



PUBLIC MEETING
REPORT TO COUNCIL
Request to License an Undeveloped Road Allowance
February 26, 11:00 am

Letter of Request information		File: PL1904-35E
LEGAL DESCRIPTION: Portion of an Undeveloped Road Allowance adjacent to the east boundary of E ½ 35-19-04 W5M, containing ~7 acres (2.83 ha)		
LANDOWNER: Foothills County		
LICENCE APPLICANT: Wilf and Tracy Middleton		
PROPOSAL: Request to License Undeveloped Road Allowance		
DIVISION NO: 3		COUNCILLOR: Barb Castell
FILE MANAGER: Donna Fowler, Municipal Lands Administrator		
LOCATION		

The undeveloped Road Allowance is located approximately 11 km west of the Town of Diamond Valley, 0.7 km north of HWY 546 along an undeveloped stretch of 304 Street West.

BACKGROUND

On April 15, 2024, the landowner submitted a Road Closure Application for Council's consideration to license the above noted undeveloped road allowance.

On December 18, 2024 – Staff provided a brief presentation to Council and Council directed administration to proceed with a Public Hearing to consider the closure and license to the undeveloped road allowance adjacent to their property.

The applicants own parcels on both the east and west sides of this road allowance. A 230 metre segment of the southernmost portion of this road allowance is developed (304 Street West). This portion is excluded from this closure request.

CIRCULATION:

The Application File was circulated internally and externally with responses as indicated:

Foothills County Website – Application file posted on February 5, 2025.

Western Wheel Advertisement – February 12 & 19, 2025

Adjacent Landowner Circulation – No concerns to February 18, 2025

External Agencies Circulated - No concerns

Internal Circulation – No concerns

REQUEST OF COUNCIL

OPTION 1 – APPROVAL

That Council grants first reading to Bylaw ##/2025 to authorize the closure and license of a portion of the undeveloped road allowance E 35-19-04 W5M containing 7 acres more or less, for the purpose of grazing. Access will not be denied.

OPTION 2 – POSTPONE

That Council postpones their decision to allow administration to gather more information.

