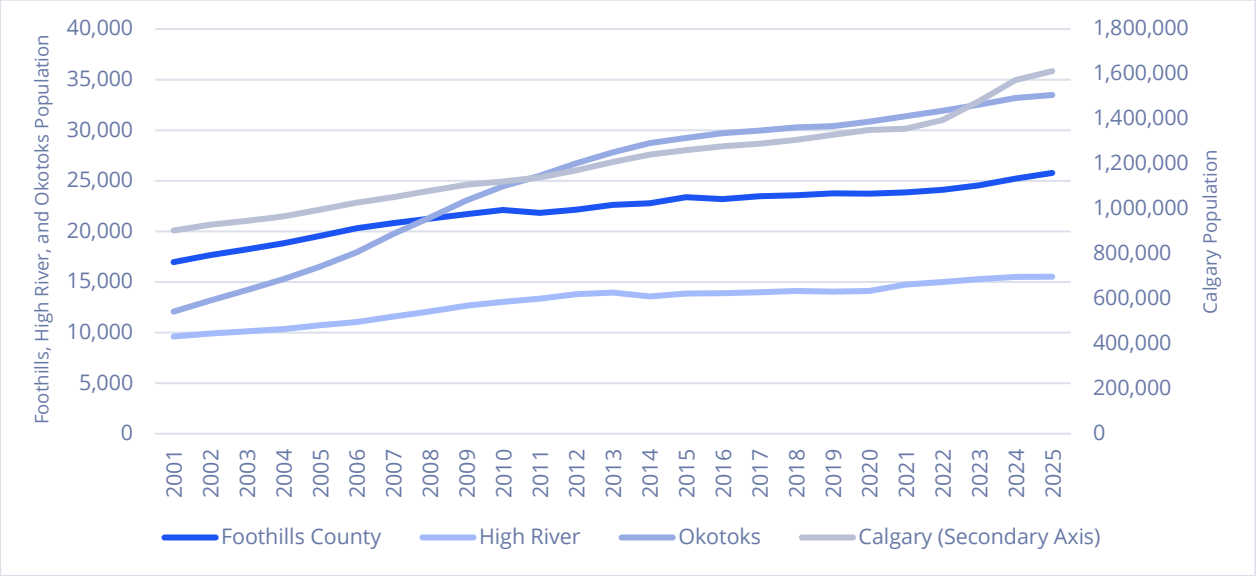
This section reviews the current state of key economic activity and development drivers including local infrastructure, utilities, and labour force to identify the unique value propositions of Foothills County. This value proposition is matched to the most advantageous broad sectors, which will be further refined in Part 2.

1.1 Demographics of Foothills County

The Province of Alberta estimates that Foothills County has a population of approximately 25,779 (as of 2025), an estimated increase of 52% over the last 25 years, and about 2.29% between 2024 and 2025.

Foothills County Population Growth Comparison to other Municipalities, 2001 to 2026

(Office of Statistics and Information, Alberta Treasury Board and Finance, 2026)



Foothills County has a similar population change trajectory to High River, showing relatively steady growth over the past 15 years. This is a different trajectory than Okotoks, which grew significantly faster between 2001 and 2014, or the City of Calgary, where the fastest population increase occurred between 2021 and 2024.

Foothills County's demographic profile reflects its unique position as a predominantly rural municipality adjacent to Calgary, Okotoks, and High River. While overall population density is low (6.4 people per km^2), reflecting much of the farming activity in the area, there are nodes of denser population in acreage communities on the northern edge of the County, near Calgary's limits.

Population Density of Greater Calgary Municipalities, 2021

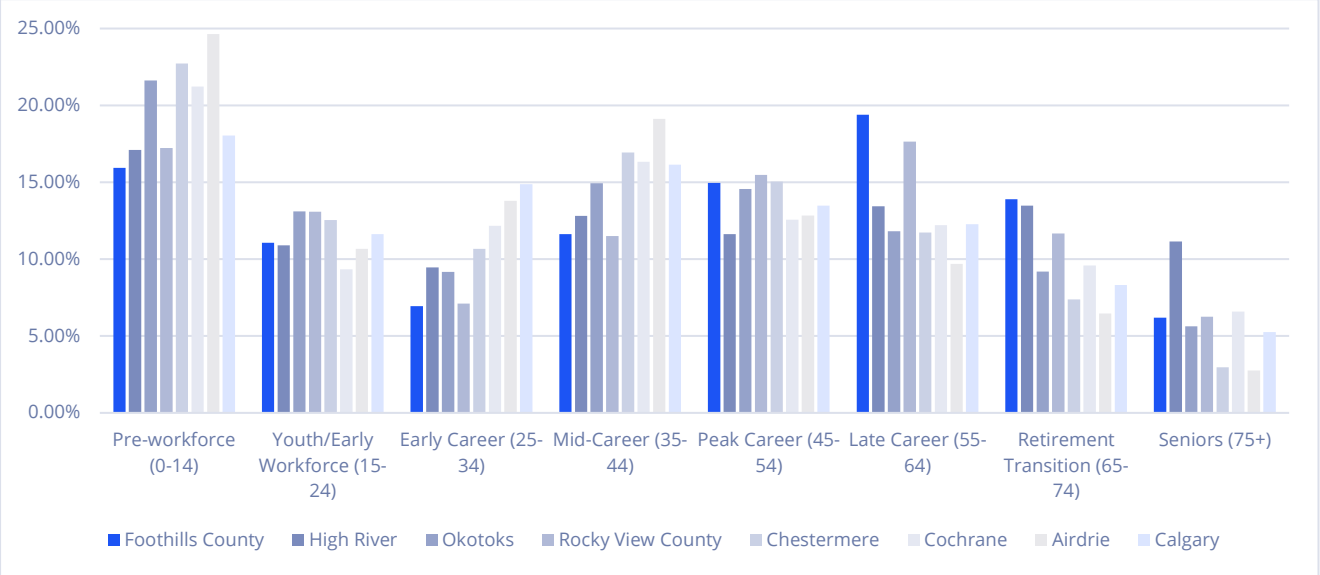
(Statistics Canada, 2021)

	Foothills County	Rocky View County	Chestermere	Airdrie	High River	Cochrane	Okotoks	Calgary
Population Density per km^2	6.4	10.6	704.8	878.1	905.5	1,059.6	1,273.8	1,592.4

Foothills County's age composition is notably skewed toward mid-career and late-career cohorts, with comparatively smaller proportions of early-career residents than in Calgary and other municipalities in the region. Nearly half of the population falls within the 35 to 64 age range, reflecting a mature, economically established resident base. Foothills County stands out with the highest proportion of residents in their Late Career (55 to 64 years old) and Retirement Transition Age (65 to 74 years old). The large proportion of residents aged 55 and over (approximately 40% of all residents) also signals impending shifts in the labour force towards retirement, which could result in a reduced labour force.

Age Cohorts of Greater Calgary Municipalities, 2021

(Statistics Canada, 2021)



The low representation of early-career adults (25–34) is consistent with rural–urban dynamics across the Calgary region. This cohort tends to concentrate in urban centres, where rental housing, entry-level employment, public transportation networks, and post-secondary institutions are significantly more prevalent. As a result, Foothills County should not be expected to organically generate a large pipeline of entry-level labour, nor should economic development strategy rely on resident-based workforce growth in this age bracket.

1.2 Workforce of Foothills County

The workforce of an area is defined by the current occupations, education levels, fields of study, skills, wages, and commute factors of the current population in relation to other municipalities within the reasonable catchment area that an employer could source from.

1.2.1 Labour Force

Foothills County residents exhibit a labour profile that is heavily oriented toward construction, professional services, primary resource industries, and healthcare. Construction, particularly skilled trades and professional services associated with construction, could facilitate the development of new industrial nodes. The high concentration of primary resource industry labour aligns with the rural production of Foothills County. The more population-serving occupations, such as Healthcare or Retail Trade, may be travelling outside of Foothills County for employment in Southern Calgary.

Foothills County Labour by NAICS

(Stats Canada Census, 2021)

11 Agriculture, forestry, fishing and hunting	9.3%
21 Mining, quarrying, and oil and gas extraction	5.6%
22 Utilities	1.1%
23 Construction	13.3%
31-33 Manufacturing	4.9%
41 Wholesale trade	4.3%
44-45 Retail trade	8.0%
48-49 Transportation and warehousing	3.9%
51 Information and cultural industries	1.4%
52 Finance and insurance	2.7%
53 Real estate and rental and leasing	2.6%
54 Professional, scientific and technical services	10.9%
55 Management of companies and enterprises	0.2%
56 Administrative and support, waste management and remediation services	4.3%
61 Educational services	5.0%
62 Health care and social assistance	9.2%
71 Arts, entertainment and recreation	2.9%
72 Accommodation and food services	2.6%
81 Other services (except public administration)	4.5%
91 Public administration	3.3%

When compared to other communities, including those that are rural in the Calgary region (e.g. Rocky View County), the residents of Foothills County have a significantly higher proportion of residents working in Agriculture. This highlights the more prominent role farming has in this community compared to others. In the broader southern Alberta context, agriculture isn't as significant. For example, in neighbouring Vulcan County, agriculture represents about 45% of all resident employment.

Foothills County Labour (Ranked) Relative to Municipalities in the Calgary Region

(Stats Canada Census, 2021)

	Foothills County	Town of High River	City of Airdrie	City of Calgary	City of Chestermere	Town of Cochrane	Town of Okotoks	Rocky View County
23 Construction	**13.3%**	10.2%	11.6%	8.3%	9.4%	9.9%	12.7%	11.0%
54 Professional, scientific and technical services	**10.9%**	5.3%	6.6%	11.9%	8.6%	9.6%	9.2%	11.9%
11 Agriculture, forestry, fishing and hunting	**9.3%**	1.4%	1.0%	0.4%	0.6%	0.9%	1.2%	5.8%
62 Health care and social assistance	**9.2%**	11.7%	10.9%	12.9%	10.7%	13.1%	10.9%	10.1%
44-45 Retail trade	**8.0%**	13.8%	13.6%	11.4%	11.2%	10.1%	12.8%	8.5%
21 Mining, quarrying, and oil and gas extraction	**5.6%**	2.2%	3.9%	4.6%	4.8%	5.2%	4.9%	6.6%
61 Educational services	**5.0%**	5.3%	5.9%	6.6%	5.8%	7.1%	7.5%	4.9%
31-33 Manufacturing	**4.9%**	13.5%	5.4%	4.7%	7.3%	3.8%	5.0%	4.1%
81 Other services (except public administration)	**4.5%**	5.7%	4.5%	4.3%	4.6%	4.9%	4.4%	4.4%
56 Administrative and support, waste management and remediation services	**4.3%**	4.2%	4.4%	4.5%	4.0%	4.2%	4.1%	4.5%
41 Wholesale trade	**4.3%**	3.1%	3.4%	3.2%	4.3%	1.9%	4.1%	3.6%
48-49 Transportation and warehousing	**3.9%**	4.7%	8.9%	6.6%	8.6%	4.8%	4.6%	5.1%
91 Public administration	**3.3%**	3.1%	5.7%	3.4%	4.1%	7.0%	4.2%	3.8%
71 Arts, entertainment and recreation	**2.9%**	1.9%	1.6%	2.1%	2.1%	3.0%	2.6%	2.7%
52 Finance and insurance	**2.7%**	2.7%	2.8%	3.8%	4.0%	3.2%	2.5%	3.8%
72 Accommodation and food services	**2.6%**	7.4%	5.0%	6.1%	4.6%	6.4%	5.2%	3.8%
53 Real estate and rental and leasing	**2.6%**	2.1%	1.8%	2.0%	2.3%	1.5%	1.3%	2.6%
51 Information and cultural industries	**1.4%**	0.7%	1.7%	1.8%	1.4%	1.6%	1.4%	1.0%
22 Utilities	**1.1%**	0.7%	1.3%	1.2%	1.6%	1.3%	1.1%	1.3%
55 Management of companies and enterprises	**0.2%**	0.2%	0.2%	0.3%	0.2%	0.3%	0.3%	0.6%



The Cargill Protein Facility in Foothills County is classified as a Manufacturing facility due to the industrial-scale processing of proteins. Given that Cargill and other manufacturing businesses are prevalent in Foothills County, manufacturing appears underrepresented among residents, particularly when compared to High River, where 13% of residents are employed in manufacturing roles and are estimated to largely be employed at the Cargill facility. Rather, Foothills County has a relatively strong presence of professional, scientific, and technical services, who may be commuting to businesses centred in Calgary. However, this could suggest an opportunity to attract industrial users with in-house engineering, quality control, or technical functions, particularly in advanced manufacturing, building materials, and agri-food processing. These uses benefit from being proximate to urban professional talent while operating outside the cost structure and land limitations of city jurisdictions.

More detailed employment information collected by Lightcast (Appendix 1) shows the distribution of roles across the top employment industries identified in the Census. This data suggests a slightly higher prominence of manufacturing roles, particularly in agri-food.

1.2.2 Education

Educational attainment in Foothills County is a notable strength, particularly the high proportion of residents with post-secondary credentials (69%), including 11% that have achieved a certificate or diploma in a trade. This is an education profile that could be considered well-suited for industrial, processing, logistics, and trades-oriented sectors. This educational mix supports mid-skill employment that is increasingly difficult to source within major cities due to competition, housing costs, and land scarcity.

Highest Level of Education Obtained by Foothills County Residents

(Residents Aged 25 to 64, Stats Canada Census, 2021)

	Foothills County Residents
No certificate, diploma or degree	5.4%
High (secondary) school diploma or equivalency certificate	25.6%
Postsecondary certificate or diploma below bachelor level	37.5%
Bachelor's degree or higher	31.5%

The sizable share of residents with bachelor's degrees or higher reinforces the viability of attracting capital-intensive facilities, regional headquarters, or technology-enabled production that requires supervisory, analytical, or compliance-focused roles alongside operational staff. Options to train in a new skill or upgrade existing skills are somewhat limited within Foothills County itself, with apprenticeships that would be affiliated with a college located elsewhere (often in Calgary).

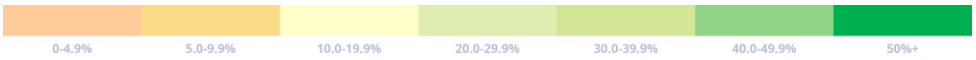
1.2.3 Income

The average household net income for Foothills County is approximately $152,000 per year, one of the highest average incomes across the Calgary region. Foothills County has one of the highest proportions of individuals earning over $150,000, second only to Rocky View County. Compared broadly to other Greater Calgary municipalities, Foothills County has a more even distribution of individual income bands – both on the higher and lower ends of the income spectrum. For example, about 10% of households earned below $10,000 a year or reported a loss in 2020, compared to 8.8% in the City of Calgary. This could potentially be a reflection of the presence of farming households in the community, who may report a decreased income during years of less productive outputs.

Individual Income of Employed Labour Force in Greater Calgary Municipalities, 2020

(Statistics Canada, 2021)

	City of Airdrie	City of Calgary	City of Chestermere	Town of Cochrane	Foothills County	Town of High River	Town of Okotoks	Rocky View County
< $10,000 (incl. loss)	8.1%	8.8%	9.1%	8.1%	**10.1%**	7.9%	9.1%	11.0%
$10,000 to $49,999	41.5%	46.7%	42.4%	40.5%	**39.2%**	52.1%	42.2%	37.8%
$50,000 to $99,999	34.4%	28.9%	30.5%	32.3%	**26.3%**	31.7%	30.0%	25.2%
$100,000 to $149,999	11.4%	9.1%	11.3%	12.2%	**11.0%**	5.9%	11.8%	11.2%
$150,000 and over	4.6%	6.5%	6.6%	6.9%	**13.3%**	2.4%	7.0%	14.8%



Overall, this pattern is likely a reflection of the prominence of agricultural operators, high-income earners commuting to Calgary or operating businesses remotely, and possibly trades-based households tied to construction, resource development, or manufacturing. For economic development, this reinforces the importance of non-consumer-oriented sectors. Unlike retail or personal services, Foothills County's strongest opportunities are in industries that are export-oriented, production-based, or regionally integrated, where local spending power is not the primary driver.

1.2.4 Commute

With a large geographic area and low average population density, it is difficult to discern exactly where the correlation between resident location and commute destination is, resulting in limited conclusions with regards to the role commuting plays on employment and economic development.

Longer average commute times among residents indicate that Foothills County is a commuter municipality within the Calgary region. This dynamic can be strategically leveraged: employment uses located within the County can draw from the existing labour pool of commuters while offering shorter commutes at relatively similar wages.

Average Commute Duration

(Stats Canada Census, 2021)

	Foothills County	Town of High River	Town of Okotoks	Rocky View County	City of Airdrie	City of Calgary	City of Chestermere	Town of Cochrane
Less than 15 minutes	**19.9%**	48.9%	33.7%	17.1%	29.2%	21.5%	16.4%	35.6%
15 to 29 minutes	**31.6%**	21.7%	24.1%	35.9%	30.3%	46.9%	46.6%	16.3%
30 to 44 minutes	**26.4%**	13.6%	27.5%	31.3%	28.2%	22.0%	29.2%	24.2%
45 to 59 minutes	**12.9%**	9.9%	8.9%	9.8%	7.5%	4.6%	4.7%	15.9%
60 minutes and over	**9.3%**	6.0%	5.7%	6.0%	4.9%	5.0%	3.1%	8.2%



As residential growth continues, particularly in the acreage neighbourhoods and new residential developments on the north end of the County, the County's role as a housing base for regional workers, and Calgary-based workers especially, could persist.

1.3 Utilities and Infrastructure of Foothills County

The presence, availability, capacity, and cost of utilities and infrastructure are highly impactful factors for site selection processes across multiple industries. In a location like Foothills County, where the majority of land is non-serviced agricultural land, the strength of the value proposition will determine if a business provides its own site servicing and infrastructure or will rely on municipal pre-servicing. Understanding the utilities and infrastructure ecosystem in Foothills County helps to identify the opportunities and constraints of potentially advantageous industries to pursue.

1.3.1 Utilities

Infrastructure availability is one of the most significant factors for economic development in Foothills County, as well as the broader Calgary region. Servicing in Foothills County is generally inconsistent and varies significantly based on a specific location within the county. Rather than viewing this as a blanket constraint, it presents an opportunity to strategically concentrate growth in areas where servicing investments are planned, expandable, or already committed, most notably within the Highway 2A ASP.

Foothills County communities outside the Okotoks service area continue to rely on a mix of private well systems, small communal (co-op) waterworks, and trucked supply to cisterns. These systems vary in reliability and durability. The Cargill facility in Foothills County relies on servicing from High River. The presence of groundwater wells in Foothills County, like many other rural municipalities, may be vulnerable to drought conditions and contamination from flooding events.

Foothills County Utilities Overview
(Sources: Foothills County, Fortis Alberta, Province of Alberta, Rogers)

Water	Some service from High River, but largely well-water & truck to cistern supply. Few water licenses are available. Additional plant capacity is being built on Hwy 2A ASP.
Stormwater	Unknown due to monitoring limitations.
Sanitary	Capacity to be introduced with new infrastructure on Hwy 2A ASP. New development often uses on-site septic systems.
Electricity	Low to moderate available capacity.
Natural Gas	Available capacity.
Broadband	Predominantly over 75% coverage for 50/10 Mbps, with some pockets on the western side with lower (50%) coverage.

The limited availability of water licences and sanitary capacity strongly favours low water-intensity uses, including dry manufacturing, building materials, warehousing, logistics, and select agri-business operations that are efficient or closed-loop in water use. Broadband availability, while uneven, is sufficient to support modern industrial operations and should be treated as a core enabling asset rather than a limiting factor.

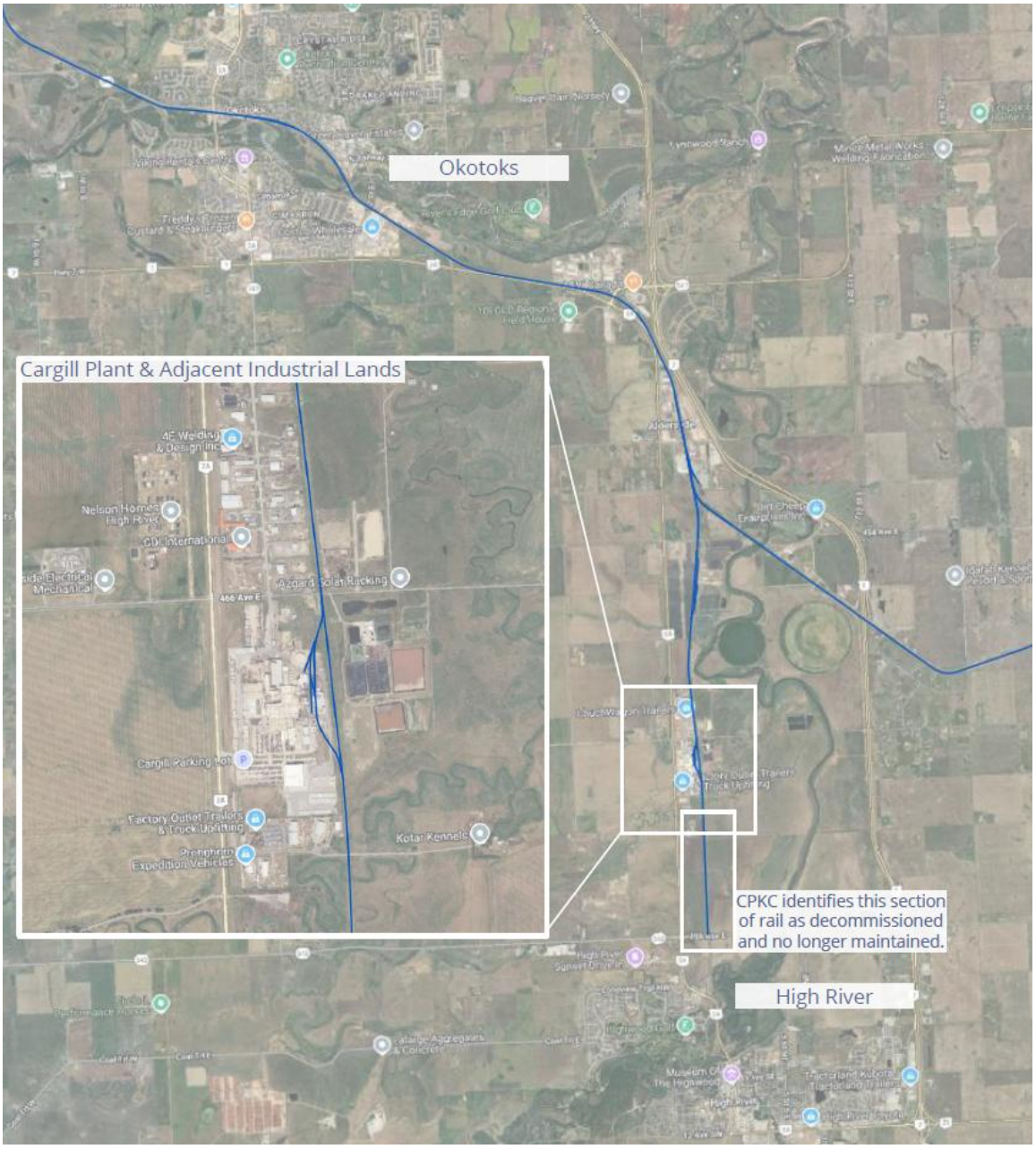
1.3.2 Transportation Infrastructure

Rail

The CPKC rail lines run through Foothills County, with rail spurs connecting to industrial businesses mainly in the Aldersyde industrial area. Just south of this area, the line splits, running South towards the Cargill protein processing plant north of High River, and East, eventually to the Lethbridge area. Along the section running east, there are Cargill elevators in Blackie. The highest density of rail coverage in Foothills County is between Okotoks and High River, which supports existing industrial activity.

Okotoks and High River Rail Infrastructure within Foothills County

(Colliers Strategy and Consulting, CPKC, some private rail spurs included, 2026)



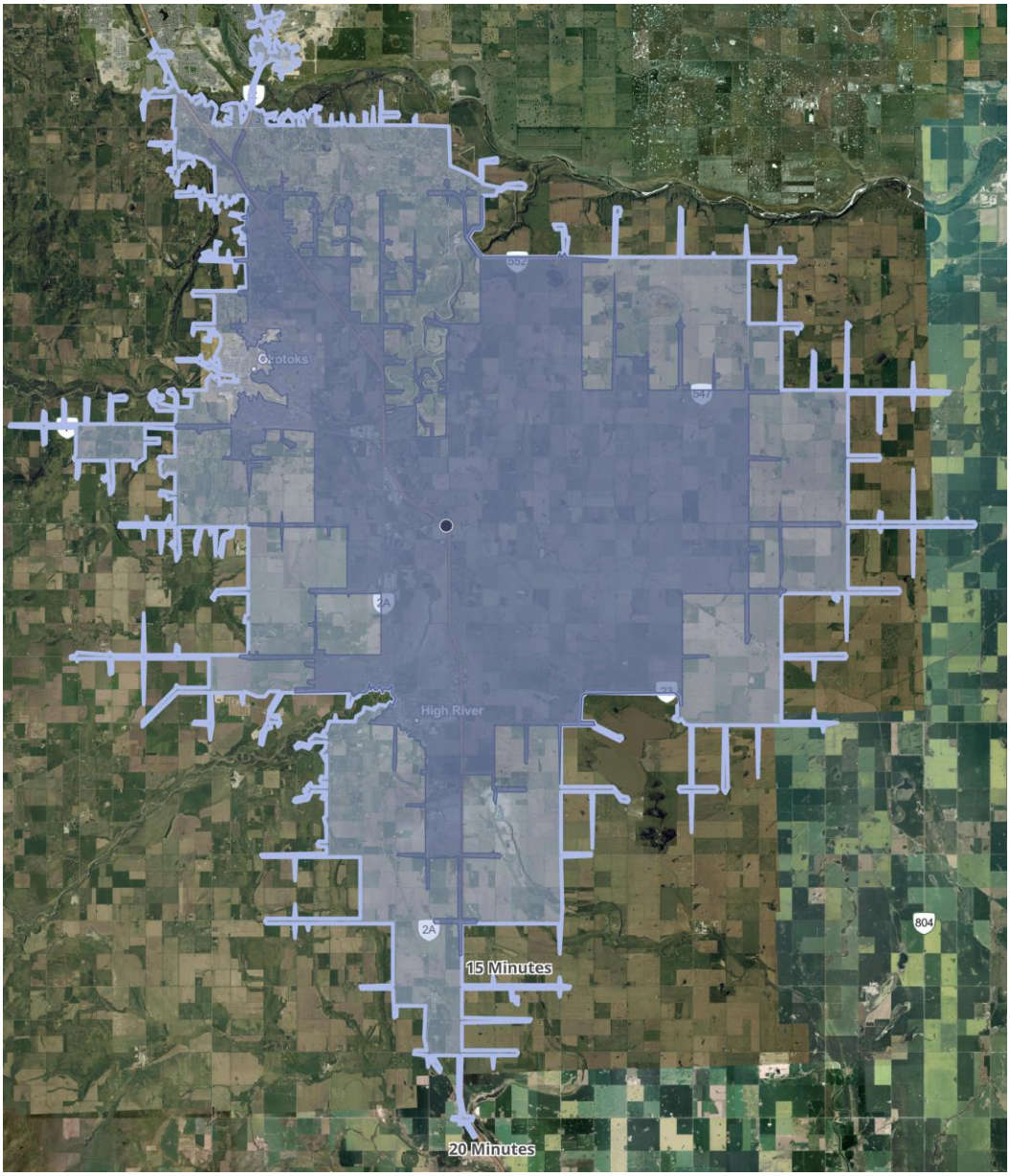
Road

Hwy 2, which runs through Foothills County, is the primary connector to the broader southern Alberta region, specifically north to Calgary and south to Lethbridge (eventually via Hwy 3). Other major roads through the area include Hwy 22, Hwy 2A, and Hwy 23, which primarily serve to connect the region more locally.

Below is a map indicating the 15-minute and 20-minute drive time radius from a point on Hwy 2 centred between High River and Okotoks within Foothills County. Within 20 minutes from this point, Calgary's Ring Road can be accessed. Not indicated on the map is the drive time required to reach Lethbridge from this point, which is approximately 90 minutes. This proximity to Calgary offers opportunities to reach consumers, businesses, and intermodal logistics hubs relatively easily.

15- and 20-minute Drive Times around Central Foothills County

(Colliers Strategy and Consulting, 2026)



Air

There is no significant airport infrastructure in the area. Aviation activity that is tied to agriculture (spraying) at Foothills Regional Airport, south of High River. The closest airport for passenger travel is Calgary International Airport.

1.4 Existing Industries in Foothills County

Outside of the businesses operating in the County that are locally serving, the primary existing industries are agricultural-based. As per the Foothills County business registrar, this includes businesses registered as abattoirs, agricultural support services, and intensive vegetation operations, amongst others. As Cargill and other similar value-added processing operations rely on agricultural inputs but are manufacturing operations, it is unclear whether Cargill and similar operations would be considered as part of the agricultural production sector or the manufacturing sector.

Supportive to the agriculture industry in the County, along with acting as an established industry itself, are businesses in trucking and logistics. This includes transportation services, home-based trucking businesses (truckers), and automotive, trailer, and equipment services.

Additional businesses identified, although not part of significant industries similar to agriculture and transportation and logistics, include aviation, fabrication, film services, and professional services.

Field Pea Production in Alberta – an Example of an Existing Industry in Foothills County

(Alberta Pulse Growers, 2026)



1.5 Existing Clusters in Foothills County

Clusters allow economic development efforts to exist outside a truncated NAICS-only structure to understand where sectors overlap, depend on the suppliers or enablers of multiple sectors, or layer together in different roles within a cluster. A cluster can broadly be defined by highly interconnected and dependent companies that generally follow three roles: Anchors, Suppliers, or Enablers. Definitions of each are below.

- **Definition of Anchors:** high-impact sectors that define, stabilize, and drive a regional economy. These are the primary engines of value creation, investment, and employment around which a broader ecosystem of firms, talent, infrastructure, and innovation activity organizes. Anchors have a depth of market that would allow for multiple firms to invest in the region.
- **Definition of Suppliers:** provide inputs, intermediate goods, and specialized services required for anchor industries to operate, scale, and innovate. Suppliers are most productive when they are serving multiple different anchor sectors. These are not just vendors – they are embedded participants in the cluster, whose capabilities and proximity enhance the competitiveness of anchors and deeply support the site selection process.
- **Definition of Enablers:** provide the adjacent and cross-cutting services, talent systems, capital and policy support that make it possible for both Anchors and Suppliers to function, grow, and innovate without being directly involved in the core production of an Anchor. Enablers strengthen the connectivity and resiliency of the entire sector ecosystem. This category can include infrastructure elements as well, but these infrastructure elements are often outside the immediate adjacency of the Anchor or Supplier.

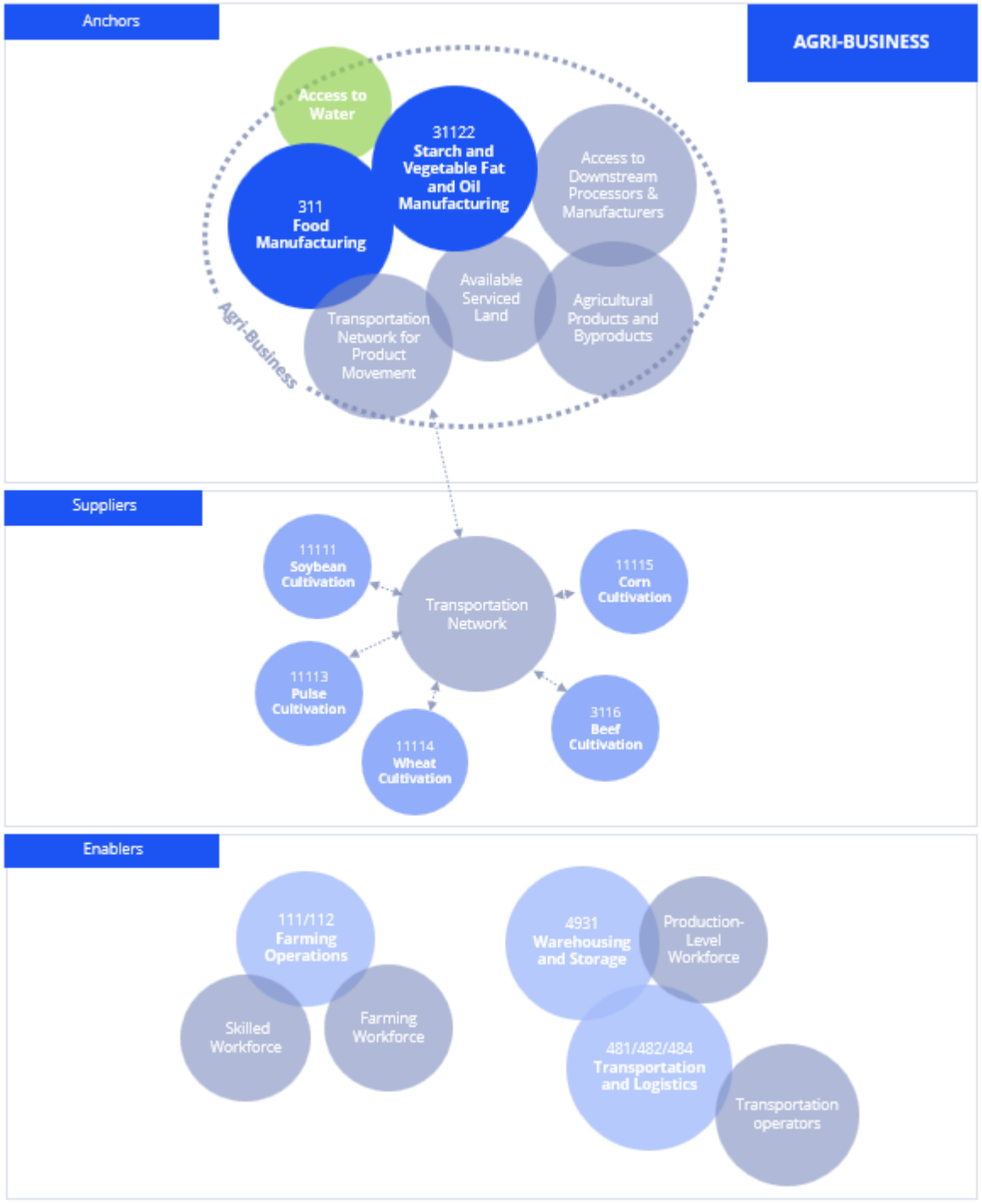
There are extensive, complex dependencies between Anchors, Suppliers, and Enablers. To attract meaningful investment into a sector or cluster, these three groups must be mutually reinforcing in very specific ways. Investors are effectively underwriting a system, not a single firm, and they look for clear, low-risk interdependencies across these three layers.

- **Anchor and Supplier Dependencies:** Anchors must generate enough consistent demand to justify supplier investment. Anchors rely on suppliers to reduce costs, improve speed, and enable customization. Co-location or tight integration improves efficiency, and geographic or relational proximity reduces risk.
- **Anchor and Enabler Dependencies:** Talent systems, including PSI and R&D systems, allow anchors to expand with a reliably skilled labour pool. The correct digital and transportation network leads to necessary operational viability. Policy, like permitting timelines, incentives, and regulatory clarity, must support growth and boost investment confidence.
- **Supplier and Enabler Dependencies:** Suppliers require capital to meet the demands of Anchors and invest in their technology. Workforce development enables suppliers to specialize their labour as clusters and sectors mature, while attracting additional investment into PSI pipelines. Suppliers are heavily reliant on engineering, software, maintenance, and legal services, meaning that these tertiary suppliers and business services are key enablers for operational efficiency.

Agricultural processing represents Foothills County's only clearly established economic cluster, anchored by major operations such as Cargill's advanced beef processing plant, which processes up to 4,700 head of cattle per day (Cargill). While the current cluster is narrow, it provides a foundation for cluster-adjacent growth. Supplier and Enabler establishments could include packaging, cold storage, equipment servicing, specialized logistics, and input suppliers.

The lack of diverse clusters should not be viewed as a weakness, but rather as an indication that the County is at an early stage of cluster formation. Strategic attraction of complementary uses can organically build scale over time, provided land use planning and infrastructure investments are aligned.

Example Cluster: AGRI-BUSINESS	
Anchors:	311 – Food Manufacturing (Agri-Business)
Suppliers:	Agricultural products and byproducts, transportation network, and machinery manufacturing
Enablers:	Efficient farming operations, processing facility engineers, and transportation operators
Implication:	Freight costs and proximity to inputs are the defining factors for this cluster. Primary processing is better suited in rural areas, while land closer to Calgary offers advantages for value-added processing, management functions, and access to skilled labour.



1.6 Unique Value Propositions of Foothills County

The strongest asset in Foothills County is its availability of land, generally at a low relative cost. Land located along Highway 2 is exceptionally valuable for agricultural processing opportunities as it offers a strong connection to the agricultural production heartland in Lethbridge and the Highway 3 area of southern Alberta.

The other strategic land asset for Foothills County is available land adjacent to Calgary. Unlike fully urban or fully rural jurisdictions, Foothills County occupies a hybrid economic position: it combines proximity to Alberta's largest labour market and consumer base with the spatial, operational, and cost advantages of a rural municipality. This allows the County to competitively attract investment that is too land-intensive, truck-oriented, or operationally complex for urban locations, but which still relies on urban connectivity. Strategic approaches to economic development based on geography, like incorporating the employment catchment area of Southern Calgary, should be taken into account. Particularly, higher-value economic activity that benefits the most from urban proximity should be encouraged to locate in northern portions of Foothills County, while activity that is more rural-oriented should be encouraged to occur in the southern parts of the County.

Infrastructure, including reliable electrical and broadband services, is generally available or can be made available nearby, offering relatively accessible necessary utilities for industry growth when compared to other rural locations with similar low land costs.

1.7 Identified Target Sectors

Foothills County's assets and constraints are well-positioned for the current agricultural processing, agribusiness, and manufacturing in place. These activities all leverage the County's land, location, and workforce advantages while minimizing reliance on intensive municipal servicing. It is strategic to continue to target these sectors.

However, success will depend on precision: targeting the right subsectors, on the right sites, with the right servicing strategy. Broad sector targeting without spatial and infrastructure alignment risks diluting focus and increasing fiscal risk. Priority should be given to sectors that are scalable, export-oriented, and compatible with rural infrastructure realities.

1.7.1 Target Sector #1: NAICS 31-33 Manufacturing

This sector covers a broad range of business types and establishments engaged in the mechanical, physical, or chemical transformation of materials, substances, or components into new products. These establishments, often factories or plants, convert raw materials into finished goods, including food processing, textiles, machinery, and electronics. There is potential in Foothills County to further establish this sector through both the food processing and machinery subsectors.

1.7.2 Target Sector #2: NAICS 11 Agriculture, Forestry, Fishing and Hunting

This sector includes growing crops, raising animals, harvesting timber, and fishing/hunting from farms, ranches, or natural habitats. Key subsectors include crop production, animal production, forestry/logging, fishing/hunting, and agricultural support activities.

Within Foothills County, there is already an established presence of crop growing, as well as ranching activity, which both fall into this sector. There may be a potential opportunity to introduce a new activity that includes higher-value yields that require proximity to a dense consumer base (such as Calgary).



Part 2

Subsector Study

Part 2: Subsector Study

This section reviews the opportunities for growth in specific targeted subsectors at the 3- or 4-digit NAICS granularity. The identified subsectors can be leveraged by Foothills County to produce marketing materials that target these subsectors for investment attraction and economic development.

2.1 Target Sector Filtering to Target Subsectors

Based on extensive market sounding with real industry operators with site selection decision-making power, plus the labour analytics and infrastructure assessments provided in Part 1 of this document, the 2-digit NAICS target sectors can be refined into 3- and 4-digit subsectors. The selected groups at this NAICS level are included below.

2.2 Target Sector 1 - Manufacturing

2.2.1 Subsector #1 - Food Manufacturing (NAICS 311)

Food Manufacturing (NAICS 311) is one of the most structurally aligned industrial sectors for Foothills County, given its land base, agricultural context, highway connectivity, and existing anchor presence. The subsector encompasses a wide range of activities, including meat processing, specialty foods, bakery products, grain milling, beverage manufacturing, and value-added food production.

Additional agricultural processing is a natural extension of the County's existing processing economic base. The strongest opportunities lie in secondary and tertiary processing, niche food products, or value-added transformation rather than bulk commodity handling. These uses can leverage regional agricultural outputs while avoiding excessive water or waste impacts. Moreover, the proximity to the City of Calgary on the northern boundary of Foothills County could provide more efficient and affordable supply chain logistics, access to consumers, and goods storage.

During market sounding discussions, it was noted that freight handling is the highest expense activity within the agri-business and food manufacturing sector, and these costs define the location of the processing. Market sounding participants also highlighted that access to and capacity of water and wastewater were major site selection considerations. Scarcity of water can potentially be mitigated by utilizing closed-loop systems, but these systems add cost and may make the manufacturing process unaffordable. Each investment opportunity will have its own detailed infrastructure and utilities needs based on the agricultural inputs and the nature of the processing activities.

Strategically, Foothills County could position itself as a complement to southern Alberta's primary production and processing hubs, capturing activities that require land, logistics access, and regional connectivity rather than direct proximity to farms. Areas of Foothills County would be highly suitable for value-added agricultural manufacturing, chiefly food manufacturing, as a location between agricultural production land in southern Alberta and the population density of Calgary, while still providing large parcels of relatively flat land. A major constraint for this target is that food manufacturing is among the most infrastructure-intensive industrial subsectors, and its feasibility in Foothills County is closely tied to servicing capacity, land-use planning, and regulatory readiness. Therefore, within Foothills County, it would be most advantageous to explore site development opportunities on the boundaries of established municipalities with servicing, like Calgary, Okotoks, and High River.

2.2.2 Subsector #2 - Building Component Manufacturing, including Wood Product Manufacturing (NAICS 321), Fabricated Metal Product Manufacturing (NAICS 332), etc.

With the current establishment of Integrity Building Products, and other building materials manufacturing businesses in the area, there is an opportunity for expansion of these operations in the immediate future. While this doesn't neatly fit into just one NAICS subsector, both Wood Product and Fabricated Metal Product manufacturing are generally in alignment within the Building Component Manufacturing subsector or cluster.

Building Component Manufacturing represents a strong strategic opportunity, particularly in locations adjacent to Okotoks and Highway 2. Proximity to Calgary's continuously growing construction market provides a stable demand base, while Foothills County can accommodate larger production footprints, outdoor storage, and truck-based logistics that are increasingly incompatible with urban industrial districts. Lower rents are also a helpful attraction factor, but not essential. Facility costs are a relatively small input cost to an overall budget, and therefore, not as critical as labour costs. However, the ability for a space to 'flex' to meet demand, seasonal or otherwise, is an important consideration for selecting specific locations.

Manufacturers that were engaged in market sounding interviews that require advanced, highly technical skills will seek deep local ecosystems of technical expertise supported by new talent pipelines from post-secondary institutions, but will also require medium-skilled positions to complete production tasks. Market sounding highlighted that technical skills are typically a higher priority than labour costs, although both will influence the business model. The speed between prototyping, revision, and testing is essential, so ongoing access to the entire production ecosystem is critical for site selection processes. Participants also noted that clustering around complementary industries is more important than clustering around direct competitors.

This subsector is also relatively resilient to economic cycles and aligns well with the County's skilled trade labour profile. There is also an opportunity to strengthen the labour pipeline between skilled trades education and real-world experience by facilitating and promoting co-op positions and on-site training, potentially attracting a younger workforce to Foothills County. This is timely, as there has been a recent federal-level motivation to invest more into the skilled trade workforce, which the County could capitalize upon.

This subsector could be considered as an anchor, as it would draw additional adjacent manufacturers to Foothills County, but also a supplier to much broader subsectors across the entire Southern Greater Calgary region.

2.3 Target Sector 2

2.3.1 Subsector #3 Greenhouse, Nursery, and Floriculture Production – NAICS 1114

Greenhouse, nursery, and floriculture production represents a specialized agribusiness subsector that is operationally distinct from traditional field-based agriculture and bulk commodity production. This subsector is characterized by controlled-environment production, year-round or extended-season operations, high capital investment, and strong reliance on transportation and logistics rather than direct proximity to farmland. High-density, low water-intensity controlled-environment agriculture, such as greenhouses or vertical farming, has potential in Foothills County, but only where servicing constraints, energy availability, and market proximity align. These uses are capital-intensive and sensitive to utility reliability, making targeted site selection critical.

Foothills County is not positioned to compete directly with southern Alberta's large-scale greenhouse and intensive cropping clusters (particularly in the Lethbridge and Medicine Hat regions) on the basis of climate, water availability, or sheer production scale. Instead, the County's opportunity lies in complementary and

differentiated roles within the broader provincially controlled agriculture ecosystem. Foothills County can complement operations near Medicine Hat and Lethbridge by positioning itself toward high-value, time-sensitive, and market-proximate greenhouse agriculture production. Its logistics advantages make Foothills County a relatively strong option as a distribution hub for ornamental and specialty agriculture, or a supporting node that enhances the resilience and responsiveness of existing southern Alberta producers.

2.4 Strategic Recommendations

The following table translates the study's target subsector and opportunity analysis into clear actions that can be implemented by the County for each target subsector. It distinguishes near-term actions that focus on engagement, needs identification, and relationship building from medium-term actions aimed at enabling growth through infrastructure investment, partnerships, workforce development, and funding. Together, these recommendations provide a phased and practical roadmap to support priority industries and align investment decisions with market realities. To continue to maintain alignment with the market conditions, it will be crucial for Foothills County to review the position the County holds regionally and nationally within the target subsectors, as well as other established sectors within the next five years. Macro economics and global trade are quickly evolving, and both require consistent monitoring to maintain a competitive position.

Across all target subsectors, a key element to success in supporting growth is working with other municipalities adjacent and near to Foothills County to identify methods to collaborate on investment attraction, share resources, and generally align on goals.

Target Subsector	**Short Term** (1 to 2 years)	**Medium Term** (2 to 5 years)
Food Manufacturing – NAICS 311	• Engage with agrifood suppliers and primary operators (e.g. farmers). • Engage pulse processors (e.g. milling) in the area to understand their supply chain, and to gain insight on current infrastructure requirements, as well as potential expansion plans. • Consolidate the identified infrastructure requirements for growth.	• Prioritize required infrastructure upgrades. • Build business case, and enter partnerships to deliver infrastructure development. • Secure funding (identify grants) for infrastructure projects. • Identify labour gaps for necessary skillsets, and engage with post-secondary institutions that can support upgrading and retraining.
Wood Product Manufacturing – NAICS 321; Fabricated Metal Product Manufacturing – NAICS 332; etc.	• Engage with current operators in Foothills County to understand the infrastructure and utilities hurdles they are currently facing.	• Prioritize required infrastructure upgrades. • Build business case, and enter partnerships to deliver infrastructure development. • Secure funding (identify grants) for infrastructure projects. • Support grant funding for prefabricated home and construction components manufacturing. • Identify labour gaps for necessary skillsets, and engage with post-secondary institutions that can support upgrading and retraining, as well as identifying if this labour pool is already available in nearby Okotoks and High River to support industry growth.

Greenhouse, Nursery, and Floriculture Production – NAICS 1114	• Build relationships with established greenhouse operators in the Redcliffe and Medicine Hat area with the intent of identifying opportunities for new investment in Foothills County, whether with these establishments or additional external opportunities that the findings of these discussions can better position Foothills County. • Build relationships with agri-tech companies that may seek greenhouse and nursery space in closer proximity to Calgary than Redcliffe greenhouses. • Explore synergies between food manufacturing and greenhouse activities, such as hydroponics, aquaponics, and vertical farming to improve production intensity.	• Prioritize required infrastructure upgrades. • Build business case, and enter partnerships to deliver infrastructure development. • Secure funding (identify grants) for infrastructure projects. • Identify labour gaps for necessary skillsets, and engage with post-secondary institutions that can support upgrading and retraining.

Appendices

Appendix 1. Foothills County Top 50 Employment Overview

(Lightcast)

Roles	Estimated 2024 Jobs
Machine operators and related workers in food, beverage and associated products processing	417
Retail salespersons and non-technical wholesale trade sales and account representatives	267
Secondary, elementary and kindergarten school teachers	239
Program leaders and instructors in recreation, sport and fitness	232
Transport truck and transit drivers	227
Auditors, accountants and investment professionals	220
Agriculture, horticulture and harvesting labourers and related occupations	210
Human resources and business service professionals	178
Machinery and transportation equipment mechanics (except motor vehicles)	172
Support occupations in accommodation, travel, tourism and amusement services	148
Supply chain logistics, tracking and scheduling coordination occupations	137
Administrative, property and payroll officers	135
Longshore workers and material handlers	135
Labourers in processing, manufacturing and utilities	133
Food support occupations	129
Accounting, insurance and related business administrative occupations	127
Computer, software and Web designers and developers	124
Machining, metal forming, shaping and erecting trades	123
Cleaners	122
Administrative and regulatory occupations	118
Office administrative assistants - general, legal and medical	112
Computer and information systems professionals	108
Office support and court services occupations	107
Managers in construction and facility operation and maintenance	106
Financial, insurance and related administrative support workers	101
Administrative services managers	98
Trades helpers and labourers	98
Policy and program researchers, consultants and officers	97
Technical electrical trades and electrical power line and telecommunications workers	96
Managers in engineering, architecture, science and information systems	93
Technical sales specialists in wholesale trade and retail and wholesale buyers	92
Supervisors, processing and manufacturing occupations	87

Cashiers and other sales support occupations	86
Civil and mechanical engineers	85
Contractors and supervisors, technical industrial, electrical and construction trades and related workers	85
Building maintenance installers, servicers and repairers	81
Customer and information services representatives	78
Service supervisors	75
Natural resources engineers	71
Managers in manufacturing and utilities	70
Technical occupations in civil, mechanical and industrial engineering	67
Security guards and related security service occupations	66
Contractors and supervisors, technical maintenance trades and heavy equipment and transport operators	66
Carpenters and cabinetmakers	66
Logging, forestry, landscaping and other related labourers	66
Technical occupations in computer and information systems	64
Assisting occupations in education	62
Paraprofessional occupations in legal, social, community and education services	61
Administrative and financial supervisors	60

SMART GROWTH STARTS HERE

FOOTHILLS COUNTY ECONOMIC DEVELOPMENT PLAN

DRAFT – SEPTEMBER, 2026.

DRAFT

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Foothills County Economic Development Plan

Background:

Foothills County has not had a defined Economic Development function for approximately 30 years. To grow the County, both economically and through population growth, it was identified that an Economic Development function would be needed to assist with the County's development efforts. This plan identifies specific actions and identifies focus area for the County to concentrate its efforts related to Economic Development.

Foothills County's Economic Development Plan is an actionable work plan for the County that highlights specific actions to be undertaken over time. The strategy was developed with inputs from a statistical analysis, stakeholder engagement and a quantitative analysis of the County's strengths.

Executive Summary:

Interested parties shared that Foothills County is a bedroom community and an agricultural hub, that it is livable, focused on the rural way of life, and has significant economic potential. There is a desire for increased efforts from the County related to strengthening the economy, specifically related to providing business support services and attracting new businesses to specific economic corridors.

Foothills County is forecast to grow at a slow rate due to limited residential land. Compared to the region the County's population is expected to grow slowly over the next 10 to 20 years. Low population growth will put a higher burden on existing residents to shoulder any tax increases related to inflation, construction and operation of new and improved amenities, unless alternate revenue sources are attracted. Meanwhile, the County owns very little industrial land, so it must work proactively and expeditiously with the private sector to encourage of any potential new development.

The primary outcome in the creation of this plan is to define priority Sectors for Foothills County's Economic Development efforts. Specific action items were identified to grow the County's commercial/industrial base and support a corresponding increase in the population. The key opportunities and directions for Foothills County are:

1. Building the Foundation:
    - Ensure fundamental policies and protocols are in place to activate economic development services.
    - Invest the time and resources to make basic economic development tools available to staff.
    - Implement a Business Retention & Expansion program involving outreach, business visits and follow-up.
    - Share intelligence internally and provide professional customer service and client aftercare.
    - Create an asset map for key growth sectors.
    - Coordinate ongoing economic development marketing aimed at potential investors and local businesses.
2. Operational Excellence/Continued Development:
    - In designated commercial/industrial areas, move more business types from "discretionary" to "permitted".
    - Create a designated Concierge Service for new business development applications.
    - Conduct continual reviews of the Planning & Development processes to ensure that the County is being perceived as business friendly and provides timely support.
    - Consider selling Municipal Reserve, Tax Recovery and/or County land to spur economic growth.
    - Assume build out of Aldersyde Business Corridor and Foothills Crossing. Identify future zone(s) for business growth.

- Investigate commercial opportunities for the 2A corridor between Okotoks and the 552/Highway 2 interchange.

3. Continue the development of servicing for main Commercial/Industrial areas.
    - Services such as water, wastewater, power, telecom, and transportation are critical to the development of commercial areas as they are basic needs for new businesses.
    - Determine schedule for service installation.
    - Identify grants/loans and off-site levies for service roll-out.
    - Marketing: inform the business community about new service timelines and completed projects (i.e. Aldersyde Water Project, proposed Volker project).
4. Develop vacant commercial/industrial land
    - Consider purchasing land in order to stimulate economic growth.
    - Confirm infrastructure and municipal readiness for shovel ready development.
    - Prepare investment profiles and marketing tactics.
    - Execute marketing tactics.
    - Explore the need for a Special Economic Zone, or tax incentives, if needed.
    - Work with TC Energy to find better uses for the MagCan site.
5. Agri-Business and Agri-Tech:
    - Increase private sector investment.
    - Attract value-added processors to the County.
    - Attract Ag-Tech companies to the County.
    - Create partnerships with other Government and Educational entities to enhance the visibility of the County as a premier agri-business hub in Alberta.
6. Logistics and Light Manufacturing:
    - Identify opportunities for new commercial, logistics, and light manufacturing businesses.
    - Attract private sector investment to the County.
7. Tourism and Film:
    - Tourism and Film sector plans will be implemented at a later date, after other key sectors have launched.
    - Create a vision for the Film Industry in Foothills County.
    - Explore partnerships with regional neighbours to create a regional Film Commission.
    - Develop fees and bylaws related to the Film industry.
    - Engage with the Film industry.
    - Promote the County as a premier location for the Film industry.
    - Consider additional incentives for the Film Industry in Foothills County.
    - Conduct an audit of the Tourism assets in Foothills County.
    - Create marketing campaigns to promote Tourism in the County.
    - Develop an understanding of the impact of day trips to the County versus longer term stays.
8. High River Airport:
    - The economic potential of the High River Airport is explored in Business Development Strategy conducted in 2017. Much of this document is still relevant and will be used extensively to attract businesses to the property.
    - However, growth at the airport may be limited due to the lack of services (specifically water and wastewater).
    - Temporary and low impact users will be encouraged until services are improved.
9. General Marketing:
    - Conduct a series of general marketing initiatives to increase the visibility of the County and the available industrial/commercial land, these initiatives may include such initiatives as:
        - Billboards.
        - Event hosting.
        - Internet advertising.
        - Attraction publications.

Detailed plans are included in this report for each of the identified opportunity areas. Each plan contains a rationale for investment, detailed steps and the competitive advantages that Foothills County may use to execute the plan.

The strategic development process for this strategy entailed the following work:

- Statistical and Trends Analysis: Statistical data from various sources (Federal Census & Alberta Regional Dashboard) painted a portrait of the local social and economic composition, including population, housing, income, education, employment, industries, and occupations.
- Partner Engagement: A SWOT exercise (Strengths, Weaknesses, Opportunity and Threats) was undertaken with various members of Foothills County's Economic Development Committee, Elected Officials, the local businesses community and County Administration. Key themes from these interviews have been reported as part of this report.
- Colliers Quantitative Analysis of County's Value Proposition Study (Appendix A).
- Action Plans: An action plan was developed for each of the best opportunities, including the rationale for investing and detailed directions.

This plan should be updated every 3-5 years.

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Statistical Analysis:

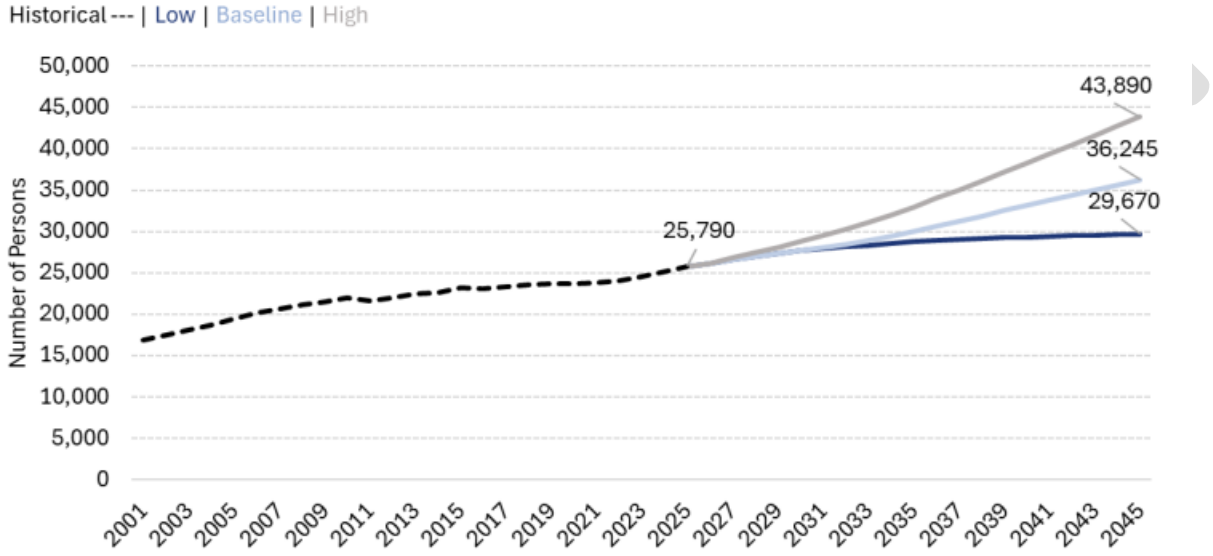
A statistical and trend analysis offers a snapshot of the socio-economic elements of Foothills County. It provides insight on patterns of change and trends identified in relation to demographics, and variables in employment and business characteristics. This section provides the key takeaways from a detailed economic and demographic base analysis of Foothills County, and where necessary comparisons to surrounding areas, including High River, Okotoks, the City of Calgary and Diamond Valley.

Demographics:

Foothills County has an older population compared to Okotoks, Alberta, and Canada with a median age of 44.1 years old. (38 years in Calgary, 38.4 years in Okotoks, 39 years in Alberta & 41.9 years in Canada). The median age in High River is virtually identical to that of Foothills County.

- Historically, Foothills County has grown at a slower rate among comparator communities/municipalities, the Province of Alberta, and Canada.
- Recent growth projections for the population of Foothills County suggests very slow population growth at current levels, as can be seen in Figure 1.

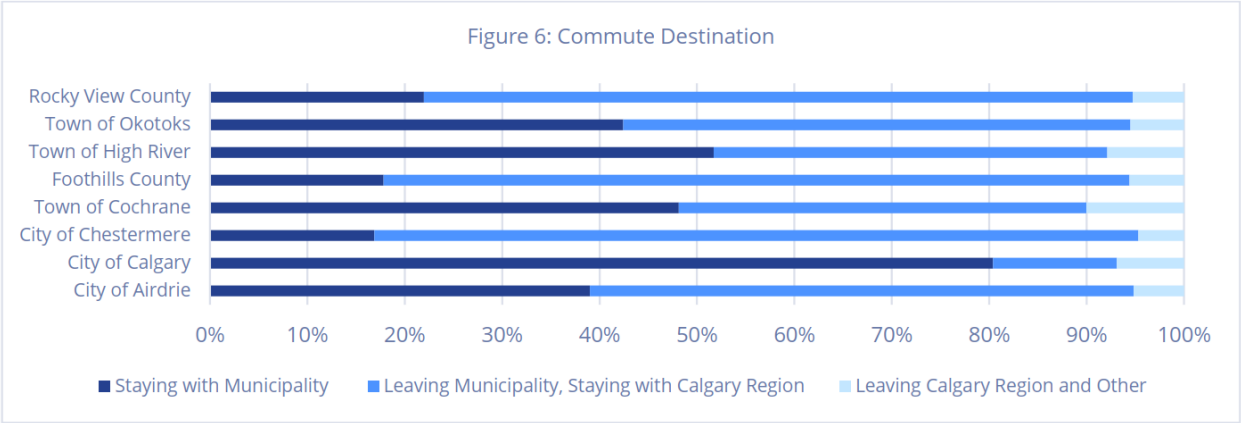
Figure 1: Foothills County Projected Population Growth.



Source: Nicholls Applied Management/ILS Technical Growth Study, 2026.

The research conducted by Nichols/ISL indicates that there are less than 200 lots available for immediate housing development. Assuming an average of 2.7 people per home this projects that available, ready to develop lots would only support a population increase of approximately 500 people. Therefore, there is a significant gap between the low growth presented in Figure 1 and the availability of land. Reaching higher growth projections would require additional development lands to be approved.

- The median household income in Foothills County is among the highest in the province, and significantly higher than neighbouring communities ($163,390 – Source: Alberta Regional Dashboard, 2023).
- Not surprisingly, as the County does not have a major population centre, “Journey to Work” data reveals the County as being a bedroom community for surrounding communities of the City of Calgary, Okotoks and High River. Approximately 75% of workers in the County commute to work in surrounding communities.



Source: IGC Value Proposition Study, 2026.

- The County's population has a high education rate. Over two-thirds (69.1%) of the population have a Post-Secondary Certificate, Diploma or Degree. In comparison, 57.4% of High River's population have a similar level of education. This figure is slightly higher than in Okotoks (67.4%) and the Province (64.7%).
- The most common fields of study for those with a post-secondary education in Foothills County are Architecture/Engineering (19.1%), Business Management (14.4%) and Health related fields (11%).

Employment.

The workforce in Foothills Country is drawn significantly from the urban centres of Calgary, Okotoks and High River. The County has a similar employment participation rate (67%) to Calgary and Okotoks. In the 2021 federal census, employment in Foothills County was estimated at 13,260.

Among residents of the County, the largest number of job types are as follows:

- Business, Finance & Administration.
- Trades, Transport & Equipment Operators.
- Sales & Service.
- Natural Resources, Agriculture & Related Industries.

The largest industry sub-sectors by employment among Foothills County residents are:

- Construction.
- Professional, Scientific, & Technical Services.
- Agriculture, Forestry, Fishing, & Hunting.
- Health Care & Social Assistance.

Normally, professions and industry sub-sectors provide insight into the business activity in a County. However, in the case of Foothills County, some leeway should be given on the Professions category given the large number of commuters in the County.

- The number of registered apprentices has also seen significant growth in the County, rising from 52 in 2011 to 184 in 2024.

Business Characteristics.

According to the Alberta Regional Dashboard, the number of businesses in Foothills County has been steadily increasing from 2018, rising from 565 business to 980 in 2024. County business license data indicates that 1189 business licenses were issued in 2025 (489 of these licenses were for non-resident businesses). This gap may suggest that there are several businesses operating in the County without a business license.

Business incorporations in the County also show steady growth in the last 15 years, rising from an annual rate of 63 individual incorporations in 2011 to 139 in 2025. Most of the businesses (97.8%) in Foothills County are small businesses with less than 50 employees.

Non-Residential Tax Rates:

An analysis of non-residential tax rates reveals that Foothills County's rate is competitive with other municipalities in the region, except for the City of Calgary where the County's rate is extremely advantageous.

	2020	2021	2022	2023	2024
Foothills County	8.82	8.42	8.76	8.73	8.86
Rocky View County	7.53	7.65	7.60	7.33	7.62
Calgary	15.83	16.51	17.88	18.43	18.36
High River	8.86	8.84	8.4	8.04	7.4
Okotoks	8.02	8.25	8.19	8.57	7.81
Black Diamond	8.54	9.22	8.97	8.74	8.64

Source: Alberta Regional Dashboard (Alberta Regional Dashboard & Site Selector)

Land Costs:

Current land costs in the Aldersyde Business Corridor are in the $60,000-$100,000/acre range (note: small sample size for comparison purposes). As can be seen in the table below, the County offers a compelling opportunity to those businesses willing to locate a little further away from major population centres.

Submarket	5-year Unweighted Average Price Per Acre (Industrial)	Cost Advantage (discount of Northeast Calgary)	Sample Size
Southeast Calgary	$704,939	14.8%	61
Northeast Calgary	$827,253	-	51
Rocky View County	$555,658	32.8%	111
Airdrie	$682,046	17.6%	10

Source: IGC Value Proposition Study, 2026.

Agriculture:

Agriculture plays a significant role in Foothills County, highlighted by numerous crop farms, several Cattle feedlot operations, Poultry producers, and a major Cattle processing operation.

- In 2021, almost 500 farms reported the presence of Cattle, a slight decline from the 2011 census.
- However, these farms reported a 32% increase in the number of cattle during the same time period.
- Conversely, the presence of other livestock declined in the same 10-year period (pigs, horses, elk, bison).
- Farms in Foothills County are also major producers of crops with significant acreage being devoted to Barley, Wheat, Canola, and Alfalfa/Alfalfa Mixtures.
- While the presence of greenhouses grew between 2011 and 2021, they still only account for a little over 500,000 sq ft in combined size.
- Innovation is an increasing factor of day-to-day operations for the County's farming community. Farm operators in Foothills County show solid adoption of technology to guide farming decisions. For example:
    - Automated guidance steering systems (auto-steer) – 232 farms.
    - Geographic Information System (GIS) mapping – 108 farms.
    - Variable-rate input application – 139 farms.
    - Drones – 36.
    - Soil sample test – 194.
    - Slow-release fertilizer – 171.
- Additionally, one-in-ten farms in the County are producing renewable energy on site. In 2021, 99 farms produce renewable energy – 91 Solar/10 Wind (this suggests a small overlap with some farms with Solar and Wind). This represents a 54.7% increase from 2016.

- The average age of farm operators in Foothills County continues to increase, rising from 57.2 years in 2011 to 59.4 years in 2021.

Partner Engagement:

Partner engagement helps provide a lens to the current economic environment in Foothills County. Qualitative interviews were conducted with members of the Economic Development Committee, elected officials, administration and business owners. It was undertaken to seek input on the strengths and weaknesses of the County's economy, as well as understanding the opportunities and threats for the County. The feedback was gathered using a Strengths, Weaknesses, Opportunities, Threats (SWOT) analysis. This analysis, together with the Colliers Report and Statistical Review, was then used to inform the development of Foothills County Economic Development Plan. This section summaries the feedback from SWOT interviews conducted with 20 people between February and April 2026.

Following is a summary of what we heard:

SWOT Analysis.

Strengths: What are the strengths of the County from an economic perspective? (What are we doing well? What key achievements are we most proud of? What can we build on?)

- Available land.
- Large amount of zoned industrial/commercial land in defined areas.
- Proximity to Calgary.
- Access to Transportation Networks.
- Diverse Commodity Markets.
- Knowledgeable Planning & Development department.

Weaknesses: What are the weaknesses of the County? Where do we need to improve?

- Commodity Dependence: Natural resource and agriculture communities are often vulnerable to commodity price changes, global economic trends and geopolitical issues. As the County has such a high concentration in specific agricultural sectors there is a related risk. Diversification may need to be explored to reduce the County's exposure to commodity markets.
- Infrastructure Gaps: Specifically related to water, wastewater, electricity and natural gas.
- Housing: The County has a plethora of higher end housing. Housing may be needed at multiple price-points to provide employers with the necessary workforce.
- Workforce: The County relies heavily on workforces from Calgary, High River and Okotoks. Actions could be undertaken to reduce this reliance.
- Lack of major developments (other than Cargill): The County needs to prove it can effectively plan and permit large developments. A poor experience from one large developer could scare off future development.
- Streamlining the planning process. More than half of businesses spoken to in the SWOT process indicate some frustration with the County's planning department, either difficulty in getting plans approved, excessive enforcement of bylaws, or an excessive timeline for getting plans improved. While these findings should be taken with a grain of salt as many of the businesses spoken to did not have experience with other governments in different geographies. However, there is always room for improvement and there are actions that could be implemented to ensure the County is a business-friendly location.
- Lack of zoned properties for commercial and industrial uses (permitted vs. discretionary uses).
- Marketing of land. Beyond knowledgeable local parties there is poor knowledge of the availability of industrial zoned land in the Aldersyde Business Corridor and Foothills Crossing.

Opportunities: What opportunities does Foothills County have?

- Agri-Business and Agri-Tech.
- Logistics & Warehousing.
- Film.
- Tourism.
- Ability to help local businesses.
- Build out of water, wastewater, electricity infrastructure to service business areas.

Threats: What threats do we need to be aware of? How will we recognize and mitigate these threats?

- Competition: The County faces significant competition from neighbouring communities such as Rocky View County, Calgary, Okotoks and High River. Some of these competitors are better positioned by being shovel-ready and having the necessary services available.
- Lack of housing & local labour.
- Electorate/Growth Concerns – opposition to growth.
- Bio-Hazards, i.e. Covid or Agriculture related.

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Building the Foundation:

Several core components must be established to strengthen Foothills County's commitment to maintaining a robust economic development program. These foundational elements equip staff with the tools needed to respond efficiently and accurately to investors who expect prompt and reliable service. Successful economic development efforts build on the community's existing assets and strengths, while fostering strong relationships among key influencers and decision-makers. When local businesses and collaborative partners have confidence in the program, it becomes easier to launch growth-focused initiatives and attract new investment.

Direction and Detailed Steps:

ACTION	RATIONALE
Ensure fundamental policies and protocols are in place to activate economic development services.	Develop communication and rapport with all municipal departments. • Map out gatekeepers of information, resources and approval within the County's elected and administrative organizational structure. • Schedule frequent formal and informal conversations with appropriate municipal staff and elected officials. • Build rapport and trust among peers and others by offering help, support, and information. • Encourage a team approach to review new development opportunities and challenges, and to identify and nurture prospects. • Align intentions and resources with others to achieve results of mutual benefit: • Strengthen dialogue and cooperation with neighbouring communities, to develop a better understanding of joint opportunities. • Consider cooperative initiatives with regional alliances and provincial associations.
Invest the time and resources to make economic development tools available to staff.	Activate and populate a customer relationship management database for email communication and lead tracking. • Develop an Economic Development website • Review Economic Development website of other communities in Alberta and implement necessary changes/ideas. • Map commercial and industrial properties on the Economic Development website with GIS mapping technology linked to detailed online information. • Improve Foothills County presence on social media, specifically LinkedIn, Instagram, Facebook, Google, YouTube, etc. Engage with followers and add images and video on social media feeds. • Explore retaining the assistance of lead generation companies and connect with Government offices that generate leads.
Implement a Business Retention & Expansion program involving outreach, business visits, and follow-up.	• Arrange visits with major employers and high-growth businesses at an average rate of 6-8 per month to understand their opportunities, development plans, and challenges. • Follow up with businesses to provide value, information on funding programs, or other resources. • Anticipate the needs of expanding businesses and encourage dialogue with any regulatory process.

	• Populate a confidential database with companies' contact information, key principals, number of employees, corporate ownership and other critical information. • Act as a facilitator to direct challenged businesses to the appropriate potential source of a solution. • Fix bottlenecks and pinch points to improve customer service excellence. • Implement a business satisfaction survey – to be conducted every 4 years.
Share intelligence internally and provide professional customer service and client aftercare.	Utilize the Customer Relationship Management (CRM) to share intelligence (e.g. meetings with potential investors and developers) across Municipal departments, subject to confidentially protocols. • Designate staff to funnel updates into the CRM from Economic Development, Public Works, Finance & Administration, Reeve's Office, Administrative Staff, and Committee Members. • Ensure Foothills County customer service representatives understand lead handling protocols.
Coordinate ongoing economic development marketing aimed at potential investors and local businesses.	Create a marketing plan for all advertising, promotional, public relations, media relations, online publishing, social media, and stakeholder communication platforms and channels. Post news, events, properties for sale, and business announcements on the Economic Development website and share with associated media/related organizations (Chamber and Community Futures). Develop a quarterly/bi-annual email newsletter and share it through a CRM database and via social media. • Encourage followers on social media to explore the economic development website, opt in to a CRM and subscribe to the email newsletter. • Ensure the latest information about Foothills County investment opportunities is shared with lead generators and economic development agencies. • Invite employers and entrepreneurs to spread positive messages about the region to their suppliers and clients. • Follow up with potential developers and investors to update the CRM on progress and to gauge the level of service Foothills County is providing. • Review marketing and promotional outcomes annually.
Asset Mapping	Create an asset map for key growth sectors.

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Operational Excellence/Continued Development:

Several core components must be established to strengthen Foothills County's commitment to maintaining a robust economic development program. These foundational elements equip staff with the tools needed to respond efficiently and accurately to investors who expect prompt and reliable service. Successful economic development efforts build on the community's existing assets and strengths, while fostering strong relationships among key influencers and decision-makers. When local businesses and collaborative partners have confidence in the program, it becomes easier to launch growth-focused initiatives and attract new investment.

Direction and Detailed Steps:

ACTION	RATIONALE
Sell Municipal Reserve Land – slowly, or strategically w/caveats.	Identify Municipal Reserve/Tax Recover/County Owned land that could be sold.
Buy large tracts for future development	By buying large tracts in the Aldersyde Business Corridor and Foothills Crossing the County gains leverage over what sort of development happens and when it happens.
More "Permitted Use" from "Discretionary"	Conduct a review of permitted and discretionary use business types for the Aldersyde Business Corridor and Foothills Crossing land use areas.
Improve investor confidence	Specifically related to increasing the number of approved uses in Aldersyde Business Corridor (permitted vs. discretionary and operational review)
Planning & Development Focus Groups/IDI's	Conduct focus groups or In-Depth Interviews with businesses that have recently been through the Planning & Development process to understand the Strengths and Weaknesses of the process and identify areas for improvement.
Planning & Development website updates	Ensure that the planning and development section of the County's website is updated frequently.
Concierge Service	Consider building a concierge service for new business developments in the County. This dedicated team will provide business developers with front of queue access.
Future planning	Consider an additional commercial/retail area and industry area for future growth.
Highway 2A North of Okotoks	Investigate a SWOT Analysis for this area. Highway 2A between Okotoks and Highway 2/H552 overpass represent potential from Highway Commercial perspective. The volume of traffic in this area makes it a prime development opportunity for the County.
Proactive Planning Initiatives	Investigate proactively adopting Area Structure Plans, Outline Plans, Land Use Designations to facilitate/encourage development in appropriate locations. Develop an understanding of current IMC issues/priorities.
Continued Servicing Development	Continue with the installation of services such as water, wastewater, power to the main economic areas with defined service installation schedules.
Investigate AI for Planning	Recently, the City of Edmonton has introduced AI in their approvals process for new developments. The purpose of this is to speed up the process.

Investment Attraction Plan by Sector.

Investment Attraction Plan for Agri-Business & Ag-Tech:

Foothills County will position itself as a Western Canadian hub for innovative, sustainable, and commercially competitive agriculture, integrating advanced technology, value-added processing, and environmentally responsible practices.

Strategic Objectives:

- Increase private-sector investment in agri-business and ag-tech by 20–30% over five years.
- Expand value-added agriculture including processing, packaging, bio-processing, and supply-chain logistics.
- Accelerate ag-tech innovation by attracting companies working in automation, robotics, data analytics, water-tech, genetics, and climate-smart technology.
- Support local farm and ranch diversification through technology adoption and new market opportunities.
- Enhance employment opportunities in both primary agriculture and high-tech ag services.

Market Advantages:
Foothills County has several advantages in targeting the Agri-business and Ag-Tech sectors, most notably.

- Proximity to Calgary, an international logistics hub with a growing tech ecosystem.
- Access to Highway networks connecting to major Canadian and U.S. markets.
- Access to rail with some spur/siding locations present.
- High-quality agricultural land suitable for crops, livestock, and specialty products.
- Access to water infrastructure, ag research institutions, and an experienced ag workforce.

Economic & Regulatory Advantages:

- Competitive land costs for rural commercial development.
- Business-friendly municipal leadership open to innovation and commercial growth.
- Opportunities for customized zoning for agri-business and ag-tech facilities.
- Strong legacy of family farming, ranching, and commodity production.

Innovation & Market Advantages:

- Growing market demand for:
    - Precision agriculture solutions.
    - Greenhouse and controlled-environment agriculture.
    - Carbon reduction and regenerative farming.
    - Local food production and supply-chain resilience.
    - Agri-tourism and farm-to-table ventures.

Target Investment Sectors for Agri-Business and Ag-Tech.

A. Agri-Business:

Value-added processing:

- Meat processing and specialty protein plants.
- Grain milling, seed cleaning, malt, and feed manufacturing.
- Specialty foods, ready-to-eat products, and artisan goods.

Controlled Environment Agriculture (CEA):

- Greenhouses.
- Vertical farms.
- Hydronic & aquaponic operations.

Bio-products & Environmental Solutions:

- Biochar production.
- Biomass energy.
- Waste-to-value technologies.

Agri-logistics & Distribution:

- Cold chain facilities.
- Produce aggregation hubs.
- Packaging and supply-chain tech.

B. Ag-Tech:

Precision agriculture and automation:

- Sensors, drones, mapping systems.
- Robotics for livestock and crop management.

AI & data platforms:

- Farm management software.
- Predictive analytics and yield optimization systems.

Climate-smart and regenerative tech

- Soil health monitoring.
- Water conservation and irrigation tech.

Genetics & livestock technologies:

- Selective breeding tech.
- Animal health monitoring systems.

Directions and Activities.

ACTION	RATIONALE
Create a Foothills Ag-Opportunity Portfolio	• Sector profiles. • Land inventory. • Available utilities and infrastructure. • Incentives and permitting processes.
Brand Positioning	• "Foothills County: Where Agriculture Meets Innovation." • Focus on sustainability, land quality, and proximity to Calgary's tech resources.
Targeted Outreach Campaigns	• Attend 5-10 ag-business/tech trade shows (e.g., Agri-Tech NA, World Ag Expo) each year. • Direct outreach to companies in Alberta, Western Canada, and the northern U.S. • Partnerships with Invest Alberta, Calgary Economic Development, Alberta Innovates and others as needed.
Digital Marketing	• Tailored investment microsite. • Virtual tours of industrial lands and ag-innovation zones.
Zoning for Agri-Industrial and Ag-Tech Parks	• Pre-zoned lands for quick setup. • Cluster development to encourage synergy among tenants

Fast-Track Permitting	• Dedicated “Investment Concierge” service. • Clear, predictable timelines.
Tax Incentives and Support	• Rebates for new technologies or sustainability infrastructure. • Property tax reductions.
Partnerships	• Explore potential partnerships with Government and Education entities for related projects in the County.
Infrastructure Support	• Water for large agri-business facilities. • Pilot project support for experimental ag-tech projects. • Broadband and digital connectivity for precision agriculture. • Road improvements around development clusters.

3 Year Action Plan:

Year 1:

- Develop investment brand and promotional materials.
- Identify and prepare land inventory.
- Begin targeted marketing to ag-tech and agri-business firms.

Year 2:

- Host an annual Foothills Ag-Innovation Summit.
- Secure one major value-added processor.
- Expand broadband and infrastructure upgrades.
- Establish partnerships with relevant post-secondary institutions and industry groups.
- Attract two ag-tech pilot companies.

Year 3:

- Market cluster development success stories.
- Support expansions of existing businesses.
- Evaluate economic impact.
- Scale successful programs.
- Expand policies to attract international investment.

Key Performance Indicators:

Economic

- Number of new agri-business and ag-tech investments.
- Job creation and workforce participation.
- Increase in assessed value of commercial agri-industrial properties.

Innovation

- Number of tech pilot projects hosted.
- Partnerships with research institutions.
- Adoption of precision agriculture among local producers.

Marketing & Outreach

- Investor inquiries generated.
- Event participation.
- Website traffic and digital engagement.

Investment Attraction Plan for Light Industrial & Logistics:

Foothills County is strategically positioned as one of Alberta's most attractive locations for light industrial, warehousing, distribution, and logistics operations. Situated directly south of Calgary—an international logistics hub—and connected to major transportation corridors, the County offers abundant industrial-zoned land, competitive taxes, efficient permitting, and access to a skilled workforce.

Foothills County offers direct access to Highway 2 / QEII (Alberta's busiest trade corridor connecting to the U.S. border) and indirectly, the CANAMEX trade corridor. It also offers proximity to Calgary International Airport (YYC) — a major cargo airport and global logistics hub. Furthermore, the Lethbridge-Calgary train line runs through the County. Given the County's location, it is only a short trip to nearby intermodal facilities.

The County's designated industrial/commercial areas have large parcels suitable for build-to-suit, campus-style developments, and flex industrial uses. Additionally, the road network can accommodate heavy vehicle traffic and large-format buildings (100,000+ sq ft).

Strategic Objectives:

- Increase private-sector investment in Light Industrial & Logistics sectors.
- Enhance employment opportunities for those that live in the County.

Market Advantages:
Foothills County has several advantages in targeting the Light Industrial and Logistics sectors: most notably.

- Proximity to Calgary, an international logistics hub.
- Proximity to the recently announced Prairie Economic Gateway.
- Access to Highway and rail networks connecting to major Canadian and U.S. markets.
- Established clusters in both sectors.
- Large tracts of zoned lands.

Economic & Regulatory Advantages:

- Competitive land costs for rural commercial development.
- Opportunities for customized zoning.

Target Investment Sectors.

Logistics & Distribution	Light Manufacturing	Food Processing & Cold Chain	Transportation, Trucking, and Fleet Services
E-commerce fulfillment centers	Modular construction and prefabricated buildings	Specialty food processing	Truck terminals
Temperature-controlled warehousing	Metal fabrication	Beverage, dairy, and protein processors	Maintenance and repair facilities
Last-mile delivery hubs	Plastics and composites	Cold storage logistics facilities	Commercial vehicle storage
Regional distribution centers	Agricultural technology equipment		

Investment Attraction Strategy.

Direction and activities.

ACTION	RATIONALE
Brand Positioning: "Calgary's High Access Industrial Gateway"	• Produce a targeted Investment Prospectus for Light Industrial & Logistics. • Develop sector-specific web content, dashboards, and land inventory maps. • Create investor decks highlighting shovel-ready sites. • Run digital campaigns targeting logistics firms in Western Canada and the U.S.
Targeted Outreach	• Attend 3-6 logistics, industrial development, and real estate conferences and trade shows (e.g., ICSC, NAIOP) per year. • Conduct direct outreach to site selectors, developers, and brokers. • Partner with Calgary Economic Development and regional agencies for dual marketing. • Host annual Industrial Developer Roundtable.
Partnership/ Engagement	• Large landholders and industrial developers. • Calgary logistics companies seeking expansion. • Alberta Transportation for corridor improvements. • Utility providers to ensure scalable capacity for growth.
Incentive Framework	• Consider property tax rebates for job-creating projects. • Fast-track permitting for major developments. • Off-site levy discounts in targeted areas. • Infrastructure cost-sharing for catalyst projects.

Key Performance Indicators

Business Outcomes:

- Number of new industrial/logistics firms established.
- Number of business expansions.
- Total square footage of new industrial development.
- Capital investment attracted.
- Economic impact.
- Job creation.
- Property tax revenue growth.
- Increase in serviced industrial land absorption.

Engagement Metrics:

- Leads generated through marketing campaigns.
- Site selector engagements.
- Developer partnerships secured.

3-Year Action Plan (High Level)

Year 1 – Foundation & Positioning:

- Develop full investment prospectus.
- Launch digital marketing and site selector outreach.
- Map full industrial land inventory.
- Identify priority infrastructure needs.

Year 2 – Expansion & Promotion:

- Target logistics and light manufacturing firms.

- Promote shovel-ready sites.
- Attend key conferences/trade shows.
- Initiate infrastructure upgrades.

Year 3 – Consolidation & Growth:

- Secure anchor industrial tenants.
- Strengthen developer ecosystem.
- Implement incentive tools if required.
- Review KPIs and update strategy.

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Investment Attraction Plan for Foothills Regional Airport:

Strategic Objectives:
The High River Airport presents an opportunity to develop a commercial/industrial cluster around the node of the facility. Developing the Airport into a commercial/industrial area will require some investment by Foothills County, specifically as it related to water/wastewater infrastructure in order to support further growth.

The 2017 "High River Regional Airport Business Development Strategy" outlines the major strengths and opportunities at the site. There are a number of empty lots at the Airport that can be leased out to improve the financial viability of the Airport. After these lots are full, additional expansion plans will be explored. Additionally, there are approximately 35 acres of developable land on the south side of the Airport that currently have the DC5 land use zoning structure (some of this land is reserved for a fire suppression pond).

Market Advantages:
In general, the above strategy outlines the advantages of the Airport, specifically:

- Location, proximity to the City of Calgary.
- Airspace: located outside of Calgary's airspace restrictions.
- Competition: other regional airports (specifically Springbank) are full and expensive in comparison.
- Room to grow, surrounding Agricultural land provides the opportunity to grow in the long term.

Target Sectors:
The 2017 report identifies multiple sectors as potential tenants at the Airport. Some of these sectors can be seen in the table below:

Intensive Agriculture	Emergency Services	Logistics	Light Manufacturing
Technical Training Schools	Warehousing	Aviation Related Industry	

It is believed that the Airport would prefer a targeted approach to business development, focusing on businesses with Aerospace related activities.

Investment Attraction Strategy.
Direction and activities.

ACTION	RATIONALE
Brand Positioning: TBD	Produce a targeted Investment Prospectus for the High River Airport. Develop land inventory map.
Investor Outreach	Conduct direct outreach to site selectors, developers, and targeted businesses.
Infrastructure	Determine cost for water service at the site, identify grants and in-service timelines.

Key Performance Indicators:

- Number of new businesses attracted.
- Total square footage of new industrial development.
- Capital investment strategy and plan completed.

One impediment to the Airport's growth is the lack of services, specifically water, to the site. While there is a water line running by the property, much of the additional capacity is designated for the Hamlet of Cayley. This water comes from the Town of High River, it is not understood if additional water capacity could be secured to enhance the development opportunities at the site.

Investment Attraction Plan for the Tourism Industry:

Strategic Objectives:
Foothills County is uniquely positioned as a gateway tourism destination between urban and mountain experiences—bordering Calgary and Kananaskis Country. The strategy focuses on attracting private investment into experiential tourism, accommodations, agri-tourism, and outdoor recreation infrastructure. The goal of the investment attraction plan for the Tourism Industry is to increase tourism-related investment, visitor spending, and overnight stays while preserving rural character.

Foothills County is uniquely positioned from a Tourism perspective due to:

- Proximity to 1.4M+ residents in Calgary metro area.
- High traffic corridors - Highway 2, Highway 22 (Cowboy Trail) & Highway 40.
- Scenic foothills landscapes and ranching heritage.
    - Bar-U Ranch.
    - Multiple Provincial Parks.
- Close to global draw: Banff National Park.
- Spruce Meadows and other world class equine venues.

Current Tourism trends that can be leverage in the investment attraction plan include:

- Experiential travel (authentic, local experiences).
- Eco-tourism and sustainability.
- Short-stay/weekend rural escapes – close to home.
- Film Tourism.
- Food and Beverage Tourism.
- Recreational Tourism (Equine, Western, Sports).

Target Sectors:
The Tourism investment attraction plan will focus on the following Sectors.

Unique Accommodations	**Outdoor Recreation Infrastructure**	**Agri-Tourism & Culinary Tourism**	**Film & Creative Tourism**	**Rural Commercial Nodes**
Boutique lodges, eco-lodges, glamping	Trail systems Regional Fieldhouse	Farm stays, U-Pick Experiences	Studio spaces, filming infrastructure	Destination retail clusters
Ranch stays, luxury cabins	Adventure parks (ziplines, climbing)	Distilleries, wineries, farm to table experiences	Visitor experiences tied to filming locations	Artisan markets Farmers Markets
Wellness Retreats/Spas	River-based tourism (rafting and fishing)	Culinary trails and seasonal festivals		Tourism-related mixed-use developments

Investment Attraction Strategies:

Direction and Activities.

ACTION	**RATIONALE**
Proactive Investor Targeting	Targeting boutique hotel developers. Targeting spa and retreat developers. Build database of potential targets.
Marketing & Promotion	Dedicated tourism investment website. Participation at trade shows. Digital campaigns targeting W.Canada and US investors.

Partnerships	Collaborate with Travel Alberta & Tourism Calgary. Work with Indigenous communities on cultural tourism.
Incentive & Policy Tools	Fast-track permitting for Tourism Projects. Consider tax incentive or development fee reductions. Identify Tourism development zones. Consider Private-Public Partnerships to spur growth*
Investment Readiness	Pre-zone key tourism lands. Develop shovel ready sites with necessary infrastructure (roads, broadband, and utilities).

*Ideas for Private Public Partnership Projects.

1. Foothills Eco-Resort.
High-end sustainable lodge near Kananaskis access or anywhere along Cowboy Trail.
Year-round appeal (spa, winter activities).
2. Cowboy Trail Experience Hub.
Cultural center + events + accommodations.
Celebrates ranching heritage.
3. Agri-Tourism Trail Network.
Linked farms, breweries, and markets.
Seasonal events (harvest festivals).
4. Film Tourism Route
Tours tied to productions filmed in High River & region.
5. Golf Route.
There are a significant number of Golf Courses in the Foothills County area.

5 Year Action Plan.

Year 1-3:

- Develop branding + investment materials
- Identify priority sites
- Begin investor outreach

Year 3-5:

- Secure anchor investments.
- Launch pilot tourism projects.
- Expand marketing internationally.

Year 5+:

- Cluster development (agri-tourism, accommodations)
- Increase overnight stays significantly.
- Establish Foothills as a recognized destination.

Key Performance Indicators:

- Number of new tourism investments.
- Total capital investment.
- Visitor numbers & overnight stays.
- Tourism employment growth.
- Average visitor spending.

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Investment Attraction Plan for Film Sector:

Foothills County is uniquely positioned as a well-established premier film production destination in Alberta due to its experience, diverse landscapes, proximity to Calgary's film workforce and studios, and competitive cost environment. This Investment Attraction Plan outlines strategic actions to attract film and television productions, grow local film-related businesses, and strengthen and enhance long-term creative-industry capacity.

Strategic Objectives:

1. Increase film production spending within Foothills County from private enterprise.
2. Attract investment from production companies, studios, and film-related service providers.
3. Grow local workforce capacity through partnerships with industry and post-secondary institutions.
4. Build a film-friendly reputation grounded in efficiency, hospitality, and regulatory clarity.
5. Enhance economic diversification and support local businesses through film-related activity.
6. Establish and maintain a strong relation with the film industry.

Marketing: Foothills County should position itself as:

"Alberta's (Western Canada's?) premier natural-set film hub—small-town, scenic, and production-ready."

Market Advantages:

- Immediate access to Calgary (major crew base, equipment houses, the Calgary Film Centre).
- Varied film-friendly landscapes: ranchlands, foothills, forests, rivers, heritage towns, rural highways.
- Competitive permitting environment relative to other jurisdictions.
- Established reputation following productions filmed in Southern Alberta (e.g., major Hollywood and streaming projects).
- Lower-cost accommodations and services compared to urban cores.
- Well-established and known local business operators in the sector.

Target Investment Sectors:

- Major U.S. film and streaming studios (Netflix, Amazon, Paramount, Disney).
- Canadian independent productions.
- Commercials, reality TV, and documentary producers.
- Location scouts, location managers, and production managers.

Direction and Activities.

ACTION	RATIONALE
Direct Film Production	Encourage productions to film on location through: Scenic rural vistas. Heritage and ranch properties. Small towns and hamlets for period or "Middle America" looks. Protected natural environments ideal for outdoor shooting.
Film Infrastructure Investments	Temporary and permanent set construction yards. Rural soundstages or "pop-up" studios. Props, set dec, and costume rental facilities. Transportation hubs for trucks, trailers, and equipment storage.
Support Services	Attract businesses that service film: Catering, accommodation, RV rentals. Specialty livestock, horse wranglers, stunt coordinators. Heavy equipment, generators, construction supplies.

	Security, traffic control, and logistics services.
Tourism & Legacy Projects	Use productions to enhance tourism: Film-inspired travel routes. Set-visit partnerships. Local business promotions featuring “Filmed in Foothills County” branding.
Develop a Film-Friendly Business Climate	Streamlined permitting with guaranteed turnaround times. Publish a clear Film Production Guide outlining: • contact information. • Regulations, i.e. streamlined process for temporary filming permits. • permit fees. • insurance requirements. • parking, road closures, drone rules. Appoint a Film Liaison Officer within economic development.
Build a Location Library & Marketing Assets	Professionally photograph public and private locations: ranches, heritage barns, industrial areas, bridges, river valleys, hamlets. Integrate into: • Collaborate with existing industry professionals. • Alberta Film Commission library. • LocationsHub. • County’s economic development website. • Create digital one-page sheets for “signature locations”.
Strengthen Industry Partnerships	Collaborate with: • Alberta Film Commission. • Calgary Film Centre. • ACTRA, IATSE, DGC. • Post-secondary institutions (SAIT, MRU) for training. • Local chambers, tourism associations. • Host annual Film Industry Familiarization Tours (FAM tours) for scouts and producers. • Attend at least one local trade show per year.
Incentives & Support Programs	While the Province offers robust tax credits, Foothills County can provide: • Fee reductions or waivers for long-stay productions. • Preferred vendor lists to support local purchasing. • Fast-track approvals for large productions. • “Film Welcome Package” with local contacts, maps, emergency services info.
Workforce & Training Development	Support short-term boot camps and micro-credentials for: • production assistants. • grips and electrics. • set construction. • art department. Facilitate networking between industry and local residents/businesses.
Brand Foothills County as a Filming Destination	Marketing tactics: • Dedicated web page: “Film Foothills”. • Social media showcasing behind-the-scenes snapshots. • Branded signage at major filming sites. • Case studies of successful productions. • Tradeshow attendance (AFCI Week, Banff Media Festival).

DRAFT

Community Engagement Strategy	• Educate residents about economic benefits (hotel stays, catering, property rentals). • Develop a Community Filming FAQ to address noise, traffic, privacy, and compensation. • Build a database of film-friendly landowners/locations. • Set guidelines for respectful filming to maintain strong community relations.

Implementation Timeline:

Year 1-3.

- Build filming guide, website, and branding.
- Create location library.
- Begin outreach to scouts and studios.

Year 3-5.

- Host Familiarization "FAM" tour.
- Launch community engagement campaign.
- Seek partnerships for training and infrastructure.
- Market through industry channels.

Year 5+.

- Hire Film Liaison & Tourism Officer.
- Evaluate need for additional incentives.
- Support new local film service businesses.
- Track economic impacts and refine strategy.

Key Performance Indicators:

Short-term (1–3 years):

- 10% increase in number of productions filming in the county.
- Creation of a film location library.
- Establishment of film liaison officer role.
- Completion of FAM tour.

Mid-term (3–5 years):

- Attract at least 2 film-related service businesses.
- Secure one major feature film or series per year filming in Foothills County.
- Document increases in local spending and business utilization.

Long-term (5+ years):

- Development of permanent or semi-permanent film infrastructure.
- Recognition as a top film destination in Western Canada.
- Sustained annual growth of film-related economic impact.

Long-Term Consideration: Develop a Foothills Film Commission that includes Okotoks, High River and Foothills County. Use Alberta Community Partnerships (and other sources) for initial position funding.

DRAFT

General Marketing:

A series of general marketing initiatives will be needed to improve the visibility of Foothills County among the business community. While it is well known among Council/Administration, and selected members of the business community, that the County has significant light industrial/commercial land, it is not believed that this knowledge extends to the wider Alberta business community. Time should be spent brainstorming how to message the wider business community about the available land in the Aldersyde Business Corridor and Foothills Crossing.

For example:

- Billboard (made of wood) signs along Highway 2 identifying the Aldersyde Business Corridor and Foothills Crossing.
- Billboard (i.e. Pattison/Far West) – alongside Highway 2 in a high visibility location. Potentially on land owned by the County.
- Advertising: consider purchasing relevant ads in local magazines to promote the County.
- Use the "Welcome to Foothills County" signs to promote the County, i.e. hang "investfoothills.ca"
- State of the Economy breakfast with leading Foothills County businesses (bring in speaker from Credit Union/Western Financial).
- High River Rodeo has a VIP section/boxes – use that to host leading prospects.
- Purchase Google Ads to showcase the Aldersyde Business Corridor and Foothills Crossing.
- Use of other Social Media channels to promote the County, such as LinkedIn and Facebook.
- Create a Foothills County "Fact Guide" to showcase the County, Key Stats, Available land, etc. The publication would be left at key locations in the County – Golf Courses, County office, Hotels, Rec Centres, etc.
- Testimonials – with several large projects currently at the planning stage, testimonials should be considered from these proponents.
- Ribbon cutting ceremonies for new County and Private business projects, as a promotional tool.
- As necessary, attend trade shows in target sectors to attract more business to the County. Consider securing a booth at relevant trade shows (this will also require an investment into booth materials/infrastructure).

DRAFT

Foothills County

Economic Development Plan Review

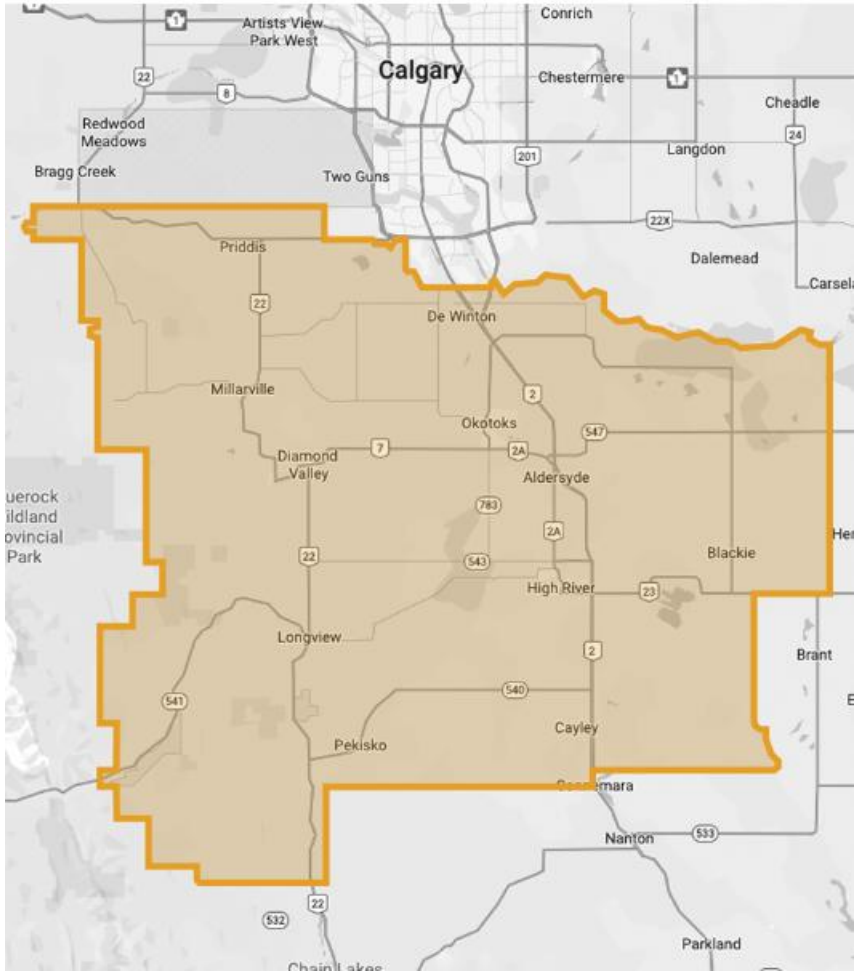
(October, 2026)

Contact: Mark Laver, Economic Development Officer
O: 403.603.6314.
M: 587.899.9116
E: mark.laver@foothillscountyab.ca






Foothills County - Demographic & Infrastructure Overview



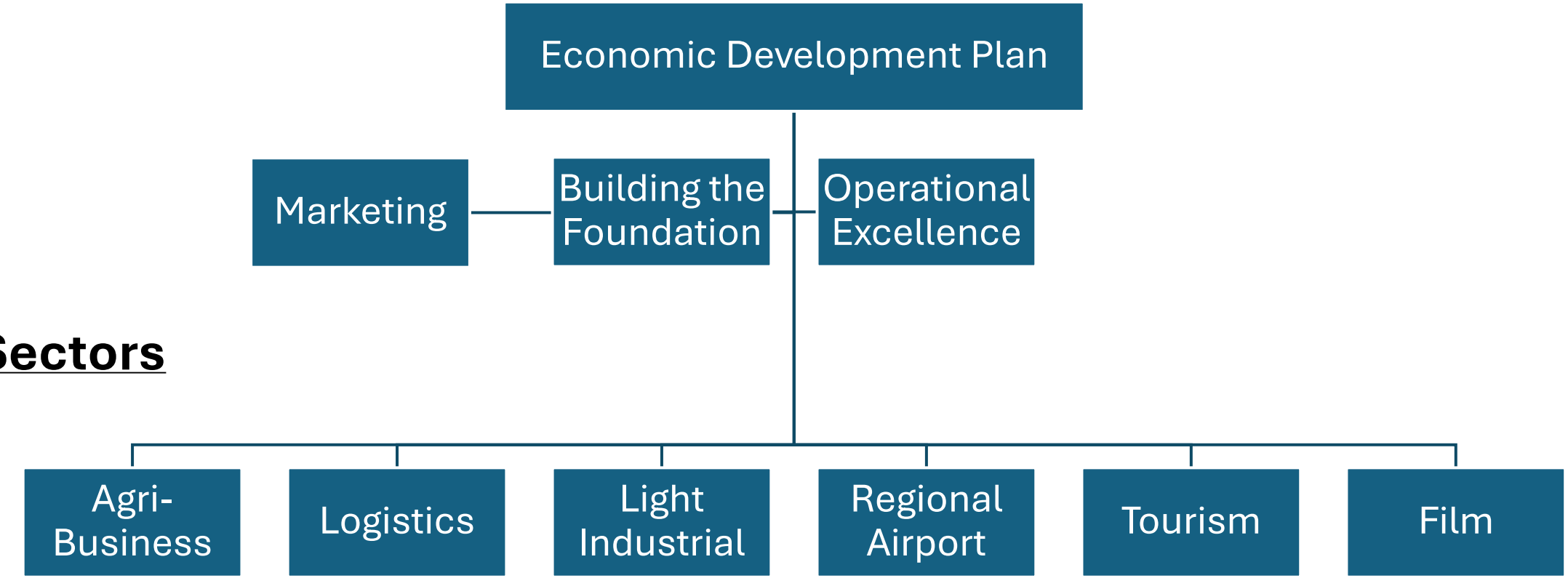
- Population: 25,779 (2025).

- Transportation Networks:
  - Road Highways: 2/2A/22/23/7.
  - Rail: Calgary-Lethbridge line with spurs & sidings.
- Alberta SuperNet runs through the County close to Highway 2 and 2A.
- High Voltage line – runs along Highway 23 and Highway 2A area ~25 MW available.
- New water project in Aldersyde brings 300,000-500,000m3 online in Q3, 2026.

- Workforce drawn primarily from Okotoks, High River and Calgary.
- Steady increase in the number of business licenses issued in the last 15 years.
- Significant advantage, compared to Calgary, Airdrie, Rocky View County, in raw land costs.

- Large number of farms in the County – with almost 500 reporting the presence of Cattle in 2021.
- Also, there is significant crop acreage devoted to crops. Most prominent are Barley, Wheat, Canola and Alfalfa mixtures.

Foothills County – Economic Development Plan Overview



Target Sectors

Building the Foundation

- Ensure fundamental policies and protocols are in place to activate economic development services.
- Invest the time and resources to make economic development tools available to staff.
- Implement a Business Retention & Expansion program involving outreach, business visits, and follow-up.
- Share intelligence internally and provide professional customer service and client aftercare.
- Coordinate ongoing economic development marketing aimed at potential investors and local businesses.



Operational Excellence/ Continued Development

- Sell Municipal Reserve/Tax Recovery Land – slowly, or strategically w/caveats?
- Buy large tracts for future development?
- More “Permitted Use” from “Discretionary”?
- Planning & Development Focus Groups/IDI’s/website updates?
- Implement Concierge Service?
- Future planning.
  - Consider Creating Highway 2A North of Okotoks ASP.
  - Continued Infrastructure Service Development/Planning.



Agri-Business/Agri-Tech Sectors

- Create a Foothills Ag-Opportunity Portfolio.
- Brand Positioning “Where Agriculture Meets Innovation”.
- Targeted Outreach Campaigns.
- Digital Marketing.
- Zoning for Agri-Industrial and Ag-Tech Parks.
- Fast-Track Permitting.
- Tax Incentives and Support.
- Partnerships.
- Infrastructure Support.

Light Industrial & Logistics Sectors

- Create an Opportunity Profile.
- Brand Positioning: “Calgary’s High Access Industrial Gateway”.
- Investor Outreach.
- Partnership/ Engagement.
- Incentive Framework.
- Digital Marketing.
- Fast Track Permitting.
- Infrastructure Support.

Foothills Regional Airport

- Brand Positioning: TBD.
- Investor Outreach – for remaining lots only.
- Infrastructure Development - Servicing Needed – currently limited growth potential.









Tourism and Film Sector Plans will only be introduced after successful completion of previous sectors & the possible addition of head count.

Tourism Sector

- Brand Positioning.
- Proactive Investor Targeting.
- Marketing & Promotion.
- Incentive & Policy Tools.
- Investment Readiness.

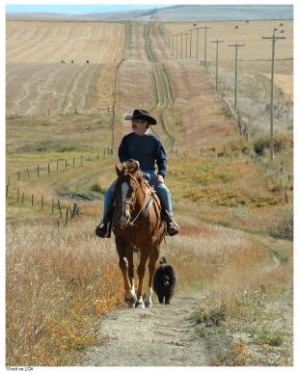
Film Sector

- Brand Positioning.
- Proactive Investor Targeting.
- Marketing & Promotion.
- Incentive & Policy Tools.
- Investment Readiness.









General Marketing







- Billboards
- Explore Alternate Marketing Opportunities.
- State of the Economy – business engagement.
- Investor Hosting Opportunities – High River Rodeo.
- Google Ads.
- Foothills County “Fact Guide”/“Deal Book”.
- Testimonials.

LEGAL DESCRIPTION: Portions of Road Plan 081 4191 and 031 0466 along the south boundary of Plan 1213109 Blk 4 Lot 2 within NE 13-20-29 W4M containing ~ 4.39acres (1.777ha)	
LANDOWNER: Foothills County	
LICENCE APPLICANT: CIMA/BMA as agent for Volker Stevin	
PROPOSAL: Request to Purchase Road Plan	
DIVISION NO: 7	**COUNCILLOR:** RD McHugh
FILE MANAGER: Donna Fowler, Municipal Lands Administrator	

LOCATION

The road plan is part of 79th Street E/393 Avenue E Service Road within NE 13-20-28 W4M. It is located on the NW corner of the Aldersyde Hwy 2 overpass, approximately 3 km east of the town of Okotoks

BACKGROUND

The applicant submitted the attached letter October 26, 2026, to request Council's consideration to close for purchase portions of currently developed road plan.

This request is part of Volker Stevin's Foothills Logistics Centre Outline Plan and proposes closing portions of the service road and creating new portions of road plan to accommodate the realignment of 393 Avenue and 79th Street in this area to facilitate the development.

The Foothills Logistics Centre Outline Plan was adopted by Council on March 4th, 2026. Along with the Outline Plan Council has also granted third and final reading to Bylaw 07/2026, on May 27th, 2026 redesignating the lands from Agricultural District to Business Park District, Highway Commercial District, Natural Resource Extraction District, Environmental Protection District, Municipal Land/Reserve District and Public Utility lot with site specific amendments to allow an increase to the building height allowance and lot coverage and the allow Business Office; Manufacturing, Light; Industrial; Storage and Warehousing; Industry, General; and Industry, Light as permitted uses all within the Business Park District and to allow an increase to the lot coverage for the Highway Commercial District.

The applicants have since made application for subdivision of all phases of the proposed Plan area, which will be provided to the Subdivision Approving Authority on an upcoming agenda date.

The applicant has included conceptual drawings of the proposed closure areas that outline the realignment and potential plans for the redesignated area, these conceptual drawings are included within Appendix B. Council will note that the applicants are not proposing the closure

of the full extent of the east/west section of 79th Street as they feel they would not be able to develop it.

Should Council be open to considering the application from Volker Stevin, Foothills County would like to concurrently request closure of that portion of 79th Street E that connects Area A & B on the attached drawings in Appendix B. We see no reason for that portion to remain as road plan should the application before you be approved. Foothills County would retain the title for that ~2.42 acre (0.979 ha) of closed road plan (Area C) and bear all associated costs for closure, registration and survey of that portion.

	VOLKER	COUNTY
AREA A	1.52ac	
AREA B	0.45ac	
AREA C		2.42ac

REQUEST OF COUNCIL

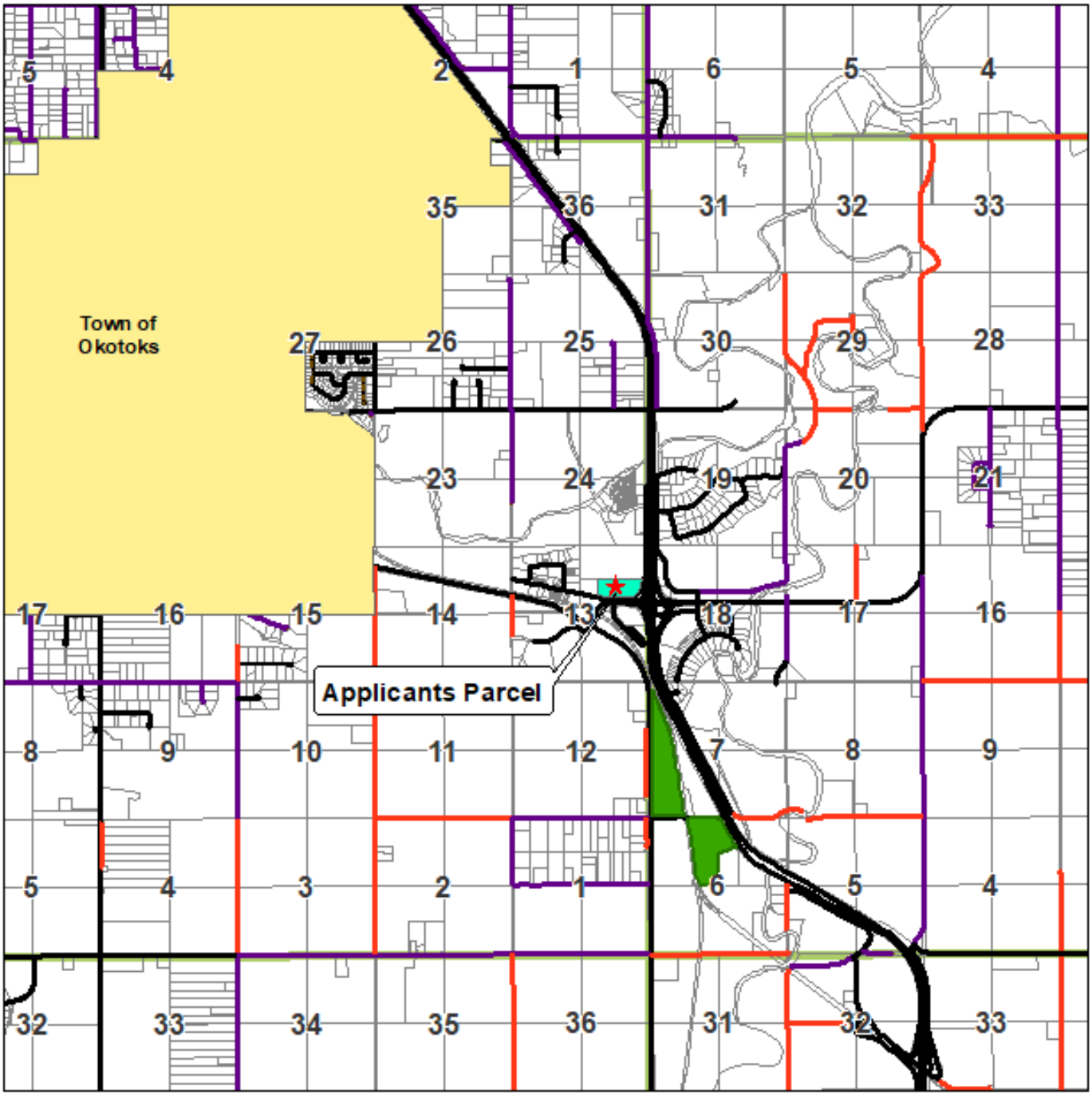
If Council is amenable to the request, direct administration to proceed with a public hearing to consider the road closure of those portions of road plans along the south boundary of Plan 1213109 Blk 4 Lot 2 within NE 13-20-29 W4M containing ~ 4.39 acres (1.777ha), for purchase and consolidation. Access will be denied.

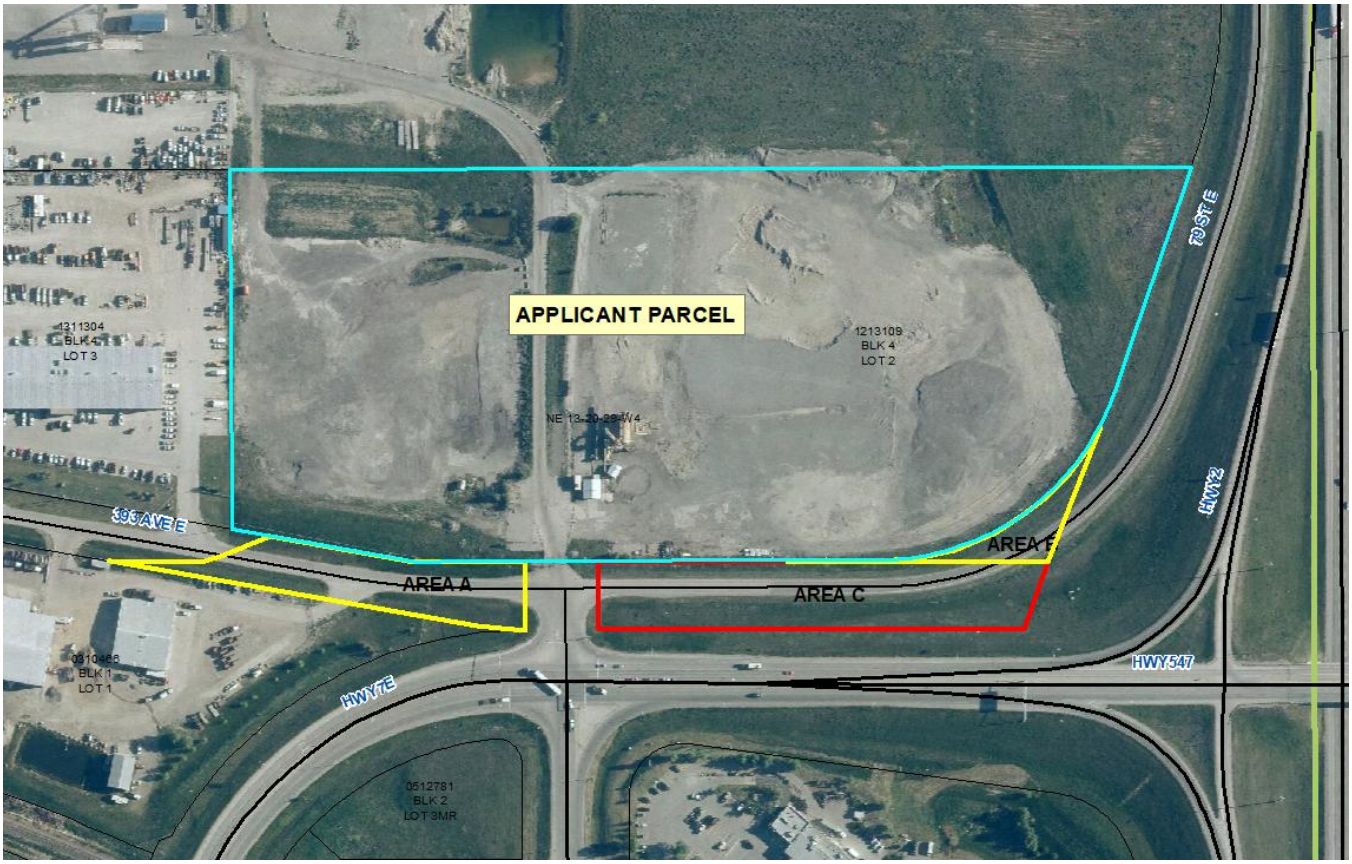
APPENDICES

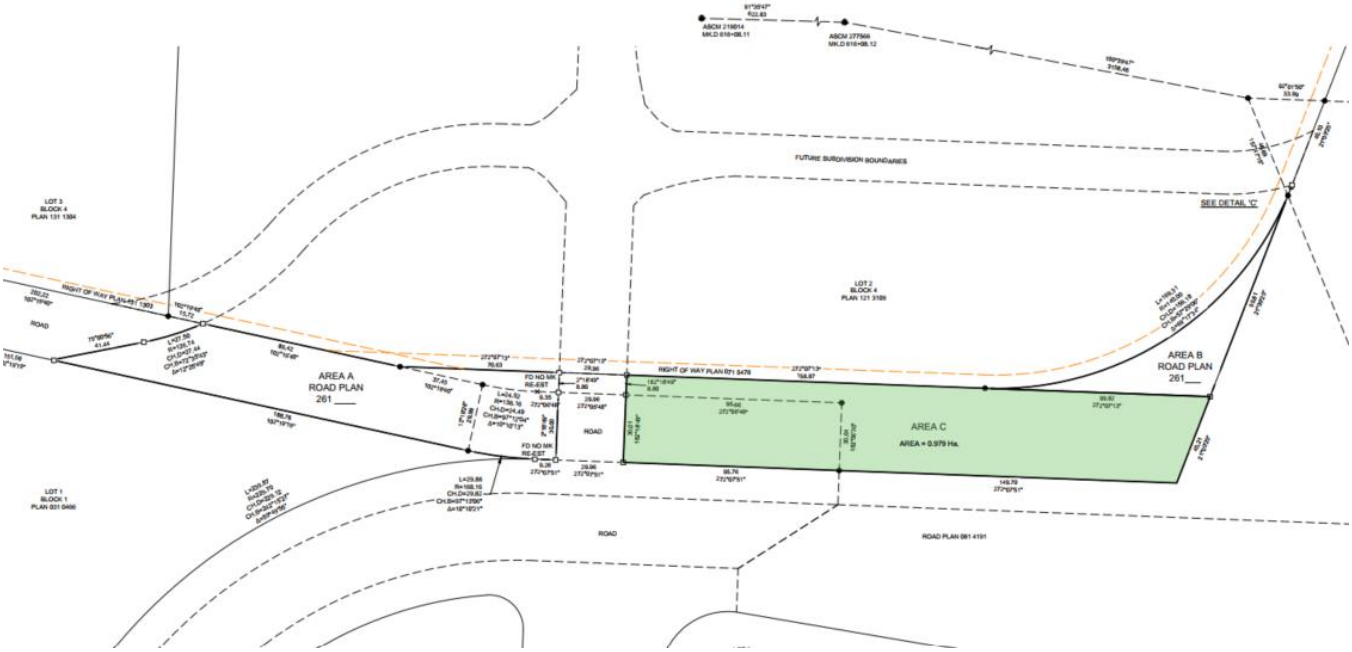
APPENDIX A – Location Map & Orthophoto

APPENDIX B –Applicant Request Letter, Application and Supporting Documents

APPENDIX A:
LOCATION MAP




APPLICANT PARCEL
1311304
BLK 4
LOT 3
1213109
BLK 4
LOT 2
NE 13-20-28-W4
393 AVE E
AREA A
AREA C
AREA E
HWY 2
79 ST E
HWY 547
HWY 7E
0910466
BLK 1
LOT 1
0512781
BLK 2
LOT 3MR


FUTURE SUBDIVISION BOUNDARIES
SEE DETAIL 'C'
AREA A
ROAD PLAN
261 ___
AREA B
ROAD PLAN
261 ___
AREA C
AREA = 0.979 Ha.
ROAD
ROAD
ROAD PLAN 081 4191

APPENDIX A:
LOCATION MAP

KEN VENNER *RPP, MCIP*
Director, Earth & Environment
kvenner@bastudios.ca
D | 403 692 4530 C | 403 614 2185

October 26, 2026

Foothills County
309 Macleod Trail
High River, Alberta T1V 1M7

Attn: Donna Fowler, Foothills County Municipal Lands Coordinator

Re: **Road ROW Closure Application**
Affecting NE 13-20-29-W4M within the Foothills Logicstics Centre Outline Plan

Dear Donna,

The purpose of this application is to close portions of existing road rights-of-way *(ROW)* for the purpose of consolidation and transfer of certain lands within NE 13-20-29-W4M. These portions of existing road ROWs will become redundant at such time the existing 79 Street E and 393 Avenue E service road is realigned as part of the subdivision and development of the comprehensively planned commercial and industrial development by Volker Stevin / VolkerWessel *(referred to as Foothills Logistics Centre).*

On behalf of the landowner Volker Stevin, CIMA+ / B&A is pleased to submit this Road ROW Closure application form which proposes to close approximately 0.8 ha *(2 ac)* of ROW. Our application includes the following duly itemized submission components described as follows:

1) Road ROW Closure Application Form, CIMA+ / B&A, October 22, 2026
2) Proposed Road ROW Closure Plan, CIMA+ / B&A, October 22, 2026
3) Credit Card Authorization Form acknowledging payment of $500 *(i.e., $400 initial application fee + $100 filing fee)*, October 26, 2026
4) DRAFT Road Closure Bylaw, CIMA+ / B&A, October 22, 2026
5) Conceptual Illustrations, Boundary Adjustments, Service District Parcel, October 22, 2026

CIMA+ / B&A notes we are working with Tronnes Geomatics who is preparing a Survey Plan to illustrate the specific areas contemplates for road ROW closures in addition to preparing specific wording to describe the proposed ROW closure areas as required within the DRAFT Road Closure Bylaw. We expect to have this survey work completed shortly but are pleased to include the enclosed Plan to initiate the road ROW closure process.

CIMA+ / B&A further notes the assembly of a Service District Parcel (SD) is an objective of the adopted Foothills Logistics Centre Outline Plan. As such, our team has prepared a conceptual illustration to demonstrate the preliminary feasibility of accommodating a ± 2 ac SD Parcel at this location (to potentially support a Future Fire Station). These schematics are intended to be 'conceptual' at this stage and would require further refinement at subsequent planning stages. However, they demonstrate the County's opportunity to create a ± 2 ac SD Parcel *(with collaboration involving Volker Stevin on future subdivision boundary adjustments).*

On behalf of Volker Stevin, CIMA+ / B&A looks forward to working with administration and local interest-holders during the upcoming Road ROW Closure circulation and evaluation process. Please feel free to contact me at your convenience should you require clarification relative to this matter.

Respectfully,



KEN VENNER *RPP, MCIP*
Director, Earth & Environment
kvenner@bastudios.ca

c.c. Chris Ollenberger, Vice President, Development, North America
Nathan Prins, Tronnes Geomatics

Foothills County

309 MACLEOD TRAIL SW, BOX 5605, HIGH RIVER, AB T1V 1M7
TELEPHONE (403) 652-2341 OR (403) 931-1905 FAX 403-652-7880

ROAD CLOSURE APPLICATION

SECTION A: Applicant Information

Applicant Name: KEN VENNER - CIMA+ / B&A **on behalf of Volker Stevin**

Mailing Address: #2700, 605 - 5 Avenue SW Town / City: Calgary Alberta

Postal Code: T2P 3H5 Phone (daytime) 403-692-4530 Fax: _____

Email: kvenner@bastudios.ca

Rural Address: _____

Legal Land Description: Portion of Road Allowance affecting NE 13-20-29-W4M adjacent to Lot 4, Block 2, Plan 121 3109 and Lot 1, Block 1, Plan 031 0466

Plan Number _____ Block _____ Lot _____ Roll# _____

Identify applicant property adjacent to the road allowance or road location on map below.

Signature of Applicant: _____ Date: October 22, 2026

SECTION B: Site Information

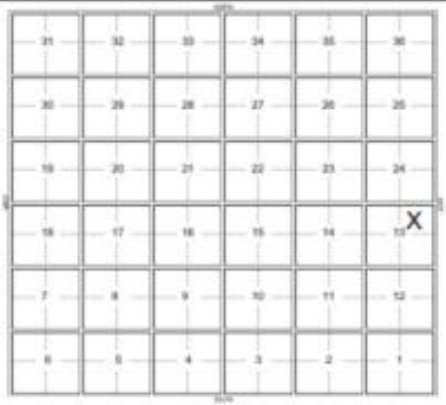
Purchase __X__ Transfer ____ Licence ____ Other _____

Intended Land Use (i.e. grazing, cultivation, other): Commercial / Industrial Use & Potential Service District Parcel

Quarter: NE Section: 13 Township: 20 Range: 29 West ___ M

Boundary (north, south, east, west) Number of Acres to license/ purchase +/- 2 acres

Identify road allowance or road location on map below.



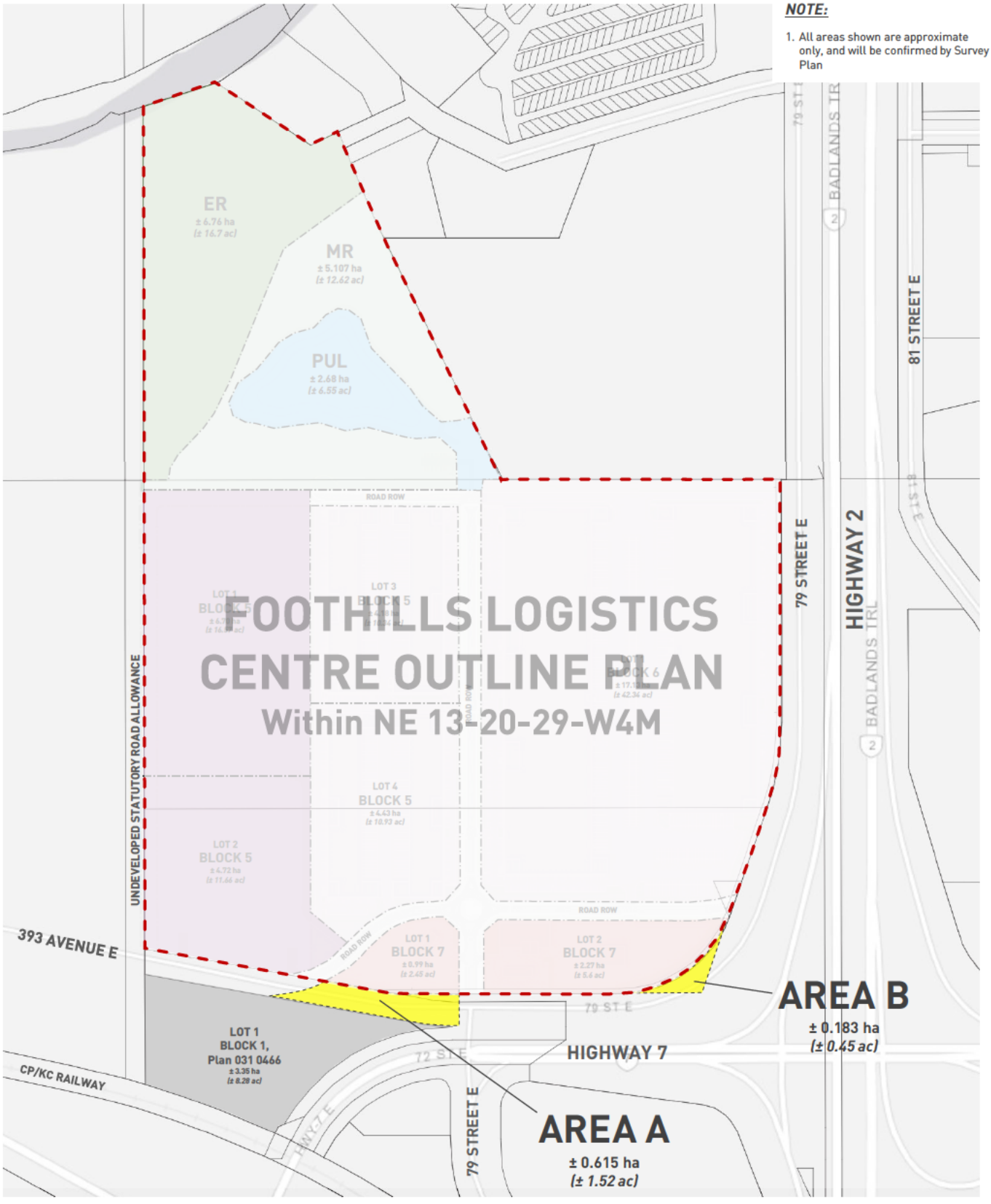
For Office Use Only:

Licence:	**New Licence**	Transfer(New/LO)		**Date**
Filing Fee:	$100	$100	Receipt No:	
Initial Application Fee:	$400	$160	Receipt No:	
Final Application Fee:	$400	$125	Receipt No:	
Total Due:			# of Acres:	

Purchase:			**Amount**	**Date**
Filing Fee:	$100	Receipt No:		
Initial Application Fee:	$400	Receipt No:		
Final Application Fee:	$400	Receipt No:		
Price set by Council:		Receipt No:		

Landowner pays all Survey Costs

Updated March 2026



Proposed Road ROW Closure Areas

Portions of NE 13-20-29-W4M: Foothills Logistics Centre, Foothills County

October 2026

CIMA+

LETTER OF AUTHORIZATION

VolkerWessels Canada Ltd.