OPTION 3 – REFUSAL

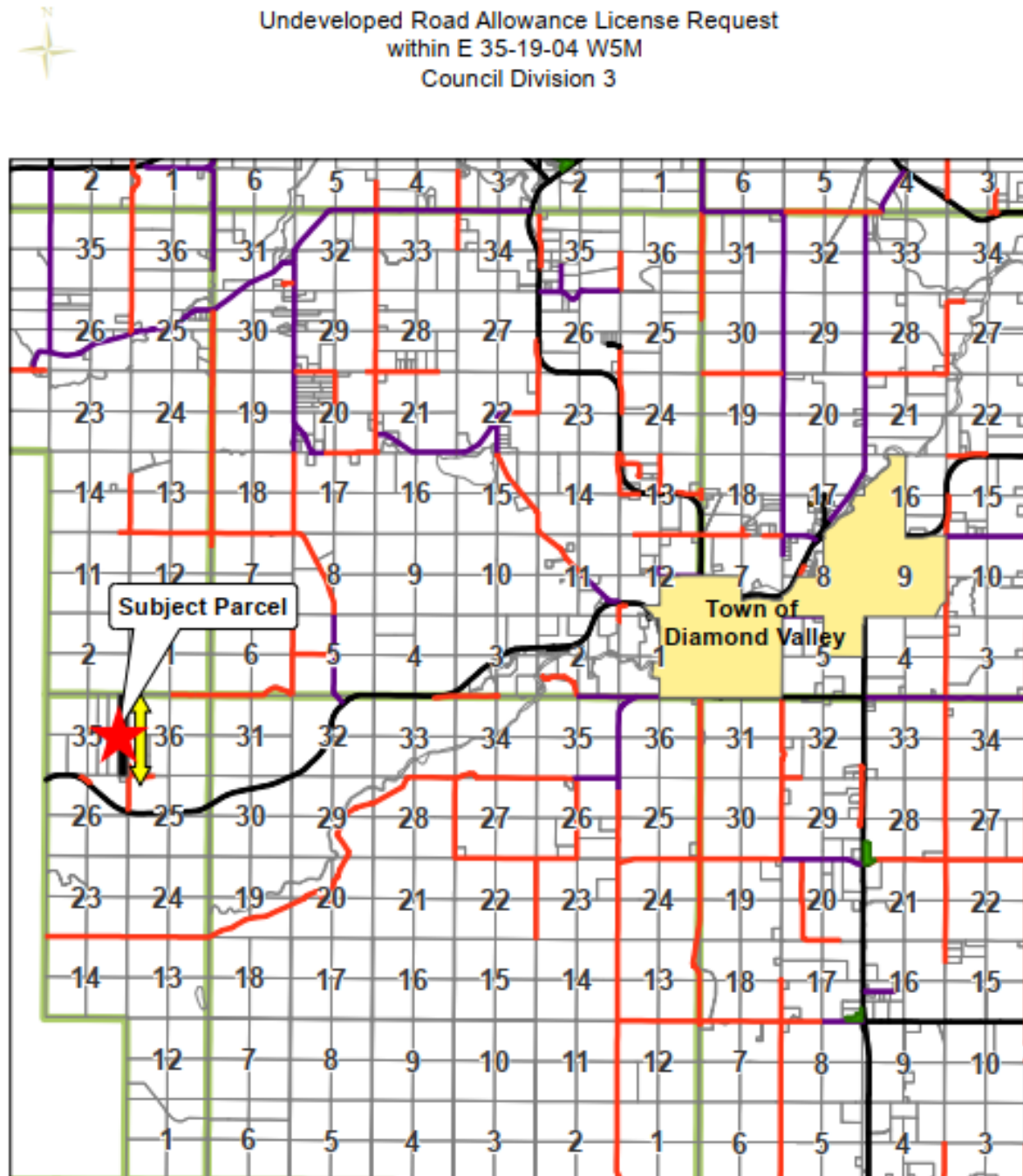
That Council denies the application, at this time.

APPENDICES

APPENDIX A – Location Maps

APPENDIX D – Draft Bylaw XX/2025

APPENDIX A: LOCATION MAP



1:100,000

Legend

- | | |
|--------------------------------------|-------------|
| — Roads | □ Parcels |
| — Highway | ■ Applicant |
| ↔ Subject undeveloped Road Allowance | |

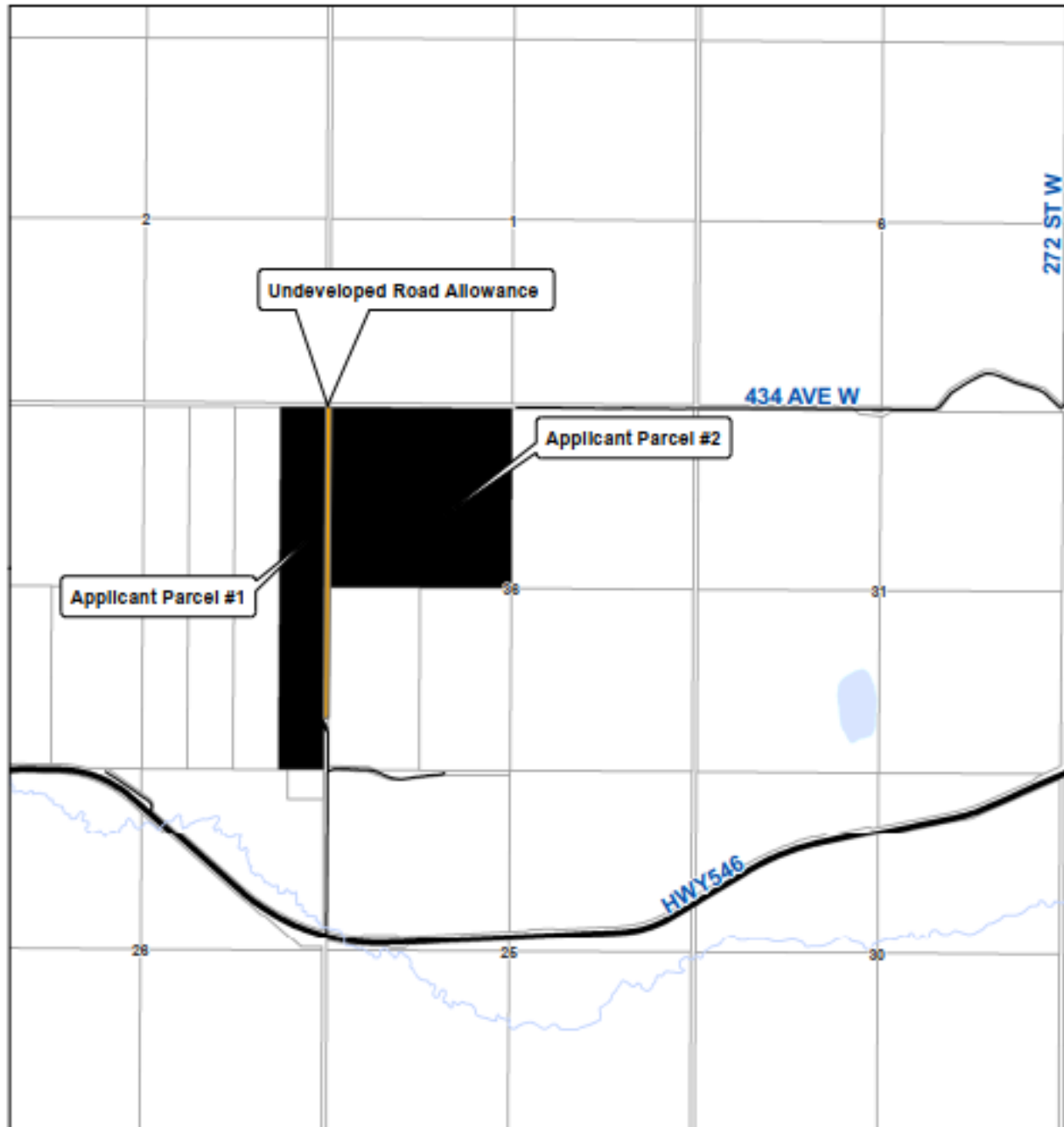
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Data Sources: Municipal Records and GIS. © Feather River County 2021

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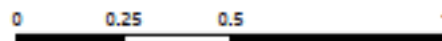
Undeveloped Road Allowance License Request
within E 35-19-04 W5M
Council Division 3