I, (We)_____being the owner (s)

registered on the title of Lot_____Block_____Plan_____

Portions of NE 13-20-29-W4M

NW/NE/SE/SW Section_____Township_____Range_____W_____M

give **CIMA+ / B&A**

Road ROW Closure Application

permission to act on my (our) behalf for the purposes of the land use redesignation / amendment application and or subdivision application affecting the above noted property as submitted to Foothills County.

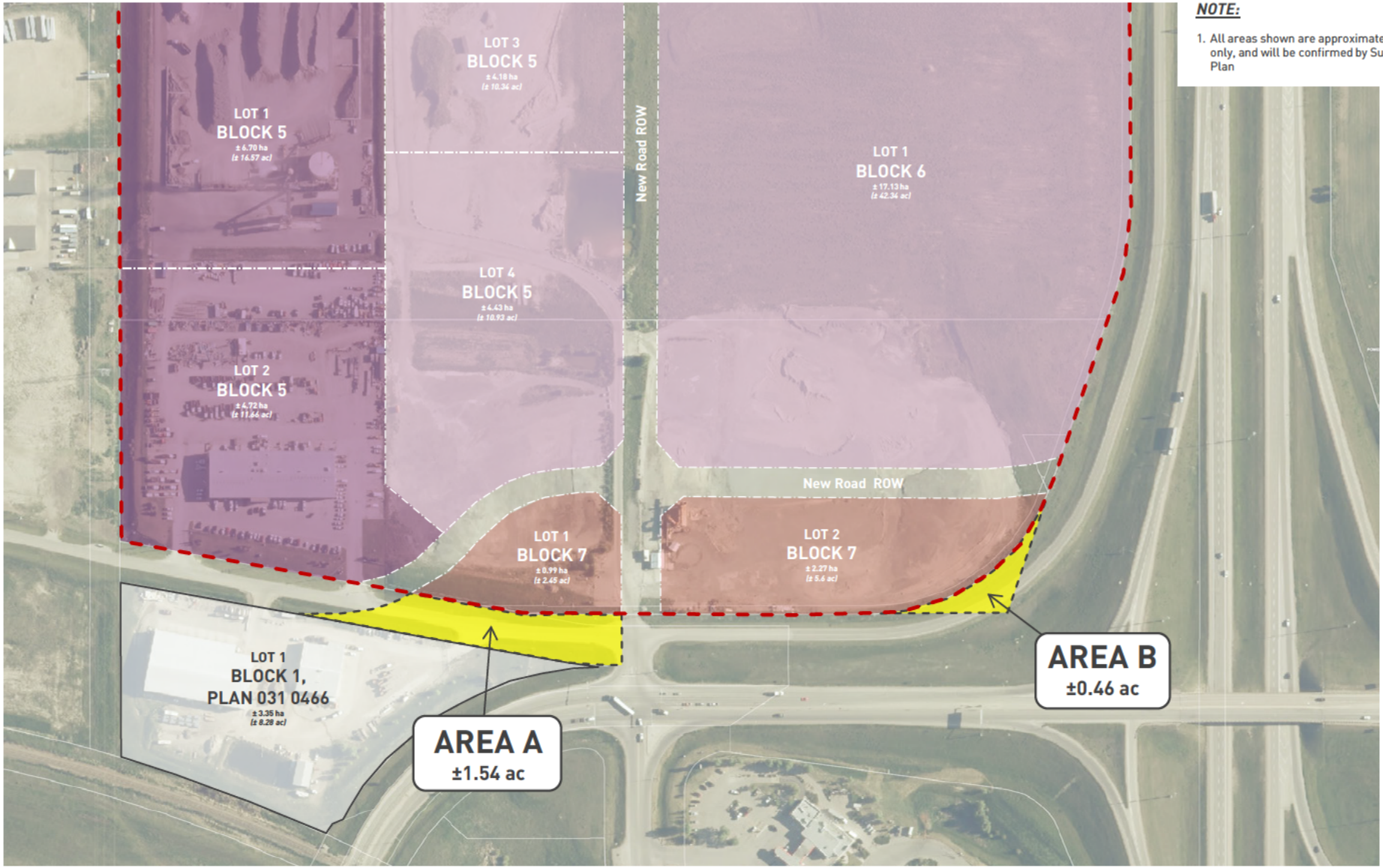
October 26, 2026

Date [redacted] Signature [redacted]

Date Signature

Date Signature

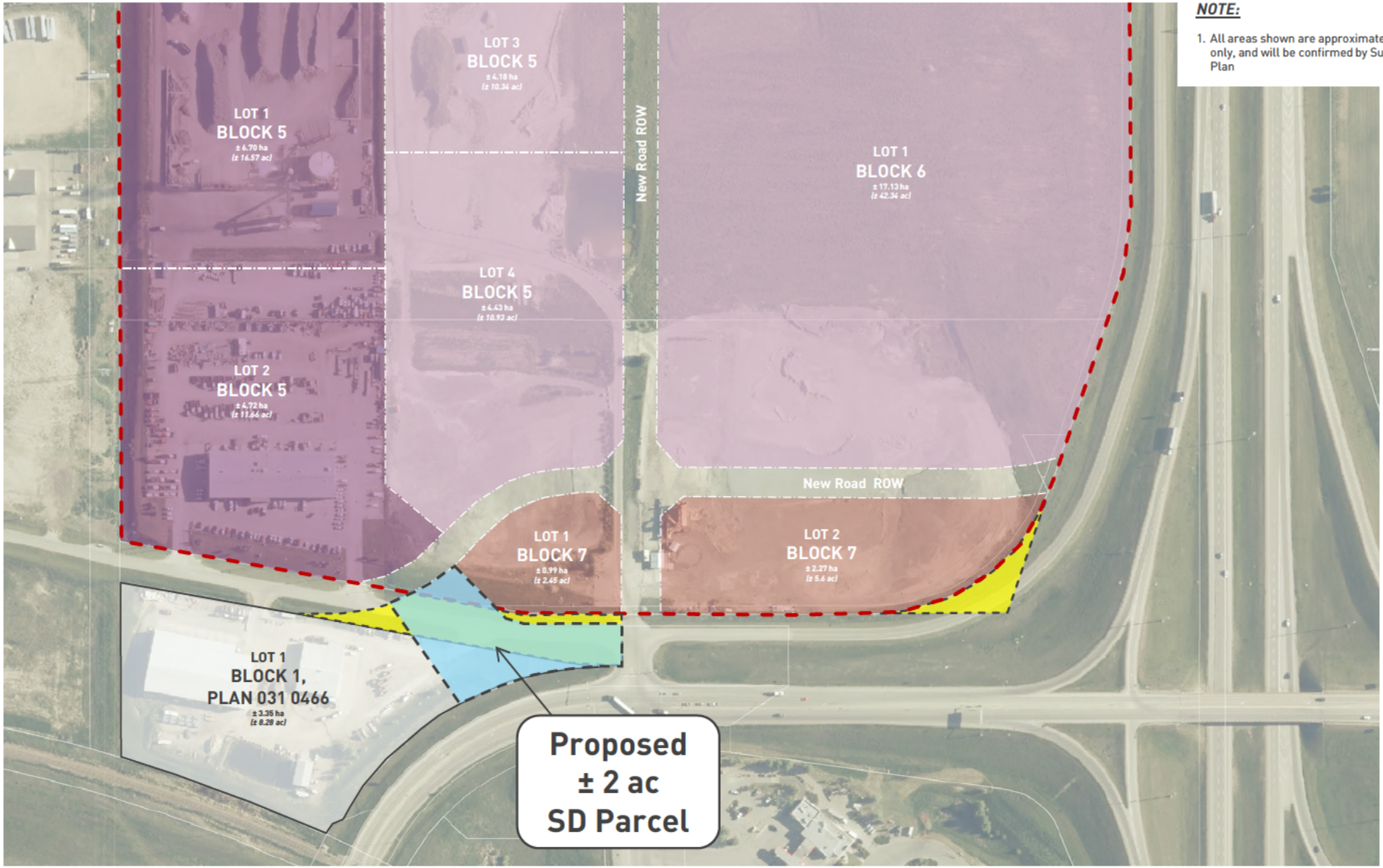
Date Signature



Proposed Road ROW Closures

Foothills Logistics Centre – Foothills County, AB

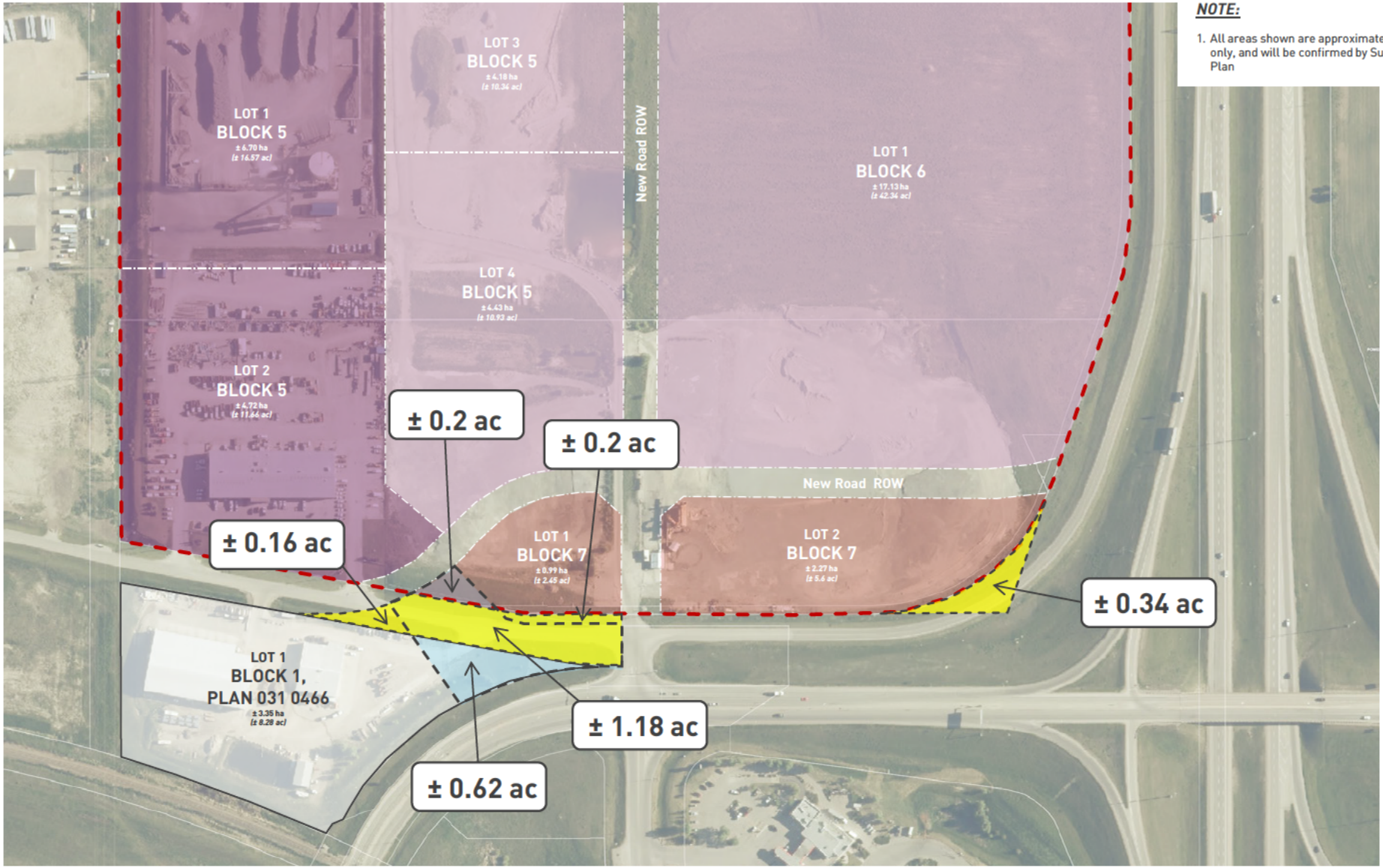
October 2026



Proposed Service District Parcel

Foothills Logistics Centre – Foothills County, AB

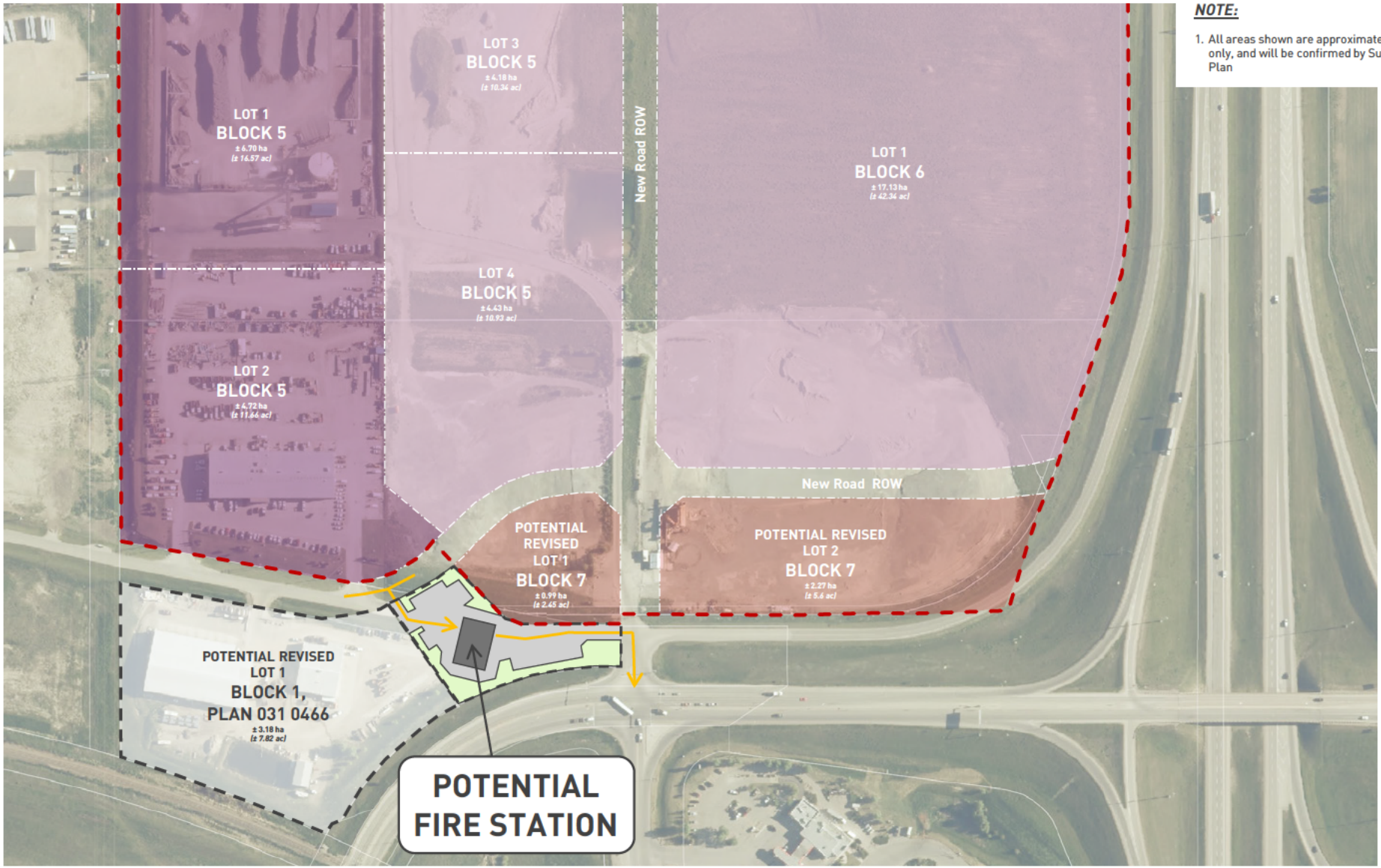
October 2026



Proposed Consolidations & Adjustments

Foothills Logistics Centre – Foothills County, AB

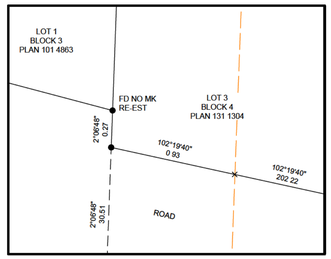
October 2026



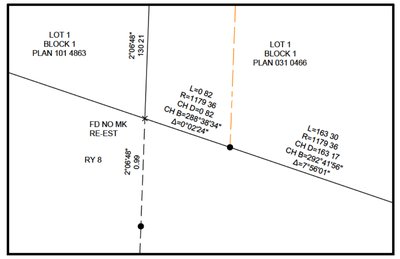
Preliminary Fire Station Concept

Foothills Logistics Centre – Foothills County, AB

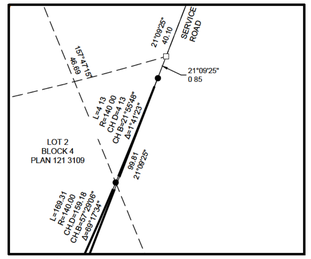
October 2026



DETAIL 'A'
SCALE 1:20



DETAIL 'B'
SCALE 1:25



DETAIL 'C'
SCALE 1:100



REGISTRAR
LAND TITLES OFFICE

PLAN NO. _____

ENTERED AND REGISTERED

ON _____

INSTRUMENT NO: _____

_____
A.D.REGISTRAR

FOOTHILLS COUNTY, ALBERTA

PLAN SHOWING SURVEY FOR

ROAD CLOSURE PURPOSES

AFFECTING A PORTION OF ROAD ON

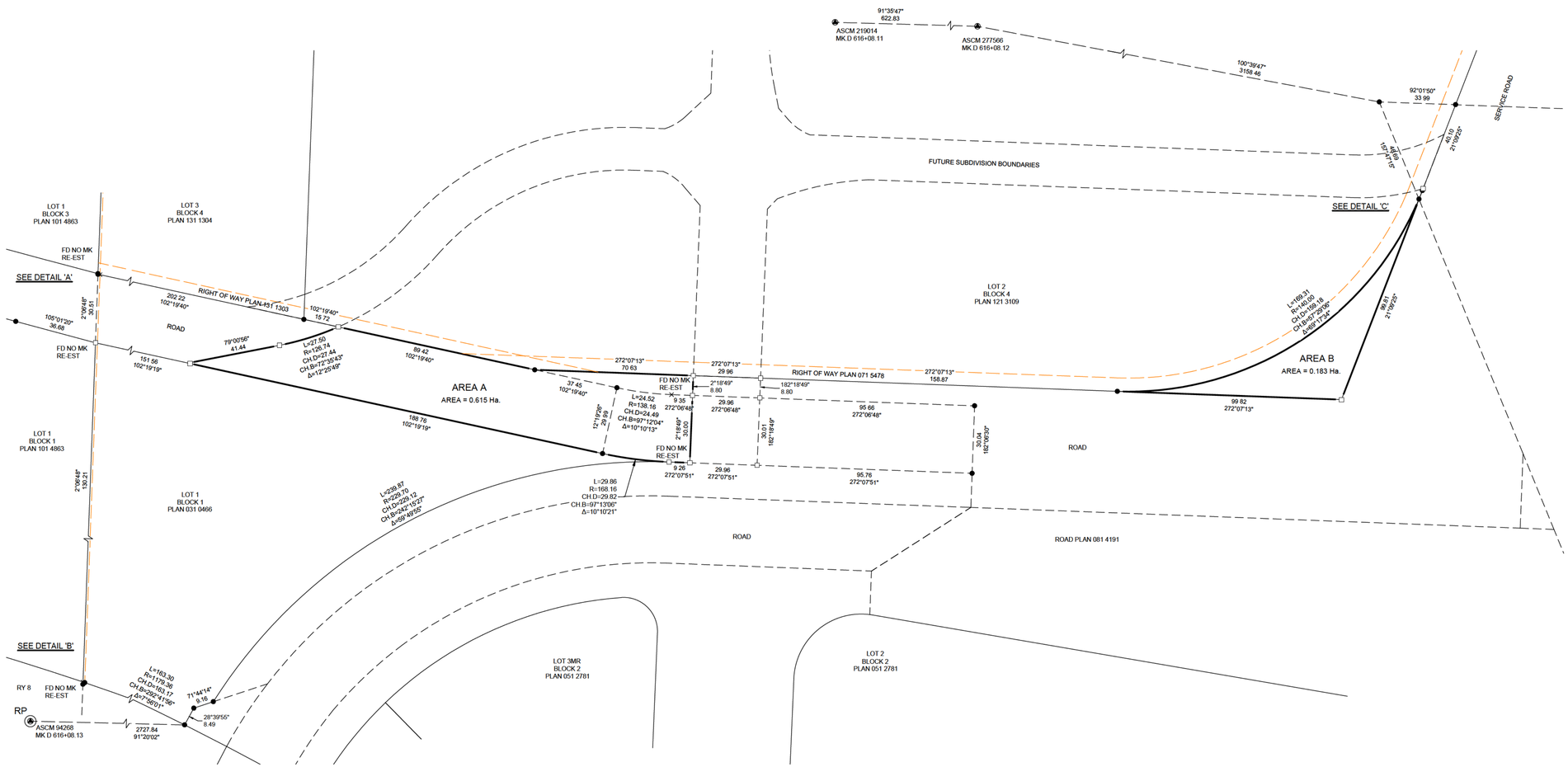
ROAD PLAN 081 4191
ROAD PLAN 031 0466

WITHIN

NE.1/4 SEC. 13, TWP. 20, RGE. 29, W. 4 M.

SCALE: 1:1000 (0 5 10 20 50 100 METRES)

BY: NATHAN PRINS, A.L.S. 2026



LEGEND

DISTANCES SHOWN ARE IN METRES AND DECIMALS THEREOF.
DISTANCES SHOWN ALONG CURVED BOUNDARIES ARE ARC DISTANCES.
ALBERTA SURVEY CONTROL MARKERS ARE SHOWN THUS: ▲
STATUTORY IRON POSTS ARE SHOWN THUS: FOUND ●, PLACED ○, MKD. 'P078'
CONCRETE NAILS ARE SHOWN THUS: FOUND ▲, PLACED △,
DRILL HOLES ARE SHOWN THUS: FOUND ◪, PLACED ⊿,
IRON BARS ARE SHOWN THUS: FOUND ♦,
RE-ESTABLISHED POSITION AND LEFT NO MARKS SHOWN THUS: ×
AREA REFERRED TO BY THIS PLAN CONTAINS 0.798 HA. AND IS OUTLINED THUS: ——
GEO-REFERENCED POINT SHOWN THUS: RP◯

BEARINGS ARE GRID AND DERIVED FROM GPS OBSERVATIONS.
THE COORDINATE SYSTEM USED FOR THIS PLAN:

DATUM	- NORTH AMERICAN DATUM 1983 (ORIGINAL)
PROJECTION	- UNIVERSAL TRANSVERSE MERCATOR
REFERENCE MERIDIAN	- 111° WEST LONGITUDE (ZONE 12)
COMBINED SCALE FACTOR	- 0.999954

GEO-REFERENCED POINT IS AN ALBERTA SURVEY CONTROL MARKER GRID COORDINATE:
N. 5,620,095.70 M
E. 293,045.62 M

ABBREVIATIONS

ASCM	ALBERTA SURVEY CONTROL MARKER	L	ARC LENGTH
A.L.S.	ALBERTA LAND SURVEYOR	HA.	HECTARE
N.	NORTH	AC.	ACRE
S.	SOUTH	SPK.	SPIKE
E.	EAST	DH	DRILL HOLE
W.	WEST	C.N.	CONCRETE NAIL
SEC.	SECTION	M	METRES
TWP.	TOWNSHIP	RP	GEO-REFERENCED POINT
RGE.	RANGE	GNSS	GLOBAL NAVIGATION SATELLITE SYSTEM
M.	MERIDIAN	MR	MUNICIPAL RESERVE
FD.	FOUND	MSR	MUNICIPAL / SCHOOL RESERVE
PL.	PLACED	ER	ENVIRONMENTAL RESERVE
I.	IRON POST	PUL	PUBLIC UTILITY LOT
I.BAR	IRON BAR	A	ACCESS
MK.	MARK	U	UTILITY
MK.D	MARKED	OD	OVERLAND DRAINAGE
MP.	MARKER POST	Δ	CENTRAL ANGLE OF CURVE
C.S.	COUNTERSUNK	CH.D	CHORD DISTANCE
(R)	RADIAL BEARING	CH.B	CHORD BEARING
R/W	RIGHT-OF-WAY	CK.M	CHECK MEASURED
RE-EST.	RE-ESTABLISHED	PVPD	PARKING FOR VISITORS OR PERSONS WITH DISABILITIES
RES.	RESTORED		
WIT.	WITNESS		
R	RADIUS		

SURVEYOR

NAME: NATHAN PRINS, A.L.S.

SURVEYED BETWEEN THE DATES OF MARCH 30 AND _____, 2026 IN ACCORDANCE WITH THE PROVISIONS OF THE SURVEYS ACT.

ALBERTA LAND SURVEYORS' ASSOCIATION
PERMIT NUMBER
P 078
TRONNES GEOMATICS INC.

PLAN REQUESTED BY

_____

NP

Oct 30, 2025 - 2:26pm - \\20026\dt\1077\4 Drawings\dt-1077.dgn - 4.dwg
PLOTTED

DEPARTMENT: Legislative Services	
FOOTHILLS COUNTY	**TOPIC: Intermunicipal Subdivision and Development Appeal Board Bylaw**
REPORT PRESENTED BY: Manager of Legislative Services Sherri Barrett	

PURPOSE OF REQUEST

To consider a new bylaw, being a bylaw of Foothills County to establish an Intermunicipal Subdivision and Development Appeal Board.

BACKGROUND

Foothills County recently agreed to partner with the Village of Longview to form an Intermunicipal Subdivision and Development Appeal Board. Under this agreement, the County will act as the "Coordinator" and be responsible for administering the functions of the Board.

REQUEST OF COUNCIL

Proposed Motion: That Bylaw XX/2026, being a bylaw of Foothills County to establish an Intermunicipal Subdivision and Development Appeal Board be given first reading.

APPENDICES

Appendix A: DRAFT Bylaw

BYLAW XX/2026

BEING A BYLAW OF FOOTHILLS COUNTY IN THE PROVINCE OF ALBERTA TO ESTABLISH AN INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD WITH ONE OR MORE MEMBER MUNICIPALITIES;

WHEREAS Section 627 of the *Municipal Government Act*, RSA 2000, c. M-26, as amended, authorizes a municipality to enter into an agreement with one or more municipalities to establish an intermunicipal subdivision and development appeal board;

AND WHEREAS Foothills County and the Village of Longview wish to jointly establish the Foothills Intermunicipal Subdivision and Development Appeal Board to hear subdivision and development appeals arising within their respective municipal boundaries;

AND WHEREAS Foothills County shall serve as the managing municipality responsible for the coordination, administration, and operational support of the Board, with costs shared between the Member municipalities on a proportional basis as set out in the applicable Intermunicipal Service Agreement;

AND WHEREAS the Board shall exercise its jurisdiction and render decisions on appeals in accordance with the *Municipal Government Act*, the Subdivision and Development Regulation (Alta Reg 43/2002), and the applicable Land Use Bylaws and statutory plans of each Member municipality;

NOW, THEREFORE, THE COUNCIL OF FOOTHILLS COUNTY ENACTS AS FOLLOWS:

1. TITLE

This Bylaw may be cited as the *Foothills Intermunicipal Subdivision and Development Appeal Board Bylaw*.

2. AUTHORIZATION

Pursuant to the *Municipal Government Act,* RSA 2000, Chapter M-26, and amendments thereto this bylaw hereby authorizes the municipality to enter an agreement with the other Member municipalities to establish the Foothills Regional Intermunicipal Subdivision and Development Appeal Board (hereinafter "the Board").

3. DEFINITIONS

In this Bylaw:

"Act" means the *Municipal Government Act*, RSA 2000, Chapter M-26, and amendments thereto.

"Agreement" means the Intermunicipal Service Agreement entered into between Foothills County and the Village of Longview, as amended from time to time.

"Board" means the Foothills Intermunicipal Subdivision and Development Appeal Board established under this Bylaw.

"Chair" means member(s)-at-large appointed by resolution of the Foothills County Council to perform the duties of the Chair on a Panel.

"Clerk" means the person designated by Foothills County to perform the duties of clerk to the Board in accordance with Act.

"Coordinator" is Foothills County, the Member Municipality acting as Managing Member;

"Council" means the individual Council of each Municipality.

"Councillor" means a Councillor appointed by resolution of the Foothills County Council.

"Member" means a member of the Board, including members-at-large and Councillors.

"Members-at-Large" means the citizens appointed by resolution of the Foothills County Council to be a Member of the Board and does not include Councillors.

“Member Municipality” means any municipality that enters into the Agreement in accordance with its terms.

“Panel” means a subset of Board Members convened to hear and decide a specific appeal.

4. ESTABLISHMENT OF THE BOARD

(1) The Board is hereby established as an Intermunicipal Subdivision and Development Appeal Board pursuant to the Act.

(2) The Board shall have jurisdiction to hear and decide subdivision and development appeals arising from decisions of a Subdivision Authority or Development Authority within the boundaries of each Member Municipality.

(3) The Board shall exercise its powers and perform its duties in accordance with the Act, the Subdivision and Development Regulation and the applicable Land Use Bylaws and statutory plans of the Member Municipalities.

5. COMPOSITION AND APPOINTMENT OF THE BOARD

(1) The Board shall consist of Board Members by resolution of the Foothills County Council and shall include:

i. at least eight (8) members-at-large

ii. at least two (2) Councillors

(2) The Member Municipalities shall delegate appointment of the Members-at-Large to the Coordinator.

(3) Each Member Municipality may appoint at least one (1) member of its Council as a Board Member, provided that no Panel convened to hear any appeal shall include more than one (1) councillor in total, regardless of which Member Municipality that councillor represents;

(4) The following persons are disqualified from appointment as Board Members, pursuant to the Act:

i. an employee of a Member Municipality;

ii. a person who carries out subdivision or development powers, duties, or functions on behalf of a Member Municipality;

(5) No Board Member may participate in a hearing unless the member is qualified to do so in accordance with the regulations made under the Act.

(6) Board Members shall be appointed for a term of up to three (3) years and are eligible for reappointment.

(7) At least two (2) member(s)-at-large must be appointed by resolution of the Foothills County Council to perform the duties of the Chair on a Panel. The Member Municipalities shall delegate appointment of the Members-at-Large to the Coordinator.

6. PANELS

(1) The Clerk shall convene a Panel from the Board Members to hear each appeal.

(2) A Panel shall consist of a minimum of four (4) Members-at-Large, one of which has been duly appointed as Chair.

(3) A Panel shall not include more than one (1) Councillor, in accordance with the Act. The Councillor appointed to the panel shall be from the municipality in which the decision under appeal was made.

(4) A quorum of a Panel is a majority of its members.

7. CLERK AND ADMINISTRATION

(1) The Coordinator shall designate a Clerk for the Board in accordance with the Act.

(2) The Clerk shall perform all duties prescribed by the Act and the regulations, including scheduling hearings, preparing notice to those affected parties requiring notification in accordance with the Act and relevant Land Use Bylaws, and maintaining the records of the Board.

(3) The Member Municipality in which the decision under appeal was made will be responsible for receiving the notice of appeal from the appellant, including any associated fees, advising the Clerk within two (2) business days that an appeal has been received and providing a copy of the same, making available for review the application file, decision and notice of appeal, or the order under section 645 as required, circulation of the prepared notices to landowners in accordance with the Act and their respective Land Use Bylaws.

(4) The Coordinator shall provide all other advisory, administrative and logistical support necessary for the Board to carry out its functions.

(5) The Clerk and Legislative Services staff supporting the Board shall act independently of the Subdivision Authority and Development Authority of each Member Municipality and shall not advise or assist any party to an appeal.

8. JURISDICTION

(1) The Board shall hear appeals in respect of:

(i) decisions of a Subdivision Authority within a Member Municipality, in accordance with the Act; and

(ii) decisions of a Development Authority within a Member Municipality, in accordance with the Act.

(2) The Board shall not have jurisdiction to hear appeals in respect of matters excluded by the Act or the Subdivision and Development Regulation.

9. FILING OF APPEALS AND FEES

(1) An appeal shall be filed with the Clerk in writing, within the time and in the manner required by the Act, by mail or delivery to the address shown on the decision or notice being appealed, or by email to the address shown on that decision or notice.

(2) An appeal must be accompanied by the applicable appeal fee set out in the Foothills County Fee Schedule, which applies to all appeals regardless of the Member Municipality in which the appeal arises.

(3) If an appellant withdraws an appeal in writing, the Board is not required to hold a hearing on that appeal.

10. PROCEDURE

(1) The Board may adopt procedures respecting the conduct of hearings and the conduct of Board Members, consistent with the Act and the principles of natural justice and procedural fairness. The Clerk shall make those procedures publicly available.

11. PECUNIARY INTEREST AND CONFLICT OF INTEREST

(1) A Board Member must not hear or vote on an appeal in which the Board Member has a pecuniary interest, or in which the Board Member’s participation would raise a reasonable apprehension of bias.

(2) A Board Member who has a pecuniary interest or conflict of interest in an appeal shall, before the hearing starts or as soon as the interest becomes apparent:

(i) declare the interest;

(ii) describe in general terms the nature of the interest; and

(iii) leave the hearing while the appeal is heard and decided.

(3) The Clerk shall record the declaration and the Board Member’s absence in the record of the hearing.

12. COST SHARING

(1) The cost-sharing formula and any amendments thereto shall be set out in the Agreement and may be amended by mutual written consent of the Member Municipalities without requiring amendment to this Bylaw.

13. REMUNERATION AND EXPENSES

(1) The remuneration and expenses payable to Members, to each Chair shall be set out in the Agreement and may be amended by mutual written consent of the Member Municipalities without requiring amendment to this Bylaw.

14. WITHDRAWAL AND DISSOLUTION

(1) A Member Municipality may withdraw from the Board by providing not less than six (6) months written notice to the Member Municipalities and to the Clerk.

(2) Upon withdrawal of a Member Municipality, the withdrawing municipality shall remain responsible for its proportionate share of costs incurred prior to the effective date of withdrawal, including the costs of any appeals filed before that date that remain outstanding.

(3) If only one Member Municipality remains following a withdrawal, the Board shall be dissolved and that municipality shall establish its own Subdivision and Development Appeal Board by bylaw.

15. REPEAL

Bylaw 139_95 (Municipal District of Foothills Subdivision and Development Appeal Board Bylaw) is hereby repealed effective on the date the Board is established.

16. SEVERABILITY

If any provision of this Bylaw is found to be invalid, that provision shall be severed and the remainder of this Bylaw shall remain in force.

17. EFFECT

This Bylaw shall have effect on the date of its third reading and upon being signed.

FIRST READING:

_____
Reeve

_____
CAO

SECOND READING:

_____
Reeve

_____
CAO

THIRD READING:

_____
Reeve

_____
CAO

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this day of , 20 .

DEPARTMENT: Legislative Services	
FOOTHILLS COUNTY	**TOPIC: Joint Assessment Review Board Bylaw Amendments**
REPORT PRESENTED BY: Manager of Legislative Services Sherri Barrett	

PURPOSE OF REQUEST

To consider amendments to Bylaw 52/2021, being a Bylaw of Foothills County to establish a Joint Assessment Review Board.

BACKGROUND

In 2010, Foothills County entered into an agreement with the Municipal District of Ranchland No. 66 and the Village of Longview to establish a Joint Assessment Review Board, under which Foothills County serves as the "Coordinator," being the municipality responsible for administering the functions of the Board.

Following a Municipal Review of the Village of Longview, Municipal Affairs has recommended minor amendments to the current bylaw to ensure compliance with applicable legislation. The proposed revisions are identified in the redline copy attached as Appendix "A".

REQUEST OF COUNCIL

Proposed Motion: That Bylaw XX/2026, being a being a Bylaw of Foothills County to establish a Joint Assessment Review Board be granted first reading.

APPENDICES

Appendix A: DRAFT Amended Bylaw

BYLAW XX/2026

BEING A BYLAW OF FOOTHILLS COUNTY IN THE PROVINCE OF ALBERTA, TO ESTABLISH A JOINT ASSESSMENT REVIEW BOARD

WHEREAS Section 454 of the *Municipal Government Act, RSA 2000, Ch. M-26, as amended*, enacts that a Council must by bylaw establish a Local Assessment Review Board (LARB) and a Composite Assessment Review Board (CARB) to hear complaints referred to in sections 460.1 (1) and (2) respectively;

WHEREAS Section 455(1) of the *Municipal Government Act*, RSA 2000 as amended, authorizes that two or more Councils may agree to establish joint assessment review boards to have jurisdiction in their respective municipalities;

AND WHEREAS Foothills County, The Municipal District of Ranchland No. 66 and The Village of Longview mutually desire to establish ~~a Joint Assessment Review Board to exercise the functions of a Local Assessment Review Board (LARB) and the functions of a Composite Assessment Review Board (CARB)~~ a Joint Local Assessment Review Board and a Joint Composite Assessment Review Board under the provisions of the Municipal Government Act, RSA 2000, Ch. M-26, as amended, in respect of assessment complaints made by taxpayers of a Member Municipality;

AND WHEREAS Foothills County, The Municipal District of Ranchland No. 66 and The Village of Longview mutually agree to the content of the Joint Assessment Review Services agreement;

NOW, THEREFORE, FOOTHILLS COUNTY ENACTS AS FOLLOWS:

1. CITATION

   1.1. This Bylaw may be cited as the “Joint Assessment Review Board Bylaw”.

2. DEFINITIONS

   2.1. Except as otherwise provided herein, words in this Bylaw shall have the meanings prescribed in section 453 of the Municipal Government Act.

   2.2. In this Bylaw:

   “Board” means the Joint Assessment Review Board.

   “CARB” means the Composite Assessment Review Board established in accordance with Section 454(b) of the *Municipal Government Act, RSA 2000, Ch. M-26 as amended*.

   “~~Citizen~~Members-at-Large” means ~~a person who does not represent a specific organization~~the citizens appointed by the Council of each Municipality to be a Member of the Board.

   “Clerk” means the Clerk appointed under section 456(1) of the *Municipal Government Act, RSA 2000, Ch. M-26, as amended,* by Council of the Member Municipalities and who has obtained the required certification in accordance with Part 5 of the *Matters Relating to Assessment Complaints Regulation*.

"Coordinator" is Foothills County, the Member Municipality acting as Managing Member.

"LARB" means the Local Assessment Review Board established in accordance with Section 454(a) of the *Municipal Government Act, RSA 2000, Ch. M-26, as amended.*

"Member" means a member of the Joint Assessment Review Board as appointed by the Council of Foothills County ~~for the Member Municipalities~~ and who has obtained the required training in accordance with Section 454.3 of the *Municipal Government Act of Alberta, RSA 2000, Ch. M-26, as amended* and Part 5 of the *Matters Relating to Assessment Complaints Regulation*.

"MGA" means the *Municipal Government Act of Alberta, RSA 2000, Ch. M-26, as amended* and Regulations passed under that Act.

"Member Municipality" means those Municipalities who enter into mutual agreement to establish a Joint Assessment Review Board and who enact a bylaw substantially in the form of this bylaw.

Words imparting the masculine gender only, include the feminine gender whenever the context so requires and vice versa.

Words imparting the singular shall include the plural whenever the context so requires and vice versa.

2. APPOINTMENT OF CLERK

2.3. The Clerk of the Joint Local Assessment Review Board and a Joint Composite Assessment Review Board shall be appointed by resolution of the Foothills County Council. The Member Municipalities shall delegate appointment of the Clerk to the Coordinator.

3. APPOINTMENT OF BOARD MEMBERS

3.1. The Board shall consist of members who shall be Citizens-at-large, appointed by resolution by the Council of ~~the Member Municipalities~~ Foothills County.

3.2. At least one (1) member shall be appointed as chair of the Local Assessment Review Board by the Council of Foothills County. The Member Municipalities shall delegate appointment of chair to the Coordinator. The chair may delegate to any other appointed member any of the powers, duties or functions of the chair.

3.3. Prior to participating in a hearing, Members must complete the required training in accordance with Section 454.3 of the *Municipal Government Act of Alberta, RSA 2000, Ch. M-26, as amended* and Part 5 of the *Matters Relating to Assessment Complaints Regulation*.

4. TERMS OF APPOINTMENT

4.1. Unless otherwise stated, all Members are appointed by resolution by the ~~Member Municipalities~~ Council of Foothills County for a term of three years to coincide with the expiration of the Member's training.

4.2. Unless otherwise stated, the chair of the Local Assessment Review Board is appointed by resolution by the Council of Foothills County for a term of three years to coincide with the expiration of the Member's training.

4.3. A Member may be re-appointed to the Board at the end of their term.

4.4. A Member's appointment may be revoked by resolution of the Council for Foothills County;

4.5. A Member may resign from the Board at any time on written notice to the Designated Officer to the effect.

4.6. Member remuneration, if any, shall be established by resolution or by policy set by the Council of Foothills County.

5. PANELS OF THE BOARD

5.1. The Board shall sit on panels to hear assessment complaints as the nature of the complaint may permit or require. Such panels are to consist of:

5.1.1. Three persons selected by the Clerk when the Board is acting as a Local Assessment Review Board;

5.1.2. The Provincially appointed member and two persons selected by the Clerk when the Board is acting as a Composite Assessment Review Board; and

5.1.3. A single Member selected by the Clerk when the Board is acting as a One Member Assessment Review Board for those complaints that are identified under regulation as being LARB in nature.

6. HEARINGS

6.1. Hearings will be held at a location mutually agreed upon by the Member Municipalities.

7. AUTHORITY

7.1. Council of Foothills County is hereby authorized to enter into an agreement with the MD of Ranchland No.66 and the Village of Longview to provide for:

7.1.1. The appointment of Citizens-at-large to Assessment Review Boards;

7.1.2. The hearing of assessment appeals originating within each of the participating Member Municipalities;

7.1.3. The procedures and conduct of the Joint Assessment Review Board and its members; and

7.1.4. The functions and duties of the Joint Assessment Review Board.

8. OTHER

8.1. This Bylaw shall have effect on the date of its third reading and upon being signed.

8.2. Bylaw ~~24/2010~~ 52/2021 and any amendments thereto are hereby repealed upon this Bylaw coming into effect. Should any provisions of this Bylaw become invalid, void, illegal or otherwise unenforceable, it shall be considered separate and severable from the Bylaw and the remainder shall remain in force and be binding as though such provisions had not been invalid.

FIRST READING:

_____
Reeve

_____
CAO

SECOND READING:

_____
Reeve

_____
CAO

THIRD READING:

_____
Reeve

_____
CAO

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this day of , 20 .

DEPARTMENT: Legislative Services	
FOOTHILLS COUNTY	**TOPIC: Foothills County Meeting Procedure Bylaw Amendments**
REPORT PRESENTED BY: Manager of Legislative Services Sherri Barrett	

PURPOSE OF REQUEST

To consider amendments to the Foothills County Meeting Procedure Bylaw 57/2022

BACKGROUND

Foothills County Meeting Procedure Bylaw 57/2022 was reviewed at the 2026 Organizational meeting, where certain amendments were recommended.

The bylaw has been updated with minor text amendments to align it with Provincial legislation. Further amendments allow member-at-large appointments to boards and committees of council to be included on the annual organizational meeting agenda, and permit non-emergent items to be added to regular council agendas. In addition, administration is proposing amendments for Council's consideration that would limit live streaming of board and committee meetings, except for SDAB hearings held under part 17 of the Municipal Government Act.

REQUEST OF COUNCIL

Proposed Motion: That Bylaw XX/2026 being the Foothills County Meeting Procedure Bylaw as amended be given first reading.

APPENDICES

Appendix A: DRAFT Amended Bylaw

BYLAW NO. XX/2026

A BYLAW OF FOOTHILLS COUNTY

IN THE PROVINCE OF ALBERTA

TO PROVIDE RULES GOVERNING THE PROCEEDINGS OF COUNCIL, COUNCIL COMMITTEES AND OTHER BODIES ESTABLISHED BY COUNCIL

WHEREAS Section 145 (b) of the ***Municipal Government Act, R.S.A. 2000 Chapter M-26 and amendments thereto*** authorizes council to pass bylaws to regulate the procedure and conduct of council, council committees, and other bodies established by council, the conduct of councillors and the conduct of members of council committees and other bodies established by council;

NOW THEREFORE, the council of the Foothills County enacts as follows:

TITLE

1. This bylaw shall be known as and may be cited as the Meeting Procedure Bylaw of Foothills County.

DEFINITIONS

2. In this bylaw:

   (1) "Act" means the *Municipal Government Act,* RSA 2000, Chapter M-26 and amendments thereto or legislation substituted therefore(MGA).

   (2) "Ad Hoc" committee means a particular type of committee which is formed to deal with a particular issue and disbanded after the issue is resolved.

   (3) "Acting Chief Elected Official (CEO) and Deputy Chief Elected Official (DCEO) means the councillors who are appointed by resolution of council from time to time to act as CEO in the absence or incapacity of the CEO or DCEO;

   (4) "Administration" means the Chief Administrative Officer or an employee accountable to the CAO employed by Foothills County;

   (5) "Agenda" is the list of terms and orders of business for any meeting;

   (6) "Additions to the Agenda" is a list of items to be considered as part of the "Agenda" for council's consideration;

   (7) "~~*Freedom of Information and Protection of Privacy*~~*Access to Information* *Act* (~~FOIP~~ATIA)" is the ~~Freedom of Information and Protection of Privacy Act, TSA 2000, Chapter F-25~~Access to Information Act as amended from time to time;

   (8) "~~Audio~~ Recordings" are recordings of council meetings produced at

council's discretion, solely as an administrative aid for use by the recording secretary in confirming, if necessary, the minutes of council meetings prior to the adoption of such minutes by council. Once the minutes have been adopted, these recordings will be erased.

(9) "Bylaw" is a bylaw of Foothills County;

(10) "Chair" means the Reeve, Deputy Reeve or presiding officer who presides over council and/or committee meetings;

(11) "Chief Administrative Officer" (otherwise referred to as the "CAO") means the person appointed by council into the position of CAO pursuant to the *Municipal Government Act*;

(12) "Chief Elected Official" (otherwise referred to as the CEO) means the Reeve;

(13) "Closed meeting" means all or part of the council or council committee meeting that is closed to the public if a matter to be discussed is within one of the exceptions to the disclosure ~~in Division 2 of Part 1 of the *Freedom of Information and Privacy Act* (FOIP)~~under the Access to Information Act (ATIA);

(14) ~~"Code of Conduct" means the Foothills County Code of Conduct for members of council, council committees and other bodies established by the council as outlined in bylaw 30/2017 as amended from time to time~~;

(15) "Confidential Items" means items will be dealt with in a closed portion of the council meeting excluding the public;

(16) "Council" means the Chief Elected Official (CEO) and councillors of the Foothills County, duly elected pursuant to the provisions of the *Local Authorities Election Act*, as amended from time to time, whose term is unexpired, who have not resigned and who continue to be eligible to hold office as such under the terms of the *Municipal Government Act*;

(17) "Council Meeting" means an organizational meeting, regular meeting and special meeting of council;

(18) "Councillor" means a duly elected member of council, including the Reeve;

(19) "Electronic Means" means an electronic or telephonic communication method that enables all persons attending a meeting to hear and communicate with each other during the course of the meeting";

(20) "Electronic Recording" is a recording that contains machine generated and readable, as opposed to human-generated and readable, information. This includes audio and/or video recordings;

(21) "Emergent Business" means a time sensitive matter that requires council's or a committee's immediate and urgent consideration;

(22) "General Election" means an election held for all the members of council to fill vacancies caused by the passage of time in accordance with the *Local Authorities Election Act* (LAEA);

(23) "Meeting" shall mean an organizational meeting, regular or special meeting

of council or committee;

(24) "Member" means a member of council, duly elected and continuing to hold office;

(25) "Member at Large" means a member of the public appointed by council to a committee;

(26) "Minutes" means the written record of a meeting held in accordance with the *Municipal Government Act*;

(27) "Motion" is a proposal for action by council or committee;

(28) "Municipal Government Act" means the *Municipal Government Act,* RSA 2000, Chapter M-26 and amendments thereto or legislation substituted therefore;

(29) "Organizational Meeting" shall mean a meeting of council held in accordance with Section 192 of the *Municipal Government Act*;

(30) "Orientation Training" means mandatory councillor training;

(31) "Pecuniary Interest" means a pecuniary interest within the meaning of the *Municipal Government Act*, Section 170;

(32) "Point of Information" means a request by a member directed through the chair to another member or to administration for information relevant to the business at hand but not related to a point of procedure;

(33) "Point of Order" means a demand by a member that the chair enforce the rules of procedure and takes precedence over any other motion;

(34) "Point of Privilege" means a request made by a member to the chair or council on any matter related to the rights and privileges of council or individual councillors and includes the

a) organization and existence of council;

b) comfort of members; and

c) conduct of employees or members of the public in attendance at the meeting;

(35) "Point of Procedure" means a question made to the chair to assist a member to:

a) make an appropriate motion;

b) raise a point of order;

c) understand the procedure; or

d) understand the effect of a motion.

(36) "Postpone" means a motion to delay consideration of any matter to a future meeting of council or committee;

(37) "*Protection of Privacy Act*" (POPA) is the Protection of Privacy Act as amended from time to time;

(38) "Quorum" means the majority of all the councillors that comprise the council

under section 143, or other such provisions as outlined under section 167(1) of the *Municipal Government Act*;

(39) "Recording Secretary" means the individual responsible for taking the minutes at all scheduled council meetings and other meetings as assigned;

(40) "Table" means a motion to delay consideration of any matter until later in the meeting.

3. APPLICATION

(1) This bylaw' applies to all council and committee meetings and shall be binding on all councillors and committee members;

(2) Notwithstanding paragraph 3(1), where the terms of reference give permission to a committee to establish its own meeting procedure, if there is conflict between the committee's established meeting procedures and this bylaw, that committee's established meeting procedures will have precedence over this bylaw for the purposes of that committee's meetings.

4. INTERPRETATION

(1) When any matter relating to meeting proceedings is not addressed in this bylaw', the matter shall be decided by reference to the most current edition of Roberts Rules of Order, if applicable;

(2) Procedure is a matter of interpretation by the Chief Elected Official (CEO) or the committee chair;

(3) In the event of a conflict between the provisions of this bylaw' and Roberts Rules of Order, the provisions of this bylaw' shall apply;

(4) This bylaw' may be waived by a Special Resolution if the resolution is passed by at least two-thirds of the members in attendance;

(5) In all cases throughout this bylaw', reference to "he" or "she" shall mean males and females equally.

5. ROLE OF THE CHIEF ELECTED OFFICIAL (CEO)

(1) The Chief Elected Official (CEO), when present, shall preside as chair over all meetings of council;

(2) In the absence, incapacity, or inability of the CEO or Deputy CEO to act, council members will elect from among themselves a chair for the day to act as CEO. This Member shall be referred to as "Acting CEO" for the duration of the meeting;

(3) Unless otherwise provided in a bylaw, the CEO shall be an ex-officio Member of all committees;

(4) The CEO has all the rights and privileges of other committee members.

6. **ROLE OF THE CHAIR**

(1) The chair shall preside over the conduct of the meeting, including the preservation of good order and decorum, ruling on Points of Order, replying to Points of Procedure and deciding on all questions relating to the orderly procedure of the meeting, subject to challenge by a councillor of any ruling by the chair;

(2) The chair shall make reasonable efforts, including the calling of a recess, to ensure all councillors in attendance at a meeting are present while a vote is being taken, unless a councillor is excused from voting in accordance with the *Municipal Government Act* or this bylaw;

(3) The chair may invite persons to come forward from the audience to speak with the permission of council if it is deemed to be within the best interests of the issue being discussed, the public, and the conduct of good business.

7. **ROLE OF THE CHIEF ADMINISTRATIVE OFFICER (CAO)**

(1) The Chief Administrative Officer (CAO), and in accordance with the *Municipal Government Act* and in accordance with bylaw' 36/2020, which created the position of CAO, is required to advise and inform council in writing of its legislative responsibilities and ensure that the Municipality's policies and programs are implemented as well as to advise council on the operation and affairs of the Municipality;

(2) Where the Chief Administrative Officer or a person designated by the CAO provides information referred to in Section 153(d) to a councillor, the information must be provided to all other councillors as soon as is practicable.

8. **ORGANIZATIONAL MEETING**

(1) An organizational meeting of council shall be held annually, as required by the *Municipal Government Act*;

(2) The Chief Administrative Officer (CAO), or his/her designate, shall fix the time, date and place of the organizational meeting;

(3) Agenda – organizational meeting Agenda shall be restricted to:

a) The administration of Oath of Office;

b) The election of Chief Elected Official (CEO) and Deputy Chief Elected Official (CEO) annually;

c) The establishment of council ~~committees and Board~~boards and committees;

d) The establishment of councillors' appointments to boards and committees ~~and Board~~;

e) The establishment of member-at-large appointments to boards and committees of council;

f) The establishment of meeting dates for the year;

g) Other business as required by the *Municipal Government Act*, or which council or the CAO may direct;

h) Acknowledge the Procedure bylaw;

(4) Oath of Office – At the organizational meeting, the CAO shall:

a) Call the meeting to Order;

b) In accordance with the *Municipal Government Act*, on an Election year, the CAO would prescribe the Oath of Office on all seven of the councillors as the first order of the day, followed by the Oath of Office for the CEO and Deputy CEO at all organizational meetings;

c) Preside over the meeting until the CEO has been elected and has taken the Oath of Office as CEO.

(5) Nominations

a) If only one nomination is received for the position of Chief Elected Official (CEO), that nominee shall be declared elected by acclamation by the Chief Administrative Officer (CAO);

b) Where there is more than one nomination for CEO, the CAO shall request that voting be done by secret ballot;

c) Once the CEO has been declared and has taken the Oath of Office, he/she shall assume the chair;

d) The CEO shall then call for nominations for Deputy CEO for the year and the same voting procedure would apply as for the CEO; and the CAO would prescribe the Oath of Office;

e) All members of council hold office from the beginning of the organizational meeting following the General Election until immediately before the beginning of the organizational meeting following the next General Election, in accordance with the *Local Authorities Election Act*;

f) The appointment of councillors and members at large to committees are done so on an annual basis.

g) Councillors shall be appointed to committees through the process of nomination. If more than one councillor is nominated for a position, voting shall be done by secret ballot. Where there is more than one position available on a committee, and the number of councillors nominated to fill the positions exceed the number of positions, voting by secret ballot will be done separately for each available position.

9. ORIENTATION TRAINING

(1) All Councillors must undergo orientation training within ninety (90) days of taking his/her oath of office following a municipal election or by-election;

(2) Orientation training will be arranged by the Chief Administrative Officer (CAO) or his/her delegate and will include the following:

a) Topics as required under Section 201.1(2) of the *Municipal Government Act* include the role of Municipalities in Alberta, Municipal organization and functions, key Municipal Plans, Policies and projects, roles and responsibilities of council and councillors, the Municipality's code of conduct, roles and responsibilities of the chief administrative officer and staff, budgeting and financial administration, the Municipality's Public Participation Policy, any other topic prescribed by the regulations;

b) Additional topics to reflect local circumstances that the CAO or council deems appropriate.

10. REGULAR COUNCIL MEETINGS

(1) As per the *Municipal Government Act*, the date and time of all regular council meetings shall be established by resolution at the organizational meeting;

(2) Council may change the time, date or location of any of its meeting by Special Resolution;

(3) If council changes the date, time or place of a scheduled regular meeting, the Municipality must give at least 24 hours notice of the change to any councillor not present at the meeting at which the change was made and to the public;

(4) Council meetings, public hearings and meetings will be held in council chambers;

(5) Councillors are expected to participate in meetings in-person unless there is a clear need for electronic participation. Members may participate in a meeting electronically in accordance with this bylaw;

11. MEETING BY ELECTRONIC MEANS

(1) Council meetings, public hearings and committee meetings will be conducted whenever possible utilizing electronic means, including video conferencing and telephone conferencing applications (such as Zoom or Microsoft Teams) in accordance with Section 199 of the *Municipal Government Act*;

(2) The identity of each councillor attending the meeting utilizing electronic means will be confirmed through visual confirmation when utilizing video conferencing applications, or if utilizing telephone conferencing applications, by stating his or her name for the record;

(3) Methods by which members of the public may access the meeting and make submissions will be in accordance with Foothills County's public hearing procedure;

(4) Public notice of council meetings, public hearings and committee meetings

will be posted on Foothills County's website and advertised in accordance with Section 606 of the *Municipal Government Act*;

(5) When required by the *Municipal Government Act*, information in respect to the meeting will be made publicly available by electronic means before and during the meeting;

(6) Council meetings shall be recorded and livestreamed to the public with the exception of closed sessions. Recordings will be managed in accordance with the County's Records Retention Bylaw 209/2000 and amendments thereto;

12. ORDER OF BUSINESS

(1) The order of business for council meetings shall be the order of items contained on the agenda for that meeting, except where the chair deems the order should be altered;

(2) Immediately after a meeting is called to order with a quorum present, the chair shall call for a motion to adopt the agenda.

13. ADDRESS TO AND RECOGNITION OF CHAIR

(1) The address to the chair shall be "Mr. Chair" or "Madam Chair" and no person shall be permitted to speak unless and until he or she has been recognized by the chair;

(2) When two or more councillors wish to speak to a matter, the chair shall decide who is entitled to speak.

14. SPECIAL MEETINGS

(1) Special meetings may be called by the CEO in accordance with the *Municipal Government Act*.

15. COMMITTEES

(1) The Chief Administrative Officer, or his/her designate, shall place an advertisement in its local newspaper, for at least two weeks, inviting applications for committee vacancies which will be required to be filled that year;

(2) All appointments of council and members-at-large to committees are at the discretion of council;

(3) Committee meetings will be conducted whenever possible utilizing electronic means in accordance with Section 199 of the *Municipal Government Act* and as outlined within this bylaw'.

~~(3)~~(4) Appeal Board hearings under part 17 of the *Municipal Government Act* shall be recorded and livestreamed to the public with the exception of closed

session deliberations. Recordings will be managed in accordance with the County's Records Retention Bylaw 209/2000 and amendments thereto;

~~(4)~~(5) Committee of Council meetings may be recorded and livestreamed to the public with the exception of closed sessions (a) at the discretion of the committee OR (b) only if directed by resolution of Council. Recordings will be managed in accordance with the County's Records Retention Bylaw 209/2000 and amendments thereto;

16. **PROVIDING NOTICE OF MEETINGS**

(1) Notice of council meeting and council committee meetings are deemed to be given by posting on the Municipality's website at least 24 hours in advance of the meeting.

17. **CANCELLATION OF COUNCIL AND SPECIAL MEETINGS**

A council meeting may be cancelled:

(1) by a majority of members at a previously held meeting; or

(2) by council resolution stating the reason why the meeting has been cancelled.

18. **AGENDA PREPARATION**

(1) An agenda for council meetings shall be prepared by the Chief Administrative Officer or his/her designate;

(2) All agenda materials shall be submitted to the Chief Administrative Officer or his/her designate by 12:00 p.m. (noon) on the Tuesday prior to the following week's regular scheduled meeting of council;

(3) The agenda shall be distributed to members of council by email and/or paper copy by 4:30 p.m. on the Wednesday before the related council meeting;

(4) Emergent ~~Issues~~ items requiring action by council may be added to an agenda by resolution passed by unanimous agreement of council.

(5) Non-Emergent items for acknowledgment or information purposes only may be added to an agenda by administration without resolution by council.

19. **MEETING MINUTES OF COUNCIL**

(1) The Chief Administrative Officer or his/her designate shall ensure that minutes of each council meeting are distributed to each member of council.

(2) Once adopted, a Councillor may make a motion requesting that the minutes be amended only to correct an inaccuracy or omission;

(3) Audio recordings of Council meetings are solely for the use of the Recording Secretary. Once the minutes have been adopted, these recordings will be erased.

(4) Meeting minutes shall reflect whether a councillor was in attendance at the meeting in person or by way of electronic means.

20. TEMPORARY ABSENCE

(1) If a councillor arrives late, leaves before the meeting is adjourned, or is temporarily absent from the meeting, the meeting minutes shall reflect such absence.

21. PUBLIC HEARINGS

(1) The chair shall declare the public hearing in session and shall outline Public Hearing Procedures;

(2) The Municipal Manager, Chief Administrative Officer (CAO) or department representative shall introduce the proposal before council and outline its intended purpose;

(3) The chair shall request those who wish to make presentations to identify themselves. A person who does not identify him or herself will not be given the opportunity to speak. The chair shall then open the floor to public presentations;

(4) Verbal and written presentations shall be made as per the procedures adopted for public hearings;

(5) Council shall limit questions to clarification on the applicants' or publics' input and shall not enter into debate during a Public Hearing;

(6) Following public presentations, the chair shall close the Public Hearing;

(7) Debate concerning matters raised at the Public Hearing shall take place at a regular council meeting following the Public Hearing.

22. CLOSED MEETINGS OF COUNCIL

(1) A Member may make a motion to move into a closed meeting of council which must:

a) be in accordance with the ~~*Freedom of Information and Protection of Privacy Act* (FOIP)~~*Access to Information Act (ATIA) and the Protection of Privacy Act (POPA)*; and,

b) include the reason for the closed meeting of council, reference to the applicable item on council's Agenda and the applicable Section of the *Access to Information Act (ATIA) and the Protection of Privacy Act (POPA)*~~*Freedom of Information and Protection of Privacy Act* (FOIP)~~.

(2) Council or committee has no power during a Closed meeting to pass any

bylaw or resolution apart from the resolution necessary to revert back to an open meeting.

23. **FOR AND AGAINST MOTION**

(1) Before speaking to a motion duly on the floor, a councillor should state whether he or she is speaking for or against the motion;

(2) A councillor may speak to a motion more than once but shall not be heard the second time until any other councillor who wishes to speak has done so once;

(3) The person who moved the motion may have the privilege of closing the debate or speaking last after everyone has had a fair chance to be heard;

(4) Where the chair vacates the chair, for any reason, he/she shall not take back control of the meeting until the item under discussion is complete or a vote taken.

24. **AMENDING OR SUBSTITUTE MOTIONS**

(1) A councillor may move to amend a motion that is on the floor. The amended motion is discussed and voted upon in the usual procedure;

(2) A councillor may suggest a friendly amendment to a motion that has been made by another member of council with the intent of either improving the statement or increasing the chances of the motion's adoption. The friendly amendment may be discussed and may be accepted by the mover of the main motion without having to be voted upon, providing no objections to the amendment are heard from the floor;

(3) If many amendments are made to a motion and the wording becomes cumbersome or unclear, then a substitute motion may be made. Before accepting a substitute motion for discussion, the chair shall call a vote on whether to accept a substitute motion or not. If this motion passes, then the substitute motion is discussed and voted upon in the usual procedure;

(4) A councillor may request that his or her motion be withdrawn. The chair then asks the councillors if there are any objections to withdrawing the motion. If there are none, the chair declares the motion withdrawn. If any councillor objects, then another councillor may move a motion to allow the councillor to withdraw his/her motion.

25. **DIVISION OF A MOTION**

(1) Where a motion under consideration contains distinct propositions which are not of necessity related to each other, the vote upon each proposition shall be taken separately when any councillor so requests or when the chair so directs.

26. **TO REFER A MOTION**

(1) A motion may be referred to a committee or to administration by the council to perform some special task, secure more information, investigate a solution and bring back a report or a recommendation to a council meeting.

27. **RECORDED VOTE**

(1) Before a vote on a motion is taken by council, a councillor may request that the vote be recorded;

(2) When a vote is recorded, the meeting Minutes must show the names of the councillors present and whether each councillor voted for or against the motion.

28. **TO RECONSIDER THE VOTE**

(1) A motion may be made at the same meeting, to reconsider the vote on a motion previously on the floor. The effect of this motion is to place the original question on the floor, in the position it occupied before debate closed and it was voted on. This motion, which may be debated, is in order only at the same meeting and must be made by a councillor who voted on the prevailing side. No motion may be twice reconsidered.

29. **CLOSING DEBATE**

(1) Upon a reasonable opportunity for discussion of a motion (the main motion), a councillor may move that debate be closed. This motion to close debate is not debatable. If the motion to close debate is passed by at least two-thirds majority of council, the main motion must be put to a vote.

30. **COMMITTEE REPORTS**

(1) During a regular meeting of council, members shall present a report of all duly appointed committee meetings attended since their previous meeting of council;

(2) Committee reports may be presented either verbally or in written form.

31. **BYLAW NO. 51/2020 AND ANY AMENDMENTS THERETO ARE HEREBY RESCINDED UPON THIS BYLAW COMING INTO EFFECT.**

32. **THIS BYLAW SHALL HAVE EFFECT ON THE DATE OF ITS THIRD READING.**

First Reading: October 26, 2022

_____

Reeve

_____

Chief Administrative Officer

Second Reading: December 21, 2022

_____

Reeve

_____

Chief Administrative Officer

Third Reading: December 21, 2022

_____

Reeve

_____

Chief Administrative Officer

PASSED IN OPEN COUNCIL assembled at the Town of High River
In the Province of Alberta this ___ day of _____, 20__.

APPLICATION INFORMATION	**FILE NO. 26R047**
	LEGAL DESCRIPTION: Ptn. NE 01-21-04 W5M; Plan 0511925, Block 1, Lot 1
	LANDOWNERS: Douglas & Melissa Peters
	AGENT: Township Planning + Design Inc.
	AREA OF SUBJECT LANDS: 18.29 acres
	CURRENT LAND USE: Country Residential District (CR)
	PROPOSED LAND USE: Country Residential District (CR)
NUMBER & SIZE OF PROPOSED NEW PARCELS: 1 x +/- 6.56 acre parcel	
PROPOSAL: Amendment to the Country Residential District land use rules to allow for the future subdivision of one +/- 6.56 acre Country Residential District lot, leaving a +/- 11.35 acre Country Residential District balance.	
DIVISION NO: 3	**COUNCILLOR:** Laura Kendall
FILE MANAGER: Brittany Domenjoz	

EXECUTIVE SUMMARY:

Location:
The subject parcel is located directly south and adjacent to Highway 549, West of 288th Street W, North of 330th Avenue W and approximately 6 kilometres west of the Hamlet of Millarville.

Policy Evaluation:
The application was reviewed within the terms of the Municipal Development Plan 2010 (MDP2010), Growth Management Strategy and Land Use Bylaw 60/2014.

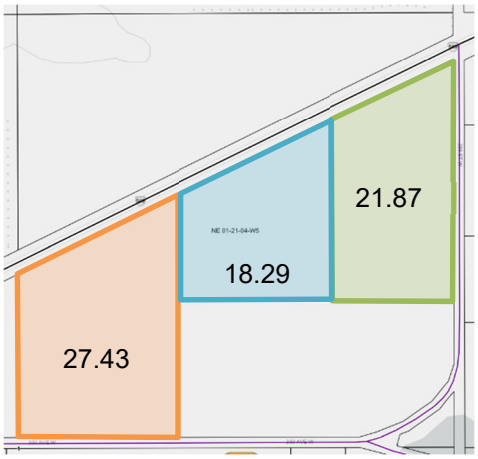
Referral Considerations:
This application was referred to all required internal and external agencies. The County's Public Works department requests Council's direction as to if a municipal standard road will be required within the 30 m x 50 m service road area or if a driveway will be acceptable. Further, Alberta Transportation and Economic Corridors has no concerns or objections to the proposal. The department is prepared to grant approval for the subdivision authority to vary the requirements of Section 19 of the regulation at the time of future subdivision, subject to dedication of the proposed 30 m x 50 m service road, by plan of survey, as indicated on the site plan. Complete circulation comments are provided within the referral circulation section of this report.

PURPOSE OF APPLICATION:

Bylaw XX/2026 – Council has received an application to further amend the Land Use Bylaw by authorizing an amendment to the Country Residential District land use rules to allow for the future subdivision of one new +/- 6.56 acre Country Residential District lot, leaving an +/- 11.35 acre Country Residential District balance on Plan 0511925, Block 1, Lot 1; Ptn. NE 01-21-04 W5M.

HISTORY:

Currently there are 5 parcels within the quarter section, ranging in size from 18.29 acres to 47.49 acres. The **subject parcel (18.29 acre)** was originally created in 2005 and two subsequent subdivision applications were approved in 2007 allowing the creation of one **21.87 acre lot** and one **27.43 acre lot**.

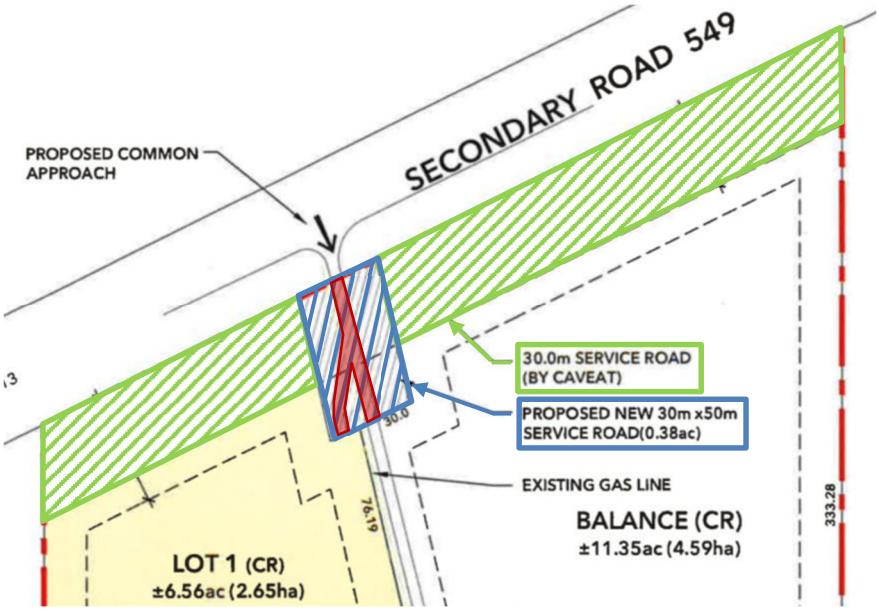


In 2008 a land use application was refused on the **subject parcel** that proposed the future subdivision of three additional lots, ranging in size from +/- 3 to +/- 5 acres. It was Councils opinion at this time that the further Country Residential development in this area was premature and that the application exceeded the existing densities in proximity to the proposal.

SITE CONSIDERATIONS:

Access:

The subject parcel gains direct access to Highway 549 via an existing approach. There is currently a Service Road Caveat (151186828) registered on title over a 30 metre strip of land along the entire northern boundary of the subject parcel, adjacent to Highway 549, shown here shaded in **green**.



The application proposes a new 30 m x 50 m service road to facilitate access to both parcels, this is to be dedicated by plan of survey, shown here shaded in **blue**.

Further, the application proposes widening the existing approach to construct a common approach for access to both parcels with a new driveway to the proposed lot while continuing to use the existing driveway for access to the balance.

Public Works is requesting Council's direction as to whether the proposed and existing driveways located within the 30 m x 50 m service road area would need to be upgraded to a Municipal Standard road or if the current driveway standard would be acceptable. The driveways as noted above are shown here shaded in **red**.

Note: Public Works has provided that the above comment is ultimately a Council decision, however the department has indicated that a driveway standard is preferred to alleviate the municipal maintenance obligations within this small area. Should Council determine that a Municipal Road standard be preferred, the applicants would be required to submit a revised site plan illustrating a cul-de-sac bulb to facilitate a turnaround location for County maintenance equipment.

Physiography and Area Characteristics:

The subject parcel has generally flat terrain with portions of heavy tree cover. The lands gently slope down towards the northeast corner of the property and a recurring stream that runs through the adjacent lands to the east.

Lands surrounding the subject parcel are predominately zoned as Agricultural District with a few Country Residential District parcels, ranging in size from 2 to 16.14 acres.

Existing Development:

Existing Development on the subject parcel includes a Residence, Shop, Greenhouse, Shed, Tack Shed, Hay Barn with Lean-to and two Horse Shelters. The site plan within Appendix A of this report and below lists the existing development as they would be situated on each lot.

The existing water well is located within the boundaries of the proposed lot. The application provides that the new lot will retain the existing water well and will be serviced by a new private septic system whereas the balance parcel will retain the existing private septic system and will be serviced by a new water well.

Balance +/- 11.35 acre parcel:

- Residence with attached garage
- Shop (+/- 960 sq.ft.)
- Greenhouse (+/- 290 sq.ft.)
- Shed (+/- 175 sq.ft.)
- 1 Horse Shelter (+/- 98 sq.ft.)
- new water well
- existing septic system

Proposed +/- 6.56 acre lot:

- Hay Barn with Lean-to (+/- 1,916 sq.ft.)
- Tack Shed (+/- 80 sq.ft.)
- 1 Horse Shelter (+/- 98 sq.ft.)
- existing water well
- new septic system

Note: As there is no principal dwelling currently located on the proposed parcel, Council may acknowledge the existing development (hay barn with lean-to, tack shed, and horse shelter) located on the proposed +/- 6.56 acre lot as non-conforming until such time the future dwelling is constructed on the parcel.

REFERRAL CIRCULATION:

CIRCULATION REFERRALS	
REFEREE	**COMMENTS**
INTERNAL	
Public Works	The following are recommended for the proposed +/- 6.56 acre parcel, **as a condition of Subdivision:** • Septic Disposal Evaluation (PSTS); Public Works provided the following additional comments: • Approach is located off Provincial Highway 549. To be upgraded and inspected to the satisfaction of ATEC. • Further, ATEC to provide requirements for service road dedication.

CIRCULATION REFERRALS	
	• Council direction is requested as to if a municipal standard road will be required within the 30m x 50m service road area or if a driveway will be acceptable. • Should a municipal standard road be preferred, the applicants would be required to submit a revised site plan illustrating a cul-de-sac bulb to facilitate a turnaround location for County maintenance equipment. **Note:** PW provided that it is ultimately a Council decision, however the department has indicated that a driveway standard is preferred to alleviate the municipal maintenance obligations within this small area. • The existing water well is shown within the proposed lot – it will require disconnection with a new well drilled on the balance.
EXTERNAL	
Alberta Transportation & Economic Corridors (ATEC)	ATEC has expressed no concerns or objections with the proposed land use amendment application. Pursuant to Section 618.3(1) of the Municipal Government Act (MGA), the department expects that the municipality will comply with any applicable items related to provincial highways in an ALSA plan if applicable. This will acknowledge receipt of your circulation regarding the above noted proposal. The subsequent subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway 549. ATEC offers the following additional comments: • The requirements of Section 18 of the Regulation are not met. The department anticipates minimal impact on the highway from this proposal. Pursuant Section 20(1) of the Regulation, Transportation and Economic Corridors is prepared to grant approval for the subdivision authority to vary the requirements of Section 18 of the Regulation, at the time of future subdivision. • The requirements of Section 19 of the Regulation are not met. To ensure future access management requirements are met a service road is required. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors is prepared to grant approval for the subdivision authority to vary the requirements of Section 19 of the Regulation at time of future subdivision. Subject to, dedication of the proposed 30 x 50 meter service road, by plan of survey, as indicated on attached site plan.

CIRCULATION REFERRALS	
	• The existing Caveat registered on title (051 186 828) which speaks to the 30 m service road under service agreement can be retained. • If there are any changes to the proposed subdivision that was submitted with this land use referral, a separate referral pursuant to Section 7(6)(d) of the Matters Related to Subdivision and Development Regulation may be required and the comments in respect of Sections 18 and 19 of the Regulation contained in this decision are no longer valid.
ATCO Energy Systems	ATCO Gas Distributions has reviewed the plan and provided conditional approval of the work.
FORTIS Alberta	No Concerns
PUBLIC	
Western Wheel	November 4, 2026 and November 11, 2026
Landowners (half mile)	Notice of this hearing was mailed to landowners within one half mile of the subject parcel on October 28, 2026. No letters were received prior to the submission of this report.

POLICY EVALUATION:

Municipal Development Plan 2010 (MDP2010):
The application generally meets with the intent of Policies 3 and 9 of the Residential section of the MDP2010, which provides that residential parcels should consider their compatibility with the surrounding area and their impact on the agricultural industry. Further, the development must consider the suitability of the lands for residential uses and the efficient use of land.

Land Use Bylaw 60/2014:
The application meets the density requirements and lot size restrictions as set out in Section 13.1.6.2 of the Country Residential District within the County's Land Use Bylaw.

Growth Management Strategy:
Subject parcel is located within the Northwest District. The vision for the Northwest District anticipates minimal to moderate growth and development, particularly in areas where fragmentation and development has already occurred with careful consideration of the potential impacts on wildlife habitats and watershed areas.

SUMMARY:

Bylaw XX/2026 – Council has received an application to further amend the Land Use Bylaw by authorizing an amendment to the Country Residential District land use rules to allow for the future subdivision of one new +/- 6.56 acre Country Residential District lot, leaving a +/- 11.35 acre Country Residential District balance on Plan 0511925, Block 1, Lot 1; Ptn. NE 01-21-04 W5M.

OPTIONS FOR COUNCIL CONSIDERATION:

OPTION #1 – 1st READING APPROVAL

Council may choose to grant 1st reading to Bylaw ##/2026 authorizing an amendment to the Country Residential District land use rules to allow for the future subdivision of one new +/- 6.56 acre Country Residential District lot, leaving a +/- 11.35 acre Country Residential District balance on Plan 0511925, Block 1, Lot 1; Ptn. NE 01-21-04 W5M for the following reasons:

In their consideration of the criteria noted within the Residential section of the MDP2010, Council is of the opinion that the lands are suitable for the intended use. Further the application falls within the density provisions and lot size restrictions of the Country Residential District within the County's Land Use Bylaw.

Staff suggest that the proposed +/- 6.56 acre parcel be designated as Country Residential Sub-district 'A' to ensure that the recommendations and restrictions as outlined in the Septic Disposal Evaluation (PSTS) 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, may be required. Council may also wish to require a $5000 deposit as a pre-release condition to ensure compliance with all conditions of the development permit.

Recommended Conditions for Option #1:

Should Council determine that the existing and proposed driveways located within the 30 m x 50 m service road need to be upgraded to a Municipal Standard road, staff is respectfully requesting that Council include the following conditions:

1. Revised site plan to be provided illustrating a cul-de-sac bulb to facilitate a turnaround location for County maintenance equipment, to the satisfaction of the Public Works Department and ATEC;
2. Following the acceptance of the revised site plan required under Condition 1, the applicants are to fully execute and comply with all requirements as outlined within the Municipal Development Agreement for the purpose of construction of all external and internal transportation infrastructure and any other necessary municipal and on-site improvements as required by Council and/or the Public Works department;

OR

Should Council determine that access as proposed is acceptable, including the required approach upgrades, staff is respectfully requesting that Council provide acknowledgement that the existing and proposed privately maintained driveways are acceptable within the 30 m x 50 m service road and include the following condition:

1. Applicants are to fully execute a Municipal Development Agreement indicating that service road is not developed to a Municipal standard road and therefore would be required to be upgraded by the benefiting parties in order for the County to maintain the service road. The Development agreement is to be registered on titles of parcels accessing off the service road concurrently with the plan of subdivision.

3. Proof of water in accordance with the Provincial Water Act for both the proposed lot and balance parcel, to the satisfaction of the County;
4. The dwelling is to be disconnected from the existing water well located within the proposed lot and connected to the new water well drilled within the proposed boundaries of the balance parcel, to the satisfaction of the Public Works Department, **as a condition of subdivision**;

5. Septic Disposal Evaluation (PSTS) to be provided for the proposed +/- 6.56 acre parcel, prepared by a professional, to the satisfaction of the Public Works Department, **as a condition of subdivision;**
6. Council acknowledges the existing development (hay barn with lean-to, tack shed, and horse shelter) located on the proposed +/- 6.56 acre lot as non-conforming until such time the future dwelling is constructed on the parcel;
7. Final amendment application fees to be submitted;
8. Submission of an executed subdivision application and the necessary fees.

OPTION #2 REFUSAL

Council may choose to refuse the application for an amendment to the Country Residential District land use rules to allow for the future subdivision of one new +/- 6.56 acre Country Residential District lot, leaving a +/- 11.35 acre Country Residential District balance on Plan 0511925, Block 1, Lot 1; Ptn. NE 01-21-04 W5M for the following reasons:

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 cumulative effects of the development and the suitability of the lands for further development.

APPENDICES:

APPENDIX A: MAP SET

MAP 1 - LOCATION MAP

MAP 2 - LAND USE MAP & PARCEL SIZES

MAP 3 - SITE PLAN

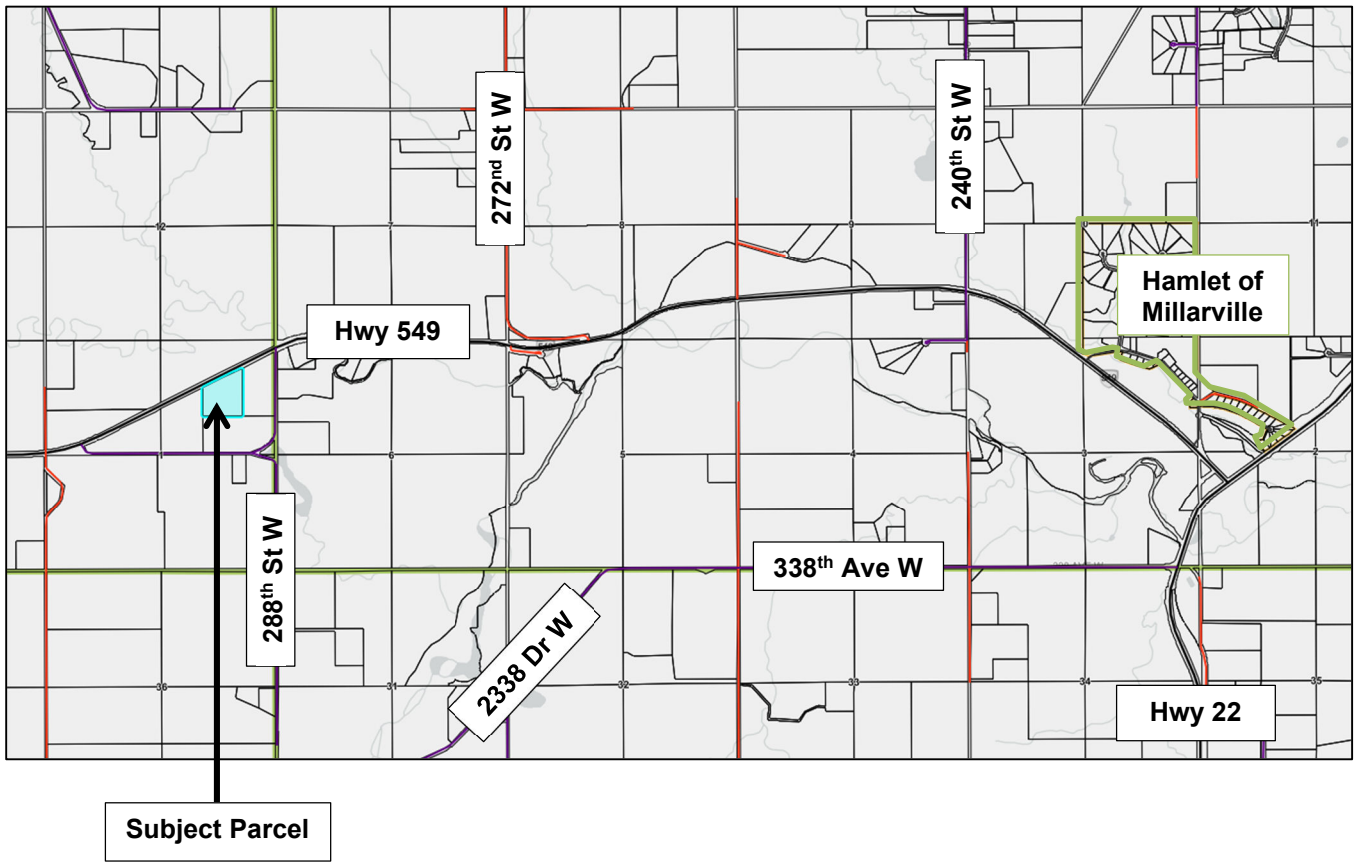
MAP 4 - ORTHO PHOTO

APPENDIX B:

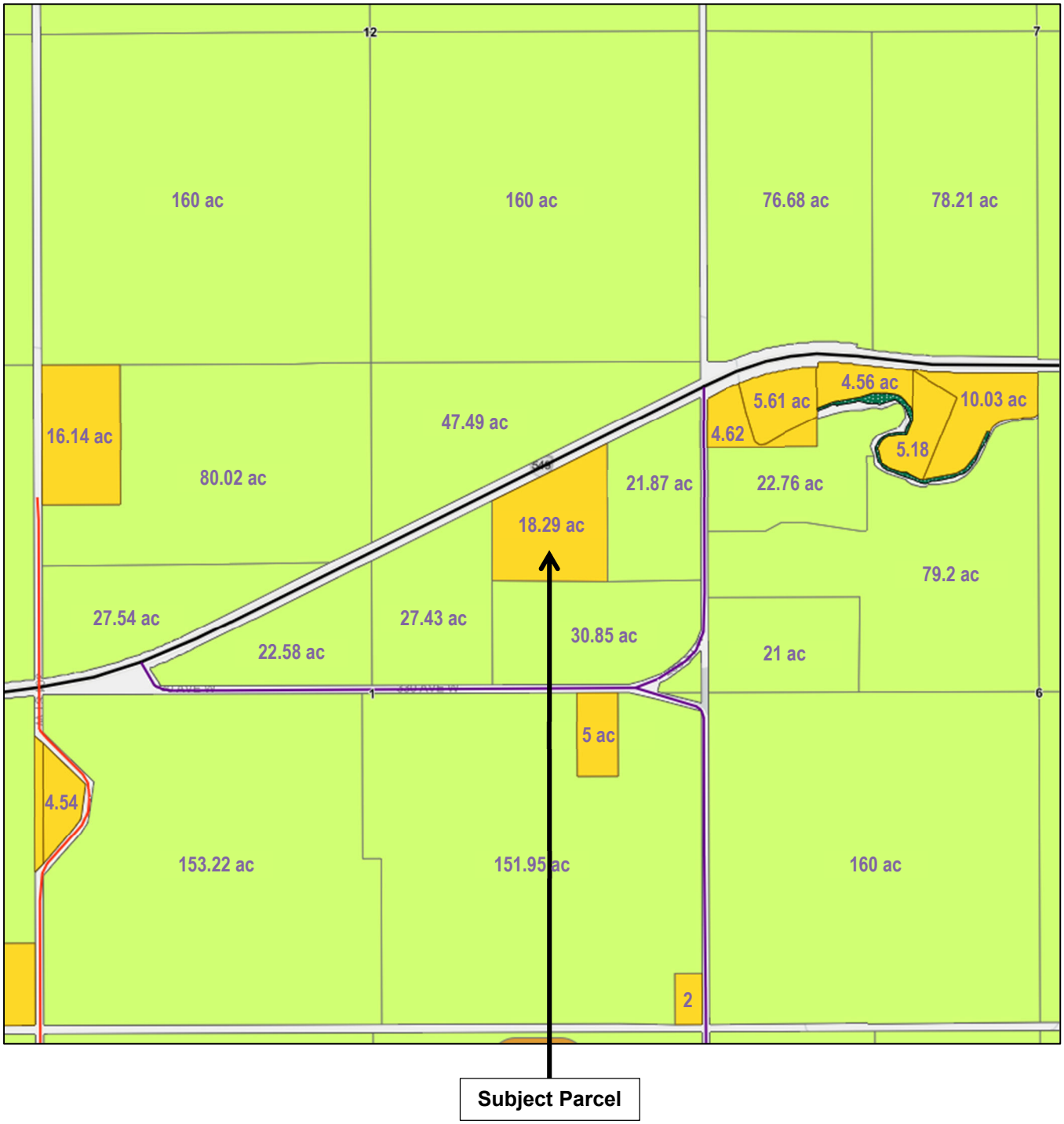
PROPOSED BYLAW

APPENDIX A: MAP SET

MAP 1 – LOCATION MAP



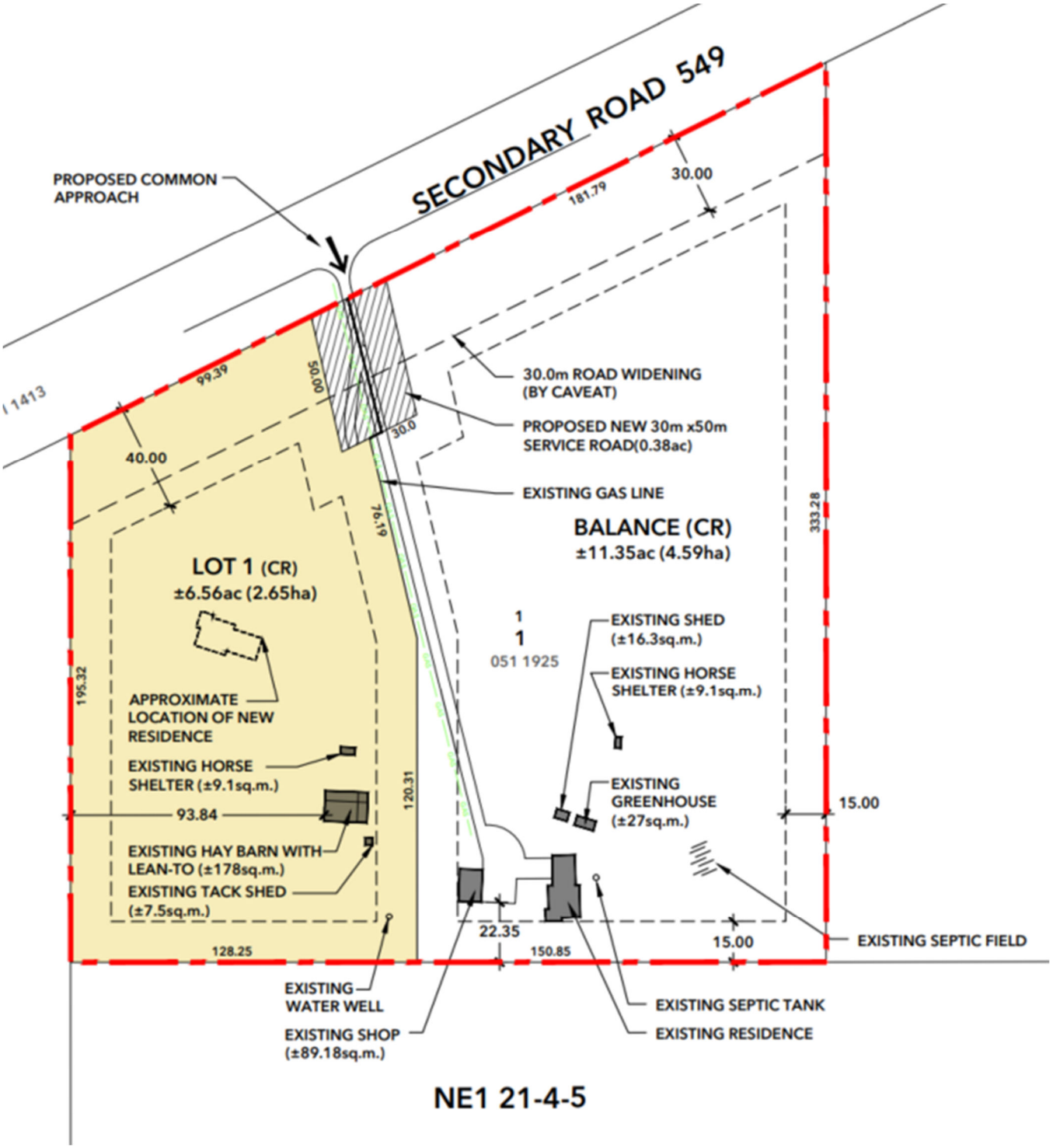
MAP 2 - LAND USE MAP & PARCEL SIZES



Legend

- County Roads
- Highways
- In Transition
- A- Agricultural
- AA- Agricultural Sub A
- CR- Country Residential
- CRA- Country Residential Sub A
- ER- Environmental Reserve
- MR- Municipal Reserve
- REC- Recreation
- SD- Service District

MAP 3 - SITE PLAN



MAP 4 - ORTHO PHOTO



APPENDIX B:

PROPOSED BYLAW

BYLAW XX/2026

BEING A BYLAW OF FOOTHILLS COUNTY TO AUTHORIZE AN AMENDMENT TO THE LAND USE BYLAW NO. 60/2014 AS AMENDED.

WHEREAS pursuant to the provisions of the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000, and amendments thereto, the Council of Foothills County in the Province of Alberta, has adopted Land Use Bylaw No. 60/2014 and amendments thereto;

AND WHEREAS the Council has received an application to further amend the Land Use Bylaw by authorizing an amendment to the Country Residential District land use rules to allow for the future subdivision of one new 6.56 +/- acre Country Residential Sub-district 'A' lot, leaving a 11.35 +/- acre Country Residential balance parcel on Plan 0511925, Block 1, Lot 1; Ptn. NE 01-21-04 W5M.

The +/- 6.56 acre parcel is designated as Country Residential Sub-district 'A' to ensure that the recommendations and restrictions as outlined in the Septic Disposal Evaluation (PSTS) 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, may be required. Council may also wish to require a $5000 deposit as a pre-release condition to ensure compliance with all conditions of the development permit.

NOW THEREFORE THE COUNCIL ENACTS AS FOLLOWS:

1. Under SECTION 13.0.0 COUNTRY RESIDENTIAL DISTRICT, the following shall be added under Part 8 Bylaw Amendments:

   Plan 0511925, Block 1, Lot 1; Ptn. NE 01-21-04 W5M within which shall allow for the future subdivision of one new 6.56 +/- acre Country Residential Sub-district 'A' lot, with a 11.35 +/- acre Country Residential balance parcel.

2. This Bylaw shall have effect on the date of its third reading and upon being signed.

FIRST READING:

_____
Reeve

_____
CAO

SECOND READING:

_____
Reeve

_____
CAO

THIRD READING:

_____
Reeve

_____
CAO

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this day of , 20 .

DRAFT

PUBLIC HEARING
REPORT TO COUNCIL
Request To License Undeveloped Road Allowance
11:00am November 18, 2026

Application information	**File: PL2001-11NW**
LEGAL DESCRIPTION: The undeveloped road allowance adjacent to the west boundary of the NW ¼ of 11-20-01 W5M containing ~4 acres.	
LANDOWNER: Foothills County	
LICENCE APPLICANT: Alan Burnell	
PROPOSAL: Request to License Undeveloped Road Allowance	
DIVISION NO: 2	**COUNCILLOR:** Benita Estes
FILE MANAGER: Donna Fowler, Municipal Lands Administrator	

LOCATION

The undeveloped road allowance is located approximately 2 km southwest of the Town of Okotoks on the south side of 402 Ave W within an undeveloped portion of 32 Street W.

BACKGROUND

May 2026

An application was submitted by Alan Burnell, to request Council's consideration to license the above noted portion of undeveloped road allowance for the purpose of cultivation.

The applicant owns the quarter section bordering the east side of the road allowance. The RA along the north boundary of his parcel is currently licensed to the owners of SW 14-20-01 W5 for the purpose of grazing.

July 8, 2026

Council directed administration to proceed with a public hearing to consider the closure for license of the undeveloped road allowance.

Circulation:

The Application was circulated internally and externally with responses as indicted

Foothills County Website – Application file was posted on November 4, 2026
Western Wheel Advertisement – November 4 & 11, 2026
Adjacent Landowner Circulation – No written concerns to November 10, 2026
Internal Circulation – No concerns to November 10, 2026
External Agencies Circulation with no concerns identified to November 10, 2026

REQUEST OF COUNCIL

OPTION 1 – APPROVAL
That Council grants first reading to Bylaw XX/2026 to authorize the closure for license of the undeveloped road allowance adjacent to the west boundary of NW 11-20-01 W5M containing 4 acres (1.62 ha) more or less. Access will not be denied.
Subject to Ministerial approval prior to second and third reading of the Bylaw

OPTION 2 – POSTPONE
That Council postpones their decision to allow administration to gather more information.

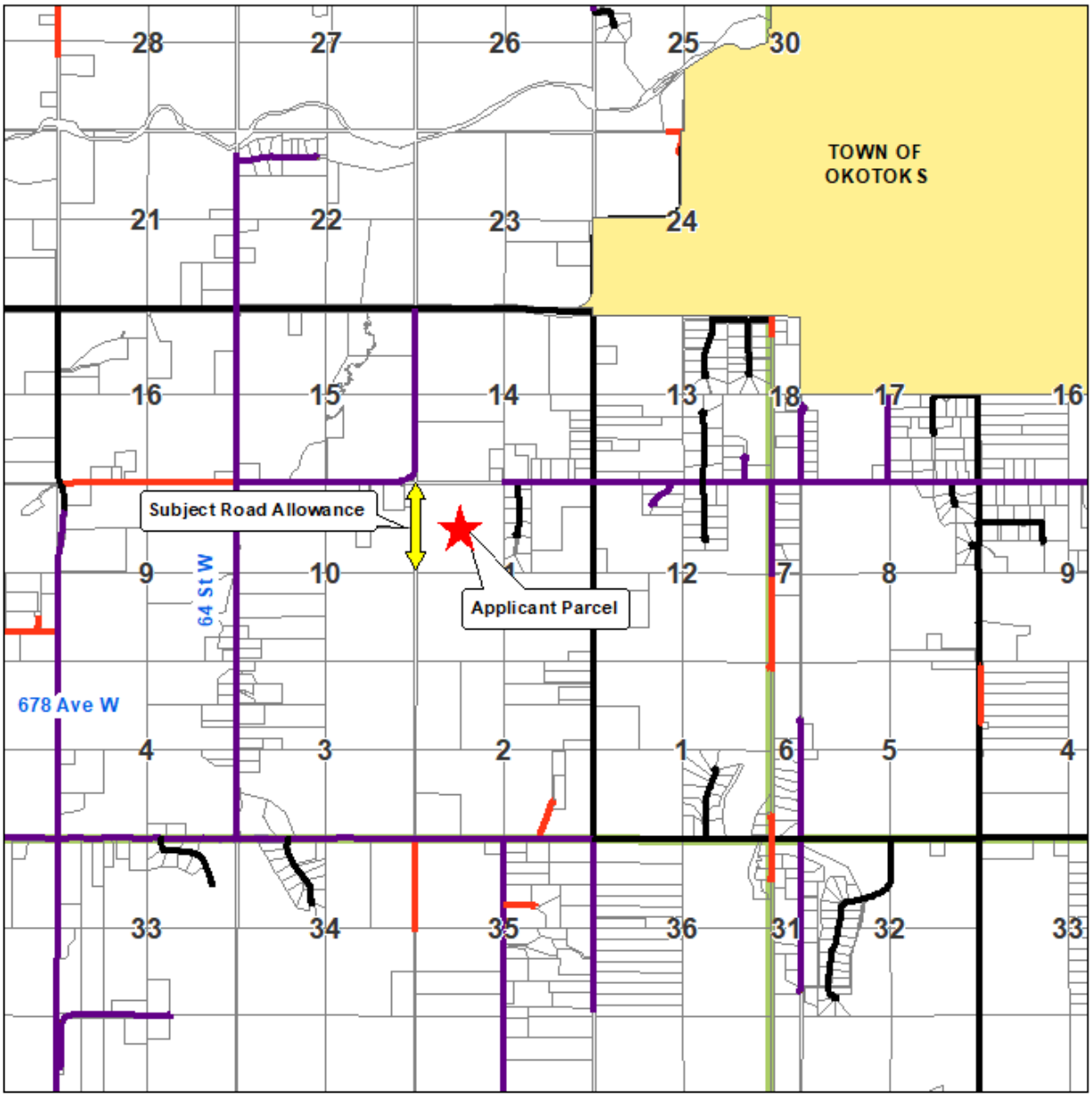
OPTION 3 – REFUSAL
That Council denies the application, at this time.

APPENDICES

APPENDIX A - Location Map

APPENDIX B – Draft Bylaw XX/2026

APPENDIX A:
LOCATION MAPS




Licensed to SW 14
SW 14-20-01-W5
1912900
BLK 1
LOT 2
2211709
BLK 3
LOT 1
SE
14-20-01-W5
402AVE W
1210377
BLK 1
LOT 3
1210377
BLK 1
LOT 4
1210377
BLK 1
LOT 5
NE
11-20-01-W5
1210377
BLK 1
LOT 6
1210377
BLK 1
LOT 7
1210377
BLK 1
LOT 8
1910705
BLK 1
LOT 2
1310370
BLK 1
LOT 3
1310370
BLK 1
LOT 4
APPLICANT
NW 11-20-01-W5
Proposed RA Closure Area
SW 11-20-01-W5
SE
11-20-01-W5

APPENDIX B:
Draft Bylaw XX/2026

(file:PL2001-11NW)

BYLAW XX/2026

A BYLAW OF FOOTHILLS COUNTY FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND LICENCE OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS the lands hereafter described are no longer required for public travel, and

WHEREAS application has been made to Council to have the highway closed, and

WHEREAS the Council of Foothills County deems it expedient to provide for a bylaw for the purpose of closing certain roads, or portions thereof, situated in the said municipality, and

WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and published in the Western Wheel on November 4, 2026, and November 11, 2026, and

WHEREAS Council was not petitioned in writing by a person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Foothills County in the Province of Alberta does hereby close to public travel and provide licence to the following highways, subject to the rights of access granted by other legislation:

THE ROAD ALLOWANCE LYING WEST OF THE NORTHWEST ¼ OF SECTION 11 TOWNSHIP 20 RANGE 01 WEST OF THE 5TH MERIDIAN CONTANING 4.0 ACRES (1.62 HECTARES) MORE OR LESS.
Excepting thereout all mines and minerals.

Received first reading this ___ day of _____, 2026.

_____
Chief Elected Official

(Seal)

_____
Chief Administrative Officer

APPROVED this day of 20_.

_____
Minister of Transportation & Economic Corridors

Received second reading this day of , 20___.

Received third reading and finally passed this day of ,20____.

_____
Chief Elected Official

(Seal)

_____
Chief Administrative Officer

(file:PL2001-11NW)

BYLAW XX/2026

A BYLAW OF FOOTHILLS COUNTY FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND LICENCE OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

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WHEREAS Council was not petitioned in writing by a person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Foothills County in the Province of Alberta does hereby close to public travel and provide licence to the following highways, subject to the rights of access granted by other legislation:

THE ROAD ALLOWANCE LYING WEST OF THE NORTHWEST ¼ OF SECTION 11 TOWNSHIP 20 RANGE 01 WEST OF THE 4TH MERIDIAN CONTANING 4.0 ACRES (1.62 HECTARES) MORE OR LESS.
Excepting thereout all mines and minerals.

Received first reading this ___ day of _____, 2026.

_____
Chief Elected Official

(Seal)

_____
Chief Administrative Officer

APPROVED this day of 20_.

_____
Minister of Transportation & Economic Corridors

Received second reading this day of , 20___.

Received third reading and finally passed this day of ,20____.

_____
Chief Elected Official

(Seal)

_____
Chief Administrative Officer

REQUEST FOR LAND USE AMENDMENT

APPLICATION INFORMATION	FILE NO. 26R039

LEGAL DESCRIPTIONS:
Ptn: NW 15-21-29 W4M; Plan 9110708, Block 3, and
Ptn: NW 15-21-29 W4M; Plan 9310080 Block 5

LANDOWNER: 2599120 Alberta Inc

APPLICANT: Badke Consulting Ltd. (Att: Jeff Badke)

AREA OF SUBJECT LANDS: Total of 40.31 acres

CURRENT LAND USE: Country Residential District

PROPOSED LAND USE: Unchanged

PROPOSAL: Amendment to the Country Residential District land use rules to allow for the future subdivision of Plan 9110708, Block 3 (20.02 acres) and Plan 9310080 Block 5 (20.29 acres) into four new Country Residential District parcels and one 20.50-acre Country Residential District balance parcel. In addition, the application proposes to protect +/- 8.45 acres of the lands under Environmental Reserve Easements.

A future boundary adjustment is also proposed and includes taking +/- 1.60 acres from Plan 9310080, Block 5 and consolidating it with Plan 9310080, Block 6, and taking +/- 0.70 acres from Plan 9310080, Block 6 and consolidating it with Plan 9310080, Block 5.

DIVISION NO: 7	COUNCILLOR: RD McHugh	FILE MANAGER: Pierre-David Karolyi

EXECUTIVE SUMMARY

Location

The subject parcels are located approximately 2.4 km north of Okotoks, approximately 7 km south of Calgary, and 100 m east of Highway 2 which is accessed via 1032 Drive East. They are adjacent to 296 Avenue East and 1032 Drive East.

Access

The north parcel has an undeveloped panhandle to 32 Street East, while the south parcel has an undeveloped panhandle to 1032 Drive East. Both parcels also have access to the existing 296 Avenue East cul-de-sac. The intended access is through the extension of 296 Avenue East with a road right of way providing a new gravelled cul-de-sac.

Policy Evaluation

Reviewed within the terms of the Municipal Development Plan 2010, Growth Management Strategy, and Land Use Bylaw 60/2014.

Referral Considerations

The application was referred to required internal departments and external agencies, with all received comments summarized in the Circulation Referrals section below.

Public Works had comments regarding the approaches, Environmental Reserve Easement, road widening and extension, and road upgrades.

ATCO Gas and Transmission required the registration of utility rights-of-way, whereas Alberta Transportation and Economic Corridors had no concerns.

PURPOSE OF APPLICATION

Bylaw XX/2026 - WHEREAS the Council has received an application to amend the Country Residential District land use rules to allow for the future subdivision of a total of five 3.02-acre +/- to 20.50-acre +/- Country Residential parcels from Plan 9110708, Block 3 and Plan 9310080 Block 5; Ptn. NW 15-21-29 W4M with the provision of Environmental Reserve Easements.

QUARTER SECTION & HALF MILE HISTORY (EAST OF HWY 2):



Legend:



The subject quarter is partially traversed by Highway 2 and the northeast portion was initially subdivided into four east-west oriented Agricultural District parcels prior to 1976. Between 1991 and 2019, it was further subdivided into 23 Country Residential parcels, one Municipal Reserve parcel, and one Environmental Reserve parcel traversed by an Overland Drainage Right-of-Way that extends to 32 Street East.

The Environmental Reserve and the surrounding Country Residential Sub-district 'A' parcels were created through a 2019 Provincial Appeal approved subdivision surrounding a recurring minor stream. The Country Residential parcels within that subdivision were designated as Sub-district 'A' to promote due diligence and protect future landowners by ensuring awareness of development constraints associated with the stream and reserve area.

Half mile Quarter Sections

A similar Environmental Reserve supplemented by an Overland Drainage Right-of-Way exists along the same stream immediately south of the subject lands. It was established through a 2003 subdivision that created four Country Residential parcels along 40 Street East.

The quarter section to the southeast has been fully subdivided into Country Residential parcels. The quarters to the north and west have been partially subdivided for Country Residential development, while the quarters to the east and northeast remain predominantly agricultural, with the exception of a single Country Residential parcel in the east quarter section.

CURRENT LAND USES

Subject Parcels

Country Residential District

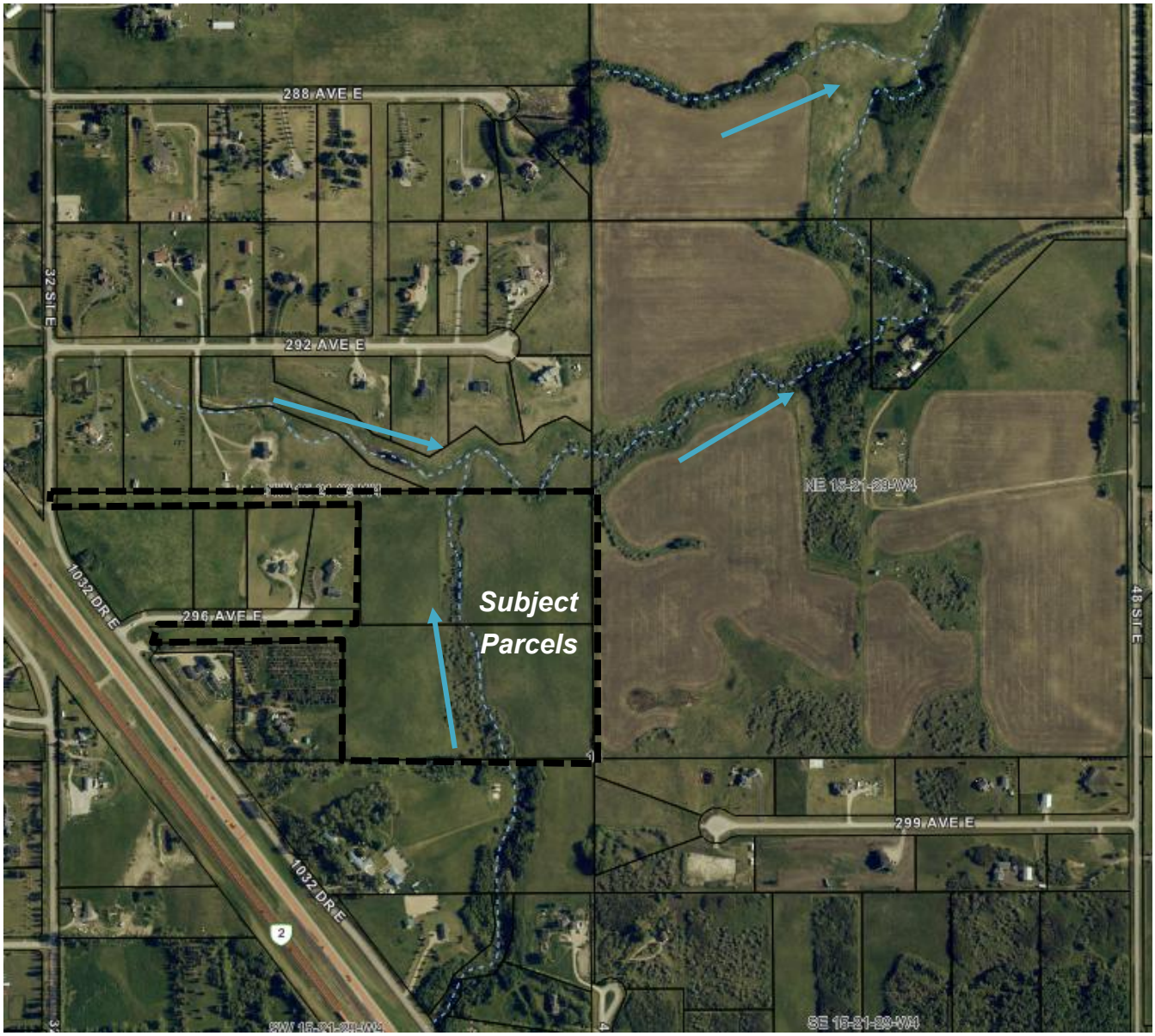
Adjacent Lands

Lands adjacent to the subject parcels are zoned Country Residential District to the southeast, west and north, environmental reserve to the north, and Agricultural District to the south and east.

SITE CONSIDERATIONS

Physiography and Riparian Area

The subject parcels have slopes from the east and west with a major low area where the recurring minor stream traverses it from south to north (see topographic map below). Two Environmental Reserve Easements are proposed on either side of the access route to the 20.5-acre remainder parcel, with consideration for a potential future road extension.
(*Please refer to the Access & Site Plan section or Appendix A to see the proposed Environmental Reserve Easements and detailed contour lines*)



Legend:
Flow of water:
Subject parcels:

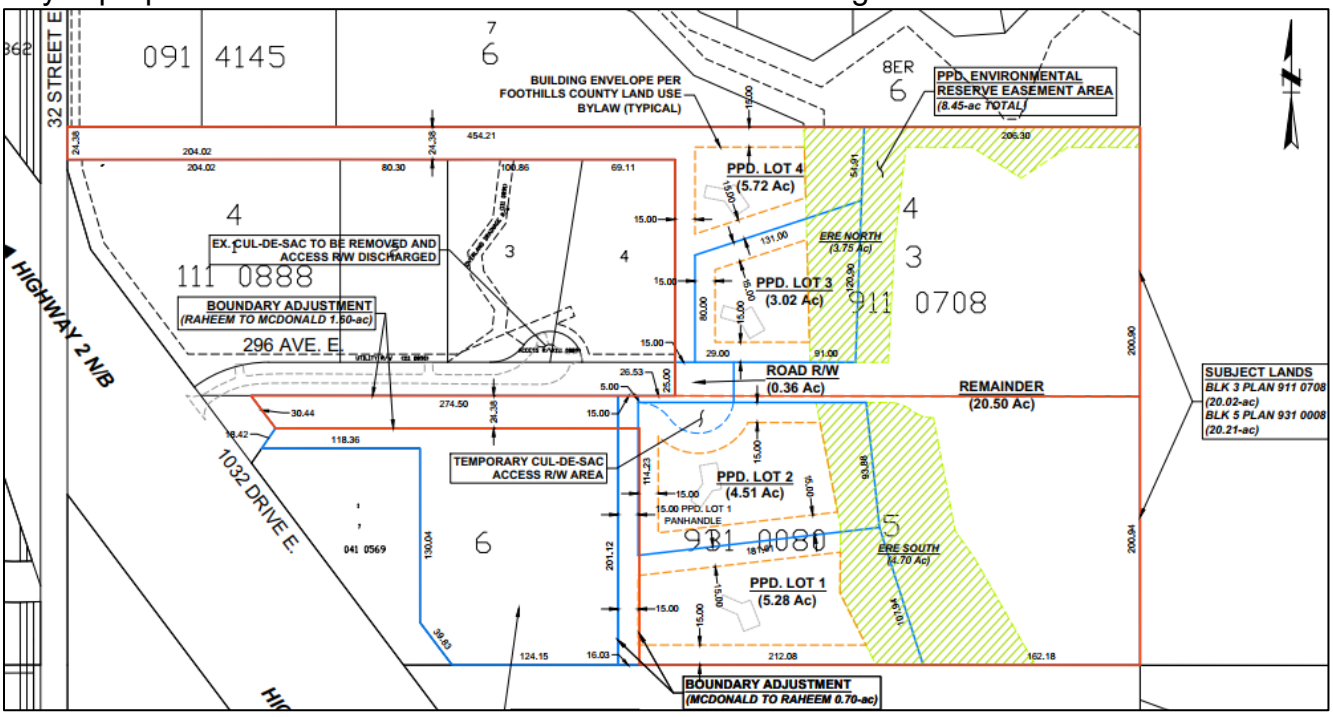
Public Works does not oppose the proposed Environmental Reserve Easement (ERE) over the minor stream, but remarks that Environmental Reserves exist on other parts of this stream (see dark green parcels in the Quarter Section & Half Mile History section above).

Access & Site Plan

The north parcel has an undeveloped panhandle to 32 Street East, while the south parcel has an undeveloped panhandle to 1032 Drive East. Both parcels also have access to the existing 296 Avenue East cul-de-sac. 296 Avenue East is surfaced with pavement, while 32 Street East and 1032 Drive East are surfaced with maintainable road oil. 296 Avenue East seems to have been completed without a top-lift, as it currently has a 50mm thick paved surface whereas 90mm is required under current County standards.

The proposed future boundary adjustment (would mean that only the proposed lot 4 parcel (5.72 acres) would retain panhandles to 32 Street East and 296 Avenue East, with all other

parcels accessible only through the extension of 296 Avenue East. A temporary road right of way is proposed to allow for the road extension to contain a gravelled cul-de-sac.



Public Works had no concerns with approaches from the proposed cul-de-sac bulb but recommends relocating the common approach of the two parcels south of the existing 296 Avenue to align with County standards. They also recommend road widening of 296 Avenue East, engineered plans for the extension of 296 Avenue East, for it to be fully paved and repaved to 90mm, and for the approaches to be included in this design.

POLICY EVALUATION

Municipal Development Plan

Policies 3, 7, 8, 9 and 13 of the Residential section of the MDP2010 provide that in order to consider the proposal to be developable by the Subdivision Authority, residential parcels should be compatible with the surrounding area and existing uses, and be serviced with potable water. They further provide that the design and infrastructure of residential development should consider the visual impact to adjoining properties, the efficient use of land, the environmental impact, and the cumulative effects of development along with the suitability of the lands for residential use and the conservation of water.

Policies 3 and 4 of the Environmental Conservation & Open Space section of the MDP2010 encourage the dedication of Environmental Reserve Easements on features and setbacks that are not suitable for development but where municipal management is not required.

Growth Management Strategy

The subject parcel is located within the Central District of the Growth Management Strategy. The vision for the Central District identifies that the lands are expected to be the growth engine for the County and are to see intensified and significant development while carefully considering riparian and wetland areas as well as aspirations of our Municipal neighbours.

Land Use Bylaw

The application, if approved, would meet the lot size restrictions and density requirements as set out in Section 13.1.6.2 of the Country Residential District within the County's Land Use Bylaw.

CIRCULATION REFERRALS	
REFEREE	**COMMENTS**
EXTERNAL	
Alberta Transportation and Economic Corridors	No concerns and has stated the following: The requirements of Section 18 of the Regulation are not met, however the department anticipates minimal impact on the highway from this proposal. ATEC would be prepared to grant approval for the subdivision authority to vary the requirements of Section 18 at the time of subdivision. The requirements of Section 19 are met; therefore, no variance would be required at the time of subdivision.
ATCO Gas and Transmission	Right-of-ways will be required for the gas mains within the properties, to be registered as general utility rights-of-way to the County, and that new driveways are not constructed prior to the installation of gas mains.
INTERNAL	
Public Works	Public Works provided the following recommendations as conditions of subdivision: ▪ High Water Table Testing for Foundation Design ▪ Septic Disposal Evaluations ▪ Comprehensive Lot Grading and Drainage Plan ▪ Building Envelopes Public Works provided the following additional recommendations: ▪ Approaches: o All to be built to current standards and be included in road engineering; o Two lots accessed by existing cul-de-sac will need relocated approaches at the applicant's cost with the bulb removed. o Shared approach of the two existing parcels south is located at 30m from the intersection whereas County standards require a 60m separation. It can either remain as is, or a relocation could be required (from 1032 Dr for west parcel and from 296 Ave for the east parcel following the boundary adjustment); o The existing panhandle that would remain with proposed Lot 4 has no approach, and access is proposed from the road extension. ▪ Council may consider the Environmental Reserve Easement (ERE) as proposed by the applicant, but it can be noted that Environmental Reserve (ER) parcels exist on the same water body to the north, south and 1.2km downstream.

CIRCULATION REFERRALS	
	▪ Engineered road design, cost estimates and insurance to be required for the extension and realignment of 296 Avenue East, to be fully constructed to current paved standard. ▪ Upgrade to 296 Avenue E to current 90mm paved road standards, including the existing and proposed segments and bulb, in lieu of an external contribution to road upgrades. ▪ Road Widening consisting of 5m of land along the south side of 296 Avenue East, by way of caveat.
PUBLIC	
Western Wheel	November 4th and 11th, 2026
Landowners (Half Mile)	Two written responses were received prior to the submission of this report (*See Appendix C*)

SUMMARY

Bylaw XX/2026 - WHEREAS the Council has received an application to amend the Country Residential District land use rules to allow for the future subdivision of a total of four 3.02 +/- acre to 5.72 +/- acre Country Residential District parcels, leaving a 20.50 +/- acre remainder parcel, from Plan 9110708, Block 3 and Plan 9310080 Block 5; Ptn. NW 15-21-29 W4M with the provision of an Environmental Reserve Easement.

OPTIONS FOR COUNCIL CONSIDERATION

OPTION #1 – APPROVAL

Council may choose to grant 1st reading to the application for amendment to the Country Residential District land use rules of Plan 9110708, Block 3, and Plan 9310080 Block 5; Ptn. NW 15-21-29 W4M, in order to allow for the future subdivision of four 3.02 +/- acre to 5.72 +/- acre Country Residential District parcels, leaving a 20.50 +/- acre remainder parcel, and the inclusion of two Environmental Reserve Easements (3.75 acres and 4.70 acres), for the following reasons:

In consideration of the criteria noted within Residential Policies 3, 9 and 13 of the MDP 2010, Council is of the opinion that the lands are suitable for the intended use and subdivision of the subject lands would not be detrimental to the overall nature of the area, would be compatible with the surrounding uses, and would retain natural features of the site. Further, the application falls within the density provisions and lot size restrictions of the Country Residential District within the County's Land Use Bylaw.

Staff suggests Country Residential Sub-district "A" for both the proposed and balance parcels to ensure that the recommendations and restrictions as outlined in the High Water Table Testing, Septic Disposal Evaluation, Lot Grading and Overland Drainage Plan, and Building Envelopes (provided as 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, may be required. Council may also wish to require a $5000.00 deposit as a pre-release condition to ensure compliance of all conditions of the development permit.

Recommended Conditions for Option #1:

1. Landowners are to fully execute and comply with all requirements as outlined within the County's Development Agreement for the purpose of external and internal paved road

construction to upgrade and extend 296 Avenue East with a new bulb, and any other necessary municipal and on-site improvements as required by Council and/ or the Public Works department;
2. Proof of adequate water supply is to be provided in accordance with the Provincial Water Act, to the satisfaction of the County;
3. Environmental Reserve Easement (ERE) agreement to be fully executed and registered by Right of Way Plan, concurrent with the Plan of Survey, to the satisfaction of the County;
4. Final amendment application fees to be submitted;
5. Submission of an executed subdivision and boundary adjustment application and the necessary fees.

OPTION #2 - REFUSAL

Council may choose to refuse the application for amendment to the Country Residential District land use rules of Plan 9110708, Block 3, and Plan 9310080 Block 5; Ptn. NW 15-21-29 W4M, in order to allow for the future subdivision of four 3.02 +/- acre to 5.72 +/- acre Country Residential District parcels, leaving a 20.50 +/- acre remainder parcel, and the inclusion of two Environmental Reserve Easements (3.75 acres and 4.70 acres), for the following reasons:

In consideration of the criteria noted within Residential Policies 3, 9 and 13 of the MDP 2010, Council is of the opinion that the application does not adequately address the cumulative effects of the development and the efficient use of the land.