Legend

- Roads
- Parcels
- Highway
- Subject Parcel

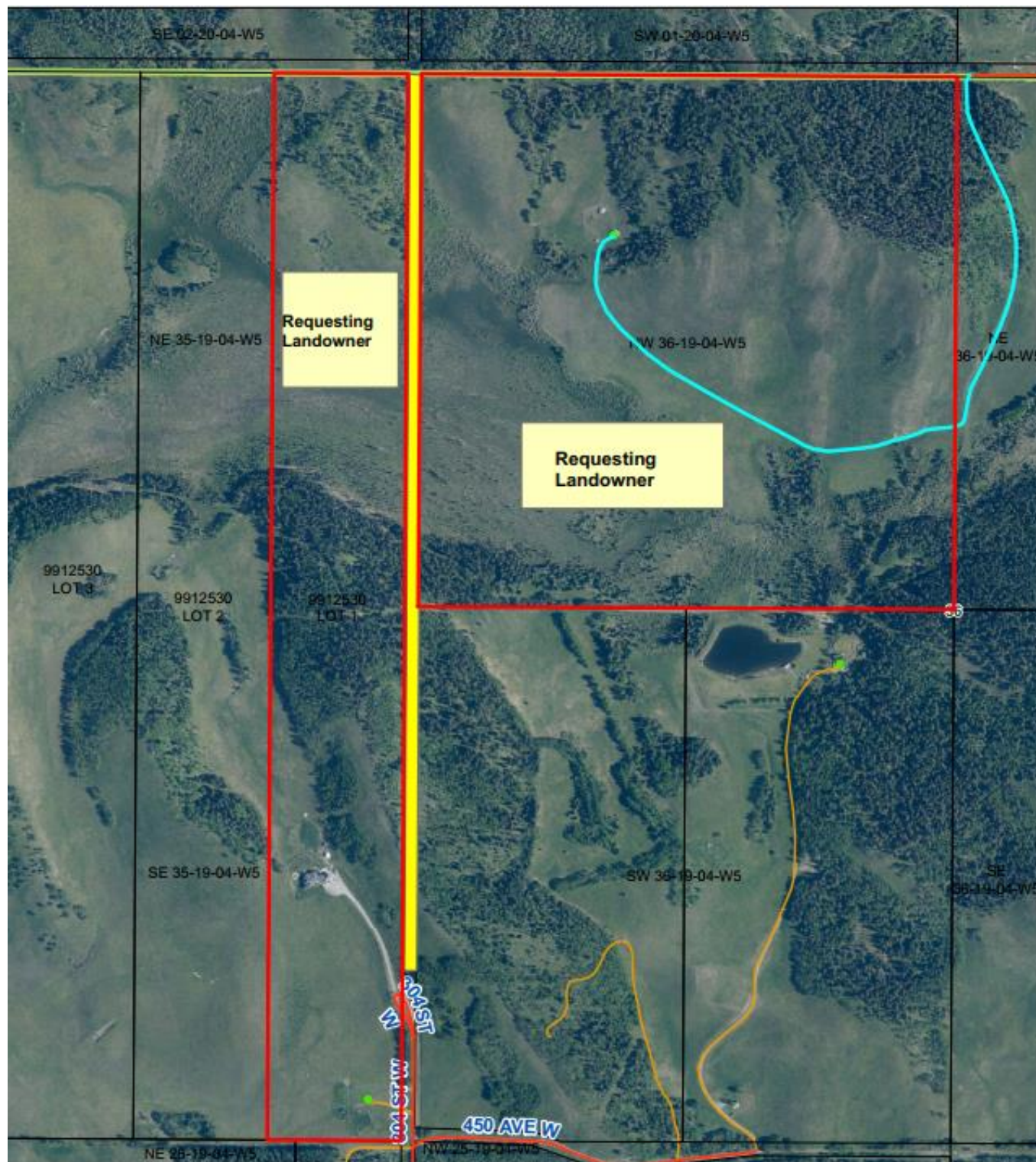
Date: 2025-02-10



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Data Sources Include Municipal Records and Atlas. Map by Foothills County 2025

ORTHOPHOTOS



APPENDIX B: DRAFT BYLAW XX/2025

BYLAW XX/2025

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 February 12, 2025 and February 19, 2025 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:

A PORTION OF THE ROAD ALLOWANCE LYING EAST OF THE E ¼ OF SECTION 35 TOWNSHIP 19 RANGE 04 WEST OF THE 5TH MERIDIAN CONTAINING 7 ACRES (2.83 HECTARES) MORE OR LESS.
Excepting thereout all mines and minerals.

Received first reading this ____ day of _____, 2025.

Chief Elected Official

(Seal)

Chief Administrative Officer

APPROVED this ____ day of _____, 20__.

Minister of Transportation & Economic Development

Received second reading this ____ day of _____, 20__.

Received third reading and finally passed this ____ day of _____, 20__.

Chief Elected Official

(Seal)

Chief Administrative Officer