APPENDICES

APPENDIX A: MAP SET:

LOCATION MAP

LAND USE MAP

HALF MILE MAP – PARCEL SIZES

SITE PLANS

APPENDIX B:

APPLICANT'S SUPPORTING DOCUMENTATION

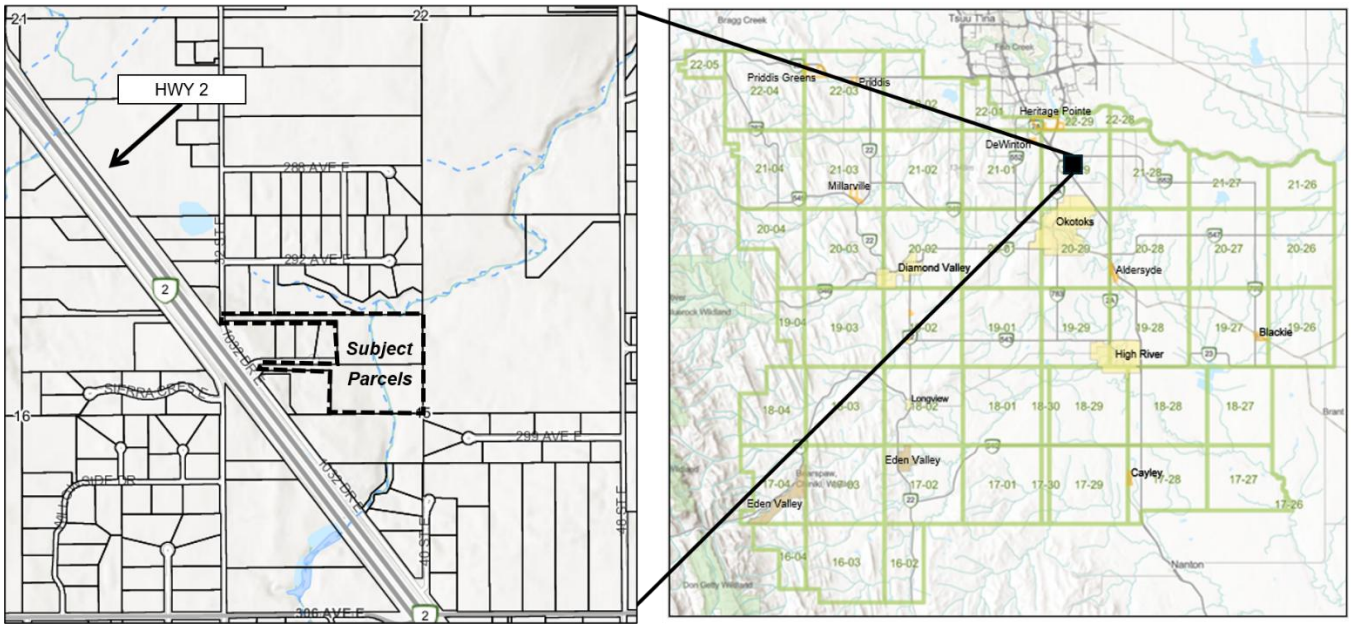
APPENDIX C:

WRITTEN RESPONSES BY AREA LANDOWNERS

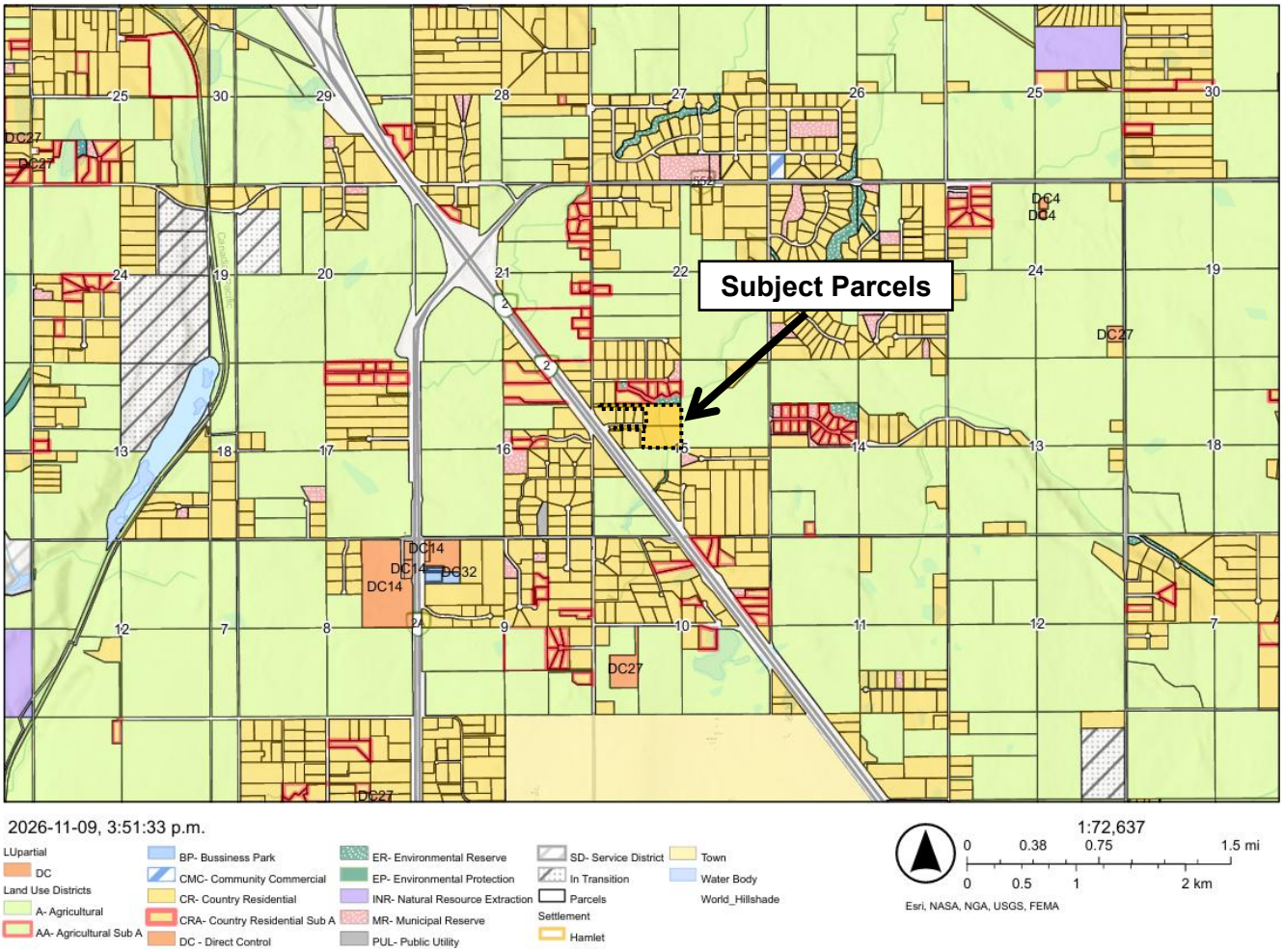
APPENDIX D:

PROPOSED BYLAW

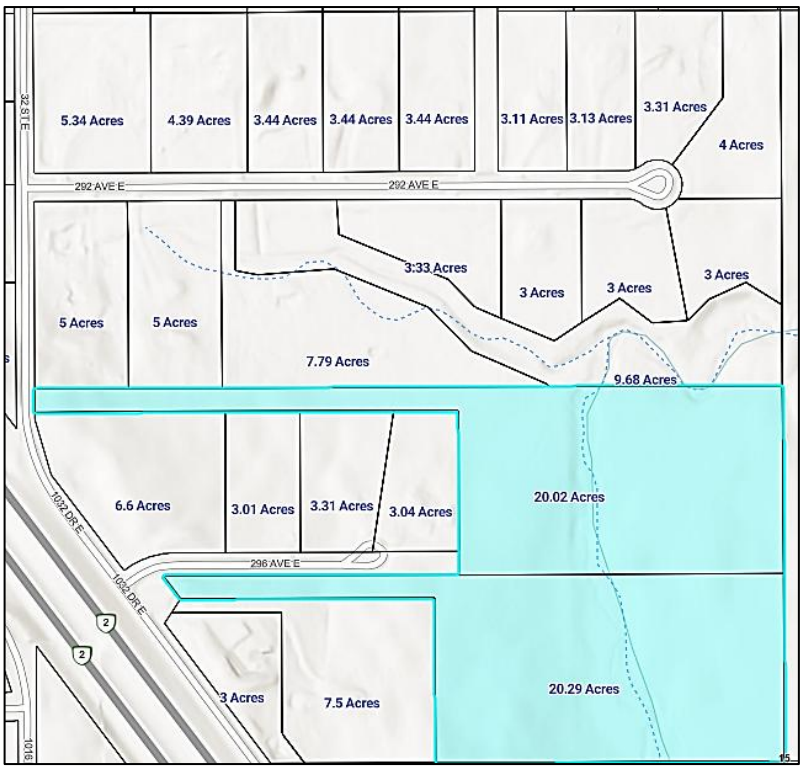
APPENDIX A: LOCATION MAP



APPENDIX A: LAND USE MAP

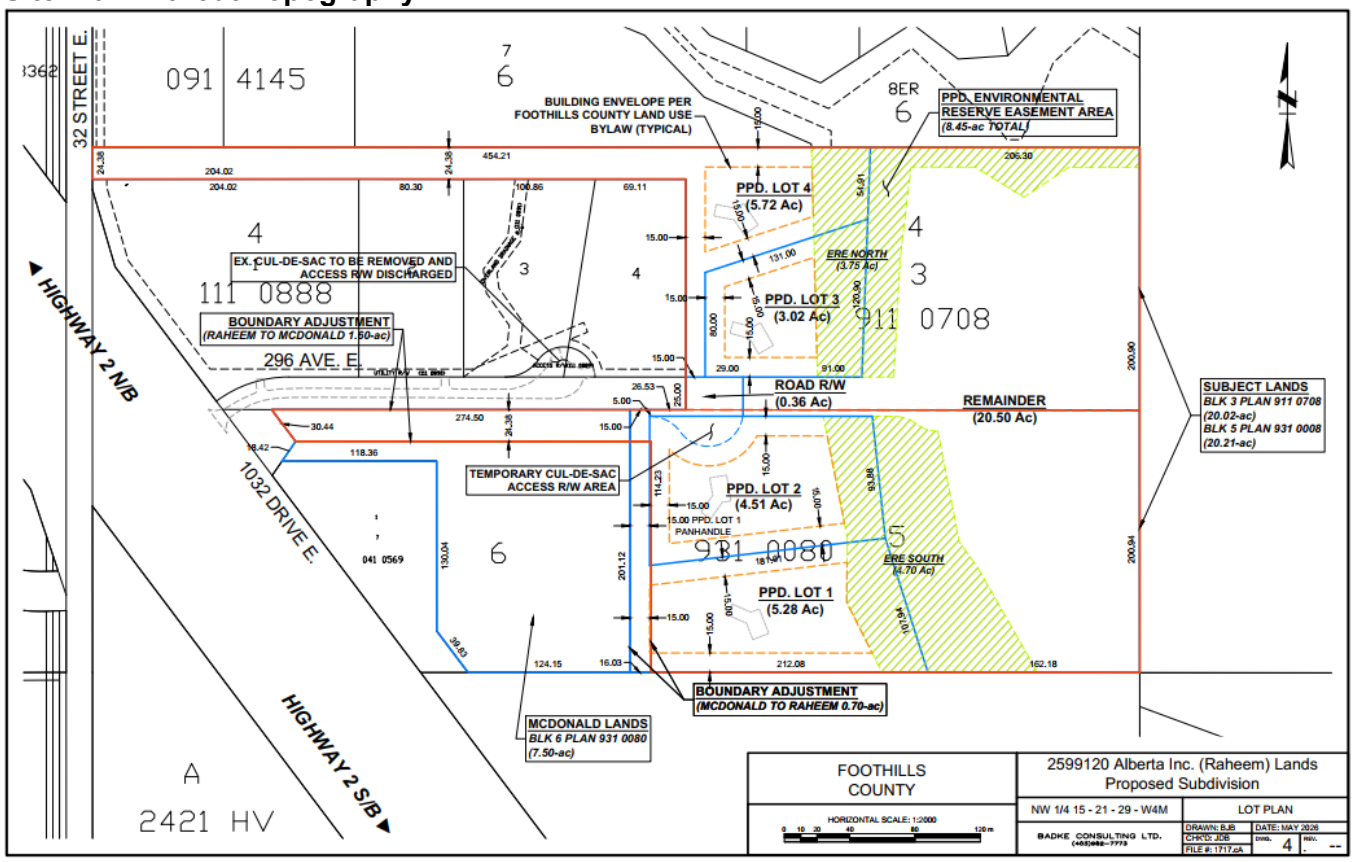


APPENDIX A: PARCEL SIZES MAP

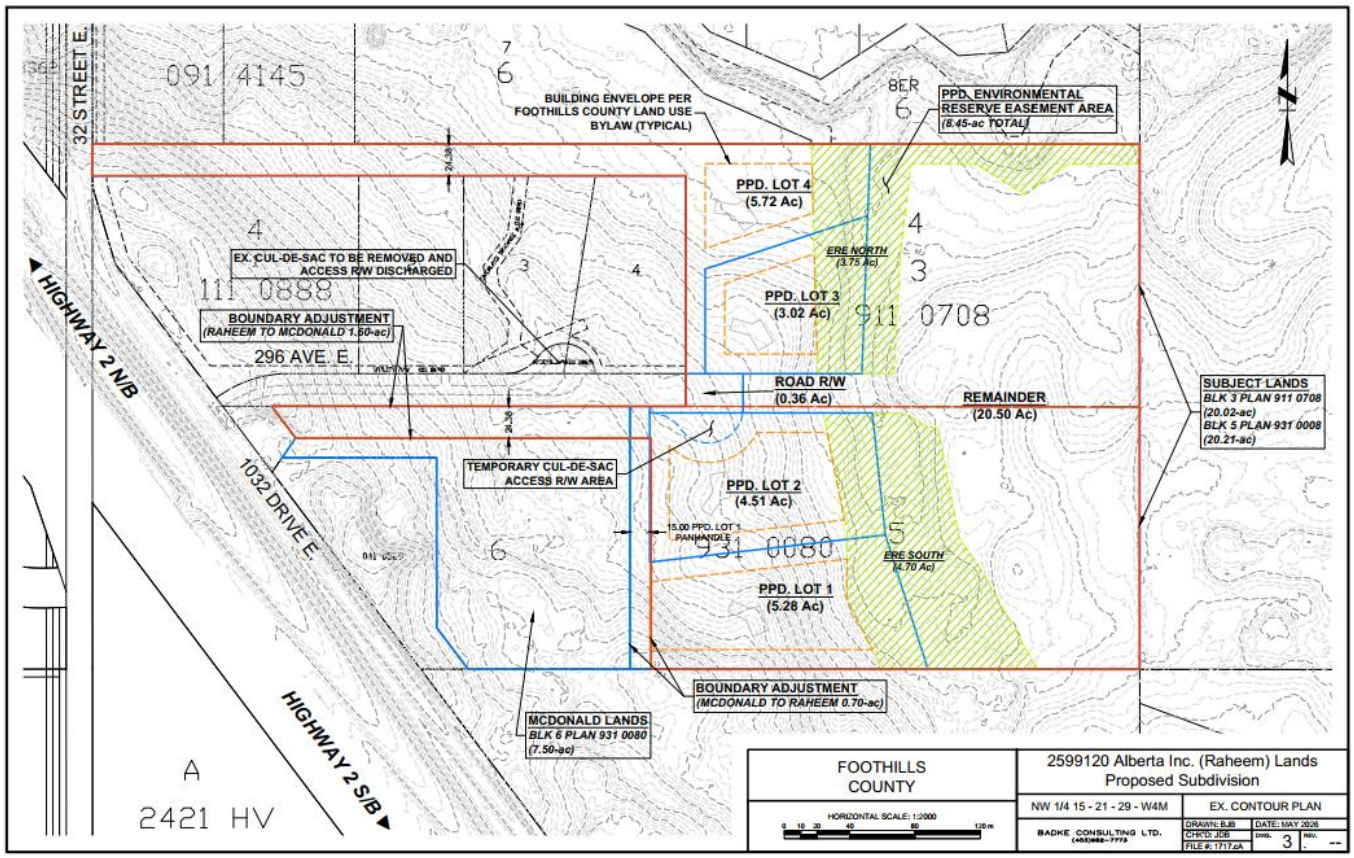


APPENDIX A: SITE PLANS

Site Plan without Topography



Site Plan with Topography



APPENDIX B: APPLICANT'S SUPPORTING DOCUMENTATION

(See following pages)

Land Use Bylaw Amendment

2599120 Alberta Inc. Lands

Plan 9310080, Block 5

Plan 9110708, Block 3

PTN NW 15 – 21 – 29 – W4M

Prepared By:

BADKE CONSULTING Ltd.

Civil Engineering · Planning · Surveying

Prepared For:

2599120 Alberta Inc. (Ahmed Raheem)

May 2026

Contents

Proposed 4-lot Country Residential Subdivision 2
Location of Subject Lands 2
Legal Description 2
Zoning 2
Area Description 2
Regional Context 2
Subject Lands Context 2
Proposed Subdivision 3
Environmental Reserve Easement 3
Boundary Adjustment 4
Future Development Shadow Plan 4
Subdivision Servicing 4
Access 4
Water and Sewage 5
Utilities 5
Development Rationale 5
Planning Guidance 6
MDP 2010 6
Growth Management Strategy 6
Closure 6

Raheem Lands

Proposed 4-lot Country Residential Subdivision

Location of Subject Lands

The subject lands on which the Country Residential subdivision is proposed are located within the northwestern portion of Division 7 in the northeastern portion of Foothills County. The lands are located approximately 5 kilometres north of the Town of Okotoks, east of Highway 2 and 296 Avenue E.

Legal Description

The Subject Lands are legally described as:

PLAN 9310080 BLOCK 5 EXCEPTING THEREOUT ALL MINES AND MINERALS AREA: 8.21 HECTARES (20.29 ACRES) MORE OR LESS TITLE NUMBER: 241 213 669	PLAN 9110708 BLOCK 3 EXCEPTING THEREOUT ALL MINES AND MINERALS AREA: 8.1 HECTARES (20.02 ACRES) MORE OR LESS TITLE NUMBER: 241 213 669 +1

These lands are identified on the attached plans and are registered to 2599120 Alberta Inc., which is owned by Ahmed Raheem.

Zoning

The subject lands are currently designated Country Residential (CR). This application proposes an amendment to the Foothills County Land Use Bylaw to facilitate the future subdivision of four (4) additional CR parcels.

Area Description

Regional Context

The subject lands are located in southern Alberta within Foothills County, approximately 5 kilometres north of the Town of Okotoks and immediately west of Highway 2. The surrounding area is characterized by rural residential development interspersed with agricultural lands, consistent with the prevailing Country Residential land use pattern in this portion of the County. Regional development density is low, with large rural parcels accessed primarily via paved municipal roadways, and Highway 2 provides direct regional connectivity to Okotoks and the Calgary metropolitan area.

Subject Lands Context

The subject lands are a rural parcel characterized by open grassed areas, shelterbelts, scattered mature vegetation, and gently rolling topography typical of the Foothills region. Land cover consists of pasture and naturalized areas, with localized drainage features and tree cover influencing soil moisture and surface conditions.

These characteristics are typical of lands in the broader area that have historically supported both agricultural use and low-density rural residential development.

Review of available LiDAR elevation data indicates that the subject lands have mild to moderate slopes typical of the local Foothills landscape. Topography is generally gradual and uniform, with no abrupt elevation changes or steep terrain features. A shallow ephemeral drainage course crosses the central portion of the lands and conveys surface drainage generally northward before joining another drainage course north of the site.

The site's gradual relief reflects established surface drainage patterns and contributes to generally consistent conditions across the lands. These topographic characteristics are typical of surrounding parcels and are consistent with lands used for both agricultural and low-density rural residential purposes.

Historically, a 2011 subdivision created four Country Residential parcels served by 296 Avenue E., a municipal-standard paved roadway that included a paved cul-de-sac within a temporary access easement over portions of Lots 3 and 4, Block 4, Plan 111 0888.

Proposed Subdivision

The subject lands consist of two titled parcels, Block 3, Plan 911 0708 and Block 5, Plan 931 0080. The configuration of these parcels reflects the manner in which lands in the area have evolved through earlier subdivisions and changes in ownership over time. Both of these parcels include a 24.38m (80-ft) wide panhandle.

The current subdivision concept builds on the previously noted 2011 subdivision by extending 296 Avenue E. approximately 120-metres eastward to provide access to the proposed parcels and the remainder lands. An additional 44-metres of road right of way would be dedicated to accommodating the extension. The extension would terminate in a new temporary cul-de-sac, while the existing cul-de-sac—constructed within an easement area (Access R/W Plan 111 0889) —would be removed. Access to the new lots would thereafter be provided via new approaches connected to the extended internal roadway, and lands previously occupied by the existing cul-de-sac would be reclaimed and returned to their respective landowner's use.

The proposed subdivision includes the creation of four (4) new Country Residential parcels (PPD Lots 1–4), arranged to take advantage of the extended internal roadway while respecting existing development patterns and site conditions. The new CR lots range in size from 1.22-hectares (3.02-acres) to 2.32-hectares (5.72-acres) more or less.

The combined remainder of Block 5, Plan 9310080 and Block 3, Plan 9110708 is proposed to be 8.29-hectares (20.50-acres) in area, more or less. A 30-metre wide panhandle serves as placeholder for future road

The subdivision layout provides direct municipal-standard access, appropriate parcel sizing, and logical integration with the established road network serving the area.

Environmental Reserve Easement

To protect the ecological and drainage functions of the ephemeral drainage course crossing the subject lands, an 8.70-acre Environmental Reserve Easement (ERE) is proposed. The use of an

ERE, rather than a dedicated Environmental Reserve parcel, allows the proposed sizing of Lots 3 and 4 to be maintained. It also provides additional security because the protected area remains within privately held land, unlike dedicated Environmental Reserve lands, which can sometimes be perceived as publicly accessible and useable. Retaining the area as an ERE helps reinforce private ownership and stewardship, thereby reducing the potential for nuisance issues such as unauthorized access, littering, and other forms of disturbance.

At the southern property boundary, the drainage course is relatively broad, with a channel bottom approximately 70 metres wide and no clearly defined side slopes. Toward the northern property boundary, the channel narrows to roughly 16 metres and exhibits more defined banks. In these areas, the vertical difference between the top and bottom of slope is approximately 1.0 metre.

The proposed ERE boundaries have been established to provide a minimum 15-metre horizontal setback from areas with well-defined banks to the edge of the easement. In locations where banks are not clearly defined, the boundary is based on maintaining at least a 1.0-metre elevation difference between the drainage bottom and the ERE limit. Overall, the proposed ERE varies from approximately 60 to 100 metres in width, centred on the drainage course. A 30-metre-wide gap between the northerly 4.00-acre and southerly 3.70-acre portions of the proposed ERE area has been left to accommodate future extension of the 296 Avenue road right of way.

Boundary Adjustment

In addition to the four new Country Residential parcels, a future boundary adjustment is proposed with the adjacent owners of Block 6, Plan 931 0080, Jim and Loretta McDonald. Under this adjustment, a 1.60-acre portion of the respective Raheem lands' southerly 80-foot-wide panhandle would be consolidated with the McDonald property, and a 0.70-acre portion of the McDonald property would be consolidated with the southeastern side of the Raheem lands. The boundary adjustment areas are shown on the site plans.

Future Development Shadow Plan

The proposed combined 20.50-acre remainder parcel configuration has been designed to accommodate and support the orderly future development of these lands. To assist Foothills County Council and Administration in evaluating the future development potential of the remainder parcel, a shadow plan has been prepared to illustrate a potential development scenario. Based on Foothills County's Land Use Bylaw density rules, the proposed remainder would be the final parcel within the parent quarter section that could be subdivided.

Subdivision Servicing

Access

The subject lands are currently accessed via 296 Avenue E., a municipal-standard paved internal road terminating in a cul-de-sac. 296 Avenue E. intersects with 1032 Drive E., which functions as a service road providing convenient southbound access to the Highway 2 / 306 Avenue E. interchange. North of the subject lands, 1032 Drive E. transitions into 32 Street E., which connects with Highway 552 and provides additional regional access.

As described in the proposed subdivision layout, 296 Avenue E. is planned to be extended approximately 120-metres eastward, terminating in a new cul-de-sac complete with a temporary cul-de-sac access easement. At this time, a temporary graveled cul-de-sac is proposed until the remainder parcel is further subdivided in the next few years.

Access to the proposed new lots would be provided via municipal-standard approaches along the extended 296 Avenue E. roadway, as well as from the new cul-de-sac serving the remainder lands. The proposed access arrangement builds upon the established internal road system and provides safe, direct, and orderly access consistent with Foothills County standards.

With the extension of the internal road, the existing paved cul-de-sac would be removed, and access for the existing homes on Lots 3 and 4 Plan 111 0888 would be accommodated through new municipal-standard approaches and driveway connections to the modified roadway. Lands currently occupied by the existing cul-de-sac would be reclaimed, access easement discharged and use returned to the affected landowners.

Water and Sewage

The Land Use Bylaw requirements under the CR zoning stipulate utilizing "Individual wells and individual wastewater disposal systems; Communal water and communal wastewater disposal systems; or a combination of a. and b. as determined by Bylaw amending this section".

Water servicing is proposed through individual new water wells for residential use. A new well has been drilled on the subject lands within proposed Lot 2 and was pump tested for 12 hours, demonstrating a sustained production rate of 5 imperial gallons per minute. In addition, a review of wells in the surrounding area indicates production rates ranging from 3.5 to 5 imperial gallons per minute. These production rates indicate good potential for drilling new wells on the remaining proposed lots that would meet the requirements of the Alberta Water Act for residential use.

Sewage disposal for the new Country Residential parcels is proposed by way of onsite Private Sewage Treatment Systems (PSTS). Based on our experience in the surrounding region, supported by review of AGRASID data, soils and near surface groundwater conditions are anticipated to be suitable for residential PSTS, subject to detailed design at the subdivision and development stage.

Utilities

Utilities immediately adjacent to the subject lands were originally established as part of the 2011 subdivision and include overhead electrical power and buried natural gas infrastructure. These services are accommodated within a 6.0-metre common utility right-of-way that parallels and surrounds the internal road right-of-way along 296 Avenue E.

As part of the proposed subdivision, the common utility right-of-way would be extended to follow the proposed road extension and new cul-de-sac, allowing for the orderly continuation of electrical and gas services to the proposed Country Residential parcels and accommodating future development.

Development Rationale

The subject lands are located approximately 5-kilometres north of the Town of Okotoks and immediately east of Highway 2, providing convenient access to regional transportation routes and

nearby urban centres for employment, services, and commercial needs. The area is characterized by a well-established pattern of Country Residential development supported by municipal road infrastructure and direct connectivity to the broader Foothills County road network.

The prevalence of Country Residential parcels throughout the surrounding area reflects the ongoing suitability and demand for this form of development, which is well-suited to the local landscape and access conditions. These same characteristics supported earlier subdivision activity in the area and continue to support the proposed subdivision, which represents a logical and incremental extension of existing development patterns consistent with the rural residential character of the area.

Planning Guidance

MDP 2010

The proposed subdivision has been reviewed in the context of the Residential policies of the Foothills County Municipal Development Plan (MDP) 2010. The proposal is consistent with the MDP direction supporting rural residential development where it is compatible with the surrounding area and can proceed in an orderly manner.

The proposal also aligns with broader MDP objectives respecting appropriate land use, orderly development, and the avoidance of undue adverse impacts on adjacent lands.

Growth Management Strategy

The subject lands are located within the Central District of the Foothills County Growth Management Strategy (GMS), which identifies this area as accommodating a significant share of future County growth. The Central District is intended to support development in locations that benefit from access to regional transportation routes and nearby service centres.

Given the lands' location north of Okotoks and within an established rural residential area, the proposal is consistent with the broader growth pattern envisioned for the Central District.

Closure

In summary, the proposed four-lot Country Residential subdivision is a logical extension of existing development in the area and is supported by access, servicing, physical site characteristics, and the relevant planning policy context. Collectively, these considerations demonstrate that the proposal is both appropriate and supportable. We therefore respectfully request Council's favourable consideration and approval of the application. If any additional information would assist in the review of this proposal, we would be pleased to provide it.

Sincerely,

Badke Consulting Ltd.



Jeff Badke, Principal Consultant

WRITTEN SUBMISSION

Jacqueline Schuler

Jim McDonald and Loretta McDonald

[redacted]

September 25, 2026

Foothills County
P.O. BOX 5695,
High River, Alberta
T1V 1M7

Re: Letter of Intent and Support
Raheem (2599120 Alberta Inc.) Subdivision and Boundary Adjustment

To Whom It May Concern:

We, Jim McDonald and Loretta McDonald, are the registered owners of the lands legally described as Plan 931 0080, Block 6, containing approximately 7.50-acres.

We understand that Ahmed Raheem (2599120 Alberta Inc.) is advancing a subdivision application involving the lands adjacent to our property, including an existing panhandle located along the north side of our lands. This letter is provided to confirm our intent and support for the proposed boundary adjustments associated with that subdivision application.

We have entered into an agreement with Ahmed Raheem whereby the approximately 88-foot-wide panhandle area from the Raheem lands, comprising approximately 1.60 acres, is proposed to be transferred to and consolidated with our parcel. As part of the same agreement, approximately 0.70 acres of our lands is proposed to be transferred to and consolidated with the Raheem lands. The overall agreement includes both a cash payment component and a land exchange component between the parties.

The proposed boundary adjustments are therefore understood to include the following:

- Boundary adjustment from Raheem to McDonald: approximately 1.60 acres;
- Boundary adjustment from McDonald to Raheem: approximately 0.70 acres.

Subject to final survey, municipal approval, registration requirements, and completion of the agreed-upon transaction documents, we support the proposed boundary adjustments and consolidation of the respective lands as described above.

We further confirm that we are supportive of Mr. Raheem's subdivision plans and have no objection to the proposed subdivision proceeding along with the boundary adjustments described in this letter. We understand that the current subdivision application is intended to create four new lots at this time, with the possibility that up to four additional lots may be pursued in the future, subject to any further approvals that may be required. We understand that the intent of the proposed

boundary adjustments is to improve the configuration of the affected parcels and to resolve the existing panhandle arrangement in a manner acceptable to both landowners.

Sincerely,

[redacted]

WRITTEN SUBMISSION

From: Mel Mabbott
To: Public Hearings
Subject: Written Public Hearing Submission — 26R039 — Groundwater Protection and Road Safety — November 18, 2026
Date: November 3, 2026 10:00:24 AM

You don't often get email from [redacted] Learn why this is important

Hello,

Please accept this email as our written submission to Council for the November 18, 2026 public hearing at 1:30 p.m., concerning the proposed Country Residential amendment for 2599120 Alberta Inc., file 26R039, within NW 15-21-29 W4M.

We are neighbouring landowners at 17 Willowside Drive in Willowside Equestrian Estates. Our five-acre property relies on well water. Reliable groundwater, safe road access and preservation of the surrounding acreage setting are essential to our property's use, enjoyment and long-term value.

Our principal concern is whether additional wells and cumulative acreage development could adversely affect existing groundwater users. We request the following information and safeguards.

1. Applicable County and provincial requirements

Section 9.23.10 of Land Use Bylaw 60/2014 requires proof of water in accordance with the Municipal Water Policy Guidelines and applicable provincial requirements. The MDP2010 Residential Policies 7 and 8, together with Appendix F — Water Policy, address potable-water servicing and supporting assessments.

Appendix F distinguishes between proposals resulting in no more than five lots on a quarter section and those involving six or more lots, including existing lots. Please confirm the total existing and proposed lot count on this quarter section and identify the applicable proof-of-water requirements.

Where the Appendix F pump-test/Q20 route is relied upon, please provide the required pumping and recovery records, sealed Q20 calculations, applicable safety factors and the basis for any exception.

Please also explain how Water Act section 23(3)(a) and sections 6(4)(a)–(c) and 9(f)–(g) of the Matters Related to Subdivision and Development Regulation, AR 84/2022, will be addressed at the appropriate approval stages. Please identify any exemption or modified requirement being relied upon and its basis.

2. Assessment of impacts on existing wells

Has a hydrogeological assessment been completed and professionally signed and sealed by an appropriately qualified groundwater specialist? If so, please provide the complete report, supporting data and the County's technical review.

The application reports a 12-hour pump test on one well. Please explain whether that test assessed interference with surrounding wells or primarily established production capacity at

the tested well. Were nearby wells monitored during pumping and recovery?

Please confirm whether the assessment addresses the section 23(3)(a) reporting standard concerning proposed household diversions of 1,250 cubic metres annually per household and interference with existing household users, licensees and traditional agricultural users.

If the required assessment has not been completed, please identify when it will be undertaken and how neighbouring landowners can review the findings before additional residential groundwater demand is authorized.

3. Aquifer identification and hydrogeological testing

We request a technically justified assessment addressing:

- The water-bearing formations, aquifer depths, thicknesses, extent and confining layers, supported by well logs, geological cross-sections and groundwater-level mapping.
- Hydraulic connections between the proposed wells, surrounding wells and nearby drainage features or surface water.
- A field-verified inventory of potentially affected groundwater users, with the study area justified by hydrogeological conditions.
- Pumping and recovery tests of sufficient duration, with appropriately located observation wells where necessary.
- Aquifer properties, sustainable yield, seasonal and drought conditions, and predicted drawdown and interference at existing wells.
- Important assumptions, data gaps and uncertainty affecting the conclusions.

These requests reflect assessment principles addressed in Alberta Environment's Guide to Groundwater Authorization, particularly sections 2.2, 2.3 and 2.3.1. We recognize that its licensing procedures apply according to the proposed use; we request the relevant technical methods as an assessment benchmark.

4. Cumulative development and water demand

The application proposes four lots and a remainder parcel, with a future concept showing nine lots overall, subject to further approval.

We request assessment of the current proposal and the potential full development of these lands, together with existing and other approved or proposed groundwater demand nearby. Please identify how household demand, potential secondary suites, seasonal outdoor use and other reasonably foreseeable demands have been considered.

An assessment limited to whether individual new wells can produce water would not resolve our concern about their combined effects on existing users.

5. Well construction, baseline monitoring and corrective measures

Please confirm compliance with the Water (Ministerial) Regulation and the Water Wells and Ground Source Heat Exchange Systems Directive, including applicable requirements for drilling records, well construction, sealing, yield testing and reporting.

Please explain how construction will avoid introducing contamination or creating unintended connections between water-bearing formations.

We request that Council consider developer-funded baseline measurements and water-quality sampling of potentially affected existing wells, with owner consent, followed by appropriate monitoring during testing and development.

Please identify measurable investigation triggers, reporting obligations, responsibility for investigating complaints, and enforceable corrective measures if development-related interference is established. Any proposed conditions should identify who is responsible, how long monitoring continues and how affected homeowners obtain assistance.

6. Wastewater, drainage and groundwater quality

Please provide the private sewage suitability and drainage assessments, including consideration of cumulative septic loading and groundwater flow toward existing wells.

Please demonstrate compliance with the Private Sewage Disposal Systems Regulation, AR 229/97, the 2021 Alberta Private Sewage Systems Standard of Practice, and the County's applicable well-to-sewage separation requirements.

Please also explain how the proposed environmental reserve easement and any future road crossing will protect drainage and water quality.

7. Road capacity and safe access

Please provide any traffic assessment and Public Works comments concerning 296 Avenue E, 1032 Drive E, 32 Street E and connections to 306 Avenue E and Highway 2.

We request consideration of existing traffic, the current proposal, potential future subdivision and other approved nearby development. Please identify necessary road or intersection improvements, construction-traffic controls, emergency-access provisions and responsibility for funding and completing those improvements. Please also explain how the temporary turnaround will be managed safely.

We ask Council to defer final approval of the amendment until adequate evidence of sustainable water servicing, protection of existing groundwater users and safe access has been provided, reviewed and reflected in the applicable approval requirements.

Please confirm receipt, placement of this submission on the application file and circulation to Council before the hearing. Please provide the available supporting reports, identify any further applicable requirements or updated policies, and send us the staff report and written notification of Council's decision.

We would appreciate the available information before the November 15 submission deadline, allowing us to participate meaningfully in the hearing process.

Thank you for your assistance.

[redacted]

APPENDIX D: DRAFT BYLAW

BYLAW XX/2026

BEING A BYLAW OF FOOTHILLS COUNTY TO AUTHORIZE AN AMENDMENT TO THE LAND USE BYLAW NO. 60/2014 AS AMENDED.

WHEREAS **pursuant to the provisions of the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000, and amendments thereto, the Council of Foothills County in the Province of Alberta, has adopted Land Use Bylaw No. 60/2014 and amendments thereto;**

AND WHEREAS the Council has received an application to further amend the Land Use Bylaw by authorizing an amendment to the Country Residential District land use rules to allow for the future subdivision of four (4) Country Residential District lots, ranging in size from 3.02 +/- acres to 5.72 +/- acres on Plan 9310080, Block 5 & 6 and Plan 9110708, Block 3, all within Ptn. NW 15-21-29 W4M, with 8.45 +/- acres of the lands under Environmental Reserve Easements.

NOW THEREFORE THE COUNCIL ENACTS AS FOLLOWS:

1. Under SECTION 13.0.0 COUNTRY RESIDENTIAL DISTRICT, the following shall be added under Part 8 Bylaw Amendments:

   Ptn. NW 15-21-29 W4M within which shall allow for the future subdivision of four (4) new Country Residential District lots, ranging in size from 3.02 +/- acres to 5.72 +/- acres on Plan 9310080, Block 5 & 6 and Plan 9110708, Block 3.

2. This Bylaw shall have effect on the date of its third reading and upon being signed.

FIRST READING:

_____
Reeve

_____
CAO

SECOND READING:

_____
Reeve

_____
CAO

THIRD READING:

_____
Reeve

_____
CAO

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this day of , 20 .

REQUEST FOR 2ND AND 3RD READING TO BYLAW 69/2025	
APPLICATION INFORMATION	**FILE NO. 25R042**
The following Councillors can vote on this item: All	
	LEGAL DESC.: SE 29-18-27 W4M
	LANDOWNERS: David R. A. Turner
	AREA OF SUBJECT LANDS: 158.97 Acres
	CURRENT LAND USE: Agricultural District
	PROPOSED LAND USE: Country Residential District
PROPOSAL: Redesignation of a +/- 9.9 acre portion of the 158.97 acre Agricultural District parcel to Country Residential District to allow for the future subdivision of a +/- 9.9 acre Country Residential District first parcel out. Further, a Site-Specific Amendment is requested to allow for relaxations to the number cumulative size and setback distances to existing accessory buildings as a discretionary use on the proposed parcel.	
DIVISION NO: 1	**COUNCILLOR:** Reeve Siewert
FILE MANAGER: Elliott Salmon	

PURPOSE OF REQUEST

Request to Council to provide 2nd and 3rd reading to Bylaw 69/2025.

BACKGROUND

November 12, 2025: Council granted 1st reading to Bylaw 69/2025 authorizing the redesignation of a 9.9 +/- acre portion of Ptn. SE 29-18-27 W4M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one 9.9 +/- acre Country Residential District parcel with an approximate 149.07 +/- acre Agricultural District balance parcel and to authorize a site specific amendment to the Country Residential District land use rules to allow for a relaxation to the number, cumulative size and setback distances to existing accessory buildings on the proposed parcel, being Ptn. SE 29-18-27 W4M.

Note: an excerpt from the November 12, 2025 Council meeting minutes outlining this approval is included under Appendix C.

April 22, 2026: Council passed a resolution to amend the conditions imposed at first reading of Bylaw 69/2025 to allow for eleven (11) accessory buildings rather than the accepted seven (7), and to allow for the retention of all existing approaches rather than the removal of one.

Note: an excerpt from the April 22, 2026 Council meeting minutes outlining this approval is included under Appendix D.

CONDITIONS TO BE MET AT REDESIGNATION

All conditions of 1st reading of the Bylaw have been met.

COUNCIL ACTION REQUESTED

Council is requested to consider granting 2nd and 3rd reading to Bylaw 69/2025 authorizing the redesignation of a 9.9 +/- acre portion of Ptn. SE 29-18-27 W4M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one 9.9 +/- acre Country Residential District parcel with an approximate 149.07 +/- acre Agricultural District balance parcel and to authorize a site specific amendment to the Country Residential District land use rules to allow for a relaxation to the number, cumulative size and setback distances to existing accessory buildings on the proposed parcel, being Ptn. SE 29-18-27 W4M.

APPENDICES

APPENDIX A – MAP SET

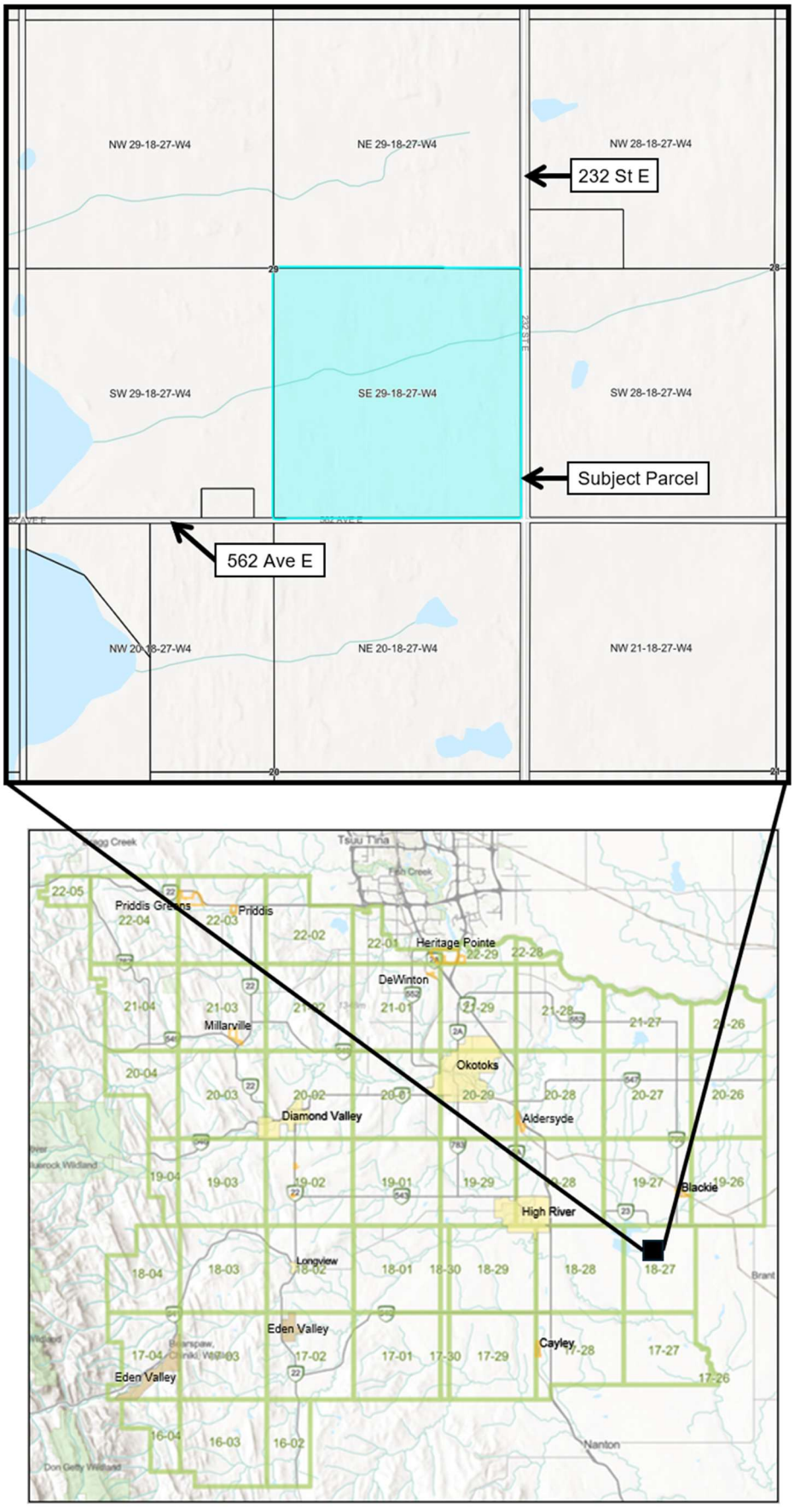
- LOCATION MAP
- SITE PLAN
- ORTHO PHOTO

APPENDIX B – DRAFT BYLAW

APPENDIX C – EXCERPTS FROM NOVEMBER 12, 2025 COUNCIL MINUTES

APPENDIX D – EXCERPTS FROM APRIL 22, 2026 COUNCIL MINUTES

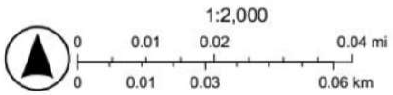
APPENDIX A – LOCATION MAP



25R 042 - SE 29-18-27 W4M

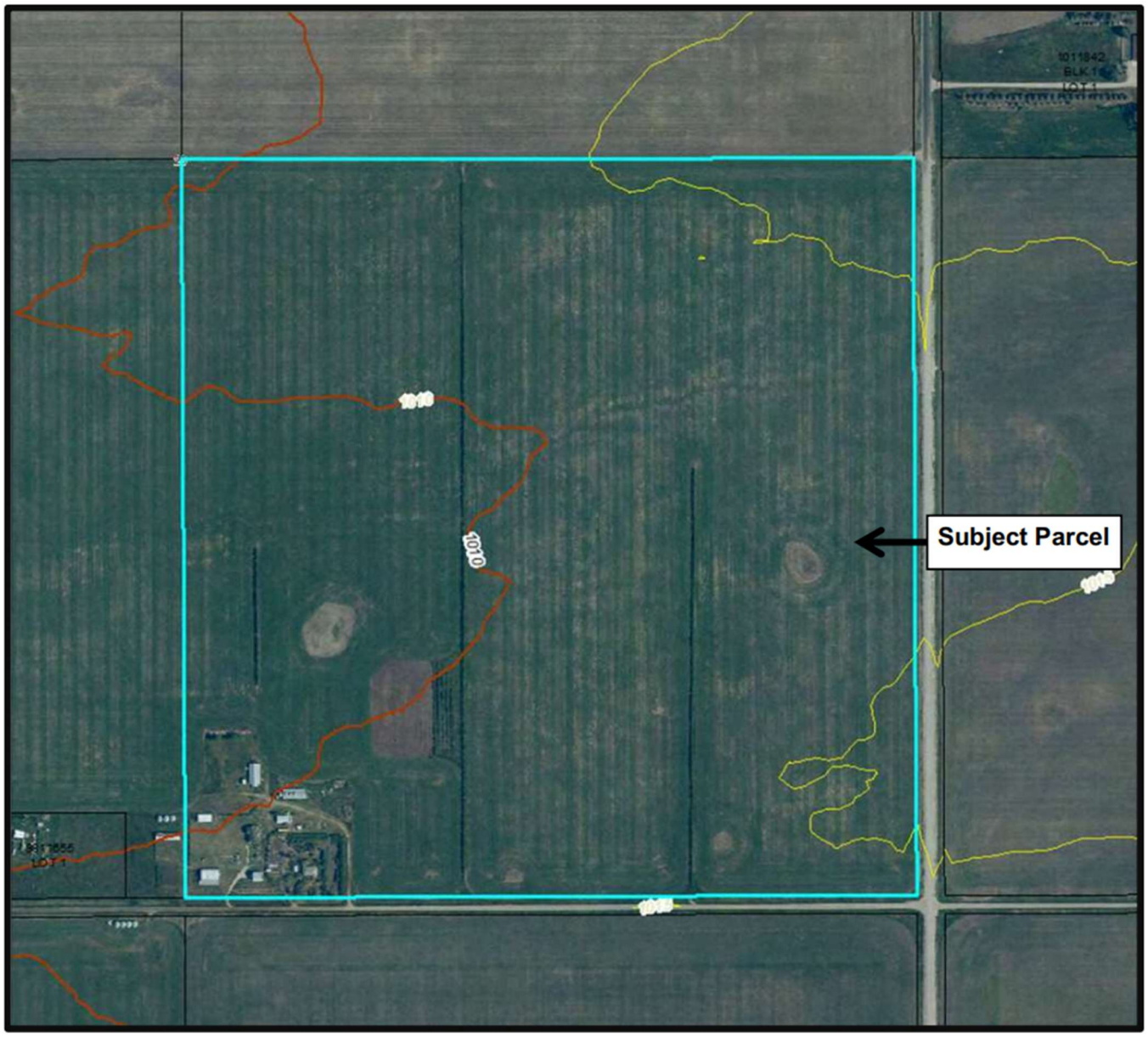






Accessory building	Dimensions	Area
1 – Quonset	54' x 62'	3,348 sq. ft.
2 – Well House	3' x 3'	9 sq. ft.
3 – Machine Shed	30' x 48'	1,440 sq. ft.
4 – Hog Barn	36' x 72'	2,592 sq. ft.
5 – Hog Barn	40' x 64'	2,560 sq. ft.
6 – Shop	27' x 40'	1,080 sq. ft.
7 – Sea-can	8' x 40'	320 sq. ft.
8 – Garage	12' x 20'	240 sq. ft.
9 – Greenhouse	8' x 30'	240 sq. ft.
10 – Garden Shed	8' x 10'	80 sq. ft.
11 – Garage	31' x 32'	992 sq. ft.
		Total Area: 12,901 sq. ft.

APPENDIX A – ORTHO PHOTO



APPENDIX B – DRAFT BYLAW

BYLAW 69/2025

BEING A BYLAW OF FOOTHILLS COUNTY TO AUTHORIZE AN AMENDMENT TO THE LAND USE BYLAW NO. 60/2014 AS AMENDED.

WHEREAS pursuant to the provisions of the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000, and amendments thereto, the Council of Foothills County in the Province of Alberta, has adopted Land Use Bylaw No. 60/2014 and amendments thereto;

AND WHEREAS the Council has received an application to further amend the Land Use Bylaw by authorizing the redesignation of a 9.9 +/- acre portion on SE 29-18-27 W4M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one new 9.9 +/- acre Country Residential lot with an approximate 149.07 +/- acre Agricultural District balance parcel.

AND WHEREAS the Council has received an application to further amend the Land Use Bylaw by authorizing a Site-Specific Amendment to the Country Residential District land use rules to allow for a relaxation to the number, cumulative size and setback distances to existing accessory buildings on the proposed parcel, being Ptn. SE 29-18-27 W4M.

NOW THEREFORE THE COUNCIL ENACTS AS FOLLOWS:

1. Land Use Map No. 1827 is amended by redesignating a 9.9 +/- acre portion on SE 29-18-27 W4M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one new 9.9 +/- acre Country Residential lot with an approximate 149.07 +/- acre Agricultural District balance parcel.

2. Under SECTION 13.1 COUNTRY RESIDENTIAL DISTRICT, the following shall be added under Section 13.1.5 DISCRETIONARY USES only on *Ptn. 29-18-27 W4M*:

   To allow for a relaxation to the number, cumulative size and setback distances to existing accessory buildings on the proposed parcel, being Ptn. SE 29-18-27 W4M.

3. This Bylaw shall have effect on the date of its third reading and upon being signed.

FIRST READING: November 12, 2025

_____
Reeve

_____
CAO

SECOND READING:

_____
Reeve

_____
CAO

THIRD READING:

_____
Reeve

_____
CAO

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this day of , 20 .

APPENDIX C – EXCERPTS FROM NOVEMBER 12, 2025 COUNCIL MINUTES

FOOTHILLS COUNTY

COUNCIL MINUTES

November 12, 2025, 9:00 a.m.
Foothills County Administration Office
309 Macleod Trail South – High River

Present:	Reeve Siewert, Deputy Reeve Oel, Councillor Alger, Councillor McHugh, Councillor Callister, Councillor Kendall (by electronic means), Councillor Estes
Administration:	CAO R. Payne, Municipal Advisor H. Riva Cambrin, Deputy Director of Planning D. Granson, Manager of Legislative Services S. Barrett, Recording Secretary F. Fairweather

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C. SCHEDULED MEETINGS & PUBLIC HEARINGS

C.1 10:00 a.m. - Turner - SE 29-18-27 W4M - Redesignation (A to CR) and Site Specific Amendment

D. Turner was in attendance for the public hearing in connection to the proposed redesignation of a 7.5 +/- acre portion of Ptn. SE 29-18-27 W4M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one 7.5 +/- acre Country Residential District parcel with an approximate 151.47 +/- acre Agricultural District balance parcel and proposed site specific amendment to the Country Residential District land use rule to allow for a relaxation to the number, cumulative size and setback distances to existing accessory building on the proposed parcel being Ptn. SE 29-18-27 W4M.

The public hearing was closed.

C.1.1 Turner - SE 29-18-27 W4M - Decision

Bylaw 69/2025

Bylaw 69/2025 was introduced into the meeting to authorize the redesignation of a 9.9 +/- acre portion of Ptn. SE 29-18-27 W4M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one 9.9 +/- acre Country Residential District parcel with an approximate 149.07 +/- acre Agricultural District balance parcel and to authorize a site specific amendment to the Country Residential District land use rule to allow for a relaxation to the number, cumulative size and setback distances to existing accessory buildings on the proposed parcel being Ptn. SE 29-18-27 W4M.

In their consideration of the criteria noted in the Agriculture and Residential sections of the MDP2010, Council is of the opinion that the lands are suitable for the intended use and would not be detrimental to the agricultural nature of the area. Further, the application falls within the density provisions and lot size restrictions of the County's Land Use Bylaw, and policy 5 of the MDP2010 supports the subdivision of one parcel from a previously un-subdivided quarter section.

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

1. Landowners are to fully execute and comply with all requirements as outlined in 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;

2. Landowners are to obtain any necessary building and safety codes permits and inspections for the septic system to the discretion of the Safety Codes Officer;
3. The applicant is to provide a revised site plan illustrating the following:
    i. the removal of one of the existing approaches onto the proposed Country Residential parcel;
    ii. all property lines located at least 90 metres from the existing open discharge septic system;
    iii. a total of seven (7) accessory buildings (not including the Dwelling) which are proposed to remain on site and identification of total square footage of these buildings;
4. The applicant is advised that the Site Specific Amendment to the Country Residential Land Use District rules allows for consideration through issuance of a Development Permit to allow for additional buildings, accessory to the residence, to a maximum cumulative size as identified within the required site plan under condition 3, and as acknowledged by Council. Prior to any buildings being deemed compliant, it is the landowner's responsibility to obtain approval through issuance of an appropriate Development Permit;
5. The applicant is to provide a qualified professional assessment of the existing open discharge septic system for review and acceptance by Foothills County, to confirm its adherence with code requirements;
6. Final redesignation fees to be submitted; and
7. Submission of an executed subdivision application and the necessary fees.

Resolution 966
Moved by: Deputy Reeve Oel

That Bylaw 69/2025 be given first reading.

THE BYLAW WAS PASSED FOR ONE READING

FOOTHILLS COUNTY

COUNCIL MINUTES

April 22, 2026, 9:00 a.m.
Foothills County Administration Office
309 Macleod Trail South – High River

Present:	Reeve Siewert, Deputy Reeve Oel, Councillor Alger, Councillor McHugh, Councillor Callister, Councillor Kendall, Councillor Estes
Administration:	CAO R. Payne, Municipal Advisor H. Riva Cambrin, Director of Planning H. Hemingway, Recording Secretary M. Michaud

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D. MISCELLANEOUS PLANNING ITEMS

D.3 Turner - SE 29-18-27 W4M - Request to Amend Conditions

Bylaw 69/2025

Bylaw 69/2025 was reintroduced into the meeting to request Council to consider amending a condition of first reading to Bylaw 69/2025 to allow for eleven (11) accessory buildings rather than the accepted seven (7) and to allow for the retention of all existing approaches rather than the removal of one.

Resolution 354-26
Moved by: Deputy Reeve Oel

That conditions imposed at first reading of Bylaw 69/2025 be amended as follows:

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

1. Landowners are to fully execute and comply with all requirements as outlined in 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;
2. Landowners are to obtain any necessary building and safety codes permits and inspections for the septic system to the discretion of the Safety Codes Officer;
3. The applicant is to provide a revised site plan illustrating the following:
   i. all property lines located at least 90 metres from the existing open discharge septic system;
   ii. a total of eleven (11) accessory buildings (not including the Dwelling) which are proposed to remain on site and identification of total square footage of these buildings;
4. The applicant is advised that the Site Specific Amendment to the Country Residential Land Use District rules allows for consideration through issuance of a Development Permit to allow for additional buildings, accessory to the residence, to a maximum cumulative size as identified within the required site plan under condition 3, and as acknowledged by Council. Prior to any buildings being deemed compliant, it is the landowner's responsibility to obtain approval through issuance of an appropriate Development Permit;
5. The applicant is to provide a qualified professional assessment of the existing open discharge septic system for review and acceptance by Foothills County, to confirm its adherence with code requirements;
6. Final redesignation fees to be submitted; and

7. Submission of an executed subdivision application and the necessary fees.

Council determined that they have no objection to the request to allow for eleven (11) accessory buildings on the proposed 9.9 +/- acre parcel and to allow for all existing approaches to remain.

CARRIED

MISCELLANEOUS PLANNING ITEM
PLANNING AND DEVELOPMENT REPORT TO COUNCIL
2ND AND 3RD READINGS TO BYLAW 65/2026 & 66/2026
November 18, 2026

APPLICATION INFORMATION	FILE NO. 26R041 & 26R044
	SUBJECT LANDS: Ptn. SE 35-19-28-W4
	LANDOWNERS: Journey Energy Inc.
	APPLICANT: Part 1: Foothills County Part 2: Michael Bollanatz of NVS Engineering
	AREA OF SUBJECT LANDS: 9.74+/- acre portion of the 160 acre parent parcel subject to redesignation
	CURRENT LAND USE: Agricultural District
	PROPOSED LAND USE: Direct Control District #34

PROPOSAL:
An application for amendments the Land Use Bylaw pertaining to energy generation facilities and a separate application for redesignation of 9.74-acre portion of SE 35-19-28-W4 from Agricultural District to Direct Control District #34 (DC#34) to allow for approval of the existing 16.5MW power generation facility.

DIVISION NO: 1	COUNCILLOR: Rob Siewert	FILE MANAGER: Coreena Carr

PURPOSE OF REQUEST

Request to Council to provide 2nd and 3rd reading to Bylaw 65/2026 and Bylaw 66/2026.

BACKGROUND INFORMATION

October 21, 2026, subsequent to a public hearing, Foothills County Council granted first reading to the following Bylaws:

1. Bylaw 65/2026 approving amendments to the Land Use Bylaw 60/2014 allow for energy generation facilities and associated infrastructure by introducing a new definition for Energy Generation Facility, updating related terminology within the definition of Utility Services, Major, and amending DC#34 to accommodate a broader range of energy generation facilities and supporting infrastructure. The amendments also include renaming DC#34 from Commercial Solar Power Systems District to Utility Energy Systems District and changing Utility Services, Major from a Permitted Use to a Discretionary Use to ensure future proposals are subject to Council consideration. The full details of amendments are identified in Schedule A to the bylaw.

2. Bylaw 66/2026 authorizing redesignation of a 9.74 acre portion of SE 35-19-28-W4 from Agricultural District to Direct Control District #34 to allow for approval of an existing 16.5MW power generation facility on the site in accordance with the surveyed area identified on Schedule A to the bylaw.

CONDITIONS TO BE MET AT FIRST READING

Bylaw 65/2026

There were no recommended changes to the amendments and no conditions associated with this first reading. A copy of the bylaw with attached amendments is included in Appendix B.

Bylaw 66/2026

The following conditions were required prior to third reading:

1. Submission of a site plan provided by a surveyor illustrating the 9.74 acre area proposed for redesignation to Direct Control District #34 for purposes of the power plant.
2. Submission of a completed Development Permit application including necessary fees.

All conditions have been met.

REQUEST OF COUNCIL:

Council is asked to consider granting 2nd and 3rd readings to the following two bylaws:

BYLAW 65/2026

- Authorizing amendments to the Land Use Bylaw 60/2014 allow for energy generation facilities and associated infrastructure by introducing a new definition for Energy Generation Facility, updating related terminology within the definition of Utility Services, Major, and amending DC#34 to accommodate a broader range of energy generation facilities and supporting infrastructure. The amendments also include renaming DC#34 from Commercial Solar Power Systems District to Utility Energy Systems District and changing Utility Services, Major from a Permitted Use to a Discretionary Use to ensure future proposals are subject to Council consideration, as identified in Schedule A.

BYLAW 66/2026

- Authorizing redesignation of a 9.74 acre portion of SE 35-19-28-W4 from Agricultural District to Direct Control District #34 to allow for approval of an existing 16.5MW power generation facility on the area identified in the plan identified as Schedule A.

APPENDICES

APPENDIX A: MAP SET:

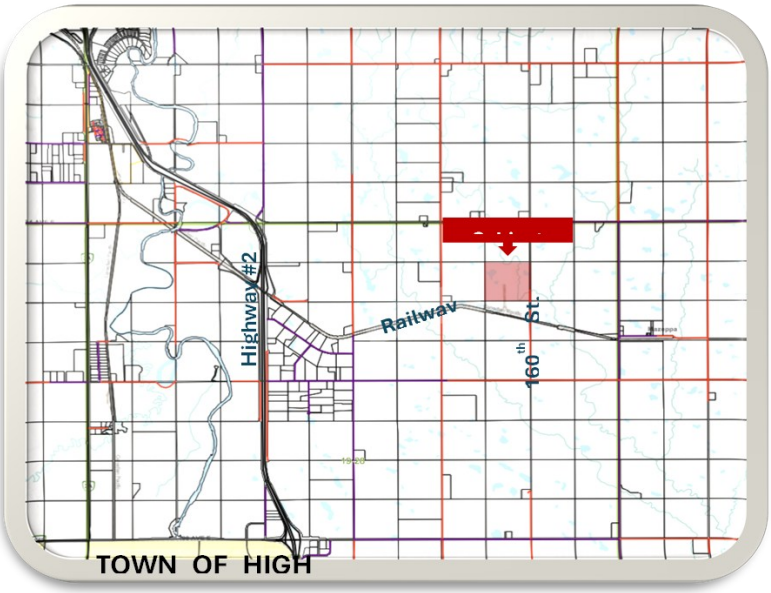
1. Location Map
2. Air Photo
3. Registered Survey Plan Showing Area Of Redesignation Area.

APPENDIX B: PROPOSED BYLAWS

1. BYLAW 65/2026 - Bylaw to authorize amendments to the land use bylaw in accordance with Schedule A
2. BYLAW 66/2026 - Bylaw to approve redesignation of 9.74+/- acre area as per plan included as Schedule A.

APPENDIX A: MAP SET

LOCATION MAP

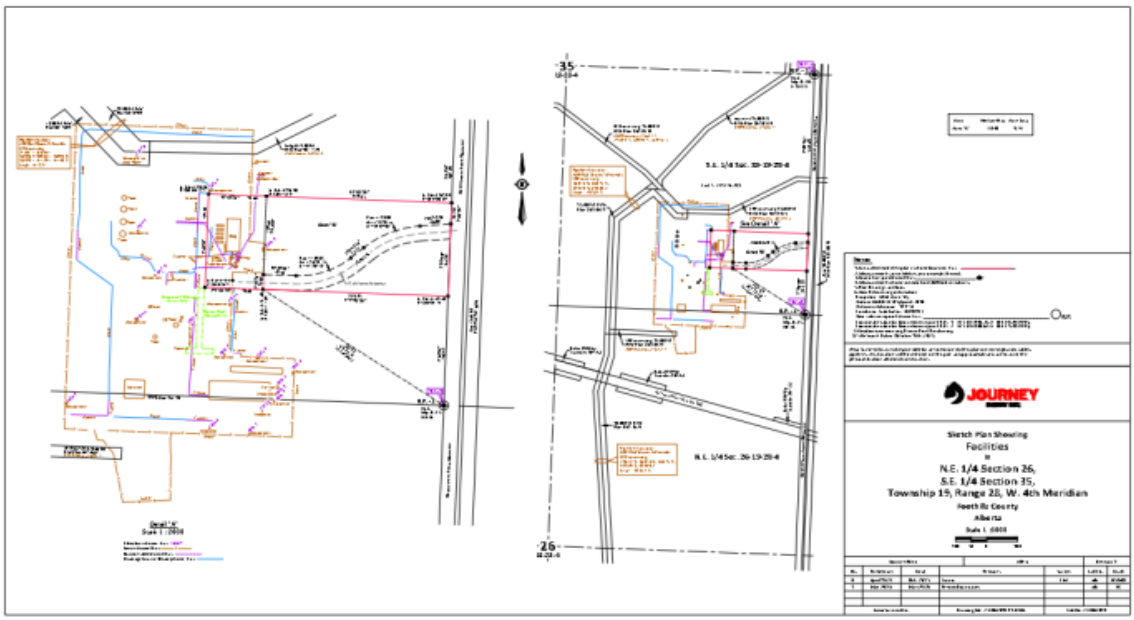


RECENT AIR PHOTO



Proposed Area of Redesignation

AREA SUBJECT TO REDESIGNATION



BYLAW 65/2026

BEING A BYLAW OF FOOTHILLS COUNTY TO AUTHORIZE AN AMENDMENT TO THE LAND USE BYLAW NO. 60/2014 AS AMENDED

WHEREAS pursuant to the provisions of the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000, and amendments thereto, the Council of Foothills County (hereinafter called the “Council”) in the Province of Alberta, has adopted Land Use Bylaw No. 60/2014 and amendments thereto.

AND WHEREAS pursuant to Section 191(1) of the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000, the power to pass a bylaw under this or any other enactment includes the power to amend or repeal the bylaw.

AND WHEREAS the Council has received an application to further amend the Land Use Bylaw by creating a new definition for Energy Generation Facility, amending the definition of Utility Services, Major, and further amending Direct Control District #34 to provide for energy generation facilities and associated infrastructure, including commercial renewable energy systems and utility power generation facilities.

The complete amendments are attached in Schedule ‘A’.

AND WHEREAS Council has held a public hearing as required by section 692 of the Municipal Government Act, R.S.A. 2000, c.M-26, as amended:

NOW THEREFORE THE COUNCIL ENACTS AS FOLLOWS:

1. That Bylaw 65/2026 was introduced to Council to further amend the Land Use Bylaw by authorizing text amendments to Land Use Bylaw 60/2014 as described within the attached Schedule ‘A’.

2. This Bylaw shall have effect on the date of its third reading.

FIRST READING: October 21, 2026

_____
Reeve

_____
CAO

SECOND READING:

_____
Reeve

_____
CAO

THIRD READING:

_____
Reeve

_____
CAO

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this ___ day of _____, 2026.

SCHEDULE A - AMENDMENTS TO THE LAND USE BYLAW 60/2014

A. DEFINITIONS UNDER SECTION 2.4 OF THE LAND USE BYLAW

The following new definition is proposed in Section 2.5 of the Land Use Bylaw:

> **ENERGY GENERATION FACILITY** is an industrial site or building equipped with generators, turbines, and auxiliary equipment designed to convert mechanical, chemical, or natural energy sources into electric power or thermal energy for distribution and does not include Battery Energy Storage Systems or Anaerobic Digester Facilities

The following amendment is proposed to the current definition of Utility Services, Major:

> **UTILITY SERVICES, MAJOR** means development for public or private utility infrastructure purposes which is likely to have a major impact on the environment or adjacent land uses by virtue of their emissions, effect, or appearance. Typical facilities would include sewage and/or water treatment plants, sewage lagoons, dams, energy generation facilities ~~power generating station~~s, cooling plants, incinerators, and, and high voltage electrical transmission towers.

B. AMENDMENTS TO THE DIRECT CONTROL DISTRICT #34 (DC#34)

The following amendments are proposed to the Direct Control District #34:

18.34 DIRECT CONTROL DISTRICT #34 (DC34) ~~COMMERCIAL SOLAR POWER~~ UTILITY ENERGY SYSTEMS

DC#34

18.34.1 PURPOSE AND INTENT

The purpose and intent of this district is to provide for energy generation facilities and associated infrastructure, including renewable energy systems and utility facilities, while allowing Direct Control by Council over development to ensure compatibility with surrounding land uses and address site-specific development considerations. ~~allow for the operation of Commercial Solar Power systems and to allow Direct Control by the Council over development on the following lands:~~

18.34.2 PERMITTED USES

Accessory Buildings not requiring a development permit
Administration Office (for principal use)
Agricultural general
Public works
Signs not requiring a Development Permit
Solar Power System, Private (Not requiring a Development Permit)
~~Utility Services, major (service types accessory to principal use)~~
~~i.e. Electrical Transmission towers, power generating stations~~
Utility services, minor

18.34.3 DISCRETIONARY USES

Accessory buildings requiring a Development Permit
Accessory uses (accessory to the principal use)
Data Processing Facilities (Small Scale)
Dwelling single family
- no more than 2 such dwellings are permitted on a lot that is 32.4 ha (80 acres) or more in size;
- no more than 1 such dwelling is permitted on a lot that is less than 32.4 ha (80 acres) in size.

Dwelling, mobile home
Dwelling, moved on
Educational and Interpretive use
Lot grading
Signs requiring a development permit
Solar Power System, Commercial
Solar Power System, Private (Requiring a Development Permit)
Telecommunication Towers (non federally regulated)
Utility Services, Major
Wind Energy Conservation Systems

18.34.4 LAND USE REQUIREMENTS

18.34.4.1 Standards of the land use shall be at the discretion of Council.

18.34.5 DEVELOPMENT REQUIREMENTS

18.34.5.1 Maximum Height of Structures:

a. Dwellings

i. 12m (39.37 ft.).

b. Accessory Buildings and associated energy generation structures

i. 10.67m (35 ft.).

c. Radio antennas, internet towers, transformers, or stacks;

i. 16m (52.49 ft).

d. ~~Free standing solar array or solar array mounted to any structure other than a roof or wall of a building must not exceed 10.67m (35ft.) in height when oriented at a maximum tilt position unless specifically allowed by the Approving Authority.~~

e. Or as determined by Council.

18.34.5.2 Maximum Lot Coverage

a. No building or group of buildings including their accessory buildings, and impervious surfaces shall cover more than sixty(60) percent of the development area.

b. Free-standing solar array ~~not mounted to the roof or wall of a structure~~ are not considered in the lot coverage area unless they are mounted to the ground in a very impermeable manner (cemented completely and not using piles or some form of elevated racking)

c. Or as determined by Council.

18.34.5.3 Minimum Yard Setback Requirements: for all Structures ~~and solar aarray.~~

~~18.34.5.3~~ a. Front Yard Setback:

i. 15m (49.21 ft.) from the right of way of an Internal Subdivision Road.

ii. 48m (157.48ft.) from the centre line of a Municipal Road.

iii. 64m (209.97 ft.) from the centre line of a Municipal Road, Major.

iv. 40m (131.23 ft.) from the ultimate right of way or 70 meters from the centre line of a Provincial highway, whichever is greater.

v. Or as determined by Council.

b. Side Yard Setback:

i. 15m (49.21 ft.) from property line.

ii. Or as determined by Council.

c. Rear Yard Setback:

i. 15m (49.21 ft.) from property line.

ii. Or as determined by Council.

d. If the title to a lot is subject to a caveat in respect of a land dedication or an agreement for the acquisition of land for road widening purposes, the dedicated area or area of future road widening shall be considered the future property boundary for which setback distances set out shall apply.

18.34.5.4 Corner Parcel Restrictions:

a. In accordance with Sections 9.27.9 - 9.27.12.C

18.34.5.5 Other Minimum Setback Requirements:

a. See Section 9.27 "Special Setback Requirements" of Land use bylaw for additional setback requirements that may apply.

b. The Approving Authority may require a setback of 300 metres from the solar installation to all adjacent residences, or a distance that minimizes the visual impact of the solar installation from the adjacent residences to the satisfaction of the Approving Authority.

c. The Approving Authority may require a greater minimum setback for any use which, in the opinion of the Approving Authority, may interfere with the amenity of adjacent uses having regard for the location of the development, potential environmental impacts, adjacent land uses, and any determined natural, scenic, or ecologically significant feature of the landscape.

18.34.5.6 Minimum habitable area per Dwelling:

a. 100 m2 (1,077 sq. ft.)

18.34.6 SPECIAL PROVISIONS

18.34.6.1 Energy generation facilities and associated infrastructure shall be designed and located to minimize adverse impacts on adjacent lands with respect to visual appearance, lighting, noise, traffic, drainage, emissions, and other potential nuisances.

18.34.6.2 Landscaping and Screening:

a. landscaping shall be completed in accordance with the Municipal Screening Standards or as determined by Council.

b. levels and methods of screening of the site shall be completed in accordance with the Municipal Screening Standards or as determined by Council.

18.34.6.3 Noise

a. Any energy generation facility shall be designed and operated so as to comply with applicable provincial legislation and approvals respecting noise (Alberta Utilities Commission approvals and Alberta Environment noise requirements.)

18.34.6.4 Nuisance:

a. Every attempt shall be made to design the site so that the ~~solar power system~~ energy generation facilities will have limited undo interference or effect on the enjoyment or value of neighbouring parcels.

b. Solar array shall be located such that it does not create undue glare on neighbouring property or public roadways.

18.34.6.5 The Approving Authority, may, as a condition of issuing a Development Permit, impose any condition that addresses a relevant planning and development matter, including but not limited to:

a. Location and maximum size of facilities to be constructed.
b. Development setbacks.
c. Hours of operation.
d. Number of employees.
e. Number of vehicle visits per day.
f. Noise.
g. Buffering.
h. Lighting.
i. Site drainage.
j. Potential impact to neighbouring properties.
k. Outdoor storage.
l. Parking requirements.
m. Screening of facilities.
n. Decommissioning and reclamation.

18.34.6.6 Lighting:

a. all lighting must be in accordance Section 9.15 of this Land use bylaw and with the Municipal Dark Sky Bylaw.

18.34.6.7 Lot Drainage:

a. a Development Agreement shall be entered into for any lot grading to the satisfaction of the Director, Public Works and Engineering.
b. the Approving Authority may require, as a condition of Development Permit, redesignation, or land use amendment, that the developer submit a stripping and grading and/or drainage or stormwater management plan, completed by a qualified engineer, to the satisfaction of the County.
c. lot grading and drainage shall be in accordance with Section 9.17 of the Land use bylaw unless otherwise approved by the Approving Authority.

18.34.6.8 Utility Services, Major

a. All principal buildings, generators, substations, transformers, switchgear, fuel supply infrastructure and associated equipment shall be located within the approved development area.
b. Ancillary buildings and structures necessary for the operation of the facility are considered part of the approved Utility Services, Major use.

18.34.6.9 Other Approvals:

~~a. Approval from the Alberta Utilities Commission (AUC), Alberta Electric Systems Operator (AESO) and any other provincial or federal agency or utility company is required prior to the operation of the solar power system.~~

b. The development shall obtain and maintain all approvals required by the Alberta Utilities Commission, Alberta Electric System Operator and any other applicable provincial or federal authority.

18.34.6.10 Decommissioning and Reclamation

a. A decommissioning and reclamation plan shall be submitted with the application for review and approval identifying how the site will be reclaimed back to the same or better condition than prior to project commencement.

b. A Development Agreement ~~shall~~ may be entered into for any work required as part of the decommissioning and reclamation. This agreement may include requirements for cost estimate for the decommissioning and reclamation prepared by a professional engineer or contractor. The agreement may also require an irrevocable letter of credit, surety bond, or cash deposit to be secured and submitted to the County, prior to commencement of any development on the site, for the decommissioning and reclamation of the site.

c. If the ~~solar power system~~ energy generation facility is out of service or not producing energy for a period of six months, the operator shall provide evidence to the Development Authority, with respect to the reason for the ~~solar power system~~ facility being out of service or non-operational and provide a detailed plan for bringing the ~~solar system~~ facility back into service, if the intention is to continue operation. If within six months of non-operation, the operator has not provided the Development Authority with a clear intent and timeline to bring the ~~solar power system~~ facility back on line, the Development Authority shall deem the ~~solar power system~~ facility non-operational, and decommissioning, removal, and reclamation will need to commence in accordance with decommission and reclamation plan approved with the application, returning the site to the same or better condition as prior to project commencement.

d. Where required by the Alberta Utilities Commission, decommissioning and reclamation shall occur in accordance with all applicable provincial approvals.

18.34.7 PROCEDURE

18.34.7.1 Notwithstanding the procedure established for development permit applications in Section 4, an application for development permit in respect of lands referred to in Section 18.34.1 may be referred by the Development Officer to the Council for its approval or refusal.

18.34.7.2 Notwithstanding the procedure established for the issuance of development permits in Section 5, the Council or their delegate shall decide on all applications for development permits with respect to lands referred to in Section 18.34.1. The council or their delegate may approve a development permit application with or without conditions or may refuse an application for development permit.

18.34.7.3 There is no appeal to the Development Appeal Board from a decision of the Council on an application for a development permit in respect of the lands referred to in Section 18.34.1.

BYLAW 66/2026

BEING A BYLAW OF FOOTHILLS COUNTY TO AUTHORIZE AN AMENDMENT TO THE LAND USE BYLAW NO. 60/2014 AS AMENDED.

WHEREAS pursuant to the provisions of the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000, and amendments thereto, the Council of Foothills County in the Province of Alberta, has adopted Land Use Bylaw No. 60/2014 and amendments thereto;

AND WHEREAS the Council has received an application to further amend the Land Use Bylaw by authorizing the redesignation of a 9.74 +/- acre portion of Ptn. SE 35-19-28 W4M (area as illustrated on the surveyed plan attached as Schedule A) from Agricultural District to Direct Control District #34, in order to allow for the existing 16.5 MW natural gas power generation plant.

NOW THEREFORE THE COUNCIL ENACTS AS FOLLOWS:

1. Land Use Map No. 1928 is amended to redesignate a 9.74 +/- acre portion (area as illustrated on the surveyed plan attached as Schedule A) of Ptn. SE 35-19-28 W4M from Agricultural District to Direct Control District #34, in order to allow for the existing 16.5 MW natural gas power generation plant.
2. This Bylaw shall have effect on the date of its third reading and upon being signed.

FIRST READING: October 21, 2026

_____
Reeve

_____
CAO

SECOND READING:

_____
Reeve

_____
CAO

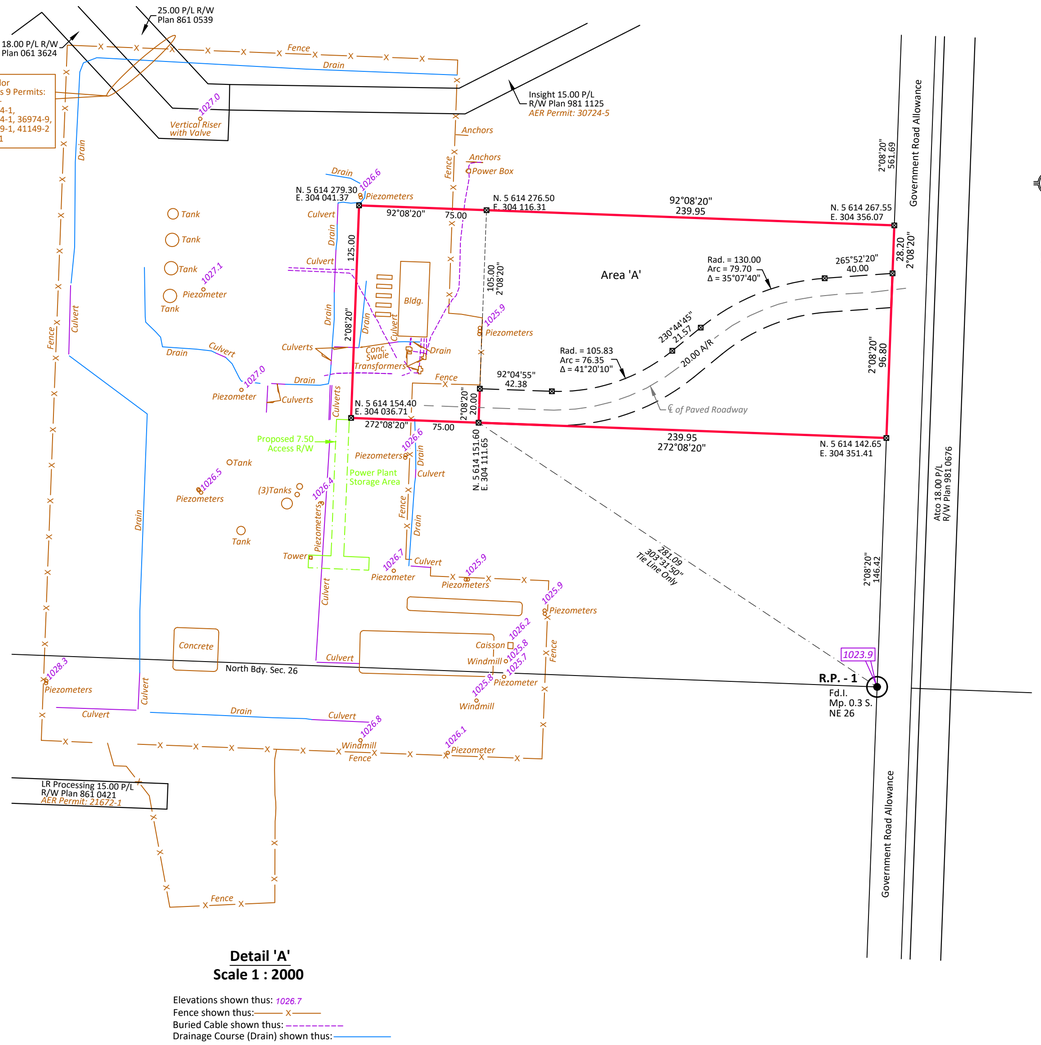
THIRD READING:

_____
Reeve

_____
CAO

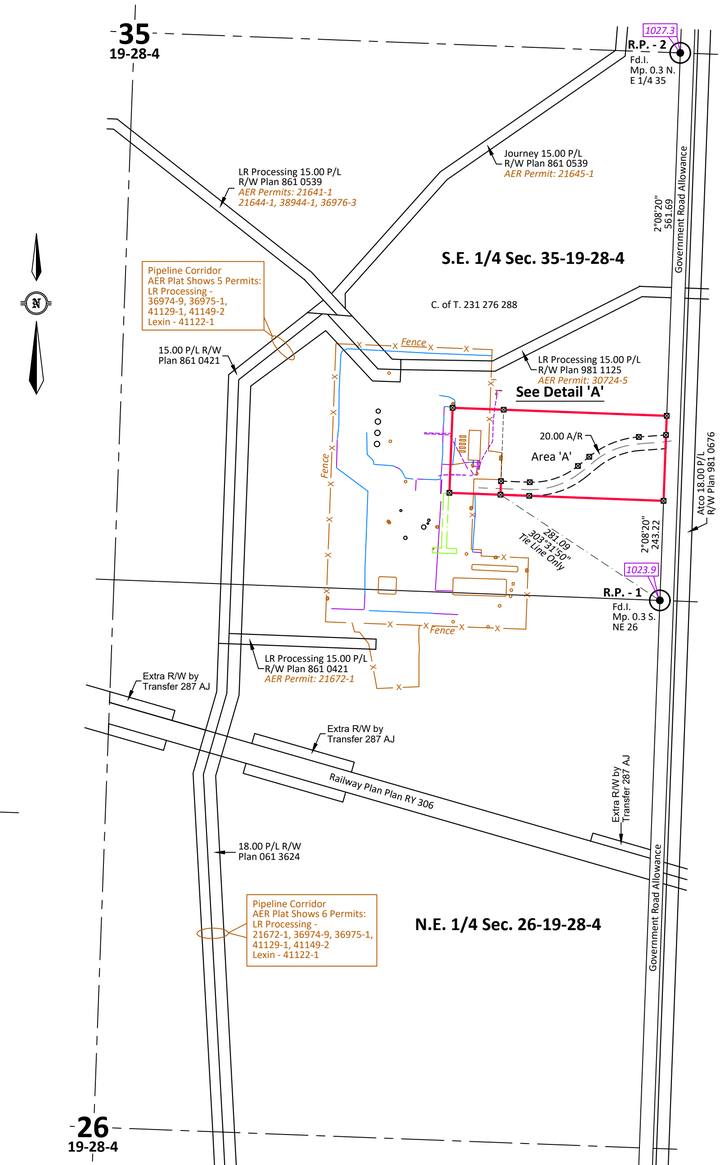
PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this day of , 20 .

SCHEDULE A - BYLAW 66/2026



Detail 'A'
Scale 1 : 2000

Elevations shown thus: 1026.7
Fence shown thus: ——— X ———
Buried Cable shown thus: – – – – – –
Drainage Course (Drain) shown thus: ———



Area		Hectare (ha)	Acre (ac.)
Area 'A'	=	3.940	9.74

Notes:

1. Area affected by this plan is shown bounded thus: ———
2. Measurements are in Metres and decimals thereof.
3. Found Iron post shown thus: – – – – – – – – – – ●
4. Measurements shown derived from GNSS observations.
5. Plan Bearings are Grid.
6. Geo-Referencing information:
   Projection: UTM (Zone 12)
   Datum: NAD83 (CSRS) Epoch 2010
   Reference Meridian: 111° W
   Combined Scale Factor: 0.999913
   Geo-reference point shown thus: – ○ R.P.
   Coordinate value for Geo-reference point R.P. - 1 - N: 5 613 996.35, E: 304 345.94 (PPP).
   Coordinate value for Geo-reference point R.P. - 2 - N: 5 614 800.62, E: 304 375.98 (PPP).
7. Elevation derived using Precise Point Positioning
8. Title Search Dated: October 15th, 2025.

Amar Surveys Ltd. is not responsible for any omissions to this plan concerning buried cables, pipelines, etc. Locations of those shown on this plan are approximate and are to assist the physical location at time of construction.

JOURNEY ENERGY INC.

Sketch Plan Showing
Facilities
In
N.E. 1/4 Section 26, S.E. 1/4 Section 35, Township 19, Range 28, W. 4th Meridian
Foothills County
Alberta

Scale 1 : 5000

100 50 0 100

Journey File #		AFE #		Revision 1	
No.	Preliminary	Final	Revisions	Survey	Cal./Ck.	Draft
0	April 11/23	Oct. 21/25	Issued	CM	dlb	EK/MO
1	May 29/26	May 29/26	Revised Boundaries	-	dlb	EK
Amar Surveys Ltd.		Drawing File: 23JOU2019-R1.DWG		File No: 23JOU2019	

APPLICATION INFORMATION		**FILE NO. 26D 183**
	DATE APPL. COMPLETE: October 21, 2026	
	LEGAL DESCRIPTION: Ptn. SE 35-19-28 W4M	
	LANDOWNER: Journey Energy Inc.	
	APPLICANT/AGENT: Michael Bolianatz	
PROPOSAL: Development Permit application on Direct Control District #34 (DC#34) to allow for a Power Generation Facility, on the subject property.		
DIVISION NO: 1	**COUNCILLOR:** Rob Siewert	**FILE MANAGER:** Drew Granson

EXECUTIVE SUMMARY:

Summary of Proposal:

The Development Permit application is for the purpose of allowing the operation of the existing 16.5 MW output Natural Gas Power Generation Facility, on the subject property.

On site facilities consist of an 8,117sq.ft. (754 sq.m.) building containing five Natural Gas Powered Engines, generating a total capacity of 16.5 MW of electric power. Each Engine has an elevated exhaust stack 12 metres in height. Ancillary equipment includes Generators, Control System, five outdoor Heat Exchangers which are approximately 350sq.ft. (32.5 sq.m.) each, three transformers on site, and Auxiliary equipment. The fuel for the engines is supplied by high pressure supply line from the ATCO site on lands approximately 1.4 km to the north of the site. No new development is being proposed.

As the Applicants have obtained appropriate approval through the Alberta Utilities Commission (AUC) and Alberta Environment and Protected Areas (AEPA) the Foothills County Council as the Development Authority on Direct Control District #34 properties is requested to acknowledge the AUC and AEPA approvals and may address uses for the proposed development, such as: access, setback distances, signage, road use, and buildings not exempt as utility infrastructure.

Background:

On November 18, 2026, Bylaw 65/2026 was granted 2nd and 3rd readings for the purpose of creating a new definition for Energy Generation Facility, amending the definition of Utility Services, Major, and further amending Direct Control District #34 to provide for consideration of energy generation facilities and associated infrastructure, including commercial renewable energy systems and utility power generation facilities.

In addition, on November 18, 2026, Bylaw 66/2026, was granted 2nd and 3rd readings authorizing the redesignation of a 9.74 acre portion of the subject property from Agricultural District to Direct Control District #34 to allow for consideration of Development Permit for the operation of the existing 16.5 MW power generation facility.

Policy Evaluation

Development is guided by the Municipal Development Plan and the Land Use Bylaw 60/2014.

The applicants have obtained approval from Alberta Utilities Commission (AUC) and Alberta Environment and Protected Areas (AEPA) for the proposed development.

PROPERTY DESCRIPTION

MUNICIPAL ADDRESS: 434225 160 Street East
LEGAL LAND DESCRIPTION: 9.74 acre Portion of SE 35-19-28 W4M
LOCATION: Directly west of 160 Street East and approximately 1.3 km south of 434 Avenue East. This is approximately 4.5 km east of Highway 2 and 400 metres north of the CPKC Rail line, at the former Mazeppa Gas Plant site.
CURRENT LAND USE: Direct Control District #34

PURPOSE OF APPLICATION:

The application before Council requests approval of Development Permit 26D 183 to allow for the operation of the existing 16.5 MW output Natural Gas Power Generation Facility, on the subject property.

***Note**: The submitted Building Elevations, Floor Plan, Site Survey and lot ortho have been included within Appendix 'A' and the submitted application description has been included within Appendix 'B' for your reference.*

SITE CONSIDERATIONS:

Access:

The subject property gains access off of the west side of 160 Street East, which is a paved surface road to the north of the subject approach and gravel surface from the site entrance to the south. Public Works has recommended upgrades to the existing approach off of 160 Street East in order to meet rural approach standards.

Physiography / Site Improvements:

The subject property is generally flat with a subtle southeast slope, and seasonal drainage course running from the north to the southeast corner of the property. This site was previously developed as the Mazeppa Gas Plant which was decommissioned in 2018. Site reclamation of the gas plant site is underway leaving the power plant remaining on site.

POLICY EVALUATION:

Municipal Development Plan 2010 (MDP2010):

The application generally meets the intent of Policy 2 of the Economy section of the MDP2010 which provides that proposals of commercial or industrial development should give consideration to appropriate transportation and utility infrastructure, minimized land use conflicts, impacts on adjoining lands, reasonable privacy to residents, retention of natural site features and efficiency of use of land.

Land Use Bylaw:

Direct Control District #34 has been further amended under Bylaw 65/2026. The amended Purpose and Intent of the DC#34 District is to provide for energy generation facilities and associated infrastructure, including renewable energy systems and utility facilities, while allowing Direct Control by Council over development to ensure compatibility with surrounding land uses and address site-specific development considerations.

The proposed us is defined under “Utility Services, Major” which is listed as a discretionary use under the amended DC#34 District.

Growth Management Strategy:

The subject lands are located within the East District of the Growth Management Strategy where agriculture is identified as the predominant land use. Administration recognizes that the proposal does not involve the establishment of a new industrial facility but rather seeks to provide an appropriate municipal planning framework for an existing provincially approved power generation facility situated within the former Mazeppa Gas Plant site.

Municipal Government Act (MGA):

Section 619(1) of the MGA states: *A licence, permit, approval or other authorization granted by the NRCB, ERCB, AER, AEUB or AUC prevails, in accordance with this section, over any statutory plan, land use bylaw, subdivision decision or development decision by a subdivision authority, development authority, subdivision and development appeal board, or the Land and Property Rights Tribunal or any other authorization under this Part.*

Section 619(2) of the MGA states: *When an application is received by a municipality for a statutory plan amendment, land use bylaw amendment, subdivision approval, development permit or other authorization under this Part and the application is consistent with a licence, permit, approval or other authorization granted by the NRCB, ERCB, AER, AEUB or AUC, the municipality must approve the application to the extent that it complies with the licence, permit, approval or other authorization granted under subsection (1)[of this section].*

CIRCULATION REFERRALS

REFEREE	COMMENTS
INTERNAL	
Public Works	Existing approach requires upgrades to bring it up to Foothills County Rural Approach Standards: - The South side slope must be gentled out to a 3:1 ratio (3 m. horizontal : 1 m. vertical, or 33%) - Culvert requires bevelled ends - Culvert must be cleaned out - Riprap must be placed around the culvert ends as per Rural Approach Standards
Emergency Management	Recommend Emergency Response Plan to be provided to the County for review and acceptance prior to commencing operations.
Mapping / Addressing	No concerns from an address point of view; existing address in place. Can provide additional address(es) if required/requested.
Fire Inspector	Address of property to be posted. Ensure access for Fire department apparatus as per the National Fire Code 2023 Div B Se 2.5.1. Fire extinguishers are to be installed as per the national Fire Code 2023 Div B. Sec. 2.1.5 and NFPA 10. Fire Safety Plan to be posted as per National Fire Code 2023 Dive b Sec. 2.8.2. Doors and means of egress as per National Fire Code 2023 Div. B Sec. 2.7.1. Emergency & Exit Lighting shall be tested, inspected and maintained as per National Fire Code 2023 Div. B Sec. 2.7.3. If National Building Code requires adequate water for firefighting the water source including the dry hydrant must meet NFPA 1142. Fire Inspection of building required once completed.

CIRCULATION REFERRALS	
EXTERNAL	
Alberta Health Services – Environmental Public Health	Complete Response attached within Appendix C: Recommends establishing a formal process to review, document and address any public complaints related to power generation plant operations. Property must be maintained per the Nuisance and General Sanitation regulation 243/2003.
Alberta Energy Regulator	There do not appear to be any setback concerns with this proposal.
Fortis Alberta	No concerns with the proposed development. Please contact for electrical services or if working within 8 metres of our facilities.
Atco Gas & Pipelines	Complete response attached within Appendix C: Approves the work subject to meeting enclosed conditions.
Atco Distribution & Transmission	No objections, as no pipelines in proposed area.
Telus	No Concerns.
PUBLIC	
Western Wheel	Development Permit applications on Direct Control District properties are not advertised in the Western Wheel unless a Public Hearing is held.
Landowners	Development Permit applications on Direct Control District properties are not circulated to neighbouring landowners unless a Public Meeting is held.

SUMMARY:

The application for Development Permit requests approval to allow for the operation of the existing 16.5 MW output Natural Gas Power Generation Facility, as proposed.

OPTIONS FOR COUNCIL CONSIDERATION:

OPTION #1 – APPROVAL

Should Council be of the opinion that the proposed development:

- substantially meets the requirements of the applicable municipal bylaws and policies;
- and/or that compliance with appropriate conditions under a decision to approve the application for development permit would mitigate any concerns;

Council may choose to approve the application.

Council may wish to consider the following motion for Option #1:

Moved that Development Permit 26D183 to allow for the existing 16.5 MW output Natural Gas Power Generation Facility to be operated as proposed on the subject property, being the 9.74 acre portion of SE 35-19-28 W4M, be approved subject to the following conditions.

Recommended Conditions for Option #1:

Council may choose to add or remove conditions at their discretion.

APPROVAL DESCRIPTION:

This approval allows for the use of the subject lands, being the 9.74 acre Portion of SE 35-19-28 W4M Direct Control District #34 property, for the purpose of operating the existing 16.5 Megawatt (MW) Natural Gas Power Generation Facility, comprised of five Natural Gas Powered Engines with exhaust stacks and generators as proposed. Ancillary equipment includes Control System, five outdoor Heat Exchangers which are approximately 350sq.ft. (32.5 sq.m.) each, three transformers on site, and Auxiliary equipment, as proposed and illustrated within the accepted Development Permit Application 26D 183, and the Alberta Utilities Commission (AUC) approval 30080-D01-2025 and 30080-D02-2025, and Alberta Environment and Protected Areas (AEPA) approval 500160-00-00, which acknowledge and addresses factors including but not limited to stakeholder consultation and mitigation of impact on neighbouring uses and properties, environmental considerations and air quality, no changes being made to the equipment, project boundary, or other facilities, and the decommissioning and reclamation of the site and facilities.

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 and/or comply with the conditions of approval will see the Development Permit deemed null and void.

1. The applicant shall maintain the development in accordance with all conditions of approval and plans as acknowledged by the County, including the terms and conditions as per the Alberta Utilities Commission (AUC) approvals 30080-D01-2025 and 30080-D02-2025;
2. The applicant is required to enter a Municipal Road Use Agreement for the duration of construction of the proposed development, to the satisfaction of the County's Public Works Department. This agreement shall be executed prior to commencing construction on the subject property;
3. The applicant shall provide an Emergency Response Plan for review and acceptance by the County's Emergency Management Department, prior to commencing operation of the facility;
4. The applicant shall obtain any necessary safety code permits for the purpose of recommissioning the existing facility, to the discretion of the Safety Codes Officer. The development is required to illustrate compliance with the requirements of the National Building Code, Safety Codes, and Fire Codes at all times. Requirements may include but not be limited to fire extinguishers, emergency and exit lighting, and water closet requirements based upon occupancy load (including barrier free). Occupancy for use of any buildings shall not be granted until authorized by the Safety Codes Officer and the Fire Inspector. It is the applicant's responsibility to provide proof of such to the Development Authority;
5. The applicant shall upgrade the existing approach off of the west side of 160 Street East, to current County Standards, to the satisfaction of the County's Public Works Department;
6. It is the applicant's responsibility to ensure proper and appropriate municipal addressing is posted on the subject property. The applicants shall contact the County's GIS/Addressing Department to obtain addresses for any necessary facilities to ensure appropriate emergency response to these facilities;

7. All installation(s) of exterior lighting and signage must adhere to the guidelines and technical specifications as outlined within the Dark Sky Bylaw, unless specifically required and addressed within the granted Alberta Utilities Commission approval;
8. It is the applicant's responsibility to ensure any fencing is maintained and must at all times be kept safe, functional, and in a good state of repair.
9. It is the applicant's responsibility to ensure the property is maintained in a generally neat and orderly appearance, and the control of weeds;
10. 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) and landowner(s) to ensure adherence with these requirements.

1. It is the applicant's responsibility to adhere to all requirements of the Alberta Utilities Commission (AUC) and Alberta Environment and Protected Areas (AEPA), including but not limited to the terms and conditions imposed under AUC approvals 30080-D01-2025 and 30080-D02-2025, and Alberta Environment and Protected Areas (AEPA) approval 500160-00-00;
2. The development shall at all times comply with all requirements of Alberta Environment and Parks, including but not limited to adherence to all required environmental setbacks and with respect to water use. Any required licenses and approvals from the Provincial Authority shall be obtained if well water is to be used in support of this facility;
3. The applicant is responsible for coordinating with all applicable utility companies and addressing any requirements and/or limitations with respect to developing in proximity to existing utility or transmission infrastructure on the subject lands;
4. Upon conclusion of the functional lifespan of the development, the applicant shall decommission and reclaim the property and facilities as acknowledged within the Alberta Utilities Commission approval, at no cost to the Foothills County;
5. No parking, loading, or stacking of vehicles is to occur on Municipal roadways. All parking, loading areas must be located wholly within the subject parcel, shall be maintained, and kept free of debris, materials and/or equipment, and is the landowner's responsibility to ensure access for emergency equipment is provided for at all times;
6. Road bans issued for municipal road surfaces are to be adhered to at all times. Vehicles entering or exiting the property shall travel only at the permitted legal weights and/or as acknowledged within an executed Road Use Agreement;
7. There shall be no long-term storage of garbage waste material on the property, nor burning of waste materials. All garbage shall be stored within approved containers and screened from view of adjacent lands and roadways, and any construction waste is to be disposed of at an approved and appropriate waste disposal site;
8. The applicants indemnify and hold harmless the County 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;

9. The issuance of a development permit from the County does not relieve the applicant of the responsibility of complying with all other relevant municipal bylaws and requirements, nor excuse violation of any provincial or federal regulation or act which may affect use of the land;
10. The applicant shall be responsible for payment of any professional costs including legal fees that may be incurred by Foothills County with respect to the development approved on this permit.

Notes:

1. Contravention of any of the above conditions and/or requirements will result in this permit being considered null and void.
2. This Development Permit shall thereafter be null and void if the development or use is abandoned for a period of six months.
3. The conditions of this Development Permit must be met and adhered to at all times. Fines and/or Enforcement action may occur if operating outside of the Development Permit.

OPTION #2 – POSTPONE APPLICATION

Council may choose to postpone a decision on the application if Council requires additional information from the applicant prior to rendering a decision.

Council may wish to consider the following motion for Option #2:

Moved that Council postpone making a decision on Development Permit application 26D 183 until such time as the applicant has provided [the requested information] for Council's consideration.

APPENDICES

APPENDIX A: Map Set:

Location & Land Use Map
Submitted Site Plan
Submitted Plot Plan
Submitted Building Elevation & Layout

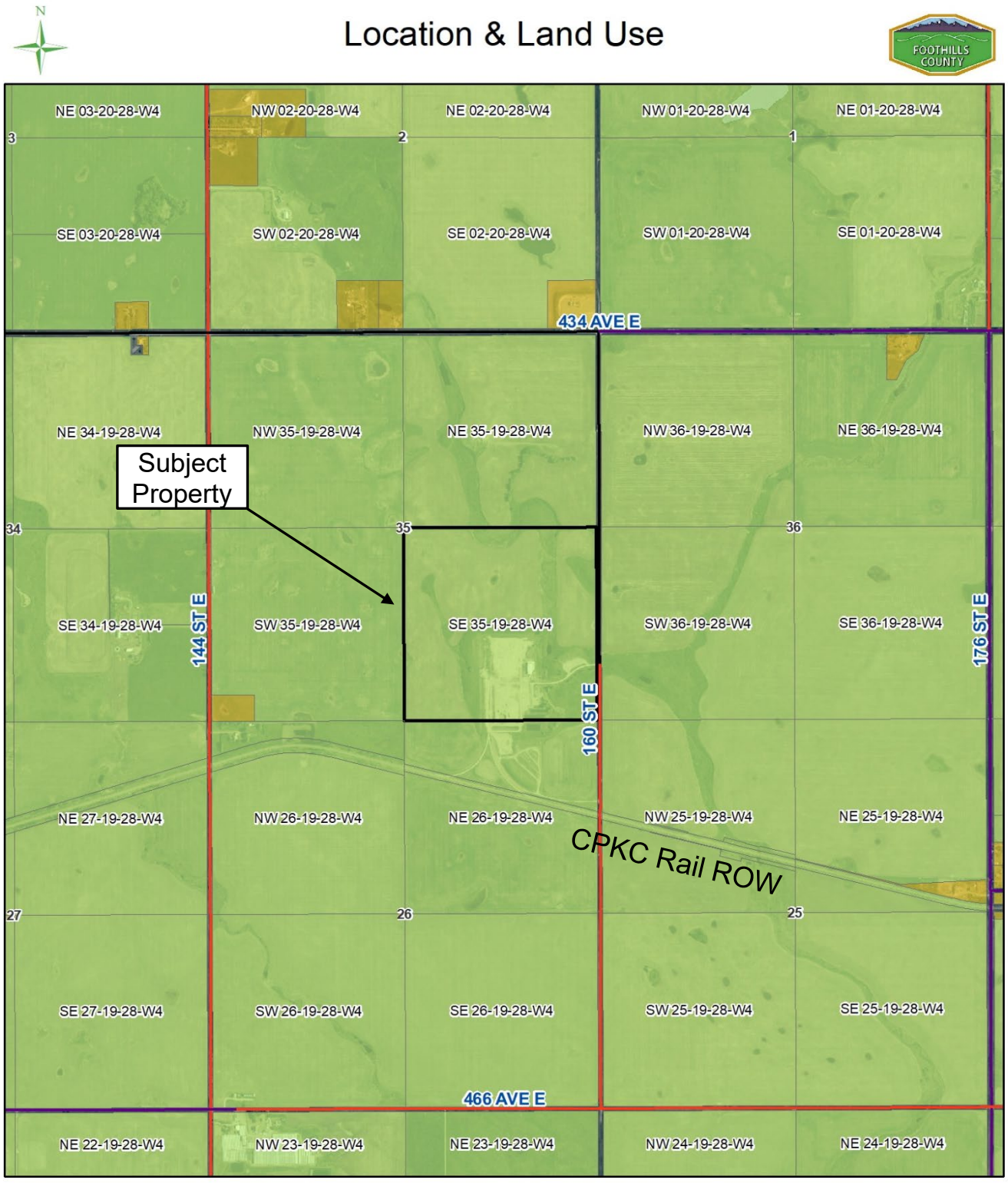
APPENDIX B: Submitted Documents:

Submitted Development Permit Cover Letter
Alberta Utilities Commission Decision

APPENDIX C: Referral Comments

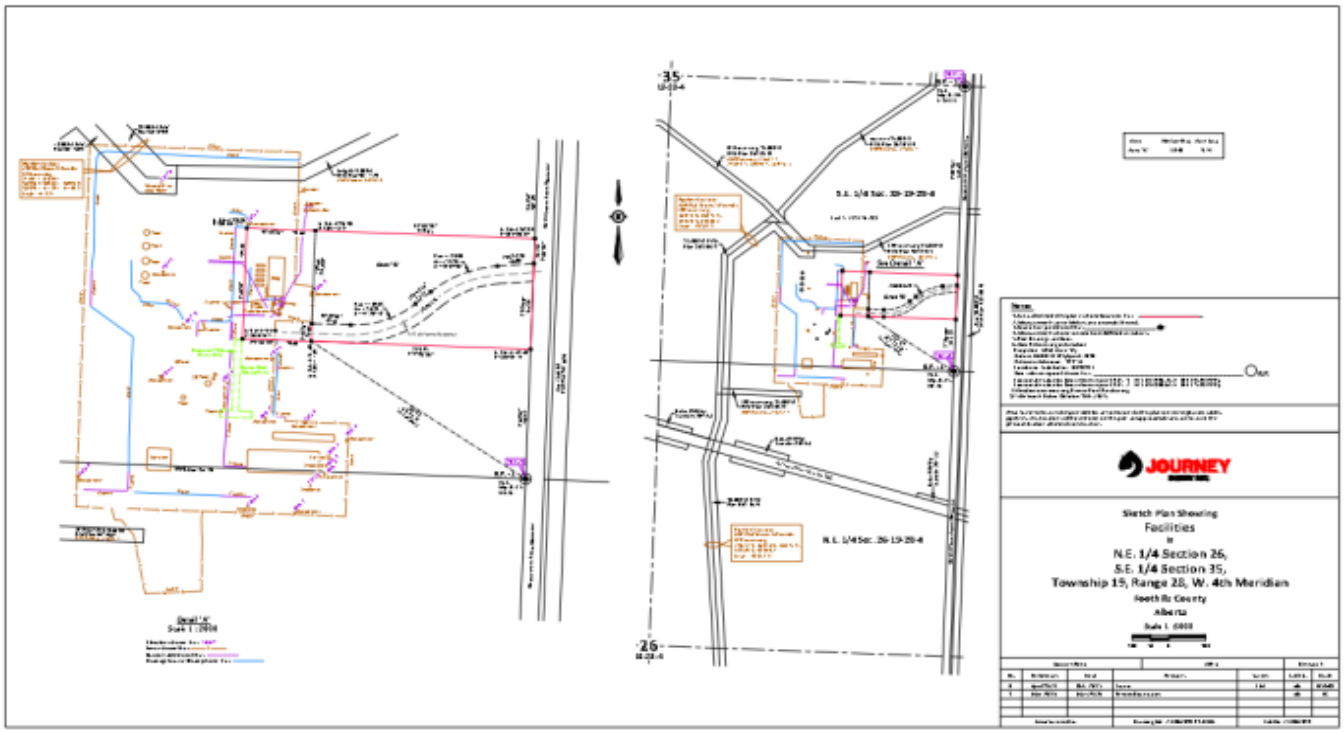
Alberta Health Services – Environmental Public Health
Atco Gas & Pipelines

APPENDIX A: MAP SET:

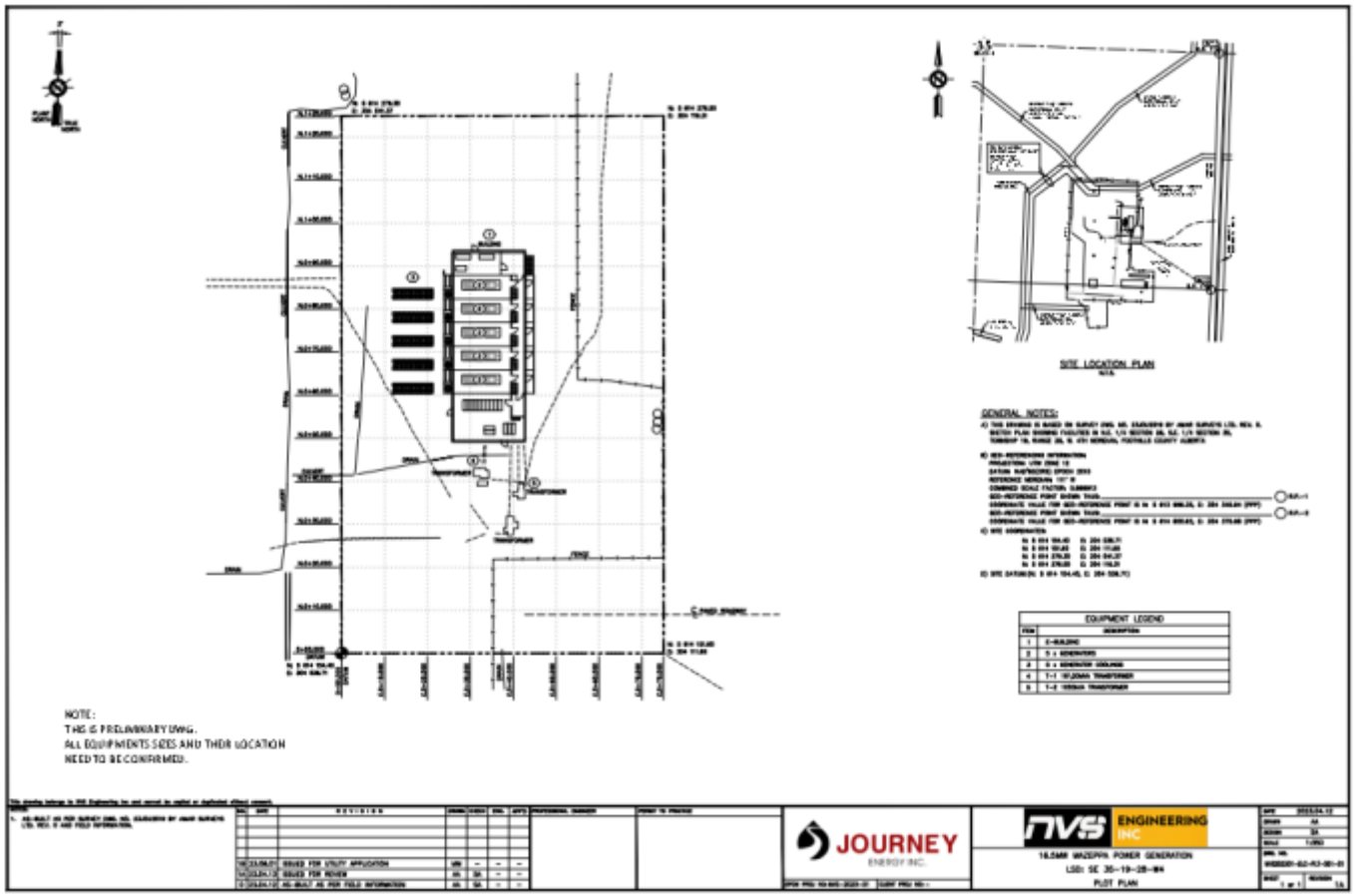


Note: Subject property's land use not updated to redesignation under Bylaw 66/2026.

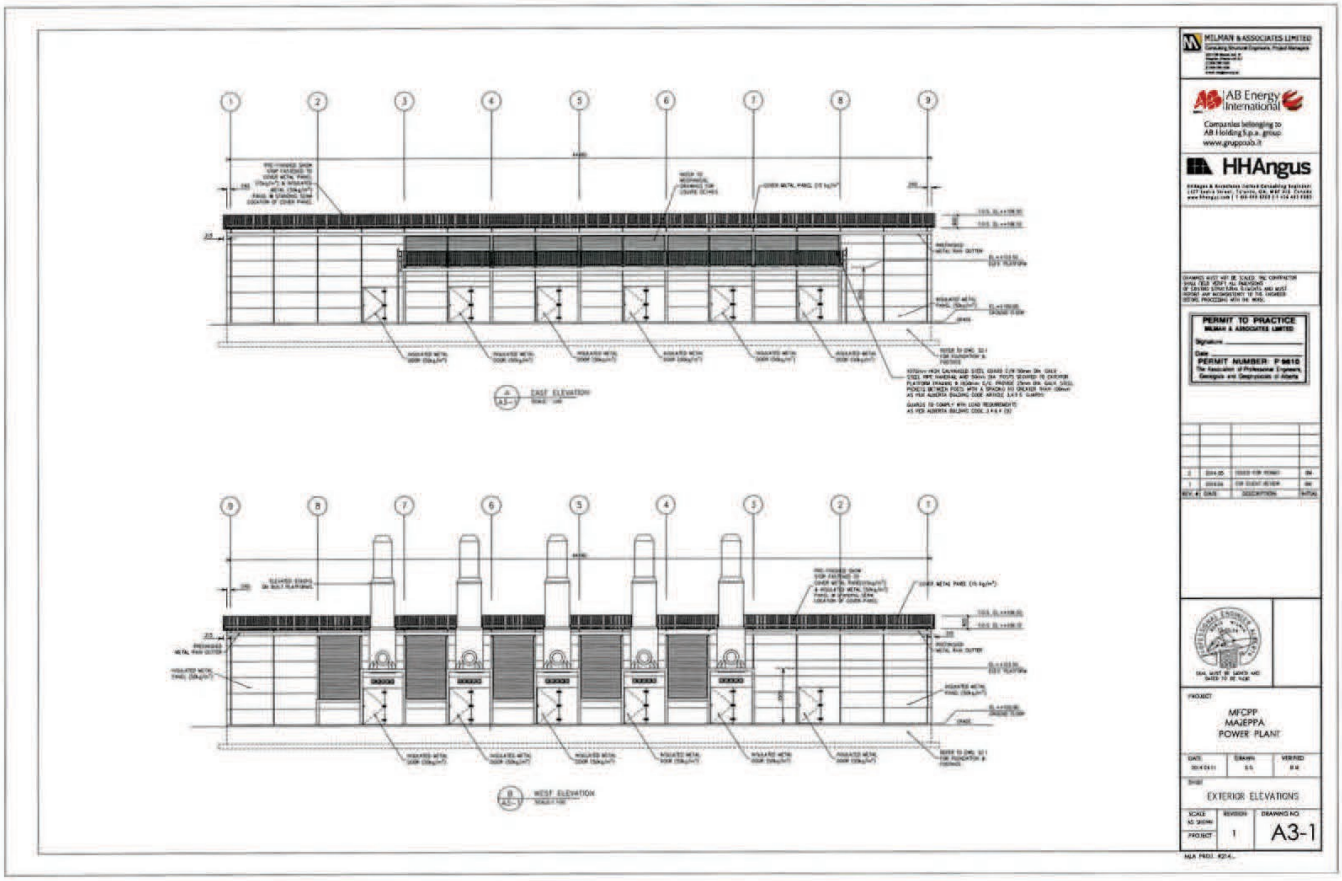
Submitted Site Plan

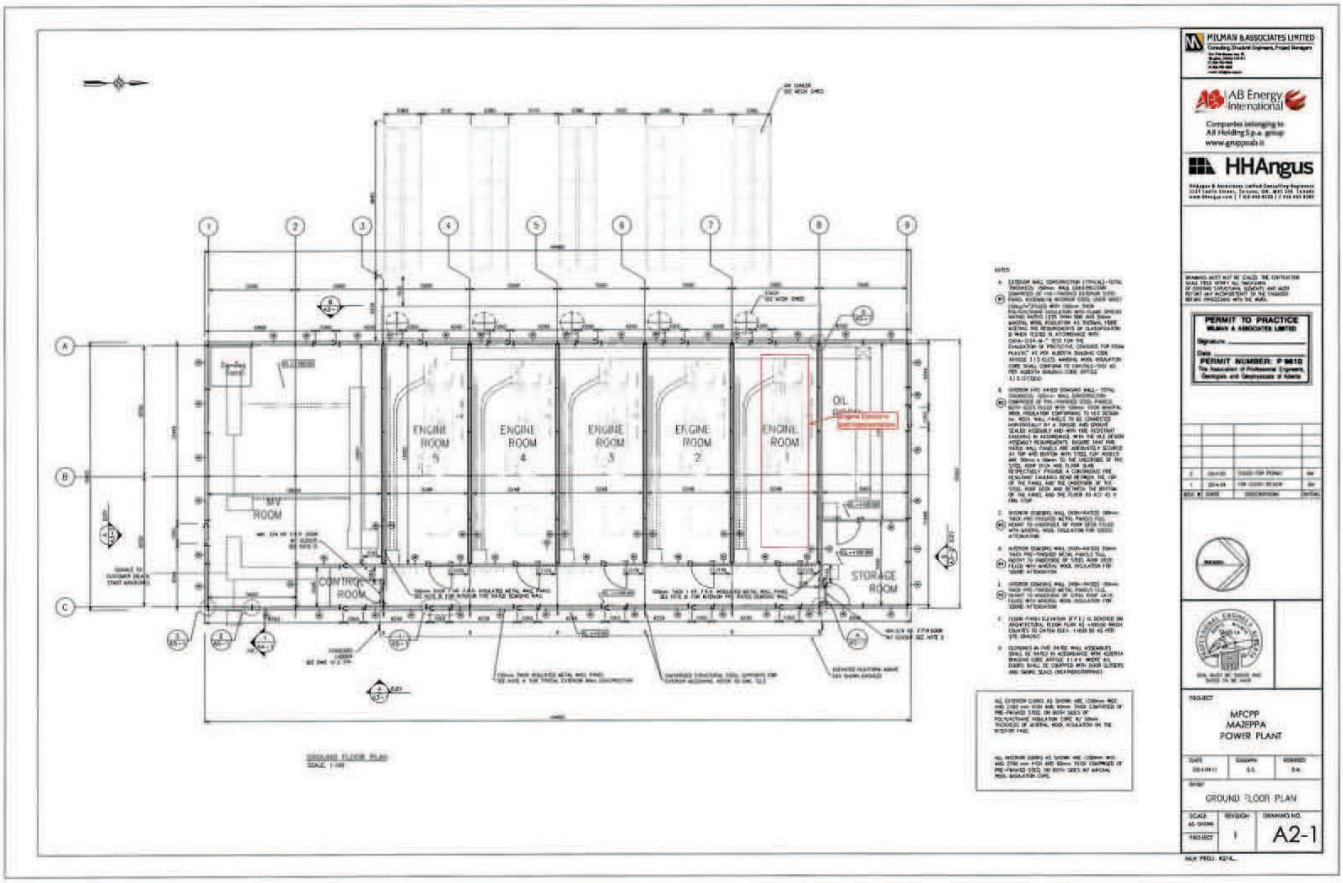


Submitted Plot Plan



Submitted Building Elevation & Layout





June 9, 2026

Foothills County
309 Macleod Trail
High River, AB
TV 1MY

Business Uses Information Package
Development Permit Application
Power Generation Plant
01-35-019-28W4

Attention: Heather Hemingway

Journey Energy Inc. (Journey) is including this information as part of its development permit application.

APPLICATION REQUIREMENTS: Applications for both Land Use and Development Permit Applications must be accompanied with the following information:

1. A site plan (can be hand drawn) showing:

a. the entire parcel;
b. north at the top of the page;
c. identify and show all existing structures and any proposed buildings with measurements from the same, in feet or metres, to all parcel lines;
d. show all existing wells, septic tanks, disposal fields, dugouts on the parcel and storage areas;

Journey Response
A plot plan that was used in the AUC application has been attached. An updated, as-built site plan will be provided upon completion.

2. Full description of the business, including what it is, and how it operates.

Journey Response
An existing power generation plant was acquired by Journey and has been reconditioned for the purpose of generating power to sell to the grid. Natural gas will be combusted in the generators to generate electricity.

3. Please indicate if the business is primarily run from the parcel or off site.

Journey Response

Journey owns the 160 acres of land where the power plant resides. It will all be onsite.

4. What buildings will be used on the parcel for this business, include storage areas.

Journey Response

The plot plan shows that there is a power generation plant building housing the 5 generators. There are 5 cooling units outside the building and 2 transformers that will be onsite.

5. Are there any buildings proposed and if so, for what purposes will they be used for. Please also include the building size and why it is necessary.

Journey Response

All buildings and equipment onsite were existing at the time Journey acquired them. There is no new equipment being added to the site.

6. Number of people to be employed, both on site and off site.

Journey Response

Journey will have 1 person on site for the operation of the plant.

7. If producing a product or goods please indicate the method of distribution or sales.

Journey Response

Journey is generating power that will be sold on the grid.

8. Provisions for loading and parking.

Journey Response

The plant is currently the only building on the 160 acre site and will only have one (1) operator on site daily. There will be very limited loading required and will consist of lubricating oil for the generators. Vehicles will park on the north side of the building.

9. Access locations to and from the lot including roads and highways to be used and dust control measures to be implemented.

Journey Response

There is a paved access road entering the plant site from the East as shown on the attached site plan. There will be minimal traffic on site once off paved access and there will be negligible dust as a result.

10. Vehicle generation, break down between employees and customers on a daily basis, also please list the types of vehicles to be expected.

Journey Response

The site will be operated on a daily basis by Journey employees using light vehicles ie. Pick up trucks. There may be heavier equipment on site in the event maintenance is required.

11. Parking Plan;

Journey Response

The plant is currently the only building on the 160 acre site and will only have one (1) operator on site daily. There will be very limited loading required and will consist of lubricating oil for the generators. Vehicles will park on the north side of the building.

12. Building Designs;

Journey Response

The building onsite has already been constructed. There are no new buildings being designed or constructed.

13. Will there be deliveries to the site, if so, how many and how often.

Journey Response

Deliveries to the site will be limited to operational material used for repairs or maintenance such as lubricating oil. The expected recurrence of the deliveries would be on a monthly basis.

14. Hours and days of operation;

Journey Response

The plant is expected to operate 24 hours a day, 365 days a year unless it is offline for maintenance.

15. Amount of water required for this business;

Journey Response

Water usage will be limited to domestic use and will not be of significant quantities.

16. Garbage and storage areas and the fencing and screening proposed for same, and methods for disposing of garbage;

Journey Response

The plant will have designated bins for garbage. Non dangerous oilfield waste ie. Rags, will be disposed of at the appropriate waste management facilities.

17. Methods of controlling noise, dust, or drainage from the lot;

Journey Response

The building is engineered and designed to attenuate noise. Journey was required to meet Rule 012: Noise Control Requirements as part of the AUC approval process.

There is a paved access road entering the plant site from the East as shown on the attached site plan. There will be minimal traffic on site once off paved access and there will be negligible dust as a result.

As approved under EPEA Power generation equipment and associated electrical equipment will be bermed to prevent potential contamination from spills and surface water runoff. Industrial run-on and runoff will be controlled through a series of berms and left to evaporate naturally. Should any collected industrial runoff need to be released to the environment, it will be released upland and tested prior to release to ensure it meets the release limits within the EPEA Approval.

18. Descriptions of any noxious, toxic, radioactive, flammable, or explosive materials proposed (i.e. gas, oil, paint, etc.). Please also include how it is being stored and how much is being stored and why it is necessary to have in relation to this business;

Journey Response

The plant will not have any noxious, toxic or radioactive, flammable or explosive material onsite. Lube oil will be the only material stored onsite and will be stored inside the building in sealed containers away from any sources of heat.

19. Particulars of any proposed use or involvement by persons other than residents of the lot;

Journey Response
Not applicable to this project.

20. Are there proposed to be any events to be held, if so, please include the following: a. how many per year & months in which they will be held, including how many days and hours of operation; b. what type of events they are; c. how many people, with a break down of employees and attendees;

Journey Response
Not applicable to this project.

21. Will there be land contouring done to accommodate this use and if so we need to determine that you do not fall under our Lot Grading definition, which will require additional permits.

Journey Response
Contouring will be limited to the reclamation of the old gas plant site.

22. If you do not fall under the definition of Lot Grading, please provide the details on how you will be contouring the land to accommodate this use, even if the contouring is minimal.

Journey Response
There will be no grading required for this site.

23. What type of landscaping is proposed for this site (i.e. vegetation, fencing) and will it require any additional water. Please note that it is the preference of the municipality to have developments visually screened along highways by adding landscaping elements. Please note that the M.D. of Foothills has screening standards, adopted by Council by Resolution.

Journey Response

There is no landscaping required for this site and therefore, will not require additional water. The site will have a weed management plan in place. The boundary of the site is already fenced.

24. What type of outdoor lighting is proposed for the site. Please note that there is a Dark Sky Bylaw in place with the M.D. of Foothills.

Journey Response

The building has minimal exterior lighting to provide illumination for safety and night time visibility on site that would not be a significant source of light pollution.

25. Method of advertising, if a sign is proposed to be placed on site, you must include this as part of your application, whereby there is additional information to be included, please see additional information on applying for signs, without this information it will not be considered at this time and additional applications will be required.

Journey Response

Not applicable to this project.

26. Storm water management plans;

Journey Response

Not applicable to this project. As approved under EPEA Power generation equipment and associated electrical equipment will be bermed to prevent potential contamination from spills and surface water runoff. Industrial run-on and runoff will be controlled through a series of berms and left to evaporate naturally. Should any collected industrial runoff need to be released to the environment, it will be released upland and tested prior to release to ensure it meets the release limits within the EPEA Approval.

27. Any other plans prepared by a Professional Engineer relevant to the project, which may be required as a condition of Council, if approved;

Journey Response

Journey has attached the noise impact assessment that was conducted for the AUC application.

28. If this parcel is not owned by the applicant, then they must receive written consent from the landowner to file an application.

Journey Response

Not applicable to this project.

Should you require additional information, please contact the undersigned.

Sincerely,



Michael Bolianatz C.E.T
Regulatory Specialist
M: 403.990.2147

AUC
Alberta Utilities Commission

310-4AUC
1-833-511-4AUC
www.auc.ab.ca

1400, 600 Third Avenue S.W.
Calgary, Alberta
T2P 0G5

Power Plant
Approval 30080-D02-2025

Appendix 1 to Decision 30080-D01-2025	July 28, 2025
Journey Energy Inc. Alter Mazeppa Power Plant	Proceeding 30080 Application 30080-A001

Journey Energy Inc., pursuant to Approval 28556-D02-2024,[1] is the operator of a power plant designated as the Mazeppa Power Plant, located within Foothills County.

Journey, by Application 30080-A001, registered on June 3, 2025, applied to the Alberta Utilities Commission for approval to alter and operate the power plant.

The Commission, pursuant to sections 11 and 19 of the *Hydro and Electric Energy Act*, approved the application in Decision 30080-D01-2025,[2] and granted an approval to Journey to alter and operate the power plant, subject to the provisions of the *Hydro and Electric Energy Act* and the *Alberta Utilities Commission Act*, any regulations made under the acts, any orders made under the acts, the Commission rules made pursuant to the *Alberta Utilities Commission Act*, and the following terms and conditions:

1. The power plant shall be located in Legal Subdivision 1, Section 35, Township 19, Range 28, west of the Fourth Meridian, as further described in Application 28556-A001.

2. The power plant shall consist of five Jenbacher JGS 620 GS-N.L units, each with a nominal capability of 3.3 megawatts (MW), with a total generating capability of 16.5 MW, and as further described in Application 28556-A001.

3. The approval is subject to the following condition, which has been described in Decision 30080-D01-2025:

    a. Journey shall file the *Environmental Protection and Enhancement Act* approval for the power plant within one month after it is received.

4. Journey shall obtain Commission approval prior to making any material changes to the power plant or substantially varying the design and/or specifications of the power plant from what was stated in the application or from what the Commission has approved.

5. This approval is not transferable unless approved by the Commission.

---

1 Power Plant Approval 28556-D02-2024, Proceeding 28556, Application 28556-A001, April 24, 2024.
2 Decision 30080-D01-2025: Journey Energy Inc. – Increase in emission rates for Mazeppa Power Plant, Proceeding 30080, Application 30080-A001, July 28, 2025.

Approval 28556-D02-2024 is rescinded.

The Commission may cancel or suspend this approval, in whole or in part, in accordance with Section 41 of the *Hydro and Electric Energy Act* or may review this approval, in whole or in part, upon its own motion or upon an application by an interested party, in accordance with Section 10 of the *Alberta Utilities Commission Act*.

The Commission may, no later than 60 days from the date of this approval and without notice, correct typographical, spelling and calculation errors and other similar types of errors and post the corrected approval on its website.

Alberta Utilities Commission

(original signed by)

Rita Chan
Director – Power Plants, Facilities Division
On behalf of the Alberta Utilities Commission

Drew Granson
Foothills County
309 Macleod Trail, Box 5605
High River, AB T1V 1N7
drew.granson@foothillscountyab.ca

August 31, 2026

Re: 26D 183 Power Generation Plant

Thank you for the opportunity to comment on the above-referenced application. Alberta Health Services-Environmental Public Health (AHS) understands that this development permit is for operation of an existing power generation plant that has been non-operational since 2016 on 9.74 acres of land legally described as SE 35-19-28-W4M. At this time, we do not have any concerns with the information as provided. But would like to offer the following comments:

1. AHS recommends establishing a formal process to review, document and address any public complaints related to power generation plant operations.
2. Although AHS is not a regulatory agency at this phase, AHS has the due diligence to take action if evidence of public health risks are present. According to the Alberta Public Health Act, a property must be maintained per the *Nuisance and General Sanitation Regulation 243/2003* which stipulates:
   No person shall create, commit or maintain a nuisance. A person who creates, commits or maintains any premise in a condition that is or might become injurious or dangerous to the public health or that might hinder in any manner the prevention or suppression of disease is deemed to have created, committed or maintained a nuisance.

Please contact me if there are any questions or if the application is changed in any way.

Sincerely,

Julie Westover, CPHI(C)
Public Health Inspector/Executive Officer
Alberta Health Services – Environmental Public Health

September 4, 2026

Circulation Package: 26D 183

The Distribution Engineering Growth Department of ATCO Gas Distribution has reviewed the above named plan and approves the work provided the following conditions are met:

There are high-pressure gas transmission facilities in the work area. **Review and comments from ATCO Transmission is required prior to proceeding. Further delays to project may occur without this transmission approval.** Please contact Land.Admin@atco.com for review and approval to proceed.

If gas service is required, to avoid delays, the owner / developer should follow the steps listed on the ATCO website (New Natural Gas Service Line or Changes) or contact ATCO Customer Assistance Centre at 310-5678, or their local ATCO Gas Distribution agency office at their earliest convenience to discuss the service contract, gas load requirements, timing details and any associated costs. To avoid delays a minimum notice of 6 months is recommended. Note, each lot / unit is to have a separate service line.

For further information and requirements for natural gas servicing, please refer to the "Guide to Natural Gas Servicing" found on the ATCO website. Applications for new services residential or commercial please view our ATCO Quick Connect Guide.

This development may benefit from ATCO's Construction Energy Services. Contact NaturalgasSales@atco.com or visit our Construction Energy Webpage for more Information.

It will always remain the responsibility of the proponent to verify the exact location and depths of nearby facilities by arranging for an in-field location with Utility Safety Partners at 1-800-242-3447 or utilitysafety.ca. Please contact Utility Safety Partners prior to any surface construction.

(1) Utility Safety Partners (1-800-242-3447) for locates to verify the alignment of the existing gas facilities.
(2) Contact ATCO South Operations Dispatch at 403-245-7220 for an inspection of the exposed lines (including hydrovac holes) prior to backfill. Inspection services are available Monday to Friday, 8am – 4pm.
(3) Hydrovac or hand expose facilities to verify horizontal and vertical alignment of all gas mains in conflict areas. This should be done as soon as possible to determine if the main will need to be relocated.
(4) If existing gas mains require lowering or relocation due to the proponent's project, notification must be given to our ATCO Gas Distribution Engineering Department with a

minimum of one (1) year notice. Forward plans and requirements to the ATCO Gas Distribution Engineering Department at 909 – 11th Ave. SW Calgary, AB, T2R 1L8.

Please refer to the "Working Around Natural Gas" Safety Handbook found on our website.

These conditions are not meant to contradict any applicable existing law (ie. franchise agreement, bylaw, etc.), and therefore the existing applicable law shall prevail. Should any condition(s) be null or void due to the superseding applicable law, all other conditions shall prevail.

If you have any **questions or concerns regarding this reply**, please contact **Emma Topp**, Emma.Topp@atco.com.

Kind regards,

Alix Gregoraschuk (she/her)
Administrative Coordinator, Distribution Engineering Growth
ATCO Gas & Pipelines

P. 403 476 0626
A. 909 11th Ave SW Calgary, AB Canada T2R 1L8

ATCO Energy Systems

MISCELLANEOUS PLANNING ITEM
PLANNING AND DEVELOPMENT REPORT TO COUNCIL
REPORT FOR COUNCIL'S CONSIDERATION ON REDUCTION OF RED TAPE
November 18, 2026

FOOTHILLS COUNTY	**PROPOSAL: 2ND AND 3RD READING TO BYLAW 58/2026 FOR PROPOSED AMENDMENTS TO LAND USE BYLAW 60/2014 AS PART OF THE RED TAPE REDUCTION INITIATIVE.**
FILE MANAGER: Drew Granson and Coreena Carr.	

BACKGROUND

October 7, 2026, a public hearing was held with respect to the proposed amendments to the Land Use Bylaw as part of the red tape reduction initiative.

Subsequent to the public hearing, Foothills County Council granted **1st reading** to Bylaw 58/2026.

BYLAW 58/2026

Bylaw 58/2026 was introduced was introduced into the meeting to authorize amendment to Land Use Bylaw2 60/2014 pertaining to red tape reduction as outlined in the Bylaw in **Schedule A.**

Council requested staff to take into account comments and concerns that were brought forward at the public hearing and come back with the following amendments for Council consideration:

- Amend Section 4.2.1 where no Development Permits required, to allow for up to four (4) sea-cans on Agricultural District and Agricultural Business District parcels.
- Bring back options for consideration of requirements for a Development Permit for buildings over a particular threshold for larger sized buildings.

Staff have revised provisions for sea-cans as directed by Council and have proposed a new policy under Section 4.2.1.7 (No Development Permit Required) whereby any individual building exceeding 10,000 sq.ft. would require a development permit.

A copy of the Bylaw outlining the proposed amendment to the Land Use Bylaw is attached as **Appendix A**, and options for consideration of cumulative permitted building sizes have been provided within **Appendix B**, for the purpose of addressing concerns expressed over cumulative building sizes.

REQUEST OF COUNCIL

Council is asked to consider the proposed changes and granting 2nd and 3rd reading to Bylaw 68/2025.

A copy of the Bylaw outlining the proposed updated amendment to the Land Use Bylaw is attached as Appendix A for Council's review.

APPENDICES:

Appendix A: Bylaw including amendment to Land Use Bylaw 60/2014
Appendix B: Comparison of Cumulative Building Size Options

APPENDIX A: BYLAW WITH AMENDMENTS TO LAND USE BYLAW 60/2014

BYLAW 58/2026

BEING A BYLAW OF FOOTHILLS COUNTY TO AUTHORIZE AN AMENDMENT TO THE LAND USE BYLAW NO. 60/2014 AS AMENDED

WHEREAS pursuant to the provisions of the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000, and amendments thereto, the Council of Foothills County (hereinafter called the "Council") in the Province of Alberta, has adopted Land Use Bylaw No. 60/2014 and amendments thereto.

AND WHEREAS pursuant to Section 191(1) of the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000, the power to pass a bylaw under this or any other enactment includes the power to amend or repeal the bylaw.

AND WHEREAS the Council has received an application to further amend the Land Use Bylaw by authorizing textual amendments to Land Use Bylaw 60/2014 pertaining to Private Solar Power Systems, Sub-District "A" Waivers, Permitted Building Sizes on Country Residential and Agricultural zoned properties, Maximum Lot Coverage, Sea-Cans, Private Arena sizes and Miscellaneous Amendments for Development Permit exemptions on semi-detached dwellings in the Residential Community District; reducing side yard setbacks in the Country Estate District; introducing provisions for Battery Energy Storage Systems (BESS); and updating Development Permit exemptions for campaign sign,. as described within the attached Schedule 'A'.

The complete amendments are attached in Schedule 'A'.

AND WHEREAS Council has held a public hearing as required by section 692 of the Municipal Government Act, R.S.A. 2000, c.M-26, as amended:

NOW THEREFORE THE COUNCIL ENACTS AS FOLLOWS:

1. That Bylaw 58/2026 was introduced to Council to further amend the Land Use Bylaw by authorizing text amendments to Land Use Bylaw 60/2014 as described within the attached Schedule 'A'.

2. This Bylaw shall have effect on the date of its third reading.

FIRST READING: October 7, 2026

_____
Reeve

_____
CAO

SECOND READING:

_____
Reeve

_____
CAO

THIRD READING:

_____
Reeve

_____
CAO

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this ___ day of _____, 2026.

CURRENT WORDING	PROPOSED NEW AMENDMENT	REASON FOR AMENDMENT
SOLAR POWER SYSTEMS, PRIVATE		
SOLAR POWER SYSTEM, PRIVATE means any device used to collect sunlight that is part of a system used to convert radiant energy from the sun into thermal or electrical energy for a single landowner, resident, business, or occupant of a site, for personal, domestic, business use, and/or agriculture uses on-site. Annual electricity produced for the site is generally expected to be equal to consumption.	**The definition is amended to read as follows:** **SOLAR POWER SYSTEM, PRIVATE** means any device used to collect sunlight that is part of a system used to convert radiant energy from the sun into thermal or electrical energy for a single landowner, resident, business, or occupant of a site, for personal, domestic, business use, and/or agriculture uses ~~on-site~~ and generates power solely for on-site consumption, or incidental feed into grid for grid-tied systems. Commercial sales of electricity are not permitted. ~~Annual electricity produced for the site is generally expected to be equal to consumption.~~	Added for clarity. In accordance with current industry practices, we allow for power to be tied to the grid, allowing incidental sale to the grid, but not with the intent of commercial sale of energy.
NEW	**The following new definitions are added to Section 2.5:** **GLARE** means a continuous, sustained source of excessive brightness or reflection experienced by a stationary or slow-moving observer over an extended duration exceeding 15 minutes on any given day. **SOLAR ARRAY, FREE-STANDING** means a solar energy collection system or array of solar panels that is mounted independently of a principal or accessory building and supported by a ground-mounted, pole-mounted, fence-mounted, tracking, or similar freestanding support structure. A Free-Standing Solar Array includes all associated mounting equipment and support structures but does not include a solar array mounted to the roof or wall of a building. **SOLAR ARRAY, BUILDING-MOUNTED** means a solar energy collection system or array of solar panels that is attached to and supported by the roof or exterior wall of a legally existing principal or accessory building, including all associated mounting equipment and support structures.	These definitions are being added for clarity. • *Any other references within the Land Use Bylaw in addition to those noted below will be updated with the above terminology where referenced.*

Section 4.2.1 No Development Permit Required 4.2.1.18 Solar power system, private, which meets the following criteria: a. The installation is to be used for on-site personal household, business use, and/or agricultural purposes only and it meets all other policies under Section 4.2.1.18. b. The solar array is mounted on the wall or roof of an approved building, and: i. does not exceed the maximum building height when the array is placed at its highest proposed angle; and ii. all equipment meets all minimum setback requirements for the applicable land use district.	**Section 4.2.1 No Development Permit Required** **Section 4.2.1.18, shall be amended as follows:** 4.2.1.18 Solar *Power System, Private* which meets the following criteria: a. The solar power system is used for on-site personal household, business, and/or agricultural purposes only and generates power solely for on-site consumption, or incidental feed into grid for grid-tied systems. Commercial sales of electricity are not permitted. b. Building-mounted solar array on an approved building, provided:: i. the array does not exceed the maximum building height of the applicable land use district when placed at its maximum tilt; and ii. all equipment meets the minimum setback requirements of the applicable land use district.	Development Permit applications for private solar power systems have increased substantially in recent years, particularly on Country Residential and Agricultural parcels, while the overwhelming majority of applications have been approved with minimal refusals or successful appeals. We have slightly amended the allowance of incidental feed into the grid, without commercial sales of such and updated the terminology of Building mount.

c. Solar array ground/pole/ or fence mounted, provided:
   i. solar panels and associated equipment for low-voltage systems (for example but not limited to solar fence chargers, trickle chargers, and gate systems) where the solar array is no greater than 1m2 in size and all equipment does not exceed the maximum building height when the array is placed at its highest proposed angle; and
   ii. solar panels and associated equipment where the solar **array is in excess of 1m2 but no greater than 10m2 in size** and meets the following.
      a. does not exceed the maximum building height when the array is placed at its highest proposed.
      b. is setback 2X (double) the minimum side and rear yard setback requirement for the applicable land use district.

d. The lot coverage, including all new structures constructed in conjunction with the solar equipment does not exceed the overall lot requirements for the site as outlined in the development requirements of the applicable land use district.

e. There is no alteration to drainage or the overland flow of water within, or off of a property without prior approval from the County or Alberta Environment.

f. The addition of any accessory building in conjunction with the array (whether for mounting, battery storage, or similar purpose which is within the sq. ft. requirement allowed for accessory buildings under Table 4.2.1.7 A.

g. It meets all provisions outlined in Section 10.22 of this bylaw pertaining to solar power system, private.

c. Free-standing solar array, provided the following criteria are met:
   i. Solar panels and associated equipment for low-voltage systems (including but not limited to solar fence chargers, trickle chargers, livestock watering systems, and gate systems), where the solar array area:
      a. **does not exceed 2.33 m² (25 ft²) in size**, and
      b. is located no closer than 0.0 m from a property line, provided that the system is entirely contained within the subject property; and
      c. the installation does not exceed a **maximum height of 4.6 m (15 ft.) above grade**, when oriented at its maximum tilt.

   ii. Solar panels and associated equipment where the cumulative free-standing solar arrays on the property **exceed 2.33 m² (25 ft².)** are permitted in accordance with the following:
      a. On Residential zoned parcels equal to or greater than 1 acre in size, the cumulative free-standing solar array(s**) not exceeding 46.5 m² (500 ft²) in size;** OR
      b. On Agricultural District parcels, the cumulative free-standing solar array **not exceeding 92.9 m² (1000 ft²) in size**; and
      c. In both cases, the following conditions shall apply to qualify for no Development Permit requirement:
         i. the solar array does not exceed **a maximum height of 4.6 m (15 ft.) above grade**, when oriented at its maximum tilt.
         ii. The solar array is located on the property in accordance with all minimum building setbacks for the applicable land use district.
         iii. Total lot coverage, including all structures associated with the solar power system does not exceed the maximum lot coverage-permitted for the site under the applicable land use district.
         iv. No alteration to drainage patterns or the overland flow of water which occurs on or off the property without prior written approval from the County or Alberta Environment.
         v. Any accessory building-associated with the solar power system-including mounting structures whether for mounting, battery storage, or similar equipment complies with the maximum floor area requirements for accessory buildings as set out in Section 4.2.1.7.

Current provisions utilize very limited size thresholds and increased setback requirements that no longer reflect typical residential and agricultural solar system sizes or industry standards.

Administration has recommended a size increase that aligns with industry practices and average on site energy demands.

The proposed amendments would reduce unnecessary Development Permit applications for appropriately sized private solar installations and maintain Development Permit review for larger or non-compliant systems where site-specific impacts may require further evaluation

Free-standing array with no development permit was increased from 1m² – 10m² setback 2X the setback to:

- Agricultural – max 92.9 m²
- Residential 1 acre+ - max 46.5 m²

NEW	**The following provision shall be added under Section 10.22 Solar Power Systems:** 10.22.5 On parcels 1 acre in size or greater, private solar power system installations may consist of building mounted or free-standing array. 10.22.6 Only-building mounted private solar power systems are permitted in residential zoned parcels which are less than 1 acre in size. 10.22.7 Building-mounted Solar array, where mounted on the roof, must not extend beyond the outermost edge of the roof. 10.22.8 The maximum projection of building mount solar array, where mounted on the wall of the building, shall be 1.22 m (4 ft.) and are subject to the maximum height and minimum setbacks requirements of the applicable land use district. 10.22.9 The maximum height of a free-standing solar array when oriented at maximum tilt, shall not exceed: a. 4.6 m (15 ft).in residential and agricultural land use districts; b. 6.1m (20ft) in non-residential/agricultural land use districts 10.22.10 The maximum height of a building-mounted solar array shall not exceed the maximum building height of the applicable land use district when placed at its maximum tilt 10.22.11 Solar array must be located and positioned in such a manner that they do not create undue glare onto neighbouring properties or public roadways.	Additional proposed amendments have been included for clarity on personal solar power in conjunction with the red tape reduction.

NEW	**The following provision shall be added under Section 10.22 Solar Power Systems:** 10.22.11 Development permit applications for a solar power system, private shall be accompanied by the following additional information: a. documentation demonstrating the system is designed to produce energy primarily for sole use and consumption on-site by the landowner, resident or occupant. b. manufacturer's specifications for system design and rated output; c. a site plan showing the location and orientation of the solar array. d. for building-mounted solar array, a description of how the solar array are to be mounted or affixed, maximum projection from roof or wall, and structural capacity of the building/wall to support the proposed development. e. for free-standing solar array ~~(ground mount),~~ a description of the proposed ~~ground mount~~ design including clearance to the bottom of the solar array and maximum height from existing grade. f. wire service provider (WSP) approval for solar array that are proposed to be connected to the provincial power grid.	
NEW	**The following provision shall be added under Section 5.6 Variances:** 5.6.14 The Development Authority may grant a variance of up to 50% to the maximum allowable size of a solar array associated with a private solar power system located on a parcel as a discretionary use, in accordance with Section 10.22. 5.6.15 The Development Authority may allow for additional number of buildings permitted on the property under Section 4.2.1.7 A, based on the consideration of existing buildings' sizes, locations, site layout, setback distances, and other natural features such as landscape, drainage, and vegetation which may reduce the impact of the number of buildings on the property in accordance with Section 9.2.	

SUB-DISTRICT "A" WAIVER		
Section 2.4 Special Provisions For Parcels With Sub-Districts 2.4.1 Parcels within all land use districts may be further designated with a sub-district "A" in cases where Council feels that there is need for special consideration to be given on the development and construction on the lands including, but not limited to, the construction and placement of dwellings, accessory buildings, and structures, development of access, or any other lot grading that may impede drainage, through approval of a Development Permit prior to a Building Permit for reasons including but not limited to compliance with the following requirements: a. Lot grading and building envelope. b. Site coverage and setback. c. Storm water management. d. Access design and construction. e. Location of a floodway. f. Landscaping and screening requirements. g. Water and wastewater utility systems. h. Engineering requirements such as foundation design. i. Preservation of environmental and landscaping features. j. Other such reasons as deemed appropriate by Council. 2.4.2 When a sub-district "A" designation is placed on a land use district parcel, a Development Permit approval is required prior to a Building Permit for all development, lot grading, and/or placement and construction of buildings or structures on site. Upon land use designation, the Approving Authority shall indicate the nature of the special consideration required to assist with Development Approval.	**Section 2.4 is amended as follows:** 2.4.2 When a sub-district "A" designation is placed on a land use district parcel, a Development Permit approval is required prior to a Building Permit for all development, lot grading, and/or placement and construction of buildings or structures on site, except where a waiver has been granted through a Development Permit Waiver application. Upon land use designation, the Approving Authority shall indicate the nature of the special consideration required to assist with Development Approval. **The following new clause is added to Section 2.4:** 2.4.3 The Approving Authority may issue a Sub-District "A" Development Permit Waiver only where: a. the parcel is designated Sub-District "A" for a specific requirement; b. the proposed development does not engage or impact that specific requirement; and c. the proposed development would otherwise be exempt from a Development Permit under Section 4.2.1. If the proposed development, grading, or construction engages or impacts the Sub-District "A" specific requirement, a waiver shall not be issued, and a Development Permit is required. For the purposes of this section, a "specific requirement" is the explicitly stated reason for which the property was designated Sub-district "A" within the redesignation/land use amendment bylaw. In the absence of a stated reason, the specific requirement may be replaced by fulfilling all of the following requirements: a. Building envelope; b. Riparian setback; and c. Suitability of septic system d. Stormwater Management	Section 2.4.1 will remain as is. Administration recommends adding provisions to allow the Development Authority to waive the requirement for a Development Permit on Sub-District "A" parcels where the proposed development does not affect or conflict with the purpose or restriction associated with the Sub-District "A" designation. The proposed amendment would reduce unnecessary Development Permit applications on properties containing a Sub-District "A" designation where the proposed development does not affect the specific technical limitation or purpose associated with the designation, such as septic system placement, drainage, slope stability, or building envelope restrictions. The amendment would maintain Development Permit review where development may impact the underlying constraint while improving efficiency for routine permitted development.

Section 4.1 1 Permit Required 4.1.1 Except as provided in Section 4.2.1 of this Bylaw, no person shall undertake any development unless: a. A Development Permit has first been issued pursuant to this Bylaw. b. The development proceeds in accordance with the terms and conditions of the Development Permit issued in respect of the development. c. A Building Permit has been obtained when the Building Officer so requires. d. All necessary plumbing, gas, septic and electrical permits have been issued.	**Section 4.1.1 shall be amended as follows:** 4.1.1 Except as provided in Section 4.2.1 of this Bylaw, , no person shall undertake any development unless: a. A Development Permit has first been issued pursuant to this Bylaw; and b. The development proceeds in accordance with the terms and conditions of the Development Permit issued in respect of the development; or c. a waiver has been granted through a Development Permit Waiver application; and d. A Building Permit has been obtained when the Building Officer so requires. e. All necessary plumbing, gas, septic and electrical permits have been issued.	Sentence added to align with Section 2.4.3
Section 4.2.1 No Development Permit Required 4.2.1.12 The repair or replacement of a legal building that is damaged or destroyed, provided that the original building was not a non-conforming building, excluding any lands designated sub-district "A", Direct Control District, Flood Hazard Protection Overlay, or within lands defined under policy 11.2.4.2 within the Airport Protection Overlay.	**Section 4.2.1 No Development Permit Required** **Section 4.2.1.12 shall be amended as follows:** 4.2.1.12 The repair or replacement of a legal building that is damaged or destroyed, provided that the original building was not a non-conforming building, excluding any lands designated sub-district "A", Direct Control District, Flood Hazard Protection Overlay, or within lands defined under policy 11.2.4.2 within the Airport Protection Overlay unless the Approving Authority has issued a signed waiver in accordance with this bylaw.	Sentence added to align with waivers permitted under bylaw. (Sub-District "A" and Flood Hazard Protection Area.

Section 4.2.1 No Development Permit Required 4.2.1.23 The construction of a first Dwelling, Single Family, Dwelling Manufactured Home; or addition thereto where it is a permitted use and meets the maximum allowable dwelling density under the applicable land use district and the lot has legal physical access to an approved municipal road or Provincial highway, excluding any lands designated Sub-district "A", Direct Control District, Flood Hazard Protection Overlay, or within lands defined under policy 11.2.4.2 within the Airport Protection Overlay.	**Section 4.2.1 No Development Permit Required** **Section 4.2.1.23 shall be amended as follows:** 4.2.1.23 The construction of a first Dwelling, Single Family, Dwelling Manufactured Home; or addition thereto where: a. it is a permitted use; and meets the maximum allowable dwelling density under the applicable land use district; and b. the lot has legal physical access to an approved municipal road or Provincial highway. Lands designated Sub-district "A", Direct Control District, Flood Hazard Protection Overlay District, and lands identified under Policy 11.2.4.2 of the Airport Protection Overlay shall be excluded from this provision and must still adhere to a Development Permit, unless the Approving Authority has issued a signed waiver in accordance with this bylaw.	Sentence added to align with waivers permitted under bylaw. (Sub-District "A" and Flood Hazard Protection Area) and restructuring for clarity.
Section 4.2.1 No Development Permit Required 4.2.1.24 The placement of a Dwelling, Mobile Home on a parcel 80 acres or more in size, where it is a permitted use and meets the maximum allowable dwelling density under the applicable land use district in conformance with Section 10.10 and has physical legal access to an approved Municipal road or Provincial highway, excluding any lands designed Sub-district "A", Direct Control District, Flood Hazard Protection Overlay, or within lands defined under policy 11.2.4.2 within the Airport Protection Overlay.	**Section 4.2.1 No Development Permit Required** **Section 4.2.1.24 shall be amended as follows:** 4.2.1.24 The placement of a Dwelling, Mobile Home on a parcel 80 acres or more in size, where: a. it is a permitted use; and b. meets the maximum allowable dwelling density under the applicable land use district in conformance with Section 10.10; and c. has physical legal access to an approved Municipal road or Provincial highway. Lands designated Sub-district "A", Direct Control District, Flood Hazard Protection Overlay District, and lands identified under Policy 11.2.4.2 of the Airport Protection Overlay shall be excluded from this provision and must still adhere to a Development Permit, unless the Approving Authority has issued a signed waiver in accordance with this bylaw.	Sentence added to align with waivers permitted under bylaw. (Sub-District "A" and Flood Hazard Protection Area) and restructuring for clarity.

Section 4.2.1 No Development Permit Required 4.2.1.25 Where there is one other Dwelling Unit existing on a lot 32.37 ha (80 acres) or more in size (gross lot area), the construction-of a second Dwelling, Single Family or placement of a Dwelling, Manufactured Home, or Dwelling, Mobile Home-where it is a permitted use and meets the maximum allowable dwelling density under the applicable land use district, excluding any lands designated Sub-district "A", Direct Control District, Flood Hazard Protection Overlay District, or within lands defined under policy 11.2.4.2 within the Airport Protection Overlay.	**Section 4.2.1 No Development Permit Required** **Section 4.2.1.25 shall be amended as follows:** 4.2.1.25 Where there is one other Dwelling Unit existing on a lot 32.37 ha (80 acres) or more in size (gross lot area), the construction-of a second Dwelling, Single Family or placement of a Dwelling, Manufactured Home, or Dwelling, Mobile Home-where: a. it is a permitted use; and b. meets the maximum allowable dwelling density under the applicable land use district. Lands designated Sub-district "A", Direct Control District, Flood Hazard Protection Overlay District, and lands identified under Policy 11.2.4.2 of the Airport Protection Overlay shall be excluded from this provision and must still adhere to a Development Permit, unless the Approving Authority has issued a signed waiver in accordance with this bylaw.	Sentence added to align with waivers permitted under bylaw. (Sub-District "A" and Flood Hazard Protection Area) and restructuring for clarity.
10.10.3 A Development Permit is required for all dwellings within Direct Control District, on lands zoned Sub-district "A" under ALL land use zonings, and within lands under the Flood Hazard protection Overlay and/or within lands defined under policy 11.2.4.2 within the Airport Protection Overly. Please refer to Section 2.4 of this bylaw for more information pertaining to the sub-district provisions and Section 11 for more information pertaining to the Protection Overlays.	**Section 10.10.3 under Dwellings shall be amended as follows:** 10.10.3 A Development Permit is required for all dwellings within Direct Control District, on lands zoned Sub-district ", and within lands under the Flood Hazard protection Overlay and/or within lands defined under policy 11.2.4.2 within the Airport Protection Overly, , unless the Approving Authority has issued a signed waiver in accordance with this bylaw. *Please refer to Section 2.4 of this bylaw for more information pertaining to the Sub-District provisions and Section 11 for more information pertaining to the Protection Overlays.*	Sentence added to align with waivers permitted under bylaw. (Sub-District "A" and Flood Hazard Protection Area).
SUB-DISTRICT "A" means the subject lands require special consideration due to physical constraints and environmental characteristics; thus, a Development Permit is required prior to any development on the lands as per *Section 2.4* of this bylaw.	**The following definition shall be amended as follows:** **SUB-DISTRICT "A"** means the subject lands require special consideration due to physical constraints and environmental characteristics. Development on lands designated Sub-District "A" requires a Development Permit prior to any development on the lands in accordance with Section 2.4 of this Bylaw, unless the Approving Authority has issued a signed waiver pursuant to that section.	Sentence added to align with waivers permitted under bylaw. (Sub-District "A" and rewording for clarity.

PERMITTED BUILDING SIZES ON CR & A PARCELS		
ACCESSORY BUILDING, DETACHED means a detached building naturally or normally incidental, subordinate and exclusively devoted to the principal building on the lot, and located on the same lot as the principal building. For clarity, buildings defined as “arena private”, “arena limited public”, or “arena commercial” are not accessory buildings.	**The following definition shall be amended as follows:** **ACCESSORY BUILDING, ~~DETACHED~~** means a ~~detached~~ building naturally or normally incidental, subordinate and exclusively devoted to the principal building on the lot, and located on the same lot as the principal building. A sea-can and private arena may be considered an accessory building in accordance with Section 9.2.8 and 10.3 consecutively. *For clarity, buildings defined as ~~“arena private”,~~ “arena limited public”, or “arena commercial” are defined as a specific use and are not considered under accessory buildings as a use. Additional information on accessory buildings can be found in Section 9.2 and Section 4.2.1.7 of this bylaw.*	The definition of accessory building has been amended. No longer necessary to be determined as attached or detached,. Clarification that private arenas and sea-cans, in accordance with the appropriate provisions, may be considered as an accessory building
BUILDING FOOTPRINT means the total ground coverage or impermeable surface of the building area, including any covered roof structures, cantilevers, eaves, attached and covered decks, garage space, carports, porticos, etc. The Building Footprint is used for assessing lot coverage and cumulative area for accessory buildings on a parcel.	**The following definition shall be amended as follows:** **BUILDING FOOTPRINT** means the total ground coverage or impermeable surface of the building area, including any covered roof structures, cantilevers, eaves, attached and covered decks, garage space, carports, porticos, etc. The Building Footprint is used for assessing lot coverage and cumulative area for ~~accessory~~ buildings on a parcel.	Remove “accessory” as the building footprint as the building footprint applies to all buildings including principal dwellings.

(Section Heading prior to 4.2.1.7) **Accessory Buildings/Structure:**	**Section Heading prior to 4.2.1.7 shall be amended as follows:** **Buildings/Structures:**	Title change as the provisions will apply to all Buildings including Principal Dwellings.
<u>Section 4.2.1 No Development Permit Required</u> **Current provisions:** 4.2.1.7 A detached accessory building where it is accessory to a primary residence: a. having an area 20.8 sq. m. (224 sq. ft.) or less, where an accessory building is a permitted use in the land use district, including those lands designated as Sub-district "A", Direct Control District, within the Flood Hazard Protection Overlay, and/or within the Airport Protection Overlay provided the structure does not result in the cumulative accessory buildings on the property exceeding the size or number of accessory buildings allowed under Table 4.2.1.7A, and does not exceed to maximum permitted height under the designated Land Use District or the Airport Protection Overlay, and b. having an area greater than 20.8 sq. m. (224 sq. ft.) where an accessory building is a permitted use in the land use district and does not exceed the cumulative size of accessory buildings allowed under Table 4.2.1.7A except on any lands designated Sub-district "A", Direct Control District, or Flood Hazard Protection Overlay, or within lands defined under policy 11.2.4.2 within the Airport Protection Overlay, or where the accessory building is being relocated from another property. Relocation of structures requires a Development Permit in accordance with Section 9.21 of this bylaw.	**<u>Section 4.2.1 No Development Permit Required</u>** **Section 4.2.1.7 is amended as follows:** 4.2.1.7 An ~~detached~~ accessory building where it is accessory to a primary residence on the same property: a. having an area 20.8 sq. m. (224 sq. ft.) or less, where an accessory building: i. is a permitted use in the land use district (including those lands designated as Sub-district "A" Direct Control District, within the Flood Hazard Protection Overlay, and/or within the Airport Protection Overlay); and ii. provided the structure does not ~~result in~~ exceed the cumulative size or number of buildings ~~accessory buildings on the property exceeding the size or number of accessory buildings~~ allowed under Table 4.2.1.7A, and iii. does not exceed to maximum permitted height under the designated Land Use District or the Airport Protection Overlay, b. having an area greater than 20.8 sq. m. (224 sq. ft.) where: i. an accessory building is a permitted use in the land use district; and ii. the accessory building does not exceed the cumulative size or number of ~~accessory~~ buildings allowed under Table 4.2.1.7., iii. the individual building footprint does not exceed 10,000 sq.ft. (929 sq.m.); or iv. where the accessory building is not being relocated from another property. Lands designated Sub-district "A", Direct Control District, Flood Hazard Protection Overlay District, and lands identified under Policy 11.2.4.2 of the Airport Protection Overlay shall be excluded from this provision and must still adhere to a Development Permit where applicable under this bylaw, unless the Approving Authority has issued a signed waiver in accordance with this bylaw.	Administration has recommended restructuring provisions regulating building size on Country Residential and Agricultural parcels to consider cumulative building area based on actual parcel size, including dwellings, garages, and personal accessory buildings collectively rather than separate arbitrary thresholds and categories. Current provisions regulating personal accessory buildings rely on arbitrary parcel size categories and distinctions between attached and detached structures, resulting in inequitable permitted building sizes and unnecessary Development Permit applications. Statistical review demonstrates that the majority of oversized building and garage applications are approved, including several initially refused and subsequently overturned by the SDAB. The proposed amendment would restructure how cumulative building size is calculated to provide greater flexibility while maintaining regulation of setbacks, lot coverage, placement, and overall site impacts, and to included a provision that any individual building exceeding 10,000sq.ft. will require a development permit. Wording was restructured for clarity. NOTE: Highlighted text is new further to the public hearing.

Table 4.2.1.7A

PARCEL SIZE	SIZE OF ACCESSORY BUILDING
Less than 1 acre	Maximum of two (2) buildings with a total cumulative size not to exceed 41.8 sq. m. (450 sq. ft.) accessory to the residence
1.0 - 1.99 acres in size	Maximum of three (3) buildings with a total cumulative size not to exceed 88.26 sq. m. (950 sq. ft.) accessory to the residence
2 - 2.99 acres in size	Maximum of three (3) buildings with a total cumulative size not to exceed 155.6 sq. m. (1,675 sq. ft.) accessory to the residence
3.0 - 4.99 acres in size	Maximum of four (4) buildings with a total cumulative size not to exceed 285.7 sq. m. (3,075 sq. ft.) accessory to the residence
5.0 - 9.99 acres in size	Maximum of four (4) buildings with a total cumulative size not to exceed 325.2 sq. m. (3,500 sq. ft.) accessory to the residence
10.0 - 14.99 acres in size:	Maximum of five (5) buildings with a total cumulative size not to exceed 380.9 sq. m. (4,100 sq. ft.) accessory to the residence
15.0 - 20.99 acres in size:	Maximum of five (5) buildings with a total cumulative size not to exceed 422.7 sq. m. (4,550 sq. ft.) accessory to the residence
21.0 acres and over in size:	Maximum of six (6) buildings with a total cumulative size not to exceed 478.5 sq. m. (5,150 sq. ft.) accessory to the residence.
Agricultural District and Agricultural Business District Parcels	Any size accessory building to be used for agricultural, general purposes on agricultural zoned parcels when an agricultural operation exists on the property, in accordance with Section 4.2.1.7 of this Bylaw.

Table 4.2.1.7 A is amended as follows:

Table 4.2.1.7A

PARCEL SIZE	SIZE OF ~~ACCESSORY~~ PERSONAL BUILDINGS
Less than 1 acre	Maximum of two (2) accessory buildings with a total cumulative size not to exceed 41.8 sq.m. (450 sq.ft.) accessory to the residence
1.0 - 1.99 acres in size	Maximum of three (3) accessory buildings with a total cumulative size not to exceed 88.26 sq.m. (950 sq.ft.) accessory to the residence
2.0 – 4.99 acres in size	Maximum of six (6) buildings total with a cumulative size as per Policy 4.2.1.7B
5.0 – 9.99 acres in size	Maximum of seven (7) buildings total with cumulative size as per Policy 4.2.1.7B
10.0 – 14.99 acres in size	Maximum of eight (8) buildings total with cumulative size as per Policy 4.2.1.7B
15.0 – 20.99 acres in size	Maximum of nine (9) buildings total with a cumulative size as per Policy 4.2.1.7B
21.0 acres and over in size:	Maximum of ten (10) buildings total with a cumulative size not to exceed 2,508.4 sq.m. (27,000 sq.ft.)
80.0 acres and over in size	Maximum of twelve (12) buildings total with a cumulative size not to exceed 2787.1 sq.m. (30,000 sq,ft,)
Agricultural District and Agricultural Business District Parcels	Any size accessory building to be used for agricultural, general purposes on agricultural zoned parcels when an agricultural operation exists on the property, in accordance with Section 4.2.1.7 of this Bylaw.

Administration is proposing an increase in the number and size of permitted buildings on a parcel without the requirements of a Development Permit. Under the proposed regulations, the maximum cumulative building area would be 6,000 sq. ft. per property, plus an additional 1,000 sq. ft. for each acre of titled parcel area on parcels 2.0 – 20.99 acres in size.

This includes all dwellings, suites, garages, and other accessory buildings.

Requirements for parcels smaller than 2.0 acres would remain unchanged, permitting a dwelling, garage(s), with a combined maximum area of 1,200 sq. ft., and accessory building subject to existing limits on the number and size.

Table 4.2.1.7A has been revised to increase the number of permitted buildings for properties between 2.0 and 20.99 acres .

For parcels over 21 acres , this has been revised to address parcels between 21 and 79 acres and a new column for parcels over 80 acres to accommodate additional area for a permitted second dwelling.

Any agricultural buildings on Agricultural or Ag. Business properties remain exempt from the maximum size and number of buildings.

NOTE: See updated option further to the public hearing in Appendix B.

	The following is added to the Section 4.2.1.7 table: 4.2.1.7 B Residential properties between 2.0 and 20.99 acres are permitted a maximum of 557.42 sq.m. (6,000 sq.ft.) of total cumulative buildings (including all dwellings, suites, garages, and other accessory buildings), plus an additional 92.9 sq.m. (1000 sq.ft.) of additional cumulative buildings per acre, based on the titled parcel size. The titled parcel size is calculated to the nearest 1/10 of an acre (0.1 acre) for the purpose of determining cumulative structure size.	Policy 4.2.1.7B has been added to show the total cumulative building area based on the actual titled parcel size. **NOTE:** Appendix B of the staff report includes options for Table 4.2.1.7 A and 4.2.1.7 B for consideration by Council further to the public hearing.
Section 4.2.1 No Development Permit Required 4.2.1.9 Permanent dwellings are permitted up to two private garages, attached to the permitted dwelling or detached, in addition to the accessory buildings allowed under Section 4.2.1.7A, where: a. the total cumulative area of the garage(s) does not exceed 167.23 sq. m. (1,800 sq. ft)., on Agricultural zoned properties; or b. the total cumulative area of the garage(s) does not exceed 111.48 sq. m. (1,200 sq. ft.) on all other land use districts. c. excluding any lands designated Sub-district "A", Direct Control District, Flood Hazard Protection Overlay, or within lands defined under policy 11.2.4.2 within the Airport Protection Overlay, in which a Development Permit is required.	**Section 4.2.1 No Development Permit Required** **Section 4.2.1.9 is amended as follows:** 4.2.1.9 Permanent dwellings on properties 1.99 acres or less in size are permitted up to two private garages, either attached or detached to a permitted dwelling, in addition to the accessory buildings allowed under Section 4.2.1.7A, where the total cumulative area of the garage(s) does not exceed 111.48 sq. m. (1,200 sq. ft.). Lands designated Sub-district "A", Direct Control District, Flood Hazard Protection Overlay District, and lands identified under Policy 11.2.4.2 of the Airport Protection Overlay shall be excluded from this provision and must still adhere to a Development Permit where applicable under this bylaw, unless the Approving Authority has issued a signed waiver in accordance with this bylaw.	This provision has been updated to apply only to properties under 2 acres in size, to align with 4.2.1.7 where other parcel sizes will now be considered within the cumulative personal use building under section 4.2.1.7.

Section 4.2.1 No Development Permit Required 4.2.1.23 The construction of a first Dwelling, Single Family, Dwelling, Manufactured Home; or addition thereto where it is a permitted use and meets the maximum allowable dwelling density under the applicable land use district and the lot has legal physical access to an approved municipal road or Provincial highway, excluding any lands designated Sub-district "A", Direct Control District, Flood Hazard Protection Overlay, or within lands defined under policy 11.2.4.2 within the Airport Protection Overlay.	**Section 4.2.1 No Development Permit Required** **Section 4.2.1.23 is amended as follows:** 4.2.1.23 The construction of a first Dwelling, Single Family, or Dwelling Manufactured Home; or addition thereto where: a. it is a permitted use; and b. meets the maximum allowable dwelling density under the applicable land use district; and c. does not exceed the maximum cumulative building size allowable under Section 4.2.1.; d. the individual building footprint does not exceed 10,000 sq.ft. (929 sq.m.); and e. the lot has legal physical access to an approved municipal road or provincial highway, Lands designated Sub-district "A", Direct Control District, Flood Hazard Protection Overlay District, and lands identified under Policy 11.2.4.2 of the Airport Protection Overlay shall be excluded from this provision and must still adhere to a Development Permit, unless the Approving Authority has issued a signed waiver in accordance with this bylaw.	Including the provision for maximum cumulative building area to align with the new provisions under 4.2.1.7. Reformatted for clarity. Additional policy: that any individual building (including a dwelling) which exceeds 10,000sq.ft. will require a development permit. NOTE: Highlighted text is new further to the public hearing.

Section 4.2.1 No Development Permit Required 4.2.1.24 The placement of a Dwelling, Mobile Home on a parcel 80 acres or more in size, where it is a permitted use and meets the maximum allowable dwelling density under the applicable land use district in conformance with Section 10.10 and has physical legal access to an approved Municipal road or Provincial highway, excluding any lands designed Subdistrict "A", Direct Control District, Flood Hazard Protection Overlay, or within lands defined under policy 11.2.4.2 within the Airport Protection Overlay.	**Section 4.2.1 No Development Permit Required** **Section 4.2.1.24 is amended as follows:** 4.2.1.24 The placement of a Dwelling, Mobile Home on a parcel 80 acres or more in size, where: a. it is a permitted use; and b. meets the maximum allowable dwelling density under the applicable land use district in conformance with Section 10.10; and c. does not exceed the permitted cumulative building size allowable under Section 4.2.1.7; d. the individual building footprint does not exceed 10,000 sq.ft. (929 sq.m.); and e. has physical legal access to an approved Municipal road or Provincial highway. Lands designated Sub-district "A", Direct Control District, Flood Hazard Protection Overlay District, and lands identified under Policy 11.2.4.2 of the Airport Protection Overlay shall be excluded from this provision and must still adhere to a Development Permit, unless the Approving Authority has issued	Including the provision for maximum cumulative building area to align with the new provisions under 4.2.1.7. Reformatted for clarity. Additional policy: that any individual building (including a dwelling) which exceeds 10,000sq.ft. will require a development permit. NOTE: Highlighted text is new further to the public hearing.

Section 4.2.1 No Development Permit Required 4.2.1.25 Where there is one other Dwelling Unit existing on a lot 32.37 ha (80 acres) or more in size (gross lot area), the construction of a second Dwelling, Single Family or placement of a Dwelling, Manufactured Home, or Dwelling, Mobile Home where it is a permitted use and meets the maximum allowable dwelling density under the applicable land use district, excluding any lands designated Sub-district "A", Direct Control District, Flood Hazard Protection Overlay District, or within lands defined under policy 11.2.4.2 within the Airport Protection Overlay.	**Section 4.2.1 No Development Permit Required** **Section 4.2.1.25 is amended as follows:**: 4.2.1.25 On a lot with a gross area of 32.37 ha (80 acres) or greater that contains one existing Dwelling Unit, a second Dwelling, Single Family, Dwelling, Manufactured Home, or Dwelling, Mobile Home may be established where: a. the use is permitted within the applicable land use district; and b. complies with the maximum allowable dwelling density; c. does not exceed the permitted cumulative building size allowable under Section 4.2.1.7.; and d. the individual building footprint does not exceed 10,000 sq.ft. (929 sq.m.); Lands designated Sub-district "A", Direct Control District, Flood Hazard Protection Overlay District, and lands identified under Policy 11.2.4.2 of the Airport Protection Overlay shall be excluded from this provision and must still adhere to a Development Permit, unless the Approving Authority has issued a signed waiver in accordance with this bylaw.	Reformatted for clarity and added the provision for maximum cumulative building area to align with the new provisions under 4.2.1.7. Additional policy: that any individual building (including a dwelling) which exceeds 10,000sq.ft. will require a development permit. NOTE: Highlighted text is new further to the public hearing.
NEW	**The following is added to Section 5.6 Variances:** 5.6.14 The Development Authority may allow up to a 25% variance to the allowable maximum cumulative building size required under this bylaw. 5.6.15 The Development Authority may allow for additional number of buildings on the property based on the consideration of existing buildings' sizes, locations, site layout, setback distances, and other natural features such as landscape, drainage, and vegetation which may reduce the impact of the number of buildings on the property in accordance with Section 5.6.14.	New provision to allow the Development Authority to grant variance to the maximum cumulative building size. Buildings exceeding the permitted maximum under table 4.2.1.7A would be considered a discretionary use and buildings exceeding the 25% variance would be deemed an automatic refusal and would need to be appealed for further consideration by the appropriate appeal board.

9.2 **ACCESSORY BUILDINGS AND USES** 9.2.3 In accordance with Section 4.2.1.9, permanent dwellings with up to two private vehicle garages, attached to the permitted dwelling or detached, in addition to the accessory buildings allowed under Section 4.2.1.7, do not require a Development Permit, and shall not be included in the total accumulated area unless noted by a Development Permit Decision where: a. the total cumulative area not to exceed 167.23 sq. m. (1,800 sq. ft.), on agricultural zoned parcel or b. the total cumulative area of not exceeding 111.48 sq. m. (1,200 sq. ft.) in all other land use districts .	**9.2 ACCESSORY BUILDINGS AND USES** **Section 9.2.3 is amended to read as follows:** 9.2.3 In accordance with Section 4.2.1.9, a permanent dwelling located on a property of 1.99 acres or less, together with up to two private vehicle garages having a combined maximum floor area of 111.48 m² (1,200 ft²), whether attached to or detached from the dwelling, does not require a Development Permit. Such garages are permitted in addition to the accessory buildings allowed under Section 4.2.1.7 and shall not be included in the total cumulative building area, unless otherwise specified in a Development Permit decision.	Provision revised for clarity in accordance with changes to 4.2.1.7.
9.2.4 The sum total area allowed of all accessory buildings on site may be considered when looking at the maximum area allowed noted in the land use district.	**Section 9.2.4 is amended to read as follows:** 9.2.4 On properties 1.99 acres or less in size, the cumulative total area of existing buildings on the property and the maximum size of accessory buildings in accordance with Section 4.2.1.7 may be considered by the Development Authority when considering an application for oversized garage and/or oversized accessory building.	Provision revised for clarity in accordance with changes to 4.2.1.7. Allow Development Authority to redistribute the building sizes between the home, garage or accessory building under a Development Permit.
NEW	**The following is added to Section 9.2:** 9.2.11 In all cases, the landowner shall be responsible for ensuring that any building, whether associated with a permitted or discretionary use, does not negatively impact the ingress and egress of drainage on the property.	Added for clarification.
10.26.7 All Secondary Suites shall comply with the Land Use and Development Requirements such as height requirements, setback regulations, and lot coverage, for the applicable land use district.	**Section 10.26.7 under secondary suites is amended to read as follows:** 10.26.7 All Secondary Suites shall comply with the Land Use and Development Requirements such as height requirements, setback regulations, total cumulative building size, and lot coverage, for the applicable land use district and property size.	Including the provision for maximum cumulative building area to align with the new provisions under 4.2.1.7.
10.26.14 A Secondary Suite, Detached shall be considered as part of the total allowable number of accessory buildings and total accumulated area of accessory buildings in accordance with parcel size as identified in Table 4.2.1.7A of the Land Use Bylaw.	**Section 10.26.14 under secondary suites is amended to read as follows:** 10.26.14 A Secondary Suite, Detached shall be considered as part of the total allowable number of accessory buildings and total cumulative building size in accordance with the parcel size as identified in Table 4.2.1.7A of the Land Use Bylaw.	Including the provision for maximum cumulative building area to align with the new provisions under 4.2.1.7.

10.26.20 The Development Authority, in their discretion, may consider a development permit for a change of use from an existing Dwelling, Temporary to a Secondary Suite, Detached, if the Dwelling, temporary has approvals under a previous Development Permit and can provide, to the satisfaction of the Development Authority, the following: d. Does not exceed the maximum dwelling density and maximum height requirement and meets all other requirements as per the applicable land use district.	**Section 10.26.20 is amended to read as follows:** 10.26.20 The Development Authority, in their discretion, may consider a development permit for a change of use from an existing Dwelling, Temporary to a Secondary Suite, Detached, if the Dwelling, Temporary has approvals under a previous Development Permit and can provide, to the satisfaction of the Development Authority, the following: d. Does not exceed the maximum dwelling density, maximum height requirement, total cumulative building size as identified in Table 4.2.1.7 and meets all other requirements as per the applicable land use district.	Including the provision for maximum cumulative building area to align with the new provisions under 4.2.1.7.
MAXIMUM LOT COVERAGE		
Maximum Lot Coverage within each Land Use District: No building or group of buildings, including accessory buildings and impervious surfaces, shall cover more than X percent of the lot area. *The % of lot area varies depending on which land use district.*	**The following statement shall be added to the wording under the Maximum Lot Coverage in the land use districts listed below:** "or as supported by a stormwater management plan prepared by an accredited professional." • Cluster Residential District • County Estate Residential District • Residential Community District • Residential Multi-Family District; and • Residential Manufactured Home District • Business Park District • Rural Business District • Community Commercial District • Highway Commercial District • Hamlet Industry • Service District • DC#31 – Black Diamond Industrial District *Example: Country Residential Maximum Lot Coverage* *The maximum site coverage, including all buildings and impermeable surfaces, is 40 percent of the total lot area or as supported by a stormwater management plan prepared by an accredited professional to the satisfaction of the County.*	Administration recommends amendments to the maximum lot coverage provisions within several land use districts to allow consideration of increased lot coverage where supported by a Stormwater Management Plan prepared by an accredited professional. Current maximum lot coverage provisions within several residential and commercial land use districts do not provide flexibility where professional engineering analysis demonstrates that stormwater, drainage, and runoff impacts can be appropriately mitigated. The amendment would align these districts with existing provisions currently utilized within General Industry and Industrial Edge Districts and would reduce unnecessary redesigns or amendment applications where site impacts can be addressed through a professionally prepared Stormwater Management Plan.

SEA-CANS		
Section 4.2.1 No Development Permit Required 4.2.1.13 On parcels 21 acres or more, one Sea-can, no larger than 48' in length and 10' in width, is permitted per parcel, provided it meets the minimum setback requirements. 4.2.1.61 The placement of no more than one temporary storage container on a property for up to 60 consecutive days per year. Such container shall contain no explosives or flammables and shall be located on the site in a location that meet the minimum setback distances for the appropriate land use. An example of applicable temporary storage containers may include but are not limited to Sea-cans	**Section 4.2.1 No Development Permit Required** **The following amendments to Section 4.2.1.13 and 4.2.1.61 are proposed:** 4.2.1.13 ~~On parcels 21 acres or more, one Sea-can, no larger than 48' in length and 10' in width, is permitted per parcel, provided it meets the minimum setback requirements.~~ The placement of no more than one (1) sea-can on a parcel within a County Residential District, or a maximum of two (2) sea-cans on a parcel within an Agricultural District or Agricultural Business District, is permitted without a Development Permit, provided that the sea-cans: a. do not exceed the maximum cumulative building size allowable on the property under Section 4.2.1.7, and b. have an exterior finish that matches or complements the exterior finish of the principal building, or the sea-can is screened from view of adjacent lands and roadways; and c. the sea-can is located on the property in a location that meets the minimum setback distances of the applicable land use district. 4.2.1.61 The placement of no more than one temporary storage container on a property is permitted for a maximum of 60 consecutive days per calendar year. Temporary storage containers may include, but are not limited to, sea cans. Such containers shall not be used to store explosives or flammable materials and must be located on the property in compliance with the minimum setback requirements applicable to the land use.	Administration recommends amendments to allow for a limited increase in the number of sea-cans on a parcel without requiring a Development Permit subject to the addition of location, appearance, and screening standard. The proposed amendment would reduce unnecessary Development Permit applications by allowing a limited increase in the number of sea-cans on certain parcel types while establishing standards for permitted installations and maintaining Development Permit review where proposals exceed those standards. Reworded 4.2.1.61 for clarity.

Section 9.2 Accessory Buildings and Uses 9.2.8 A Sea-can may be considered as an accessory building to be used for storage purposes only in accordance with the following: a. On parcels 21 acres or more, one (1) Sea-can no larger than 48' in length and 10' in width, is permitted without a Development Permit, provided it meets the minimum setback requirements for that Land use District and does not exceed the maximum requirements under the applicable land use district. b. In all other instances, a Development Permit is required for placement of a Sea-can and must be in compliance with Table 4.2.1.7A "Maximum Area for Accessory buildings not requiring a permit". c. The exterior finish should match or compliment the exterior finish of the principal building or be screened from view to the satisfaction of the Development Authority.	**The following amendments to the Section 9.2 under Accessory Building and Uses are proposed:** 9.2.8 A Sea- may be considered as an accessory building to be used for storage purposes and placed on a property without requirement of Development Permit approval-in accordance with the following: a. the placement of no more than one temporary storage container, on a property for up to 60 consecutive days per year. An example of applicable temporary storage containers may include but are not limited to Sea-cans b. the placement of no more than one (1) sea-can on County Residential District parcels or the placement of a maximum of ~~two (2)~~ four (4) sea-cans on Agricultural District and Agricultural Business District parcels, so long as they are: i. in compliance with Section 4.2.1.7 "Maximum Area for Accessory buildings not requiring a permit"; ii. the exterior finish ~~should~~ matches or compliments the exterior finish of the principal building, or ~~be~~ the sea-can is screened from view of adjacent lands and roadways; and iii. located on the property in a location that meets the minimum setback distances of the applicable land use district. c. No sea-cans shall contain explosives or flammables. 9.2.9 Any sea-can placed on a property in excess of the provisions of Section 4.2.1.13 requires an approved Development Permit. 9.2.10 All sea-cans located on a property, permitted or discretionary, shall a. be located on the property in a location that meets the minimum setback distances of the applicable land use district; and b. have an exterior finish that matches or complements the exterior finish of the principal building, or c. be screened from view of adjacent lands and roadways.	Section 9.2.8 has been amended in accordance with section 4.2.7.13. and the new definition of accessory building. NOTE: Highlighted text is amended further to the public hearing to allow for up to four sea-cans on Agricultural and Agricultural Business District properties.

PRIVATE ARENAS		
ARENA, PRIVATE means a building or structure, no more than 1,500 square metres (16,146 square feet) in size, in which equestrian, athletic, or recreational activities are carried out and which is intended to be used solely by the occupants of the residence and/or by no more than four (4) non-resident users per day, other than the occupants of the residence located on the lot upon which the arena is situated.	**The following definition is amended to read:** **ARENA, PRIVATE** means an accessory building in which equestrian, athletic, or recreational activities are carried out, and which is subordinate to the principal dwelling on the subject property and used for the personal use of the occupants of the dwelling located on the lot upon which the arena is situated.	Administration has proposed that private Arenas be dealt with as a personal use accessory building and the definition has been amended to reflect such and the size requirement removed. Accessory buildings used as a private arena that fall within the cumulative maximum building size allowance under Section 4.2.1.7 therefore not requiring a Development Permit will be considered a Permitted Use. Oversized buildings will be considered a Discretionary use and require a Development Permit. The need for a site specific amendment for oversized private arena will be removed. The definition will remain for clarity and the definition for accessory building will be amended to include private arenas. This reduces the number of applications being forced to apply for site specific amendment or apply for a limited public or commercial arena to accommodate the size.
AGRICULTURAL GENERAL means systems of tillage and animal husbandry which involve methods used on large areas of land for the raising of crops or the rearing of livestock (provided that the density of the operation does not exceed 1 animal unit per 3 acres of land) either separately or in conjunction with one another in unified operations and includes buildings and other structures incidental to the agricultural operation except where: the intent of the building or structure is to be used as an “arena, private”, “arena, limited public”, or “arena, commercial”.	**The following definition is amended to read:** **AGRICULTURAL GENERAL** means systems of tillage and animal husbandry which involve methods used on large areas of land for the raising of crops or the rearing of livestock (provided that the density of the operation does not exceed 1 animal unit per 3 acres of land) either separately or in conjunction with one another in unified operations and includes buildings and other structures incidental to the agricultural operation. For clarity, any buildings for personal, residential, or recreational uses such as but not limited to Dwellings, Garages, Personal Greenhouses, Garden Sheds, Gazebos, and any Arena are not considered as an “Agricultural, General” use.	This definition has been clarified to identify that buildings for personal use, residential use, or recreational uses are not considered under Agricultural General use. All Arenas are specifically defined as a recreational or personal use; therefore, remain separate from the definition of “Agricultural, General”. Clarification added.

Section 4.2.1 No Development Permit Required 4.2.1.6 On Agricultural District, Agricultural Business District, and Direct Control District parcels, any construction, excavation, or other activity necessary in order to enable the land to be used for Agricultural, General purposes, except where: a. The site of the development is within the minimum setback distance required to a Municipal Road or Provincial Highway. b. The construction, excavation or other activity is to construct or accommodate the construction of a building to be used as a Dwelling, Moved On, a Dwelling, Secondary Suite, or Dwelling, Temporary. c. Construction involving a building to be used as an "arena, private", "arena, limited public" or "arena, commercial" as defined under Section 2.5 Definitions of this Bylaw in which case a Development Permit is required; or d. d. For lot grading that may adversely impact the natural drainage direction or volume into, out of, or through a property or the natural drainage storage capacity of the property.	**Section 4.2.1 No Development Permit Required** 4.2.1.6 On Agricultural District, Agricultural Business District, and Direct Control District parcels, any construction, excavation, or other activity necessary in order to enable the land to be used for Agricultural, General purposes, except where: a. The site of the development is within the minimum setback distance required to a Municipal Road or Provincial Highway. b. The construction, excavation or other activity is to construct or accommodate the construction of a building to be used as a Dwelling, Moved On, a Dwelling, Secondary Suite, or Dwelling, Temporary. c. Construction involving a building to be used as an ~~"arena, private"~~, "arena, limited public" or "arena, commercial" as defined under Section 2.5 Definitions of this Bylaw in which case a Development Permit is required; or d. For lot grading that may adversely impact the natural drainage direction or volume into, out of, or through a property or the natural drainage storage capacity of the property.	Private arena has been removed from this exception as it is now considered as a personal use accessory building.
NEW	**The use defined as Arena, Private is removed from all land use districts.**	
10.3 RIDING ARENAS General Provisions: 10.3.1 A Development Permit is required for all riding arenas. 10.3.2 Riding arenas are divided into the following categories in accordance with the definitions listed in section 2.5 a. Arena, Private; b. Arena, Limited Public; and c. Arena, Commercial	**10.3 RIDING ARENAS** General Provisions: **Section 10.3.1 is amended to read as follows:** 10.3.1 A Development Permit is required for all limited public and commercial riding arenas. 10.3.2 Riding arenas are divided into the following categories in accordance with the definitions listed in section 2.5 a. Arena, Private; b. Riding Arena, Limited Public; and c. Riding Arena, Commercial	Private Arenas are now considered as accessory buildings so this section has been amended accordingly.

ADDITIONAL NEW PROPOSED AMENDMENTS		
Section 4.2.1 No Development Permit Required 4.2.1.8 The construction of a Dwelling, Attached where it is listed as a discretionary use under the Residential Community District land use rules and is contemplated in an approved Area Structure Plan/or Outline Plan.	**Section 4.2.1 No Development Permit Required** **Section 4.2.1.8 is amended to read as follows:** 4.2.1.8 The construction of a Dwelling, semi-detached where it is listed as a permitted use under the Residential Community District land use rules and is contemplated in an approved Area Structure Plan/or Outline Plan.	Administration is of the opinion that only Dwelling, semi-detached developments where listed as a permitted use should be exempt from the requirement of a Development Permit within the Residential Community District, where it is contemplated within an approved ASP. The wording has been amended to only include semi-detached of the attached dwelling types and replaced discretionary use to where it is permitted.
Country Estate District: 13.3.7.3 b. Side Yard Setbacks: i. 1.5m (4.92 ft) from the property line for parcels 3237.6m^2 (0.80 acres) and smaller in size; or ii. 15m (49.21 ft) from the property line for parcels greater than 3237.6 m^2 (0.80 acres) in size; iii. Notwithstanding sub-section 13.3.7.2 (b)(ii), the side yard setbacks do not apply to the common wall side of a structure where a common wall exists.	**Section 13.3.7.3 b shall be to read amended as follows:** Country Estate District: 13.3.7.3 b. Side Yard Setbacks: i. 1.5m (4.92 ft) from the property line. ii. Notwithstanding sub-section 13.3.7.2 (b)(i), the side yard setbacks do not apply to the common wall side of a structure where a common wall exists.	Administration recommends removing the 15 m side yard setback requirement from the property line for parcels greater than 0.80 acres in size and establishing a consistent side yard setback of 1.5m for all parcels. This would reduce setback relaxation requests to accommodate development on parcels subject to the 15 m setback requirement. while maintaining a consistent and practical setback standard throughout the district.
NEW	**The following new definition is to be added under Section 2.5:** **BATTERY ENERGY STORAGE SYSTEMS (BESS)** means an energy storage system that can store and deploy generated energy; typically, a group of batteries that charge (i.e. collect energy) and store electrical energy from a generation facility then discharge that energy at a later time to provide electricity for the distribution system.	To allow for systems to collect and store electrical energy from generation facilities to discharge into distribution system at a later time.
NEW	**The use "Battery Energy Storage System (BESS) defined above shall be added as a discretionary use under the following districts:** • General Industry District: • Direct Control District #34 (Commercial Solar Power)	Addition of the use to the applicable land use districts.

Section 4.2.1 No Development Permit Required 4.2.1.39 Campaign signs for Federal, Provincial, Municipal, Regional Health Authority or School Board elections on private property, to a maximum of one (1) sign per lot provided that: a. Such signs are removed within seven (7) days after the election. Candidates must ensure that the site is returned to its previous condition; and b. The consent of the property owner or occupant is obtained prior to the signs being placed.	**Section 4.2.1 No Development Permit Required** **The following section amended to read as follows:** 4.2.1.39 Campaign signs for Federal, Provincial, Municipal, Regional Health Authority or School Board elections on private property, to a maximum of one (1) sign per lot provided that: a. Such signs are removed within seven (7) days after the election. Candidates must ensure that the site is returned to its previous condition; and b. The consent of the property owner or occupant is obtained prior to the signs being placed.	To align with recent amendments to the Elections Act – Section 206.5 stating: **206.5** Despite sections 7 and 640(1.1) of the *Municipal Government Act*, a municipal council must not pass a bylaw or resolution respecting election signs or election advertisements.
NEW	**The following has been added under General Provisions in Section 9.24 Signage, for information:** *Election signs and election advertisements are subject to the Election Act, as amended from time to time. Nothing in this Bylaw shall be interpreted as regulating election signs or election advertisements where such regulation is prohibited by provincial legislation. (Section 206.5 of Elections Act_2026)*	Same as ave, for information purposes.

APPENDIX B: Comparison of Cumulative Building Size Options

Option 1 – as drafted at public hearing

Table 4.2.1.7A

PARCEL SIZE	SIZE OF ~~ACCESSORY~~ PERSONAL BUILDINGS
Less than 1 acre	Maximum of two (2) accessory buildings with a total cumulative size not to exceed 41.8 sq.m. (450 sq.ft.) accessory to the residence
1.0 - 1.99 acres in size	Maximum of three (3) accessory buildings with a total cumulative size not to exceed 88.26 sq.m. (950 sq.ft.) accessory to the residence
2.0 – 4.99 acres in size	Maximum of six (6) buildings total with a cumulative size as per Policy 4.2.1.7B
5.0 – 9.99 acres in size	Maximum of seven (7) buildings total with cumulative size as per Policy 4.2.1.7B
10.0 – 14.99 acres in size	Maximum of eight (8) buildings total with cumulative size as per Policy 4.2.1.7B
15.0 – 20.99 acres in size	Maximum of nine (9) buildings total with a cumulative size as per Policy 4.2.1.7B
21.0 acres and over in size:	Maximum of ten (10) buildings total with a cumulative size not to exceed 2,508.4 sq.m. (27,000 sq.ft.)
80.0 acres and over in size	Maximum of twelve (12) buildings total with a cumulative size not to exceed 2787.1 sq.m. (30,000 sq,ft,)
Agricultural District and Agricultural Business District Parcels	Any size accessory building to be used for agricultural, general purposes on agricultural zoned parcels when an agricultural operation exists on the property, in accordance with Section 4.2.1.7 of this Bylaw.

Option 2

Table 4.2.1.7A

PARCEL SIZE	SIZE OF ~~ACCESSORY~~ PERSONAL BUILDINGS
Less than 1 acre	Maximum of two (2) accessory buildings with a total cumulative size not to exceed 41.8 sq.m. (450 sq.ft.) accessory to the residence
1.0 - 1.99 acres in size	Maximum of three (3) accessory buildings with a total cumulative size not to exceed 88.26 sq.m. (950 sq.ft.) accessory to the residence
2.0 – 4.99 acres in size	Maximum of six (6) buildings total with a cumulative size as per Policy 4.2.1.7B
5.0 – 9.99 acres in size	Maximum of seven (7) buildings total with cumulative size as per Policy 4.2.1.7B
10.0 – 14.99 acres in size	Maximum of eight (8) buildings total with cumulative size as per Policy 4.2.1.7B
15.0 – 20.99 acres in size	Maximum of nine (9) buildings total with a cumulative size as per Policy 4.2.1.7B
21.0 acres and over in size:	Maximum of ten (10) buildings total with a cumulative size not to exceed 1718.7 sq.m. (18,500 sq.ft.)
80.0 acres and over in size	Maximum of twelve (12) buildings total with a cumulative size not to exceed 1997.4 sq.m. (21,500 sq,ft,)
Agricultural District and Agricultural Business District Parcels	Any size accessory building to be used for agricultural, general purposes on agricultural zoned parcels when an agricultural operation exists on the property, in accordance with Section 4.2.1.7 of this Bylaw.

Option 1 – as drafted at public hearing

The following is added to the Section 4.2.1.7:

4.2.1.7 B Residential properties between 2.0 and 20.99 acres are permitted a maximum of 557.4 sq.m. (6,000 sq.ft.) of total cumulative buildings (including all dwellings, suites, garages, and other accessory buildings), plus an additional 92.9 sq.m. (1000 sq.ft.) of additional cumulative buildings per acre, based on the titled parcel size. The titled parcel size is calculated to the nearest 1/10 of an acre (0.1 acre) for the purpose of determining cumulative structure size.

Option 2

The following is added to the Section 4.2.1.7:

4.2.1.7 B Residential properties between 2.0 and 20.99 acres are permitted a maximum of 743.2 sq.m. (8,000 sq.ft.) of total cumulative buildings (including all dwellings, suites, garages, and other accessory buildings), plus an additional 46.5 sq.m. (500 sq.ft.) of additional cumulative buildings per acre, based on the titled parcel size. The titled parcel size is calculated to the nearest 1/10 of an acre (0.1 acre) for the purpose of determining cumulative structure size.

Comparison of Permitted Building Size Options for consideration:

Parcel Size (acres)	**Option 1** - as drafted at public hearing (6,000 sq.ft. + 1,000 sq.ft. per acre)	**Option 2** (8000 sq.ft. + 500 sq.ft. per acre)
2.0	8,000	9,000
4.0	10,000	10,000
6.0	12,000	11,000
8.0	14,000	12,000
10.0	16,000	13,000
12.0	18,000	14,000
14.0	20,000	15,000
16.0	22,000	16,000
18.0	24,000	17,000
20.0	26,000	18,000
21.0 to 79.9	27,000 (and agricultural buildings exempt)	18,500 (and agricultural buildings exempt)
80.0 or greater	30,000 (and agricultural buildings exempt)	21,500 (and agricultural buildings exempt)

- Option 1 – Drafted as considered by Council at time of public hearing and 1st reading of Bylaw 58/2026
- Option 2 – Revised calculation to accommodate baseline Dwelling, Garage, and current permitted Accessory Building sizes while maintaining smaller cummulative building sizes as properties scale to larger size.

MISCELLANEOUS PLANNING ITEM
PLANNING AND DEVELOPMENT REPORT TO COUNCIL
DEVELOPMENT PERMIT - REQUEST FOR 3rd TIME EXTENSION
November 18, 2026

APPLICATION INFORMATION	FILE NO. 22D 103
	DATE OF REQUEST: November 2, 2026
	LEGAL DESCRIPTION: Plan 9711715, Lot 6; PTN: SW 13-20-01 W5M
	LANDOWNER: Maroons Investments Inc.
	AGENT: Township Planning + Design Inc.
REQUEST: Request for time extension to complete the Conditions of Approval	
DIVISION NO: 2	**COUNCILLOR:** Benita Estes
FILE MANAGER: Pierre-David Karolyi	

EXECUTIVE SUMMARY:

Summary:

This is a request to Council to extend the time to complete the Conditions of Approval under Council resolution for Development Permit 22D 103 which approved:

1. An equine facility, operating under the Specifc Use Regulations for an Arena, Limited Public; including the use of one 16,415 sq. ft. riding arena/barn building;
2. The operation of a horse transport company that includes the temporary stabling of horses within a building containing barn, office and meeting space and one 530 sq. ft. Dwelling Unit.
3. Allowance for a maximum of 30 horses to be located on the property at any given time;
4. Ancillary facilities and structures as identified within the accepted revised site plan.

As Council is the Development Authority for Direct Control District #29 lands; unless having authorized a person or persons to carry out such duties, they shall consider and decide on requests regarding Development Permits pertaining to lands zoned under this Direct Control District.

The subject property is located on the east side of 16th Street west, approximately one kilometre south of Highway #7 and the Town of Okotoks boundary.

Subject Approval and Previous Council Direction:

On August 10, 2022, Council provided 2nd and 3rd reading to redesignation of the subject property from Agricultural District to Direct Control District #29 and including a Site Specific Amendment to allow for a Dwelling Unit, Accessory to Boarding Services as a Discretionary Use. On that same day approval was provided for an application for Development Permit 22D 103 to allow for the approved uses.

Development Permit application 22D 103 – An equine facility, operating under the Specifc Use Regulations for an Arena, Limited Public; including the use of one 16,415 sq. ft. riding arena/barn building; the operation of a horse transport company that includes the temporary stabling of

horses within a building containing barn, office and meeting space and one 530 sq. ft. Dwelling Unit; a maximum of 30 horses to be located on the property at any given time; and ancillary facilities and structures as identified within the accepted revised site plan.

Pre-Release Conditions precedent to the issuance of a Development Permit were completed and the Development Permit was issued on November 7, 2022.

As per the Land Use Bylaw 60/2014 and the issued Development Permit, the development is to be completed within twenty-four months of issuance, unless an extension to the permit has been granted by the Development Authority. No occupancy of the buildings is to occur prior to obtaining all required approvals and inspections.

At the time of this report, the following Conditions of Approval remain incomplete:

1. All required building and safety code permits and inspections must be obtained from the County for the proposed (new) barn/office building/residence; *Electrical permit 20231988 missing final inspection.*
2. The applicant is required to obtain all required Building and Safety Code permits and inspections, and illustrate any/all existing buildings proposed to have public access as suitable for the intended use(s) and occupancy(ies); *building permit and all required safety code permits for the old barn/arena are to be obtained.*

In accordance with the development permit, these conditions were to have been completed on or before November 7, 2024. In accordance with the first granted time extension, these conditions were to have been completed on or before November 7, 2025, and then November 7, 2026, as per a second granted time extension. At the time of this report, inspections for the new building have largely been completed. However, for the existing barn/arena, only a Building Permit application has been submitted; the permit has not yet been issued, and no related Safety Codes permits have been issued. (*see Appendix B: Time Extension Request, for the actions taken since the previous time extension was approved*).

Copies of the decision approving this development and the second decision approving the time extension are included under Appendix C of this report

Request to Council:

1. The Agent for the Landowner is requesting that the time to complete the development be extended for 8 months (July 7, 2027).

A copy of the Agent's request has been included under Appendix B of this report.

OPTIONS FOR CONSIDERATION

Following are three (3) possible options for Council's consideration:

OPTION #1: APPROVAL

Council may choose to grant a time extension, to allow the applicant additional time to complete the development approved under Development Permit 22D 103.

The Landowner may be reminded of Condition 5 of Development Permit 22D 103, whereas no occupancy of the development may occur prior to obtaining all necessary approvals and inspections, and providing proof of such to the File Manager.

OPTION #2: POSTPONE

Council may choose to postpone making a decision on the time extension request in order to obtain any additional information that may assist in making a determination.

OPTION #3: REFUSAL

Council may choose to refuse the request to grant an extension to the time to complete the development approved under Development Permit 22D 103 and provide any direction respecting bringing the property into compliance with the Land Use Bylaw and/or building and safety code requirements.

APPENDICES

APPENDIX A:

MAP SET

- **LOCATION AND ORTHO**
- **SITE PLAN – SUBMITTED WITH DEVELOPMENT PERMIT APPLICATION**
- **PLANS – SUBMITTED WITH CURRENT TIME EXTENSION REQUEST**

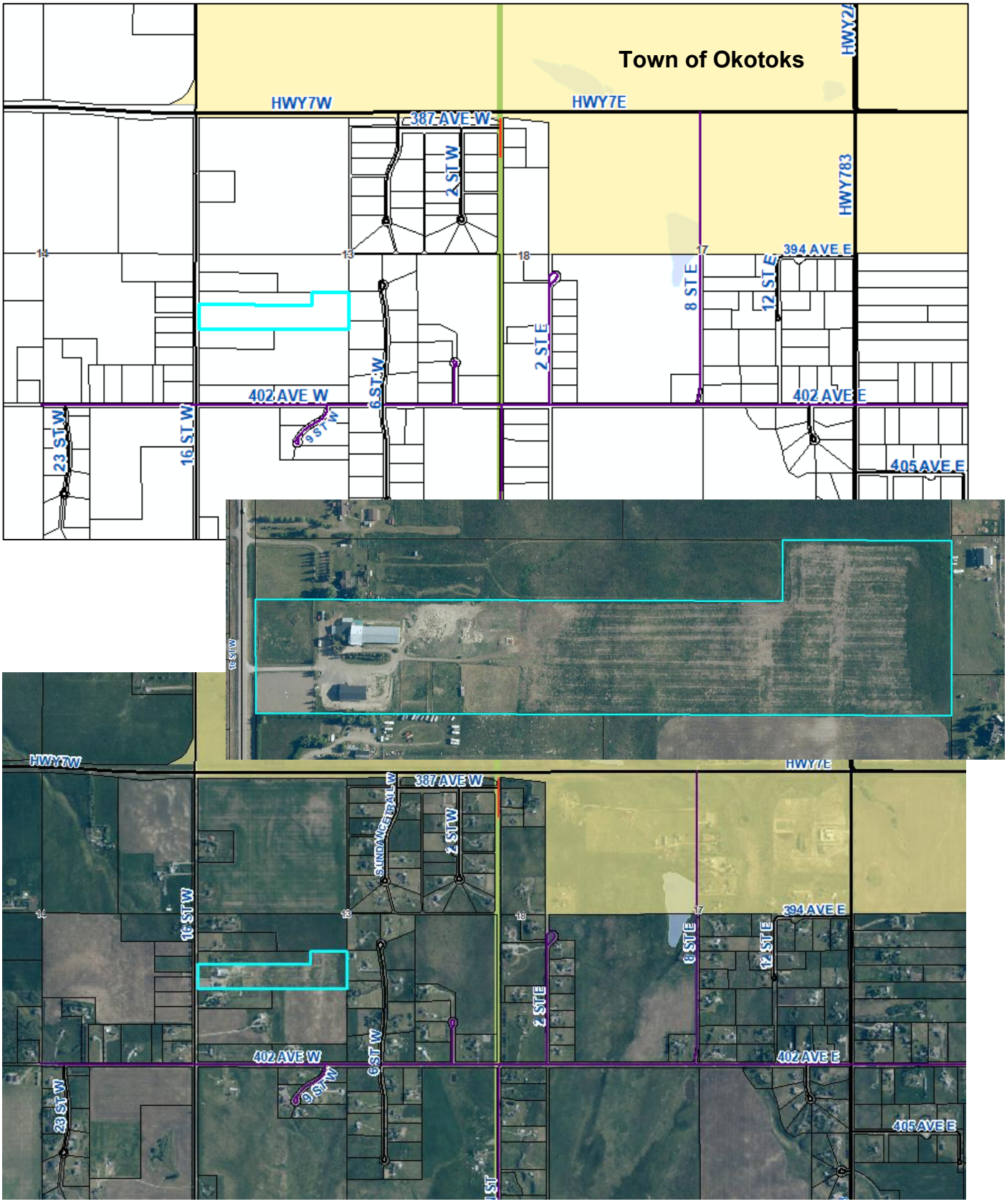
APPENDIX B:

- **REQUEST FROM AGENT**

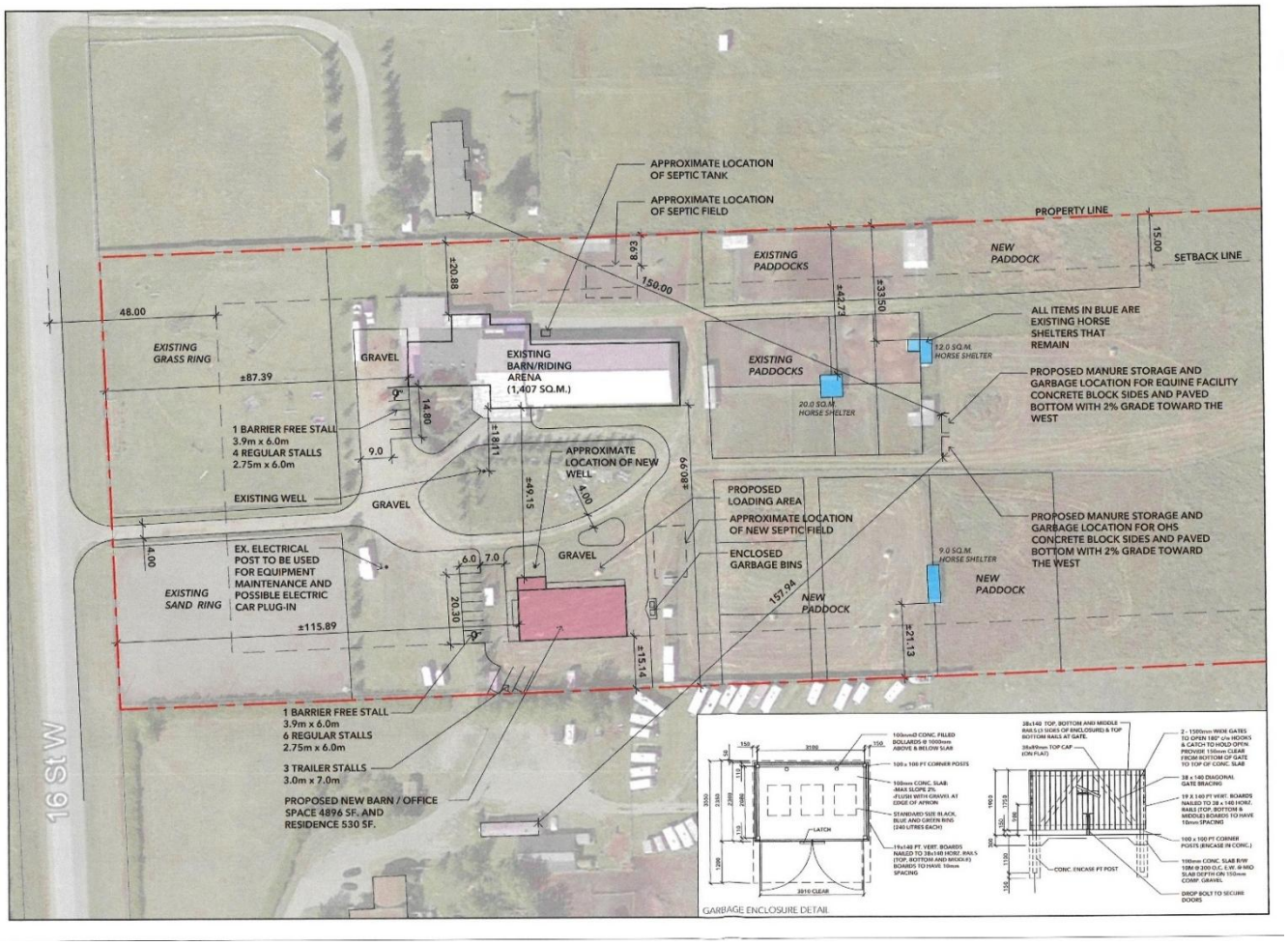
APPENDIX C:

- **DEVELOPMENT PERMIT 22D 103 – DECISION**
- **COUNCIL APPROVAL FOR SECOND TIME EXTENSION**

LOCATION & ORTHO



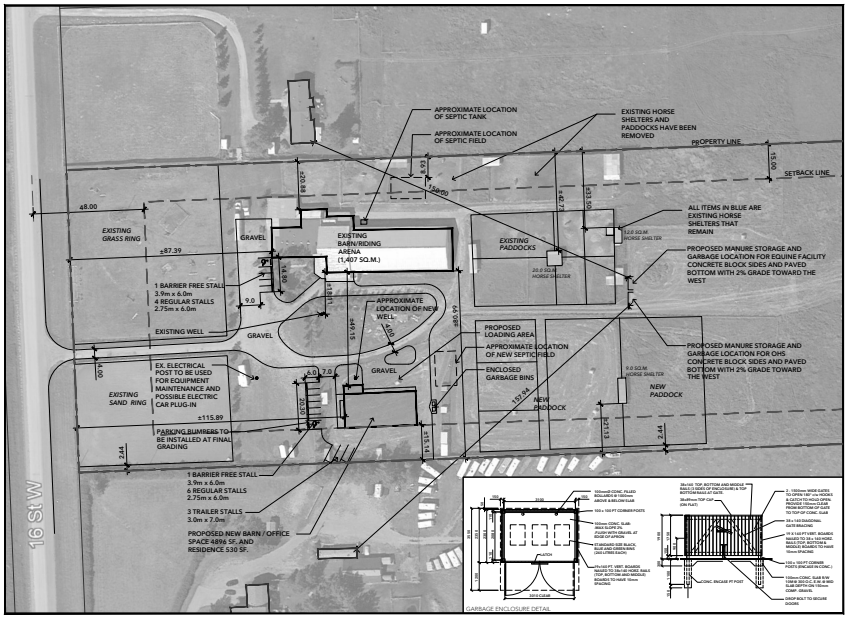
SITE PLAN – SUBMITTED WITH DEVELOPMENT PERMIT APPLICATION



PLANS SUBMITTED WITH CURRENT TIME EXTENSION REQUEST

(See following pages)

EQUINE QUARANTINE FACILITY



2 SITEPLAN

TOWNSHIP planning + design inc.

CLIENT: MAROONS INVESTMENTS Kenneth Serrien

PROJECT NUMBER 22-011

LEGAL ADDRESS Lot 6, Plan 971 1715 SW 13-20-01 W5M FOOTHILLS COUNTY

DATE October 31, 2022

CURRENT LAND USE Agricultural District (A)

PROPOSED LAND USE Direct Control District #29 (DC#29)

Plan Area: 29.31 ac (11.862ha)

GENERAL NOTES

Owners to provide signage for barrier free parking stalls and the installation of parking bumpers once final grading is done

DETAILED SITE PLAN

SCALE 1:2500

SHEET S2 ENLARGED SITE PLAN

LITTLE ROCK CONSTRUCTION & CONSULTING

Architectural Drafting Service
darrin.lewinham@gmail.com
403-510-1584

PROJECT: EQUINE QUARANTINE FACILITY

LOCATION: MD FOOTHILLS ,AB

SHEET CONTENT: SURVEY

PROJECT NO.:

DRAWN BY: D. R. N.

DATE: 2026-09-23

REVISIONS

Rev.	DATE:
1	
2	
3	
4	

SHEET AS1

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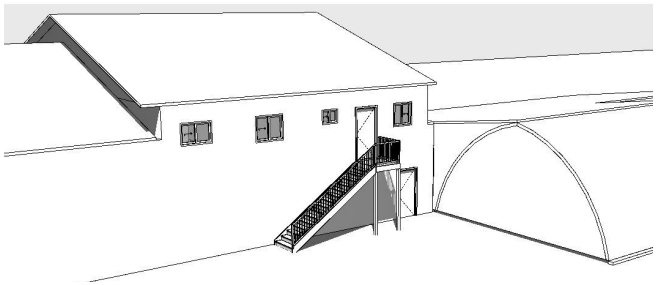
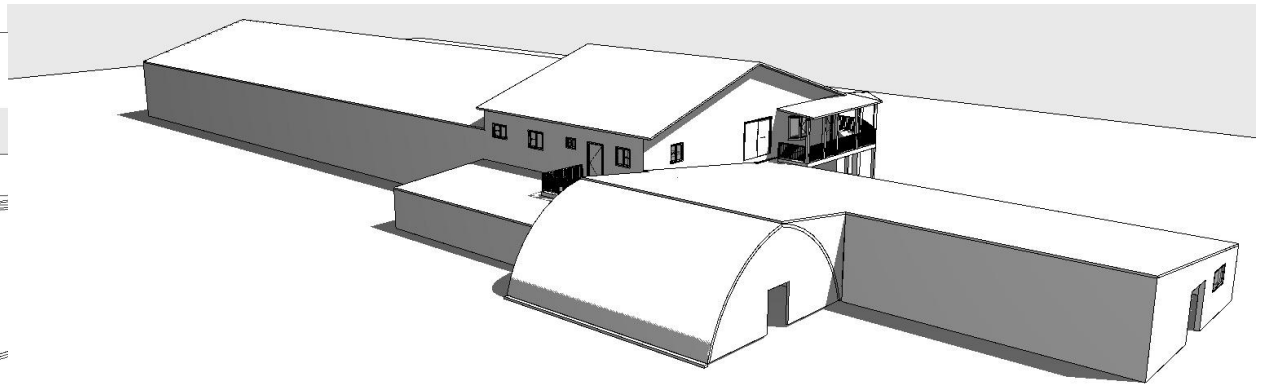
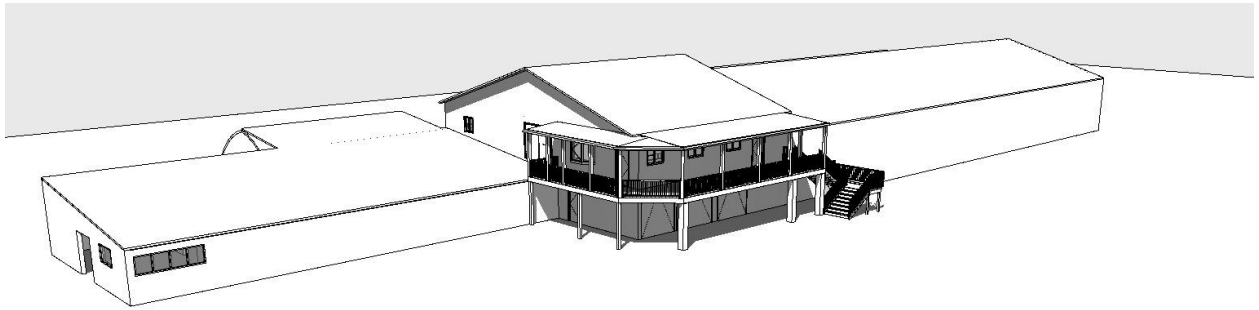


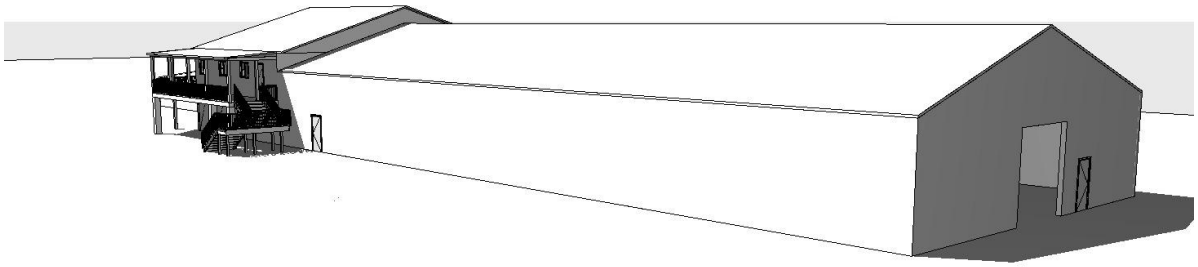
4 Proposed Rear Exit Stair
SCALE: 3/16" = 1'-0"



3 South East Perspective
SCALE: 1/4" = 1'-0"



1 North East Perspective
SCALE: 1/4" = 1'-0"



2 North West Perspective
SCALE: 1/4" = 1'-0"

LITTLE ROCK CONSTRUCTION & CONSULTING
Architectural Drafting Service
darrin.lewinham@gmail.com
403-510-1584

PROJECT: EQUINE QUARANTINE FACILITY
LOCATION: MD FOOTHILLS ,AB
SHEET CONTENT: AS BUILT - PERSPECTIVES

PROJECT NO.:
DRAWN BY: D. R. N.
DATE: 2026-09-23
REVISIONS

Rev.	DATE:
1	
2	
3	
4	

SHEET
A5

C:\Users\darri\Dropbox\Little Rock_projects&tech_Info\2025 PROJECTS\Overseas Horse Services\Archicad\OHS_ As_Built_R1D.pln

110-259 Midpark Way SE
Calgary, AB T2X 1M2
Phone: 403.880.8921
TWPplanning.com

TOWNSHIP
planning + design inc.

Foothills County
Box 5605
High River, AB TIV 1M7

November 2, 2026

ATTN: Pierre-David Karolyi , Planning & Development Officer

RE: 22D 103 - Time Extension Request
Ptn: SW 13-20-01 W5M, Plan 9711715, Lot 6
Limited Public Arena; Boarding Services; Intensive Livestock; Dwelling Unit

Dear Mr. Karolyi

Township Planning + Design Inc. (Township) is the agent for Maroon Investment Inc. regarding the development permit of the above-mentioned parcel of land.

The purpose of this letter is to request a time extension for meeting the development conditions of approval on November 7, 2022. At the general meeting in March of this year, we were advised that a fire pond would need to be provided, since then our client has retained Osprey Engineering to Design the pond, surveyors have been on site to spot grade and stack the layout. Bear Excavating has been retained to build the fire pond and will start as soon as the building permit is issued. The pond design was submitted to the Safety Codes officer by email on September 24th 2026. The client has been waiting for approval (and issuance of a building permit) by the Foothills County before investing further into the business. Some of the simple remediation to the existing barn/riding arena have been addressed by the client already. We would like to request a maximum of 8 month time extension, should weather hold, we maybe able to get the pond in before winter pending the release of the building permit. Once built we will need as-builts drawing provided by a qualified professional of the pond for final inspection by Osprey Engineering since we are so late in the season, we believe that in the spring these last components would be addressed.

Please do not hesitate to contact us should you have any questions or concerns. Thank you for considering this request.

Sincerely,
Township Planning + Design Inc.

Kristi Beunder, B.A., M.E.Des.
RPP MCIP
Senior Planner / Principal
Urban + Regional Planning

Cc: - Maroon Investment Inc.

FOOTHILLS COUNTY
309 Macleod Trail, Box 5606
High River, Alberta T1V 1M7
Phone: 403-652-2341
Fax: 403-652-7880
Planning@FoothillsCountyAB.ca
www.FoothillsCountyAB.ca

September 2, 2022

Township Planning + Design Inc.
Attn: Kristi Beunder
321, 259 Midpark Way SE
Calgary, AB T2X 1M2

Dear Ms. Beunder:

Re: Development Permit 22D 103 Ptn. SW 13-20-01 W5M

Please be advised that at its August 10, 2022 meeting, Council passed the following resolution:

MOVED that Council approve Development Permit 22D 103 for an Arena, Limited Public; Boarding Services; Intensive Livestock; and a Dwelling Unit, Accessory to Boarding Services within Plan 9711715, Lot 6; Ptn. SW 13-20-01 W5M subject to the following:

APPROVAL DESCRIPTION:

Upon completion of the pre-release conditions, this approval allows for:

1. An equine facility, operating under the Specific Use Regulations for an Arena, Limited Public; including the use of one 16,415 sq. ft. riding area/barn building;
2. The operation of a horse transport company that includes the temporary stabling of horses within a building containing barn, office, and meeting space and one 530 sq. ft. Dwelling Unit;
3. Allowance for a maximum of 30 horses to be located on the property at any given time;
4. Ancillary facilities and structures as identified within the accepted revised site plan.

PRE-RELEASE CONDITIONS:

Pre-release conditions must be complied with before the Development Permit will be signed and issued. Failure to complete the pre-release condition(s) on or before January 10, 2022 will see this approval be deemed null and void, unless a time extension is issued under agreement between the Development Authority and the Applicant(s).

1. The applicant shall submit a refundable security deposit in the amount of $3,000.00 to ensure compliance with the Building 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;
2. The applicant shall submit:
   a. Comprehensive site drainage and lot grading plans, to the satisfaction of the County's Public Works department and Agricultural Services Board;
   b. A detailed revised site plan showing:
      i. only those buildings, sheds and shelters (existing and proposed) that are to be located/are to remain, on the property
      ii. confirmed size (footprint) of the of the proposed new barn/office building/residence
      iii. dimensioned location of the existing, as well as proposed new septic field and well(s), as well as comment on well protection
      iv. surfacing of the parking and loading areas and detail respecting any use of bumpers/curbstops, as well as signage for barrier free stalls and garbage enclosure detail
      v. location of ancillary facilities and structures, congruent with an accepted stormwater management plan.

c. A plan and timing/schedule for site cleanup and removal of any existing buildings from the property, to the satisfaction of the County;

d. A detailed Manure and Odour Management plan, to the satisfaction of the County.

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 applicant shall construct the development in accordance with all conditions of approval and requirements, and as per plans that have been acknowledged by the municipality to be appropriate;
2. All required building and safety code permits and inspections must be obtained from the County for the proposed (new) barn/office building/residence;
3. The applicant is required to obtain all required building and safety code permits and inspections, and illustrate any/all existing buildings proposed to have public access as suitable for the intended use(s) and occupancy(ies);
4. Prior to the County acknowledging completion of the development, it is the responsibility of the applicant to submit as-built drawings by the respective Professional(s), verifying that all improvements are consistent with the plans and recommendations within the accepted site drainage, and grading plans;
5. The applicant shall contact the Foothills Fire Department and obtain all necessary approvals and inspections prior to occupancy. Occupancy of the development/any portion thereof shall not be granted until authorized by the Safety Codes Officer and Fire Inspector. It is the applicant's responsibility to provide proof of such to the File Manager;
6. The approach to the property is required to be repaired to the satisfaction of the County's Public Works department;
7. Emergency/Civic addressing is to be obtained and appropriately posted. Contact Ahmed Awad at 403-652-2341 for assistance in this regard;
8. A detailed plan for signage shall be submitted to the File Manager for acceptance, prior to any installation;
9. An Emergency Response Plan shall be submitted for review and acceptance by the County's Emergency Services Department and the Foothills Fire Department;
10. It is the landowner's responsibility to provide notification to the File Manager upon completion of the development.

ADVISORY REQUIREMENTS:

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

1. The development shall be maintained in accordance with all conditions of approval and plans as accepted by the County to be appropriate. Additions to, or revisions to the development and uses approved herein may occur only upon obtaining appropriate independent approvals;
2. The total cumulative number of horses located on the property at any given time is not to exceed 30. Locating additional livestock units on the parcel would first require appropriate independent approval from the County;
3. For the cumulative uses; other than the occupant(s) of the approved Dwelling Unit, no more than sixteen (16) additional vehicle trips to the property may occur on any single day, nor may more than sixteen persons other than occupants of the approved Dwelling Unit attend the property for any/all purposes;

4. Hours of operation whereby the development may be open to the public are 8:00 am until 8:00 PM on weekdays, and 8:00 AM until 6:00 pm on weekends;
5. Development shall at all times comply with all requirements of the applicable Building, Plumbing, Electrical and Fire Codes;
6. Any subsequent leaseholder/independent operator of the equine facility, is required to submit an operational plan, illustrating congruence with this approval. Each on site operator shall maintain an annual business license with Foothills County;
7. No portion of the arena with attached barn building is permitted to be used for residential purposes, or for the purpose of overnight accommodations, without first obtaining appropriate approvals and permits;
8. All parking, loading areas and laneways must be kept free of all debris, materials and/or equipment. It is the landowner's responsibility to ensure that access for emergency services is provided for at all times;
9. Exterior lighting shall be compliant with the County's Dark Sky Bylaw;
10. No camping and/or clinics, or events have been considered under this approval;
11. The issuance of a development permit from the County does not relieve the applicant of the responsibility of complying with all other relevant municipal bylaws and requirements, nor excuse violation of any provincial or federal regulation or act which may affect use of the land. This includes, but is not limited to:
    a. compliance with the requirements of Alberta Health Services;
    b. compliance with the requirements of Alberta Environment and Parks respecting the use of groundwater
12. The Landowners and Operators indemnify and hold harmless the County against the cost of any claims or actions, or awards for loss or damage to the Owner(s)/Operators arising from use and occupancy of the subject property;
13. The applicant shall be responsible for payment of any professional costs including legal fees that may be incurred by Foothills County with respect to the development approved on this permit.

Should you require any further assistance please contact Brenda Bartnik of our Planning Department.

Sincerely,
FOOTHILLS COUNTY

Heather Hemingway, RPP, MCIP
Director of Planning

HH/dn

cc. Landowner – Maroons Investment Inc.

FOOTHILLS COUNTY
309 Macleod Trail, Box 5605
High River, Alberta T1V 1M7
Phone: 403-652-2341
Fax: 403-652-7880
www.FoothillsCountyAB.ca
planning@foothillscountyab.ca

February 10, 2026

Township Planning + Design Inc.
Attn: Kristi Beunder
110, 259 – Midpark Way SE
Calgary, AB T2X 1M2

Dear Sir/Madam:

RE: TIME EXTENSION REQUEST – 22D 103 - SW 13-20-01 W5M; Plan 9711715, Lot 6

Please be advised that at its January 28, 2026 meeting, Council passed the following resolution: MOVED that Council has no objection to the time extension as requested and the applicants therefore have until November 7, 2026 to complete all conditions imposed under Development Permit 22D 103.

Should you require any further assistance please contact Pierre-David Karolyi of our Planning Department.

Sincerely,

FOOTHILLS COUNTY

Heather Hemingway, RPP, MCIP
Director of Planning

/hd

cc. Landowner – Kenneth Serrien of Maroons Investment Inc.

MISCELLANEOUS PLANNING ITEM
PLANNING AND DEVELOPMENT REPORT TO COUNCIL
SUBDIVISION REGISTRATION – TIME EXTENSION REQUEST
November 18, 2026

REQUEST FOR TIME EXTENSION FOR SUBDIVISION REGISTRATION	
APPLICATION INFORMATION	**FILE NO. 2229-04SW**
	LEGAL DESCRIPTION: Ptn. SW 4-22-29 W4
	LANDOWNER: Carma Ltd.
	AGENT: Maidment Land Surveys Ltd. – Brent Wilson
	AREA OF SUBJECT LANDS: 27.66 acres
	CURRENT LAND USE: Recreation District
APPLICATION: Subdivision to create one 1.80 +/- acre, one 2.54 +/- acre and one 6.39 +/- acre Public Utility Lot, leaving a 16.93 +/- acre balance parcel.	
DIVISION NO: 6	**COUNCILLOR:** John Callister
FILE MANAGER: Samantha Payne	

PURPOSE OF REQUEST:

Request to Council for a time extension to June 25, 2027, to permit registration of a subdivision that has already received approval and satisfied all conditions required for the creation of 3 Public Utility Lots. If approved, the extension would provide the landowner and agent until June 25, 2027, to complete registration of the subdivision with the Land Titles Office.

The landowner has provided the following explanation regarding why registration of the subdivision could not be completed within the prescribed one-year period:

In order to register the subdivision, consents are required from all parties holding registered interests on the certificate of title for the subject lands. This includes Heritage Pointe Properties and Upper Lakes Group, both of which were previous owners and developers of the Artesia development. The delay in registering the subdivision is mainly due to Heritage Pointe Properties and the parent company Upper Lakes Group being dissolved companies. We needed to make contact with the previous partnerships and then go through the courts to get them taken off the registration documents as they are dissolved companies.

BACKGROUND ON THE REQUEST:

Pursuant to Sections 657(5) and 657(6) of the Municipal Government Act (MGA), a plan of subdivision must be registered with the Land Titles Office within one year of the date of endorsement by the subdivision authority, unless Council approves a time extension.

The subdivision plan was endorsed on June 25, 2024, giving the agent and landowner until June 25, 2025 to register the subdivision with the Alberta Land Titles Office.

The agent and landowner would like to proceed with registration of the subdivision and therefore are respectfully requesting that Council grant an extension to the registration period, in accordance with the MGA.

BACKGROUND ON THE SUBJECT APPLICATION:

The subject lands are located within the Hamlet of Heritage Pointe, within the development referred to today as Artesia. The subject lands currently contain 3 stormwater retention ponds that were constructed to manage stormwater for the Artesia development. Each proposed Public Utility Lot (PUL) would encompass an existing stormwater retention pond.

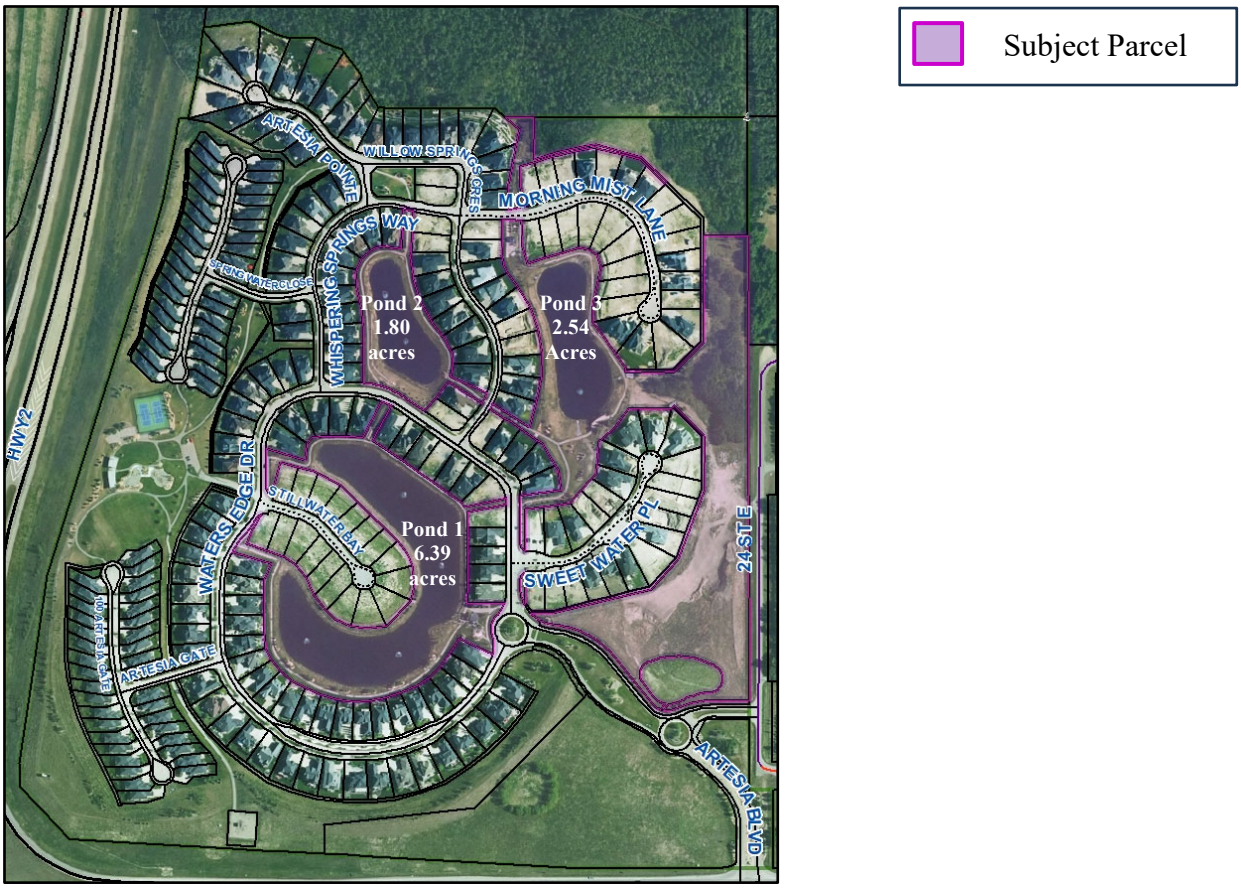
The County currently owns, operates, and maintains all stormwater infrastructure within the Artesia development, with the exception of the 3 stormwater retention ponds. While the County assumed maintenance responsibility for the ponds in August 2021, ownership of the lands containing the ponds remains with the developer, Carma Ltd.

The purpose of the subdivision is to create separate certificates of title for each of the 3 existing stormwater retention ponds and add the PUL suffix. This will facilitate the transfer of ownership of the ponds from the current landowner to the County, resulting in County ownership of all stormwater infrastructure within the Artesia development. The 16.93 +/- acre balance parcel consists of the remaining lands extending from the high-water mark of the ponds to the property boundaries. This balance parcel includes landscaped open space areas, the majority of the pathway network, and a pump station that services the Artesia irrigation system. Ownership and maintenance responsibility for the balance parcel and its associated improvements will remain with the Artesia Homeowners Association.

On December 6th, 2023, Council approved subdivision application proposing the subdivision of one 1.80 +/- acre, one 2.54 +/- acre and one 6.39 +/- acre Public Utility Lots with a 16.93 +/- acre Recreation District balance parcel. See image below illustrating the subject lands and 3 stormwater retention ponds.

On June 25, 2024, following completion of all subdivision approval conditions, the County signed and released the subdivision endorsement package to the agent for registration with the Land Titles Office.

SUBJECT PARCEL AND 3 STORMWATER RENTENTION PONDS



COUNCIL ACTION REQUESTED:

Should Council be supportive of the time extension request, Council may wish to consider the following motion:

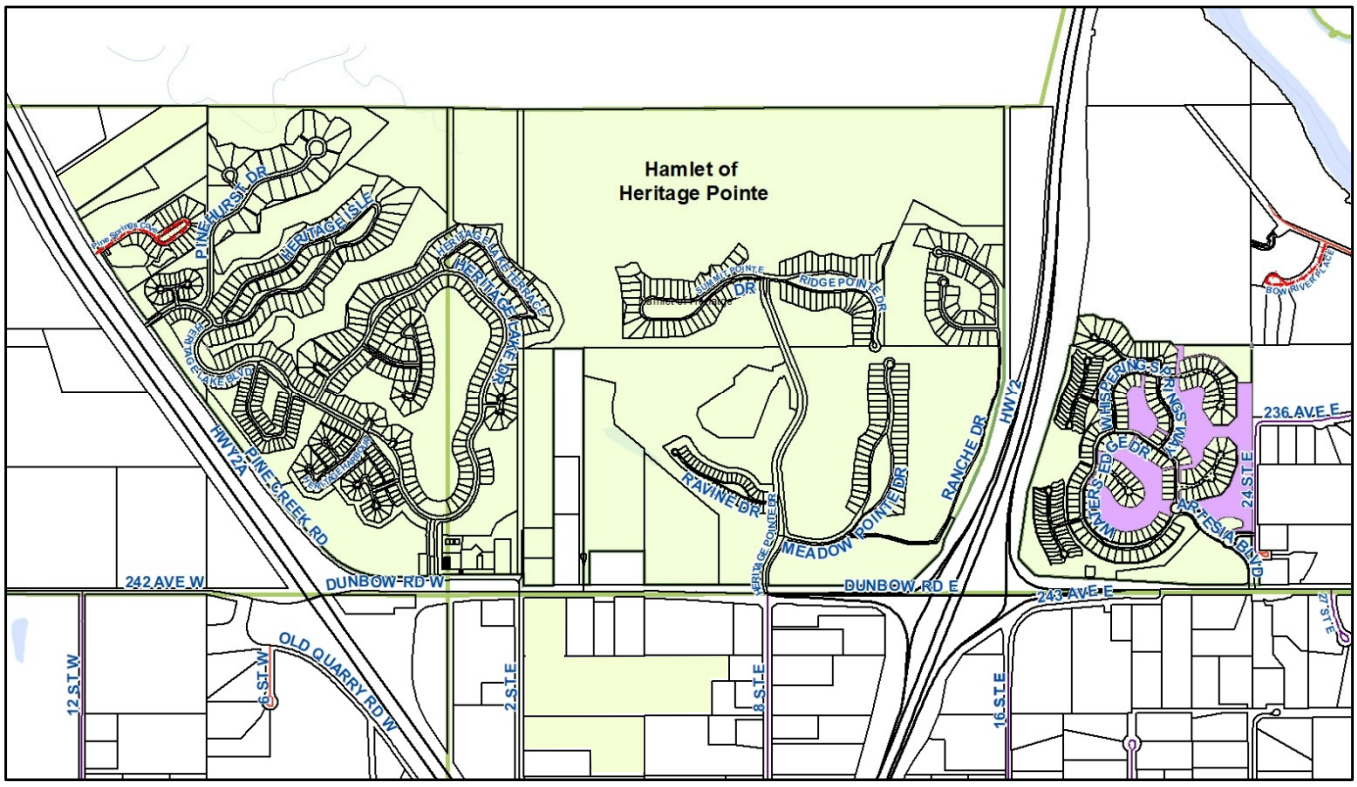
Council has no objection to the requested time extension for registration of the approved subdivision, and the landowner/agent therefore has until June 25, 2027, to register the subdivision with the Alberta Land Titles Office.

APPENDICES:

APPENDIX A- MAP SET:
Location Map
Ortho Map
Site Plan

APPENDIX B:
Excerpt from December 6, 2023 Council Meeting Minutes – Conditional Subdivision Approval

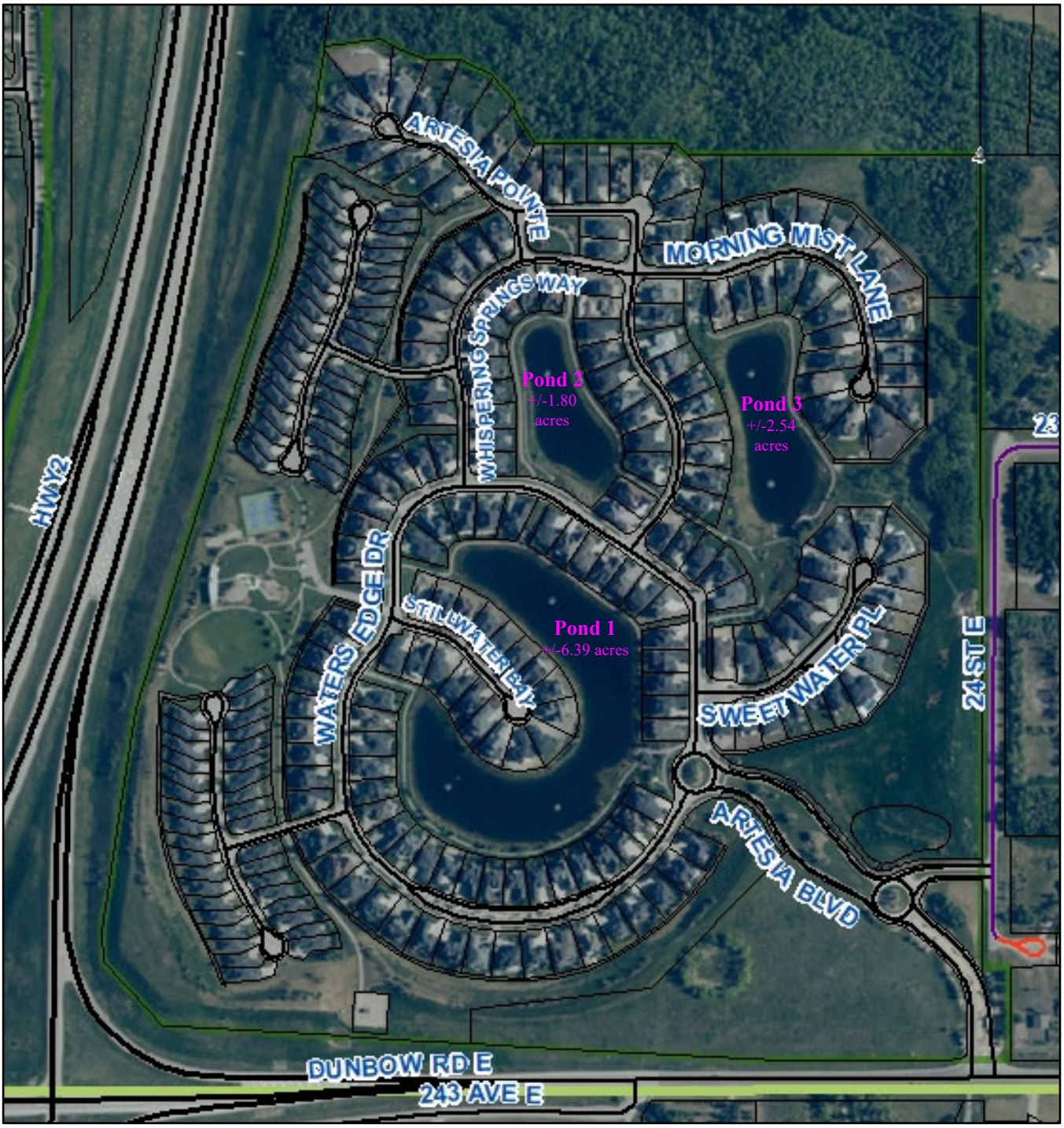
APPENDIX A: LOCATION MAP



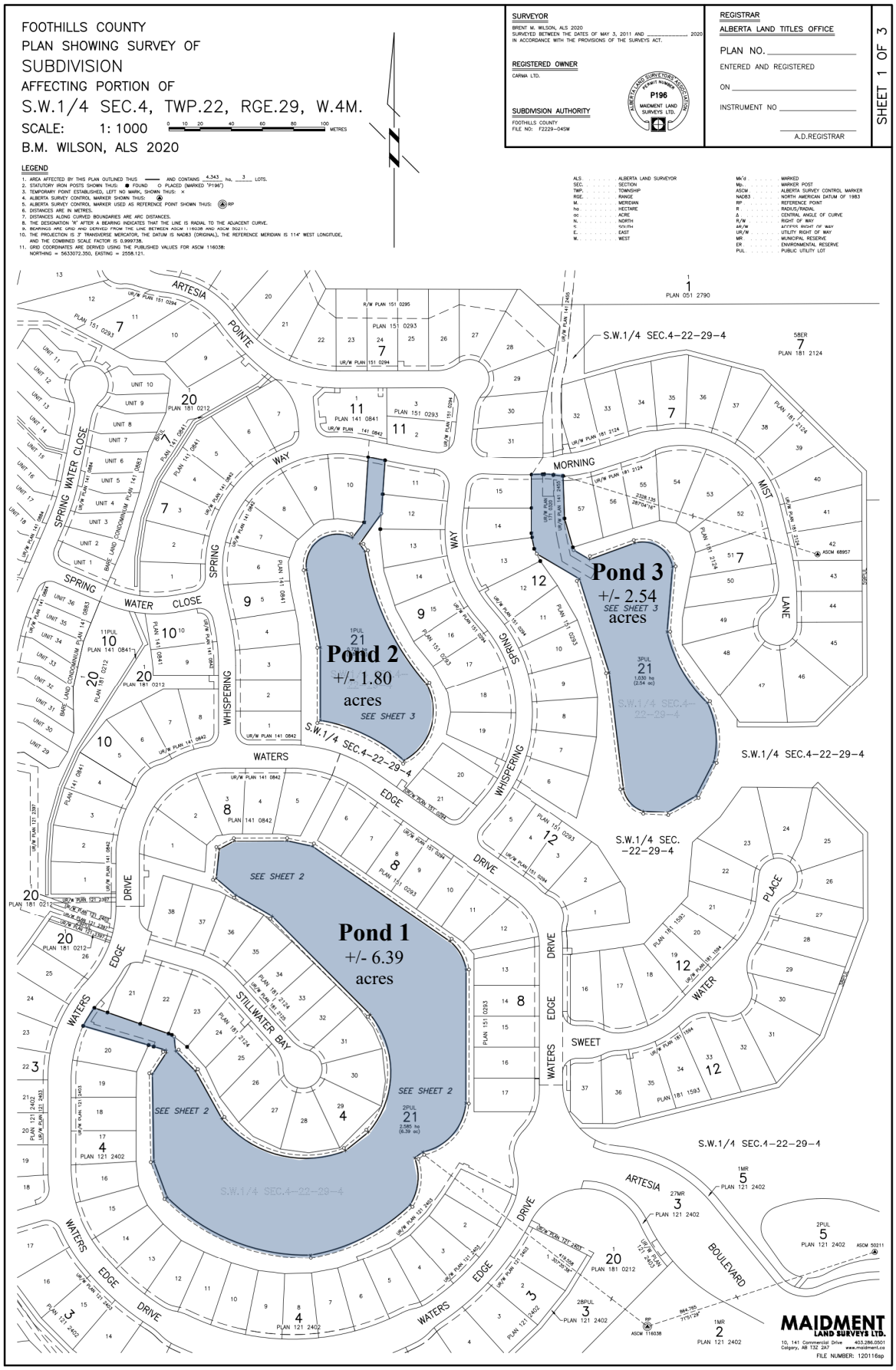
Hamlet of Heritage Pointe

27.66 acre Subject Parcel

APPENDIX A: ORTHO MAP (2024)



APPENDIX A: SITE PLAN



3 Proposed Public Utility Lots

E.1 Carma Ltd. - SW 04-22-29 W4M - Request for Subdivision

Resolution 976
Moved by: Deputy Reeve Waldorf

That the subdivision of one 1.80 +/- acre, one 2.54 +/- acre and one 6.39 +/- acre Public Utility Lot with a 16.93 +/- acre Recreation District balance parcel has been evaluated in terms of Section 654 of the Municipal Government Act and Section 9 and 18 of the Matters Related to Subdivision and Development Regulation and therefore it is approved as per the tentative plan and that a variance be granted to Section 18 of the Regulation 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 of the Regulation.

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

Recommended 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 Register of the South Alberta Land Titles District;
2. Landowners are to pay all arrears of taxes on the existing parcel prior to finalization of the subdivision;
3. Landowners are to provide all utility easements and agreements, to the satisfaction of the County;
4. Submission of subdivision endorsement fees.

CARRIED

SUBDIVISION APPROVING AUTHORITY ITEM
PLANNING AND DEVELOPMENT REPORT TO COUNCIL
SUBDIVISION APPROVAL
November 18, 2026

APPLICATION INFORMATION	**FILE NO. F1827-29SE**
	LEGAL DESC.: SE 29-18-27 W4M
	LANDOWNERS: David R. A. Turner
	AREA OF SUBJECT LANDS: 158.97 Acres
	CURRENT LAND USE: Agricultural District and Country Residential District
PROPOSAL: Subdivision proposing one new +/- 9.9 acre Country Residential District first parcel out, leaving a +/- 149.07 acre Agricultural District balance parcel.	
DIVISION NO: 1	**COUNCILLOR:** Reeve Siewert
FILE MANAGER: Elliott Salmon	

PURPOSE OF REQUEST

Request of the Subdivision Approving Authority to approve the subdivision proposing one new +/- 9.9 acre Country Residential District first parcel out, leaving a +/- 149.07 acre Agricultural District balance parcel.

BACKGROUND

November 4, 2026: Council granted 3rd and final reading to Bylaw 69/2025 authorizing the redesignation of a 9.9 +/- acre portion of Ptn. SE 29-18-27 W4M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one 9.9 +/- acre Country Residential District parcel with an approximate 149.07 +/- acre Agricultural District balance parcel and to authorize a site specific amendment to the Country Residential District land use rules to allow for a relaxation to the number, cumulative size and setback distances to existing accessory buildings on the proposed parcel, being Ptn. SE 29-18-27 W4M.

MUNICIPAL RESERVE

To date, no municipal reserves have been provided for the subject parcel.

Municipal Reserve dedication is generally not required for first parcels out of a quarter section or for large agricultural parcels greater than 16.0 hectares (39.5 acres) in size, pursuant to sections 663(a)-(b) and 666(1) of the Municipal Government Act and the County's Municipal Reserve Policy adopted April 18/96.

REFERRAL CIRCULATION

CIRCULATION REFERRALS	
REFEREE	**COMMENTS**
INTERNAL	
Public Works	• A 5.18m road widening by caveat is required along the south boundary line of the subject parcel, adjacent to 562 Avenue East.

CIRCULATION REFERRALS	
EXTERNAL	
Fortis	• No easement is required.
PUBLIC	
Landowners	No submissions received prior to the submission of this staff report.

REQUEST OF THE SUBDIVISION APPROVING AUTHORITY

Should Council as the Subdivision Approving Authority be supportive of the subdivision application, Council may wish to consider the following motion:

The subdivision proposing one new +/- 9.9 acre Country Residential District first parcel out, leaving a +/- 149.07 acre Agricultural District balance parcel 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 the application is 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 designation.

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

Recommended Conditions of Approval

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 locations of the adjacent municipal road(s), water well(s) within the boundaries of the appropriate parcels 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 Municipality and where applicable the appropriate external agencies. These conditions include:
    a. Payment of the $11,300.00 per new lot Community Sustainability Fee;
4. Road Acquisition Agreement to be executed and registered by way of caveat, concurrently with the Plan of Survey, with respect to 5.18 meters of land along the full south boundary of the subject parcel (north of 562 Avenue East) for future road widening, to the satisfaction of the Public Works Department;
5. Public Reserve: as per Section 663(a)-(b) and 666(1) of the Municipal Government Act and the County's Municipal Reserve Policy adopted April 18/96, reserves are not required to be provided when one lot is to be created from a quarter section or for the agricultural balance parcel, which is greater than 16.0 hectares (39.5 acres) in size.
6. Landowner is to provide all utility easements and agreements to the satisfaction of the County and the utility companies;
7. Landowner is to pay all arrears of taxes on the existing parcel prior to finalization of the subdivision;
8. Submission of subdivision endorsement fees.

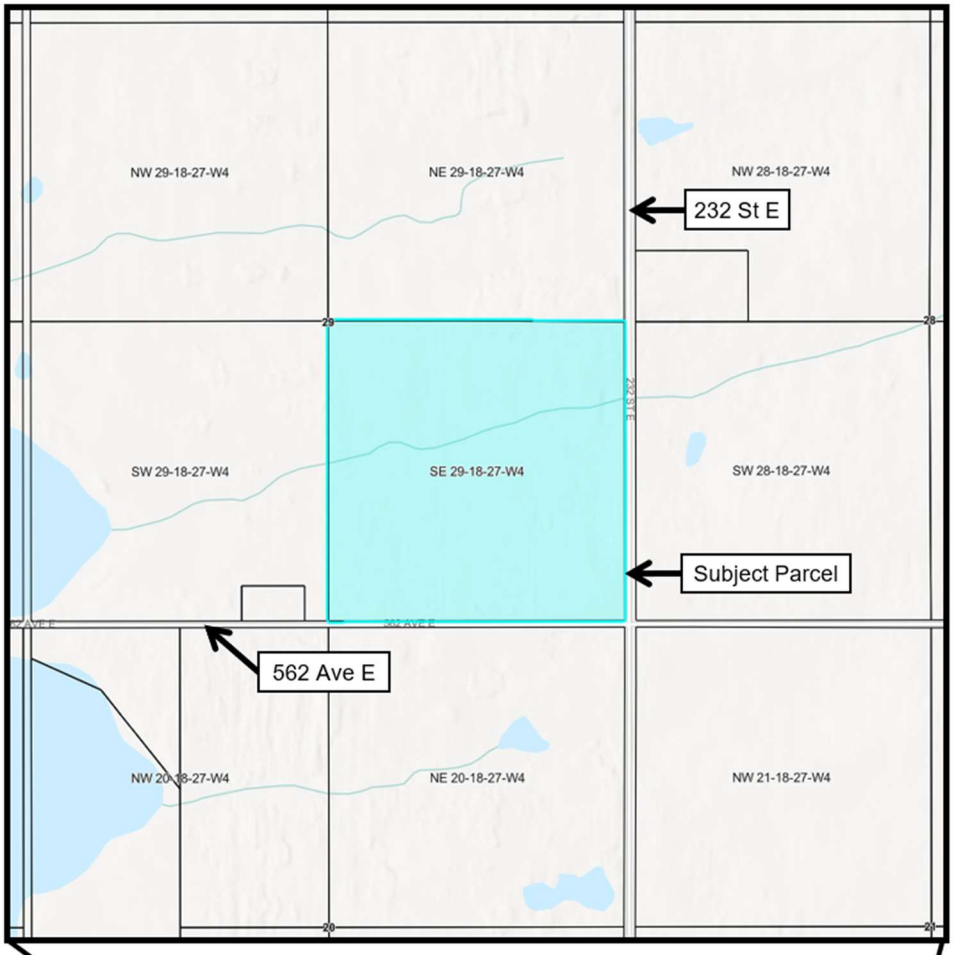
APPENDICES

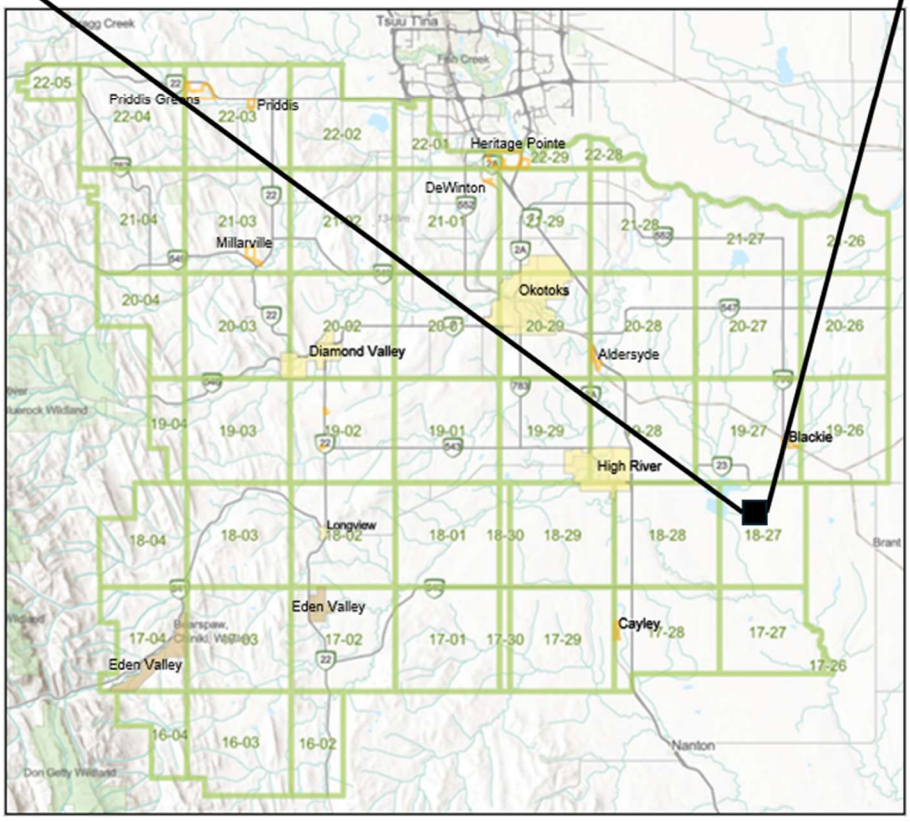
APPENDIX A – MAP SET

- LOCATION MAP
- SITE PLAN
- ORTHO PHOTO

APPENDIX B – ASSESSMENT SPREADSHEET

APPENDIX A – LOCATION MAP





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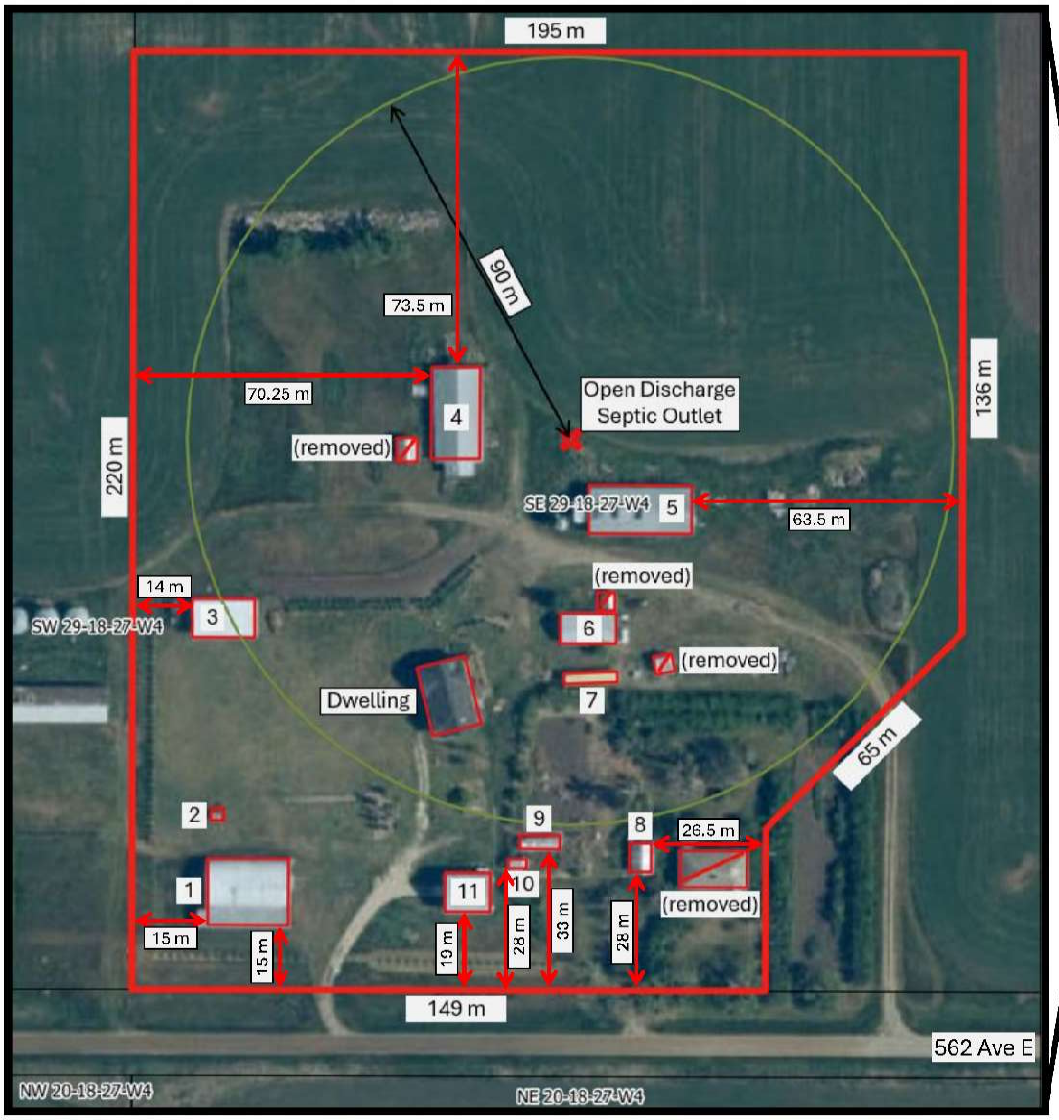




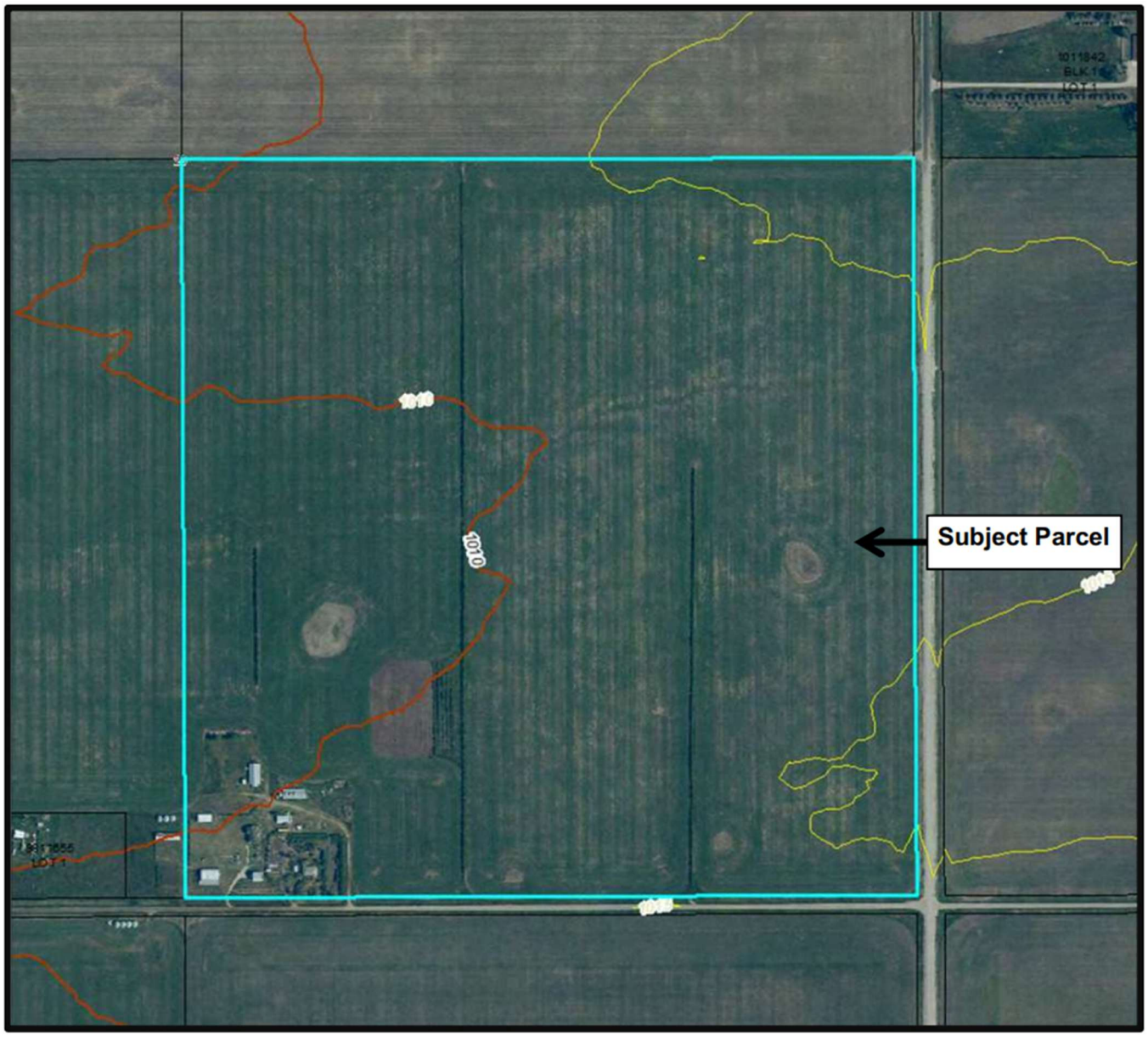
1:2,000

0 0.01 0.02 0.04 mi

0 0.01 0.03 0.06 km

Accessory building	Dimensions	Area
1 – Quonset	54' x 62'	3,348 sq. ft.
2 – Well House	3' x 3'	9 sq. ft.
3 – Machine Shed	30' x 48'	1,440 sq. ft.
4 – Hog Barn	36' x 72'	2,592 sq. ft.
5 – Hog Barn	40' x 64'	2,560 sq. ft.
6 – Shop	27' x 40'	1,080 sq. ft.
7 – Sea-can	8' x 40'	320 sq. ft.
8 – Garage	12' x 20'	240 sq. ft.
9 – Greenhouse	8' x 30'	240 sq. ft.
10 – Garden Shed	8' x 10'	80 sq. ft.
11 – Garage	31' x 32'	992 sq. ft.
		Total Area: 12,901 sq. ft.

APPENDIX A – ORTHO PHOTO



APPENDIX B – ASSESSMENT SPREADSHEET

INTEROFFICE MEMORANDUM

DATE: July 23, 2026

TO: **Planning Department**

FROM: Assessment Department

Public Reserve Amount For Subdivision

File No: F1827-29SE
Legal: SE-29-18-27-4
Subject: Turner, Roll #1827290000
Parcel Size: 158.97 acres
Mkt Zone: 8
Trees: Improved Few Mature Trees
Views: Part Mountain View
River/Creek:

CONCLUSION

Based on the following sales, the fair market value for a 158.97 acre parcel in this area is : $6,040 per acre.

Sale	Mz	Qr	Sec	Twp	Rge	M	Sale Date	Acres	Sale Price	Time Adj	Time Adj Sale Price	Loc Adj	Size Adj	Trees Adj	View Adj	River/ Creek Adj	Final Adjusted Sale Price	Indicated Price Per Acre For 158.97 Acs
1	8	NE	08	17	27	4	May-26	157.60	$945,600	1.00	$945,600	1.00	1.01				$955,056	$6,008
2	8	NE	20	18	28	4	Nov-25	160.00	$850,000	1.00	$850,000	1.00	1.00				$850,000	$5,347
3	8	NE	28	18	28	4	Jul-25	155.05	$775,000	1.00	$775,000	1.00	1.02				$790,500	$4,973
4	8	NW	08	17	27	4	Jun-25	160.00	$960,000	1.00	$960,000	1.00	1.00				$960,000	$6,039
5	7	SE	33	19	27	4	Apr-26	160.00	$1,300,000	1.00	$1,300,000	1.02	1.00				$1,326,000	$8,341
6	7	SE	02	19	26	4	Apr-26	162.32	$1,159,200	1.00	$1,159,200	1.02	1.00				$1,182,384	$7,438
7	7	NW	11	21	27	4	Jun-26	157.95	$1,150,000	1.00	$1,150,000	1.02	1.00				$1,173,000	$7,379

COMMENTS: