


**FOOTHILLS COUNTY
COUNCIL AGENDA - REVISED**



Wednesday, April 16, 2025, 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	
B. PUBLIC WORKS / ENGINEERING / PARKS & RECREATION	
B.1 Capital Equipment Purchase - Airport Plow Truck Replacement	3
Presented by: Director of Community and Emergency Services Rick Saulnier	
C. PUBLIC HEARINGS & MEETINGS	
C.1 10:00 am - Budget Amendment and Mill Rate	7
Presented by: Deputy Director of Corporate Services Reginald Hammond	
C.2 11:00 a.m. - Avail LLP Audit Presentation	24
Presented by: Michelle Lutz (Avail LLP)	
C.3 1:30 p.m. - Barrett - SW 28-18-01 W5M - Redesignation (A to AB) and Site Specific Amendment	57
Presented by: Planning Officer Brenda Bartnik	
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Presented by: Manager of Legislative Services Sherri Barrett	

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	Presented by: Councillor Castell	
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	Presented by: Reeve Miller	
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	Presented by: Deputy Director of Corporate Services Reginald Hammond	
G.	CONFIDENTIAL CLOSED SESSION	
G.1	Advice from Officials - FOIP s. 24	
G.2	Personnel - FOIP s. 24	
	Presented by: Deputy Director of Corporate Services Reginald Hammond	
H.	MOTIONS ARISING FROM CONFIDENTIAL CLOSED SESSION	
I.	OTHER MATTERS	
I.1	Lunch	
I.2	Accounts – April 16, 2025	
	Councillors Deputy Reeve Waldorf, Councillors Siewert and McHugh	
I.3	Minutes – April 9, 2025	
I.4	Committee Reports	
I.5	Next Meeting – April 23, 2025	
I.6	Adjourn	

DEPARTMENT: Community Services	
	TOPIC: Airport Plow Truck Replacement
REPORT PREPARED BY: Jeff Porter REPORT PRESENTED BY: Rick Saulnier	
PURPOSE OF REQUEST	

To replace the Airports current snowplow and truck with a decommissioned Foothills Fire Bush Truck and a new plow.

BACKGROUND

The current Foothills Regional Airport plow and truck (2008 Ford 550 V10 gas, 288,686 km) are worn out and are beginning to fail on a consistent basis. The Airport Board purchased the truck and plow from the County after being decommissioned from the fleet due to mileage and age. Currently there is a 2005 Ford F550 (Unit E23-656) bush truck V10 gas with 19283km that has been regularly maintained by Foothills Fire Department and stored inside. This unit is slated to go to auction.

There is currently one new Western plow remaining in Calgary that will fit this truck which is the larger Western 9'6" MVP plus quoted for last year's price of \$13,952.00 + \$1,550.00 for installation. Total cost of the plow installed is \$15,502.00 + GST.

Pricing going forward will be impacted by the 25% tariffs and the 2025/2026 new pricing increase.

This plow is the same model as is currently being utilized at the airport (and is used by PW) but is wore out. Public works was consulted about moving the old plow to the bush truck and their recommendation was to purchase a new plow as the old one is not worth repairing and will keep breaking.

\$60,000 was budgeted for a new plow truck in the draft airport 2025 capital budget. The total cost of the truck and plow would be \$15,503.00 + GST a savings of \$44,497.00

REQUEST OF COUNCIL

Proposed Motion: To recommend to Foothills County Council

Recommendation: To transfer Unit E23-656 to the Airport and purchase and install the new Western 9'6" MVP plow on Unit E23-656 for \$15,502.00 plus GST.

Appendix A: Unit E23-656 Pictures




Current Airport Plow and Truck





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DEPARTMENT: Corporate Services	
	TOPIC: MILL RATE BYLAW AND BUDGET AMENDMENT
REPORT PREPARED BY: Reginald Hammond REPORT PRESENTED BY: Reginald Hammond	

PURPOSE OF REQUEST

To authorize the rates of taxation for the year 2025 and to consider amendments to the 2025 budget.

BACKGROUND

REQUEST OF COUNCIL

To consider first reading of a Mill Rate Bylaw to authorize the rates of taxation for the year 2025.

To consider amendments to the 2025 budget as presented.

APPENDICES

Appendix A - 2025 Budget Amendments, Mill Rate and Property Tax Bylaw Package

Foothills County

2025 Budget Amendments, Mill Rate and Property Tax Bylaw Package

2025 Budget Amendments

Revenues

Foothills County's assessment growth was 8.7% in 2024 (for the 2025 taxation year). This increase is attributed to new growth in the area (1.72%) and market value growth (6.98%).

Mill Rate

	2025	2024	Percentage change
Residential	6.163296	6.032642	2.17%
Farm	14.262066	13.961564	2.15%
Non-Residential	12.826846	12.549231	2.21%
Machinery & Equip.	9.148762	8.959003	2.12%

Operating Expenses

Changes to the previously approved budget are as follows:

	Increase
Expense Increases	
School Requisition	\$ 4,550,592
Seniors Foundation	49,346
Library	76,000
Designated Industrial Property	7,327
Increase to budgeted expenses	4,683,265

Capital Budget

Change of funding source for water projects at Hawks Landing from CCBF to Hawks Landing WWTP Reserve:

Hawks WWTP and 2 Lift station Shingles : \$45,000
Meter Replacement : \$55,000

Aldersyde WTP and related pipelines:

DebtFinancing : \$31,000,000
Misc. Grants : \$10,178,220
Aldersyde Water Reserve : \$14,092,829

Foothills County									
2025 Budget									
April 7, 2025									
							2024		
			-----2025-----				Budget		
			Revenue	Expense	Net Cost		Net Cost		
Tax Revenue			80,230,786	0	80,230,786		71,717,212	8,513,574	11.87%
Requisitions			0	30,419,014	-30,419,014		-25,811,749	-4,607,265	17.85%
Council			0	784,781	-784,781		-774,862	-9,919	1.28%
Administration			3,329,502	5,610,282	-2,280,780		-1,283,541	-997,239	77.69%
Corporate Services			274,500	5,451,517	-5,177,017		-4,860,580	-316,437	6.51%
Community Services Administration			0	302,668	-302,668		-324,557	21,889	-6.74%
Fire			264,100	7,540,090	-7,275,990		-6,476,752	-799,238	12.34%
Protective Services			218,500	1,561,191	-1,342,691		-1,249,676	-93,015	7.44%
RCMP			0	2,093,714	-2,093,714		-2,093,714	0	0.00%
Airport			0	20,875	-20,875		-21,485	610	-2.84%
FCSS			518,755	705,327	-186,572		-158,750	-27,822	17.53%
Cemeteries			183,350	371,597	-188,247		-189,272	1,025	-0.54%
Parks			6,500	257,866	-251,366		-261,615	10,249	-3.92%
Recreation Facilities			0	2,878,843	-2,878,843		-2,707,223	-171,620	6.34%
Seaman Arena			740,000	1,296,216	-556,216		-539,956	-16,260	3.01%
Library			0	842,000	-842,000		-715,300	-126,700	17.71%
Public Works Common Services			0	6,067,571	-6,067,571		-7,436,014	1,368,443	-18.40%
Public Works			7,726,348	29,302,844	-21,576,496		-19,549,193	-2,027,303	10.37%
Water			3,771,726	7,381,970	-3,610,244		-2,778,729	-831,515	29.92%
Waste Water			332,293	241,264	91,029		160,519	-69,490	-43.29%
Solid Waste			145,500	404,632	-259,132		-293,249	34,117	-11.63%
Fibre Optics			86,110	67,701	18,409		18,530	-121	0.00%
Planning & Mapping			2,095,000	3,295,389	-1,200,389		-1,084,162	-116,227	10.72%
ASB			167,047	1,292,607	-1,125,560		-961,287	-164,273	17.09%
			100,090,017	108,189,959	-8,099,942		-7,675,405	-424,537	5.53%
Excess of Revenue over Expenditure					-8,099,942				
Amortization of TCA					17,128,794				
Purchase of TCA					-62,377,597				
Long Term Debt Payments					-2,998,309				
Long Term Debt Proceeds					31,000,000				
Proceeds of Disposal TCA					250,000				
Misc. Grants					10,178,220				
Transfer from (to) Reserves									
			Calgary Annexation Compensation Re		299,805				
			Foothills Cemetery Reserves		76,200				
			Hawks Landing WWTP Reserves		100,000				
			Aldersyde Water Reserve		14,092,829				
			Future Expenditure Reserve		350,000				
					0				

Foothills County
2025 Budget Draft
2025-04-08

TAX LEVIES		2023 Budget	2024 Budget	2025 Budget	2026 Projected	2027 Projected
SCHOOL						
ASFF RESID. & FARM		16,892,873	18,671,814	24,085,389	25,289,658	26,554,141
ASFF NON RES.		3,571,403	3,903,905	2,507,610	2,632,990	2,764,639
ASFF M&E						
SEP. RESID. & FARM		1,877,498	2,046,500	2,623,606	2,754,787	2,892,526
SEP. NON RES.		98,717	112,992	69,198	72,658	76,291
SEP. M&E						
Total School		22,440,491	24,735,211	29,285,803	30,750,093	32,287,598
OTHER						
SENIORS FOUNDATION		988,481	1,030,512	1,079,858	1,106,854	1,134,526
AMBULANCE & DISP.		247,940	230,000	247,500	253,688	260,030
RECREATION		2,603,691	3,314,693	3,144,506	3,223,119	3,303,697
FIRE		5,743,275	6,024,961	7,396,022	7,580,923	7,770,446
LIBRARY	Marigold/Urban Municipa	557,483	715,300	842,000	863,050	884,626
RCMP		2,087,063	2,093,714	2,093,714	1,999,320	1,999,320
DESIGNATED INDUST. PROP.		42,160	46,025	53,352	54,686	56,053
Total Other		12,270,093	13,455,205	14,856,952	15,081,639	15,408,697
MUNICIPAL						
RESIDENTIAL		20,184,144	21,728,143	23,416,910	24,002,333	24,602,391
FARM		1,322,160	1,423,299	1,533,921	1,572,269	1,611,576
M&E		1,648,879	1,775,011	1,912,969	1,960,794	2,009,813
INDUSTRIAL AND COMM.		7,950,801	8,559,003	9,224,231	9,454,836	9,691,207
Minimum Tax		30,000	30,000	30,000	30,000	30,000
Local Improvements		11,340	11,340	11,340	11,340	11,340
Total Municipal		31,147,324	33,526,796	36,129,371	37,031,572	37,956,328
TOTAL TAXES		65,857,908	71,717,212	80,272,126	82,863,304	85,652,622

Impact of 2025 Mill Rate on 15,383 Rolls

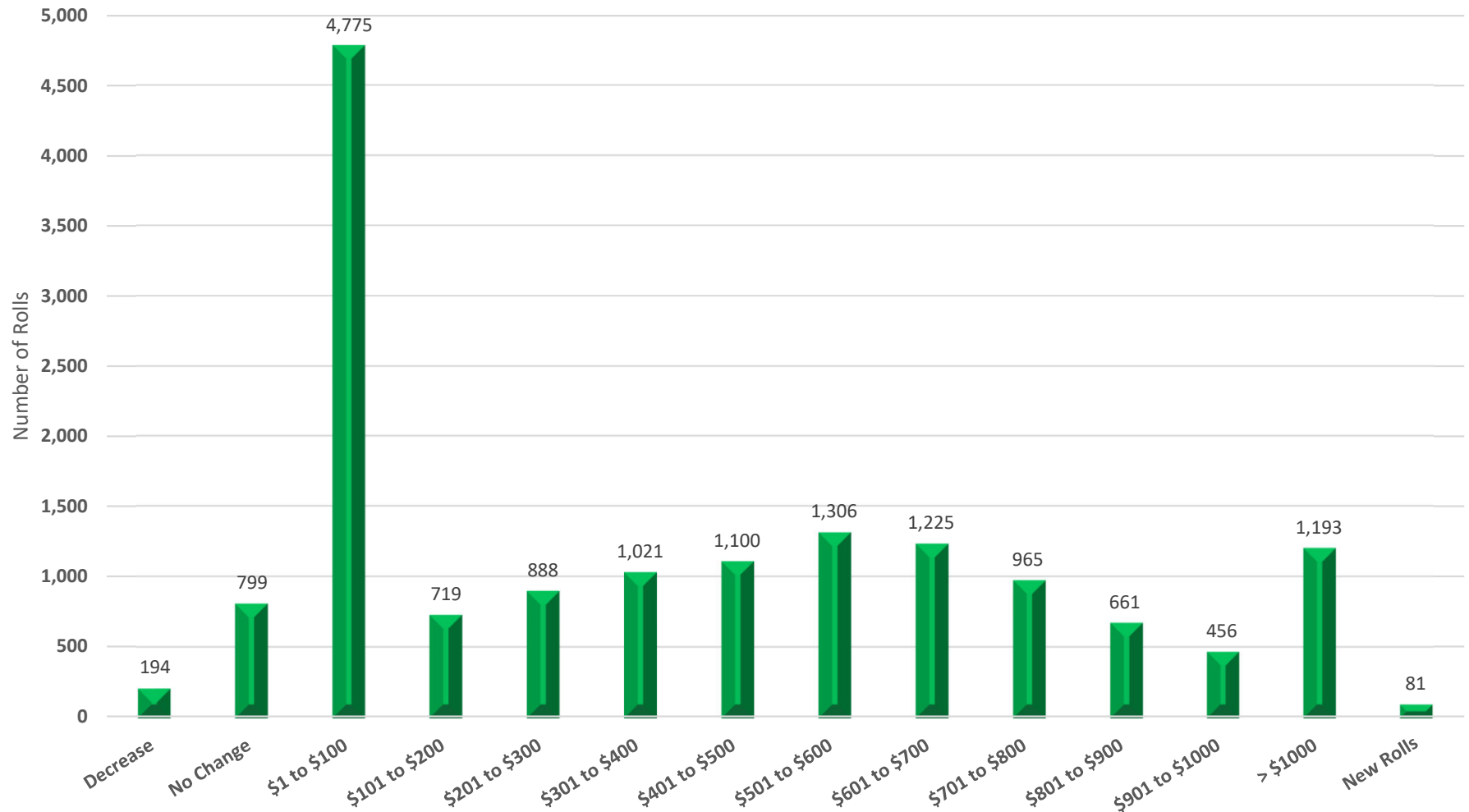


Chart does not include Linear, Oilfiled or Grants-In-Lieu of Taxes Rolls

Impact of 2025 Mill Rate on 15,383 Rolls

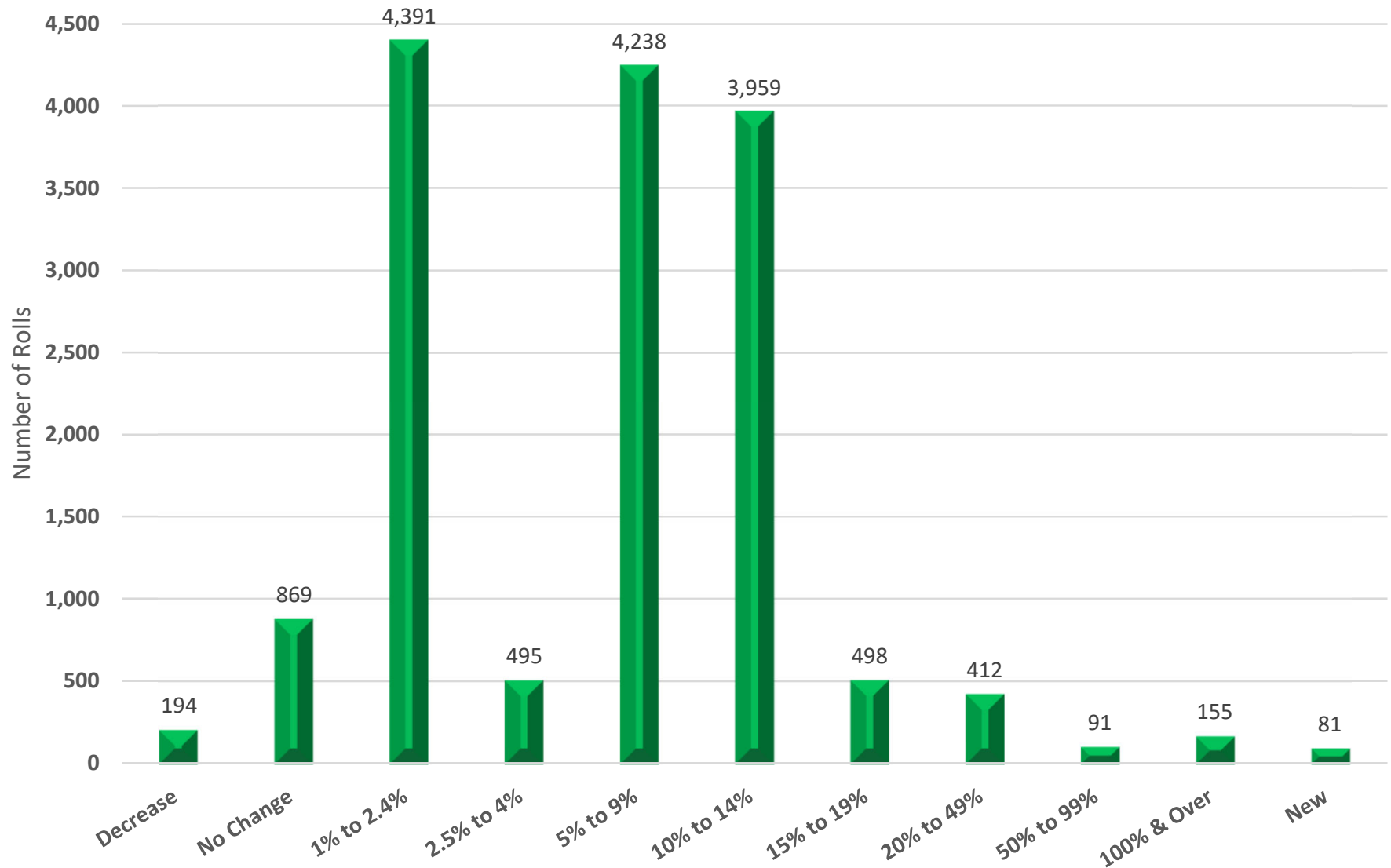


Chart does not include Linear, Oilfield or Grant-In-Lieu of Taxes Rolls

Impact in Dollars of 2025 Mill Rate on 10,482 Owners

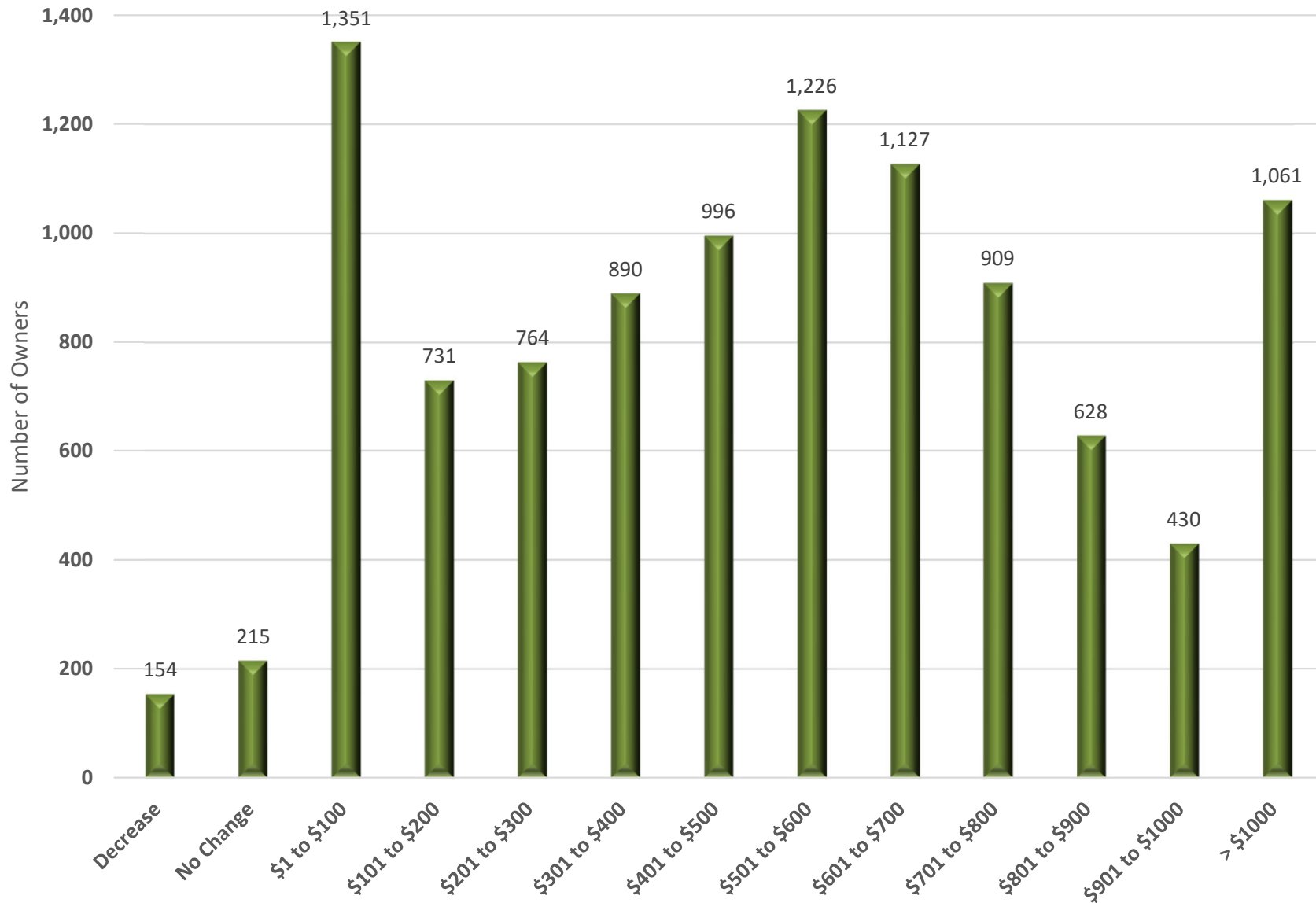


Chart does not include Linear, Oilfield or Grant-In-Place of Taxes Rolls

Percentage Impact of 2025 Mill Rate on 10,482 Owners

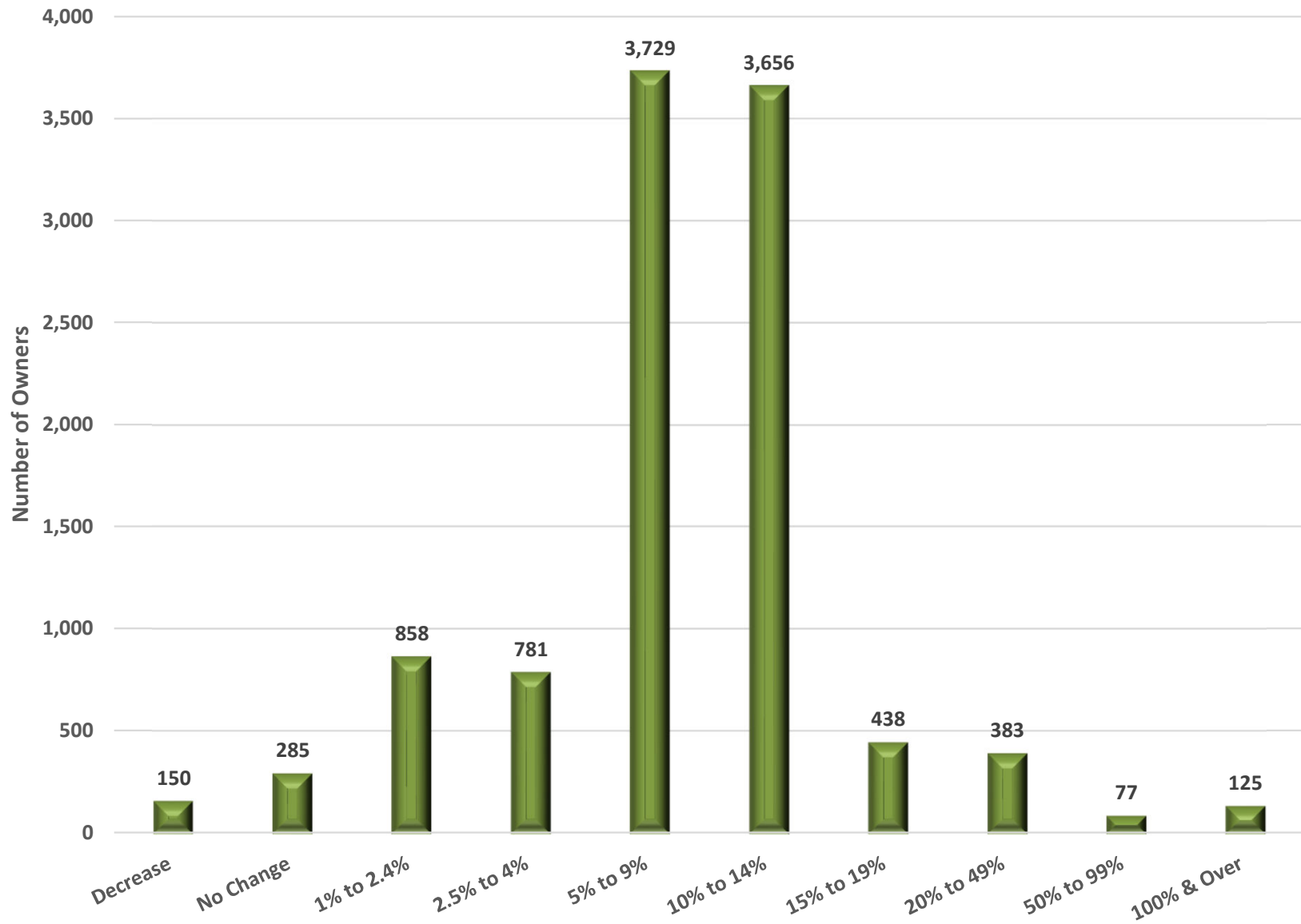
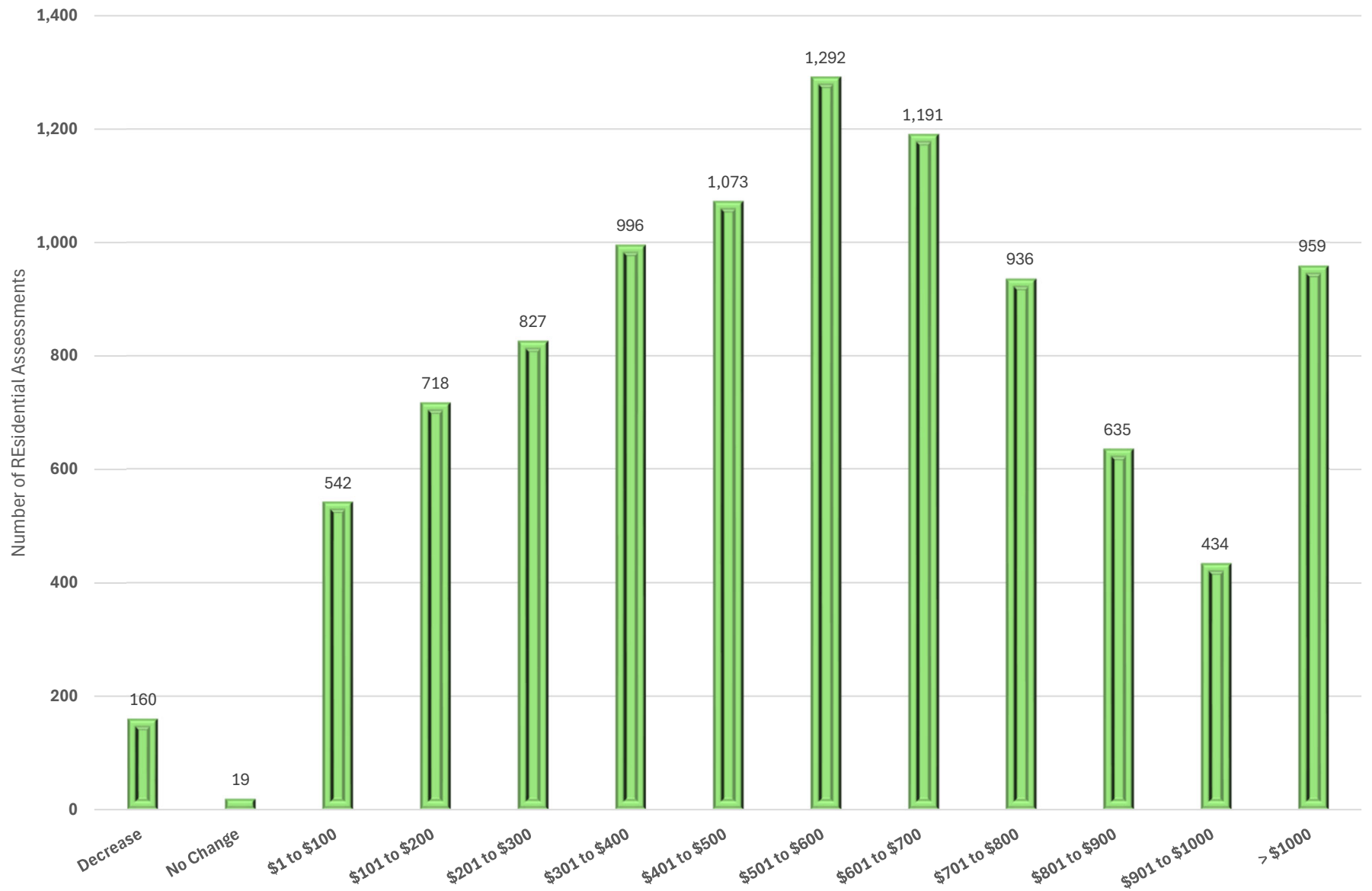
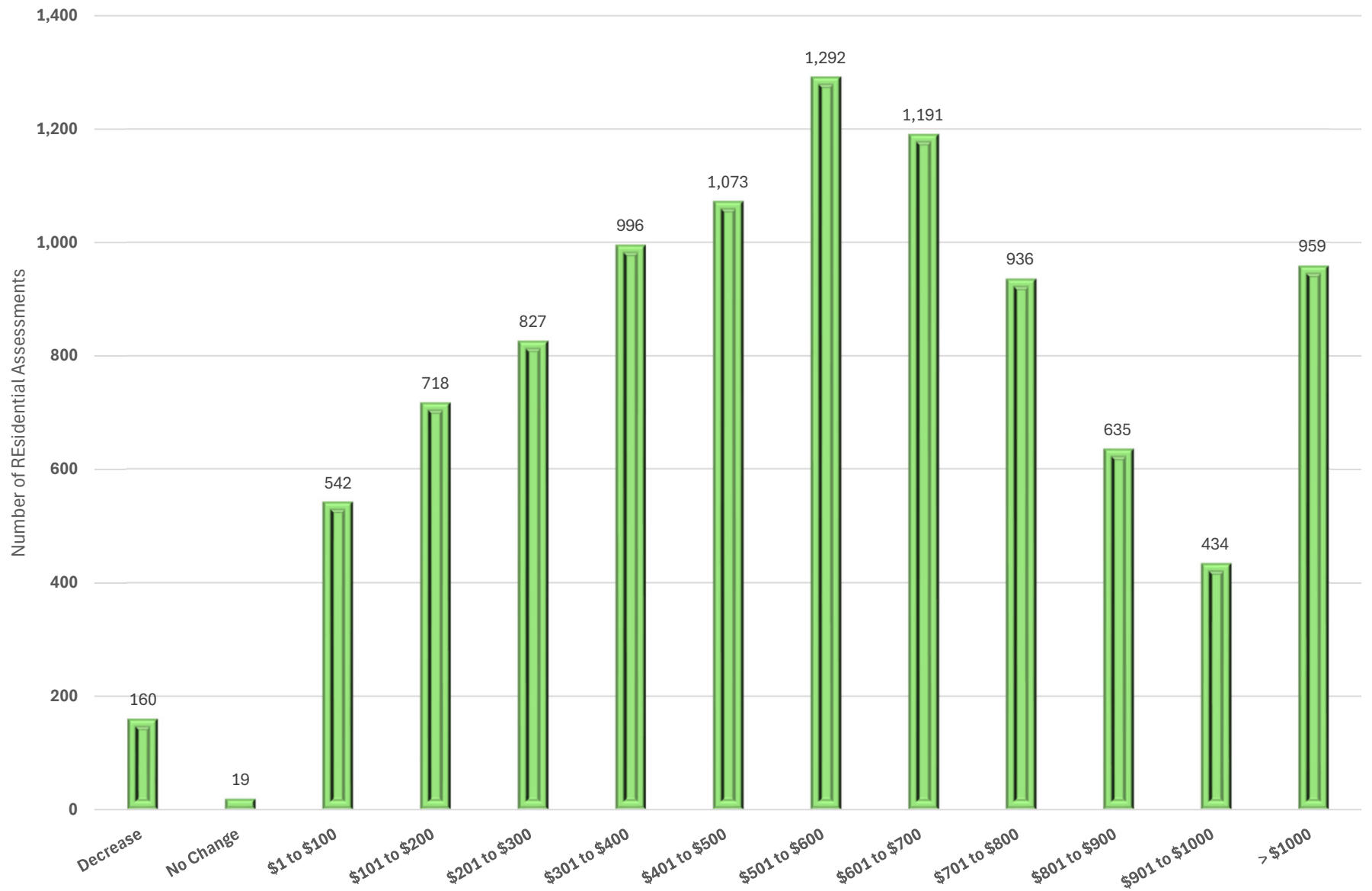


Chart does not include Linear, Oilfield or Grant-In-Lieu of Taxes Rolls

Impact in Dollars of 2025 Test Levy on 9,872 Residential Assessments



Impact in Dollars of 2025 Test Levy on 9,872 Residential Assessments



Impact in Dollars of 2025 Test Levy on 1,305 Commercial or Industrial Assessments

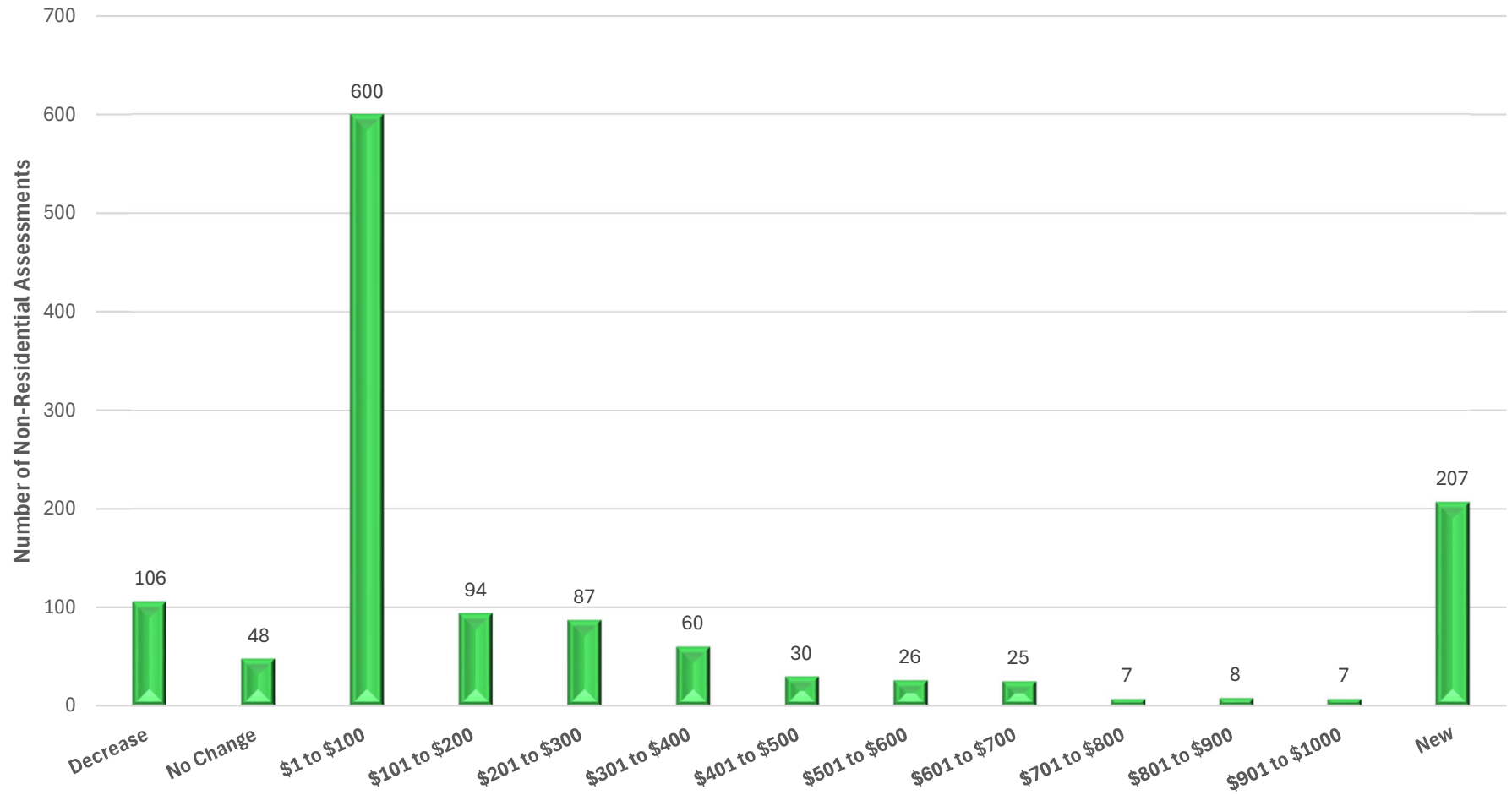


Chart does not include Linear, Oilfield or M&E assessments

Percentage Impact of 2025 Test Levy on 1,305 Commercial or Industrial Assessments

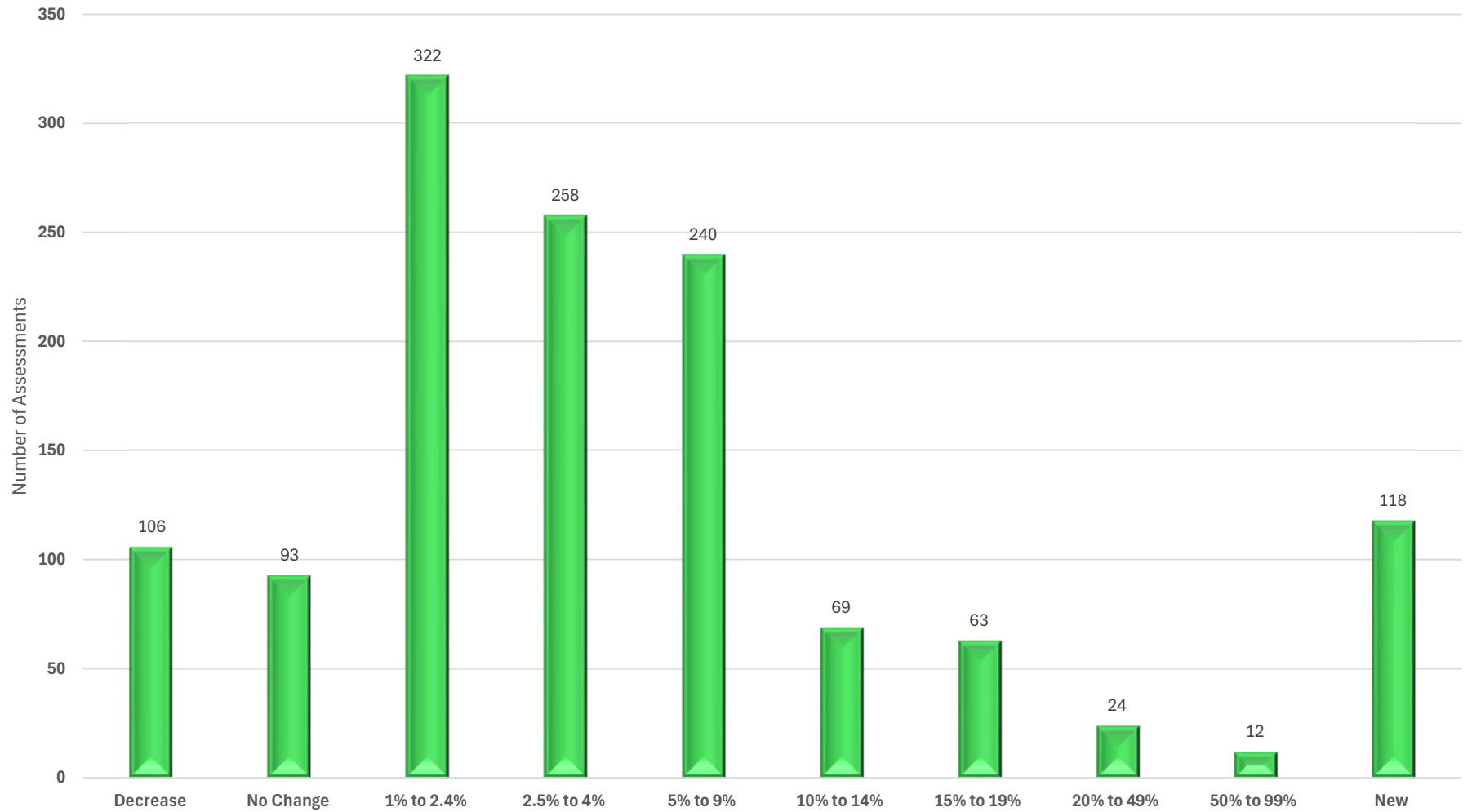


Chart does not include Linear, Oilfield or M&E assessments

To reconcile the preamble of the attached bylaw to the budget, the following information is required:

The total expenditures of \$156,437,071 are made up of the following budget components of the budget summary below:

Municipal Expenditures	\$108,190,013	
Capital Purchases/Projects	62,377,597	
Long-Term Debt Principal Payments	2,998,309	
Less: Amortization	<u>(17,128,848)</u>	
	\$156,437,071	A

The total non-tax revenues of \$76,247,625 are made up of the following budget items:

Non-tax Revenue	\$20,109,231	
New Debt Financing	31,000,000	
Transfer from Restricted Surplus	25,097,054	
Extra Revenue from Minimum Tax	30,000	
Local Improvement Levy	<u>11,340</u>	
	\$ 76,247,625	B

Property taxes to be levied equal \$ **80,189,446** (A-B).

This draft Mill Rate Bylaw includes changes as presented in the amended budget. No other changes have been made to the 2025 budget.

BYLAW NO.XX/2025

**A BYLAW OF THE FOOTHILLS COUNTY
TO AUTHORIZE THE RATES OF TAXATION FOR THE YEAR 2025**

WHEREAS the Foothills County has prepared and adopted detailed estimates of the municipal revenue and expenditures as required; and

WHEREAS the estimated municipal expenditures and transfers set out in the budget for the Foothills County for the calendar year **2025** total one hundred and fifty-six million four hundred and thirty seven thousand, seventy-one dollars (\$156,437,071); and

WHEREAS the estimated municipal revenues and transfers from all sources other than taxation is estimated at seventy six million two hundred and forty seven thousand six hundred and twenty five dollars (\$76,247,625), and the balance of eighty million one hundred and eighty nine thousand four hundred and forty six dollars (\$80,189,446) is to be raised by general municipal taxation; and

WHEREAS, the requisitions are:

Alberta School Foundations Fund (ASFF)		
	Residential and Farmland	\$24,085,389
	Non-residential	\$2,507,610
	Machinery and equipment	\$0
Christ the Redeemer Separate School Division		
	Residential and Farmland	\$2,623,606
	Non-residential	\$69,198
	Machinery and equipment	\$0
Senior's Foundation		\$1,079,858
Designated Industrial Property Tax Requisition		\$53,352

WHEREAS, taxes to fund other expenditures and transfers are:

911 Call Center	\$247,500
Recreation	\$3,144,506
Fire Protection	\$7,396,022
RCMP	\$2,093,714
Library	\$842,000
General Municipal	\$36,129,371

WHEREAS, the Council of the Foothills County is required each year to levy on the assessed value of all property tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2000, and amendments thereto; and

WHEREAS, the assessed value of all property in the Foothills County as shown on the assessment roll is:

Residential	\$9,709,739,180
Non-residential	\$1,289,941,810
Farmland	\$137,110,870
Machinery and equipment	<u>\$231,775,880</u>
	<u><u>\$11,368,567,740</u></u>

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the Foothills County, in the Province of Alberta, duly assembled, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Foothills County:

	Tax Levy	Assessment	Tax Rate Mills
General Municipal			
Residential	\$23,416,910	\$9,709,739,180	2.148683
Farmland	1,533,921	\$137,110,870	10.247453
Non-residential	9,224,231	\$1,289,941,810	9.335714
Machinery and equipment	1,912,969	\$231,775,880	7.846609
TOTAL General Municipal	<u>\$36,088,031</u>	<u>\$11,368,567,740</u>	
Other			
Senior’s Foundation	\$1,079,858	\$11,368,497,100	0.094987
Ambulance and 911	\$247,500	\$11,368,567,740	0.021771
Recreation	\$3,144,506	\$11,368,567,740	0.276596
Fire Protection	\$7,396,022	\$11,368,567,740	0.650568
RCMP	\$2,093,714	\$11,368,567,740	0.184167
Library	\$842,000	\$11,368,567,740	0.074064
Designated Industrial Property	\$53,352	\$646,056,120	0.070100
TOTAL Other	<u>\$14,856,952</u>		
ASFF			
Residential and Farmland	\$24,085,389	\$8,879,536,957	2.712460
Non-residential	\$2,507,610	\$1,145,561,250	2.188979
Machinery and equipment	\$0	\$231,618,750	0
TOTAL ASFF	<u>\$26,592,999</u>	<u>\$10,256,716,957</u>	
Christ the Redeemer Separate School Division			
Residential and Farmland	\$2,623,606	\$967,242,453	2.712460
Non-residential	\$69,198	\$31,612,000	2.188979
Machinery and equipment	\$0	\$157,130	0
TOTAL Separate School	<u>\$2,692,804</u>	<u>\$923,148,731</u>	

- 2. Notwithstanding the foregoing, the minimum tax on any parcel will be Forty Eight Dollars (\$48.00).
- 3. Administration has signed enrollment agreements with Assessed Persons who have opted to receive the Combined Assessment and Tax Notice electronically. The Notice(s) will be provided to the Assessed Person as a PDF attachment via the email address supplied by the Assessed Person. The electronic versions have the same value as paper versions and should be treated as such. It is the responsibility of the Assessed Person to provide the correct email address and to inform the County of any changes to their email address. Non-receipt is not justification for late payment and penalties will apply.
- 4. This Bylaw shall have effect on the date of its third reading.

First Reading April 16, 2025

Reeve

Chief Administrative Officer

Second Reading:

Reeve

Chief Administrative Officer

Third Reading:

Reeve

Chief Administrative Officer

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

FOOTHILLS COUNTY
Consolidated Financial Statements
For the year ended December 31, 2024

FOOTHILLS COUNTY
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For the year ended December 31, 2024

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INDEPENDENT AUDITOR'S REPORT

To: The Reeve and Members of Council of
the Foothills County

Opinion

We have audited the consolidated financial statements of the Foothills County which comprise the consolidated statement of financial position as at December 31, 2024, and the consolidated statements of operations, remeasurement gains and losses, change in net financial assets and cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Foothills County as at December 31, 2024, the results of its operations, remeasurement gains and losses, change in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the County in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the County's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the County or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the County's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

INDEPENDENT AUDITOR'S REPORT, continued

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the County's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Lethbridge, Alberta

April 16, 2025

Can't Show Availllpsig.png

Chartered Professional Accountants

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

Management of the Foothills County is responsible for the preparation, accuracy, objectivity and integrity of the accompanying consolidated financial statements and all other information contained within this Financial Report. Management believes that the consolidated financial statements present fairly the County's financial position as at December 31, 2024 and the results of its operations for the yearend then ended.

The consolidated financial statements have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards (PSAS).

The consolidated financial statements include certain amounts based on estimates and judgments. Such amounts have been determined on a reasonable basis in order to ensure the consolidated financial statements are presented fairly in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information and to meet reporting requirements on a timely basis. The system is designed to provide management with reasonable assurance that transactions are properly authorized and assets are properly accounted for and safeguarded.

These systems are monitored and evaluated by management and reliable financial information is available for preparation of the consolidated financial statements.

The external auditors have full access to the Audit Committee with and without the presence of management. The County Council has approved the consolidated financial statements.

The consolidated financial statements have been audited by Avail LLP Chartered Professional Accountants, the independent external auditors appointed by the County. The accompanying independent Auditor's Report outlines their responsibilities, the scope of the examination and their opinion on the County's consolidated financial statements.

Chief Administrative Officer

Director of Corporate Services

FOOTHILLS COUNTY
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
As at December 31, 2024

	2024	2023
Financial assets		
Cash and temporary investments (note 2)	\$ 67,805,338	\$ 62,765,181
Taxes and grants in place of taxes receivable (note 3)	3,217,601	2,726,821
Trade and other receivables (note 4)	8,071,055	6,105,895
Land held for resale	-	109,126
Investments (note 5)	457,587	457,587
	79,551,581	72,164,610
Liabilities		
Accounts payable and accrued liabilities	12,528,451	7,991,363
Employee benefit obligations (note 6)	1,296,381	1,151,395
Deposits	8,624,218	4,355,557
Provision for gravel pit reclamation	1,738,823	1,698,707
Deferred revenue (note 7)	19,185,128	22,320,728
Long-term debt (note 8)	9,874,226	11,374,839
Asset retirement obligation (note 9)	2,544,448	2,431,387
	55,791,675	51,323,976
Net financial assets	23,759,906	20,840,634
Non-financial assets		
Prepaid expenses	575,546	538,539
Inventory for consumption	4,174,447	3,248,014
Intangible assets (note 10)	8,643,587	8,643,587
Tangible capital assets (schedule 2)	231,362,123	227,666,062
	244,755,703	240,096,202
Accumulated surplus (note 11 and schedule 1)		
Accumulated operating surplus	268,515,609	260,936,836
Accumulated remeasurement gains (losses)	-	-
	\$ 268,515,609	\$ 260,936,836

Commitments and contingencies (note 21)

Approved on behalf of Council:

Councillor _____

Councillor _____

FOOTHILLS COUNTY
CONSOLIDATED STATEMENT OF OPERATIONS
For the year ended December 31, 2024

	Budget (Unaudited)	2024	2023
Revenue			
Net municipal taxes (note 12)	\$ 45,905,463	\$ 45,825,078	\$ 42,352,413
User fees and sales of goods	6,067,030	7,583,138	7,212,508
Government transfers for operating (note 13)	1,601,190	1,777,663	1,505,993
Investment income	2,000,000	2,513,577	2,131,823
Penalties and costs of taxes	623,000	684,780	618,726
Licenses and permits	1,530,000	1,735,831	1,682,503
Gain on disposal of tangible capital assets	10,000	437,659	165,035
Rental	510,700	512,802	510,705
Other	604,500	686,422	655,214
Fines	65,500	31,161	74,539
	58,917,383	61,788,111	56,909,459
Expenses (note 14)			
General government			
Legislative	1,185,485	1,175,099	1,110,305
Administration	9,819,213	8,437,909	7,239,704
Protective services			
Protective services	10,055,388	10,521,593	9,580,055
Ambulance services and first aid	230,000	228,834	228,834
Transportation services			
Roads, streets, walks, lighting	35,762,090	27,337,133	29,242,390
Airport	21,485	21,927	23,702
Environmental use and protection			
Water supply and distribution	6,683,865	6,027,733	5,932,344
Wastewater treatment and disposal	188,173	489,559	298,180
Waste management	430,249	429,296	338,681
Public health and welfare			
Family and community support services	677,525	668,070	619,254
Cemeteries and crematoriums	390,847	334,618	306,561
Planning and development			
Land use planning, zoning and development	3,029,762	2,863,052	2,652,619
Economic and agricultural development	1,128,170	1,265,129	1,021,235
Recreation and culture			
Recreation boards	2,329,257	2,199,214	2,224,960
Parks and recreation	1,927,804	1,814,873	1,780,210
Culture - libraries, museums, halls	715,300	699,140	625,499
	74,574,613	64,513,179	63,224,533
Deficiency of revenue over expenses before capital revenue	(15,657,230)	(2,725,068)	(6,315,074)

FOOTHILLS COUNTY
CONSOLIDATED STATEMENT OF OPERATIONS
For the year ended December 31, 2024

	Budget (Unaudited)	2024	2023
Capital revenue			
Government transfers for capital (note 13)	7,981,825	9,046,487	5,855,030
Contributed assets (note 15)	-	1,257,354	779,925
	7,981,825	10,303,841	6,634,955
(Deficiency) excess of revenue over expenses	(7,675,405)	7,578,773	319,881
Accumulated operating surplus, beginning of year	260,936,836	260,936,836	260,616,955
Accumulated operating surplus, end of year	\$ 253,261,431	\$ 268,515,609	\$ 260,936,836

FOOTHILLS COUNTY
CONSOLIDATED STATEMENT OF REMEASUREMENT GAINS AND LOSSES
For the year ended December 31, 2024

	2024	2023
Accumulated remeasurement gains (losses), beginning of year	\$ -	\$ -
Unrealized gains (losses) attributable to: Equity investments	-	-
Amounts reclassified to statements of operations: Equity investments realized gains	-	-
Net remeasurement gains (losses) for the year	-	-
Accumulated remeasurement gains (losses), end of year	\$ -	\$ -

FOOTHILLS COUNTY
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
For the year ended December 31, 2024

	Budget (Unaudited)	2024	2023
(Deficiency) excess of revenue over expenses	\$ (7,675,405)	\$ 7,578,773	\$ 319,881
Acquisition of tangible capital assets	(33,043,025)	(20,350,921)	(13,137,388)
Acquisition of intangible assets	-	-	(382,420)
Amortization of tangible capital assets	17,083,304	16,974,439	17,128,794
Contributed tangible capital assets	-	(1,257,354)	(779,925)
Net loss on disposal of tangible capital assets	-	432,444	268,885
Proceeds on disposal of tangible capital assets	-	505,328	22,751
	(15,959,721)	(3,696,064)	3,120,697
Net change in inventory for consumption	-	(926,430)	1,311,570
Net change in prepaid expense	-	(37,007)	(2,827)
	-	(963,437)	1,308,743
Change in net financial assets	(23,635,126)	2,919,272	4,749,321
Net financial assets, beginning of year	20,840,634	20,840,634	16,091,313
Net financial assets (debt), end of year	\$ (2,794,492)	\$ 23,759,906	\$ 20,840,634

FOOTHILLS COUNTY
CONSOLIDATED STATEMENT OF CASH FLOW
For the year ended December 31, 2024

	2024	2023
Operating transactions		
(Deficiency) excess of revenue over expenses	\$ 7,578,773	\$ 319,881
Adjustments for items which do not affect cash		
Net loss on disposal of tangible capital assets	432,444	268,885
Amortization of tangible capital assets	16,974,439	17,128,794
Contributed tangible capital assets	(1,257,354)	(779,925)
Accretion of asset retirement obligation	113,061	100,613
	23,841,363	17,038,248
Net change in non-cash working capital items		
Taxes and grants in place of taxes receivable	(490,780)	(127,705)
Trade and other receivables	(1,965,160)	10,079,437
Land held for resale	109,126	70,000
Investments	-	(19)
Inventory for consumption	(926,430)	1,311,570
Prepaid expenses	(37,007)	(2,827)
Accounts payable and accrued liabilities	4,537,088	990,702
Employee benefit obligations	144,986	165,784
Deposits	4,268,661	46,459
Deferred revenue	(3,135,600)	8,856,507
Provision for gravel pit reclamation	40,116	841,388
Cash provided by operating transactions	26,386,363	39,269,544
Capital transactions		
Proceeds on disposal of tangible capital assets	505,328	22,751
Acquisition of tangible capital assets	(20,350,921)	(13,137,388)
Acquisition of intangible assets	-	(382,420)
Cash applied to capital transactions	(19,845,593)	(13,497,057)
Financing transactions		
Repayment of long-term debt	(1,500,613)	(1,720,391)
Increase in cash and temporary investments	5,040,157	24,052,096
Cash and temporary investments, beginning of year	62,765,181	38,713,085
Cash and temporary investments, end of year	\$ 67,805,338	\$ 62,765,181

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

1. Significant accounting policies

The consolidated financial statements of the County are the representations of management prepared in accordance with public sector accounting standards for local government established by the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the County are as follows:

(a) Reporting entity

The consolidated financial statements reflect the assets, liabilities, revenue and expenses, changes in fund balances and change in financial position of the reporting entity which comprises all of the organizations that are owned or controlled by the County and are, therefore, accountable to the Council for the administration of their financial affairs and resources.

Taxes levied also includes requisitions for educational, health care, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

(b) Basis of accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

(c) Inventories for resale

Land held for resale is recorded at the lower of cost and net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping, and leveling charges. Related development costs incurred to provide infrastructure such as water and waste water services, roads, sidewalks, and street lighting are recorded as physical assets under their respective function.

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

1. Significant accounting policies, continued

(d) Investments

Investments in derivatives and equity instruments quoted in an active market are carried at fair value with transactions costs expensed upon initial recognition. Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses. When the investment is disposed of the accumulated gains or losses are reclassified to the statement of operations.

Investments in interest bearing securities are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

(e) Debt charges recoverable

Debt charges recoverable consist of amounts that are recoverable from municipal agencies or other local governments with respect to outstanding debentures or other long-term debt pursuant to annexation orders or joint capital undertakings. These recoveries are recorded at a value that equals the offsetting portion of the unmatured long-term debt, less actuarial requirements for the retirement of any sinking fund debentures.

(f) Deferred revenue

Deferred revenue represent government transfers, donations, and other amounts which have been collected, but for which the related services have yet to be performed or agreement stipulations have not been met. These amounts will be recognized as revenues when revenue recognition criteria have been met. Interest earned on deferred revenues, reserves, and offsite levies are calculated using an average investment earnings monthly.

(g) Long-term debt

Long-term debt is initially recognized net of any premiums, discounts, fees and transactions costs, with interest expense recognized using the effective interest method. Long-term debt is subsequently measured at amortized cost.

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

1. Significant accounting policies, continued

(h) Asset retirement obligation

A liability for an asset retirement obligation is recognized at the best estimate of the amount required to retire a tangible capital asset at the financial statement date when there is a legal obligation for the town to incur retirement costs, the past transaction or event giving rise to the liability has occurred, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount can be made. The best estimate of the liability includes all costs directly attributable to asset retirement activities, based on information available at year-end. The best estimate of an asset retirement obligation incorporates a present value technique, when the cash flows required to settle or otherwise extinguish an asset retirement obligation are expected to occur over extended future periods.

When a liability for an asset retirement obligation is initially recognized, a corresponding asset retirement cost is capitalized to the carrying amount of the related tangible capital asset. The asset retirement cost is amortized over the useful life of the related asset. Asset retirement obligations which are incurred incrementally with use of the asset are recognized in the period incurred with a corresponding asset retirement cost expensed in the period.

At each financial reporting date, the town reviews the carrying amount of the liability. The town recognizes period-to-period changes to the liability due to the passage of time as accretion expense. Changes to the liability arising from revisions to either the timing, the amount of the original estimate of undiscounted cash flows or the discount rate are recognized as an increase or decrease to the carrying amount of the related tangible capital asset. The town continues to recognize the liability until it is settled or otherwise extinguished. Disbursements made to settle the liability are deducted from the reported liability when they are made.

(i) Revenue recognition

Revenue from transactions with no performance obligation is recognized at realizable value when the County has the authority to claim or retain an inflow of economic resources and identifies a past transaction or event giving rise to an asset.

Revenue from transactions with performance obligations is recognized as the performance obligations are satisfied by providing the promised goods or services to the payor. User fees are recognized over the period of use, sales of goods are recognized when goods are delivered. Licenses and permits with a single performance obligation at a point in time are recognized as revenue on issuance, those which result in a continued performance obligation over time are recognized over the period of the license or permit as the performance obligation is satisfied.

(j) Tax revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred.

Requisitions operate as a flow through and are excluded from municipal revenue.

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

1. Significant accounting policies, continued

(k) Government transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

(l) Requisition over-levy and under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(m) Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expense during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

There is measurement uncertainty related to asset retirement obligations and the provision for gravel pit reclamation as these involves estimates in determining settlement amount, discount rates and timing of settlement. Changes to any of these estimates and assumptions may result in change to the obligation.

(n) Valuation of financial assets and liabilities

The County's financial assets and financial liabilities are measured as follows:

Financial statement component	Measurement
Cash	Cost and amortized cost
Short-term investments	Amortized cost
Trade and other receivables	Lower of cost or net recoverable value
Investments	Fair value and amortized cost
Loans receivable and debt charges recoverable	Amortized cost
Accounts payable and accrued liabilities	Cost
Deposit liabilities	Cost
Bank indebtedness and long-term debt	Amortized cost

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

1. Significant accounting policies, continued

(o) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets for the year.

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	Years
Land improvements	25
Buildings	25-40
Engineered structures	5-70
Machinery and equipment	10-20
Vehicles	8-20

Amortization is charged at 50% in the year of acquisition and no amortization is charged in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

(iii) Intangible asset

Intangible assets with an indefinite life are not amortized and are monitored annually for impairment.

(iv) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

(v) Inventories

Inventories held for consumption are recorded at the lower of cost and replacement cost.

(vi) Cultural and historical tangible capital assets

Works of art for display are not recorded as tangible capital assets but are disclosed.

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

1. Significant accounting policies, continued

(p) Contaminated sites liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

(q) Future change in accounting policy

The following summarizes upcoming changes to Canadian public sector accounting standards. In 2024, the County will continue to assess the impact and prepare for the adoption of these standards. While the timing of standard adoption may vary, certain standards must be adopted concurrently.

a) The Conceptual Framework of Financial Reporting in the Public Sector

The Conceptual Framework is the foundation for public sector financial reporting standard setting. It replaces the conceptual aspects of Section PS 1000 Financial Statement Concepts and Section PS 1100 Financial Statement Objectives. The conceptual framework highlights considerations fundamental for the consistent application of accounting issues in the absence of the specific standards. The standard is applicable for the fiscal years beginning on or after April 1, 2026.

b) PS 1202 Financial Statement Presentation

Section PS 1202 sets out general and specific requirements for the presentation of information in general purpose financial statements. The financial statement presentation principles are based on the concepts within the Conceptual Framework. The standard is applicable for the fiscal years beginning on or after April 1, 2026.

2. Cash and temporary investments

	2024	2023
Cash	\$ 4,272,207	\$ 31,902,984
Temporary investments	60,081,236	27,394,842
Bonds	3,451,895	3,467,355
	<u>\$ 67,805,338</u>	<u>\$ 62,765,181</u>

The temporary investments are comprised of guaranteed investment certificates and term deposits with interest rates ranging between 3.58% and 5.60% and maturity date of January 2025. The carrying value of these investments approximates fair value.

The bond portfolio has interest rates in the range of 2.85% to 3.06% with maturity dates from 2025 to 2032. The market value of the bonds as at December 31, 2024 was \$3,442,478.

Under its credit facility with TD Canada Trust, the County holds a line of credit to a maximum of \$500,000. The line of credit is due on demand and bears interest at the prime rate less 0.25%. As at December 31, 2024 the line of credit was undrawn.

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

3. Taxes and grants in place of taxes receivables

	2024	2023
Taxes and grants in place of taxes receivable	\$ 3,039,859	\$ 2,158,301
Arrears	339,827	752,821
	3,379,686	2,911,122
Allowance for doubtful accounts	(162,085)	(184,301)
	\$ 3,217,601	\$ 2,726,821

4. Trade and other receivables

	2024	2023
Due from provincial government	\$ 4,766,534	\$ 3,227,727
Utilities	950,276	668,227
Trade receivables	837,816	656,245
Other receivables	832,993	1,052,456
Goods and Services Tax (GST)	631,575	379,378
Due from local government	67,941	137,942
Allowance for doubtful accounts	(16,080)	(16,080)
	\$ 8,071,055	\$ 6,105,895

5. Investments

	2024		2023	
	Carrying value	Market value	Carrying value	Market value
Sheep River Regional Utility Corp.	\$ 457,293	\$ 457,293	\$ 457,293	\$ 457,293
Portfolio investments	294	294	294	294
	\$ 457,587	\$ 457,587	\$ 457,587	\$ 457,587

The County purchased 10 class A common shares in Sheep River Regional Utility Corp. (SRRUC) for 10% ownership in the amount of \$1.

SRRUC was formed in partnership with the Town of Diamond Valley, Foothills County and the Village of Longview. SRRUC is responsible for distribution of water to its partnering municipalities.

Effective July 27, 2016, the County advanced a shareholder loan to SRRUC in the amount of \$457,294 to contribute to the purchase of a water system asset. The loan is non-interest bearing and has no specific terms of repayment. The loan is secured by a general security agreement, land mortgage over SRRUC's assets, and other security, resolutions, and certificates.

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

6. Employee benefit obligations

	2024	2023
Vacation	\$ 695,942	\$ 566,588
Post employment benefits	589,921	571,189
Overtime	10,518	13,618
	\$ 1,296,381	\$ 1,151,395

Vacation

The vacation liability is comprised of the vacation that employees are deferring to future years. Employees have either earned the benefits (and are vested) or are entitled to these benefits within the next budgetary year.

Post-employment benefits

The County provides a service recognition benefit for its employees. Retiring employees over the age of 55 with over 10 years of service to the County are eligible to receive 1% of salary for each year of employment. Councilors who have served more than two terms (six years) receive 1% of salary for each year served.

Overtime

The overtime liability is comprised of overtime hours that employees have earned and are entitled to within the next budgetary year.

7. Deferred revenue

	2024	2023
Lower Highwood Flood Mitigation	\$ 10,471,376	\$ 10,020,294
Canada Community Building Fund	2,922,771	4,450,562
Municipal Sustainability Initiative	2,626,093	6,021,345
Flood Recovery Erosion Control	1,697,362	1,616,535
Local Government Fiscal Framework	1,197,923	-
United Way Healthy Aging Alberta	134,558	-
Hoeh Dike Reinforcement Grants	104,295	99,590
Alberta Community Policing Grant	14,250	-
Millarville Racing and Ag Society	12,000	12,000
Alberta Health Services	4,500	4,500
Flood Donations	-	1,168
Fire Services Training Grant	-	8,853
Bridge Grants	-	85,881
	\$ 19,185,128	\$ 22,320,728

Funding in the amount of \$5,554,084 (2023 - \$14,801,213) was received in the current year from various provincial grant programs. The use of these funds is restricted to eligible projects under the various programs.

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

8. Long-term debt

	2024	2023
Tangible capital assets		
Road debenture	\$ 3,032,356	\$ 3,224,156
Heritage Pointe Fire Hall	2,381,637	2,535,337
Aldersyde shop	557,158	816,920
Equipment purchase	294,667	586,718
Fire Hall Land	343,101	510,141
	6,608,919	7,673,272
Intangible assets		
Aldersyde Water License	3,265,307	3,701,567
	\$ 9,874,226	\$ 11,374,839
 Current portion	 \$ 1,537,274	 \$ 1,500,613

Principal and interest repayments are due as follows:

	Principal	Interest	Total
2025	\$ 1,537,274	\$ 257,341	\$ 1,794,615
2026	1,277,790	220,180	1,497,970
2027	839,387	188,062	1,027,449
2028	859,633	167,815	1,027,448
2029	880,424	147,025	1,027,449
Thereafter	4,479,718	497,292	4,977,010
	\$ 9,874,226	\$ 1,477,715	\$ 11,351,941

Debenture debt is repayable to Alberta Capital Finance Authority and is issued on the credit and security of the County at large. The average annual interest rate is 2.59% for 2024 (2023 - 2.61%).

Interest on long-term debt amounted to \$285,183 (2023 - \$324,181).

The County's total cash payments for interest in 2024 were \$294,002 (2023 - \$334,685).

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

9. Asset retirement obligation

Asbestos abatement

The County owns buildings which contains asbestos and, therefore, the County is legally required to perform abatement activities upon renovation or demolition of this building. Abatement activities include handling and disposal of the asbestos in a prescribed manner when it is disturbed.

Engineering Structures

The County owns and operates a wastewater treatment plant and sewage lagoons where there is a legal obligation for decommissioning and land reclamation upon the permanent retirement of such assets from services. Retirement costs include decommissioning of the infrastructure, reclamation of land surface, revegetation, and work around water considerations according to the method the retirement obligation is likely to be fulfilled.

Machinery and equipment

The County owns fuel and oil tanks where there is a legal obligation under an environmental code of practice to dispose of the assets in a prescribed manner at the end of its useful life.

At December 31, 2024, the discounted amount (2023 - undiscounted amount) of estimated future cash flows required to settle this obligation is \$2,544,448 (2023 - \$2,431,387). The accretion rate used was 4.65%.

The County has not designated assets for settling the abatement and retirement activities.

Asset retirement obligations are expected to be settled over the next 3 to 34 years.

	2024	2023
Balance, beginning of year	\$ 2,431,387	\$ 2,330,774
Liabilities incurred	-	-
Liabilities settled	-	-
Change in estimated cash flows	-	-
Accretion expenses	113,061	100,613
Balance, end of year	\$ 2,544,448	\$ 2,431,387

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

10. Intangible asset

Indefinite intangible assets consist of water licenses with a carrying value of \$8,643,587.

11. Accumulated operating surplus

Accumulated operating surplus consists of internally restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2024	2023
Unrestricted surplus	\$ 2,111,016	\$ 7,228,239
Internally restricted reserves (note 16)	38,817,557	31,205,174
Equity in tangible capital assets (note 17)	222,208,756	217,561,403
Equity in intangible assets (note 18)	5,378,280	4,942,020
	\$ 268,515,609	\$ 260,936,836

12. Net municipal property taxes

	Budget (Unaudited)	2024	2023
Net municipal taxes (after requisitions)			
Real property taxes	\$ 32,362,902	\$ 32,280,355	\$ 29,630,233
Commercial/industrial property taxes	8,026,992	8,007,888	7,614,219
Farmland property taxes	1,585,507	1,609,306	1,518,315
Power, pipe, cable t.v. and railway	3,884,673	3,882,140	3,544,994
Federal grants in place of property taxes	33,232	33,232	32,544
Provincial grants in place of property taxes	817	817	768
Local improvement levy	11,340	11,340	11,340
	45,905,463	45,825,078	42,352,413
Requisitions			
Alberta School Foundation Fund	20,718,314	22,559,212	20,453,061
Separate School Board	4,016,897	2,176,000	1,987,429
Seniors' Foundation	1,030,512	1,030,512	988,481
Designated Industrial Property	46,025	46,025	42,229
	\$ 25,811,748	\$ 25,811,749	\$ 23,471,200

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

13. Government transfers

	Budget (Unaudited)	2024	2023
Transfers for operating:			
Provincial government	\$ 1,601,190	\$ 1,441,821	\$ 1,194,784
Local government	-	335,842	311,209
	1,601,190	1,777,663	1,505,993
Transfers for capital:			
Provincial government	7,981,825	8,824,031	5,855,030
Federal government	-	222,456	-
	7,981,825	9,046,487	5,855,030
	\$ 9,583,015	\$ 10,824,150	\$ 7,361,023

14. Expenses by object

	Budget (Unaudited)	2024	2023
Salaries, wages and benefits	\$ 24,457,956	\$ 21,944,832	\$ 20,595,417
Contracted and general services	10,264,338	5,517,748	6,373,401
Materials, goods and utilities	11,473,364	8,295,949	8,849,816
Bank charges and short-term interest	60,000	90,978	85,853
Interest on long-term debt	1,070,217	285,183	324,181
Other expenditures	1,769,000	1,979,848	1,700,815
Transfers to local boards and agencies	5,779,907	5,725,652	5,254,299
Purchases from other governments	2,616,527	2,715,386	2,542,459
Amortization of tangible capital assets	17,083,304	16,974,439	17,128,794
Accretion of asset retirement obligation	-	113,061	100,613
Loss on disposal of tangible capital assets	-	870,103	268,885
	\$ 74,574,613	\$ 64,513,179	\$ 63,224,533

15. Contributed assets

During the year, the County assumed control of various roads. The transactions have been recorded at the fair market value at the date of assumption and the contribution has been recognized as revenue during the year.

16. Reserves

Council has set up reserves for various purposes. These reserves are either required by legislation or set up at the discretion of Council to provide funding for future expenses.

Public reserve

Funds in this reserve are acquired through sale of public reserve land or through cash in lieu of land payments. Under the Municipal Government Act, certain subdivisions are required to contribute land for school and recreational purposes.

Public transportation

This reserve consists of unexpended public transportation grant funds. These funds are intended to assist in the provision of transportation of seniors and disabled residents.

Fire operating

This reserve is the result of a surplus in the fire operating account. This reserve can be used at the discretion of Council to offset future deficits in the fire operations or for any other fire related purpose.

Family and Community Support Services (FCSS) reserve

This reserve is the result of unexpended grant funds that will be used at the discretion of Council under the recommendation of the FCSS board to fund future Family and Community Support Services projects.

Blackie water and sewer

This reserve was transferred from the Village of Blackie and will be used to fund future water and sewer improvements in the former Village.

Cayley offsite contributions

This reserve consists of off site levies and profit from the development and sale of lots in Cayley. Funds will be used for future Cayley developments.

Provincial 75th Anniversary grant

In 1980 the Province of Alberta gave each municipality a grant as part of the Provincial 75th anniversary celebration. Council at that time set up funds as a reserve. The funds from this grant are used to fund operations during the year and reduce the requirement for borrowing until taxes are collected. Excess funds are invested and the interest income is recorded as general revenue.

Blackie cemetery

In 2002, a donation that is to be used for improvements and maintenance at the Blackie cemetery was received from a Blackie business.

Aldersyde water system

These funds are being set aside for future upgrades as required to the Aldersyde water system.

Calgary annexation compensation

Funds in this reserve came from the compensation paid by the City of Calgary for lost revenue from land annexed into the City of Calgary in 2005. These funds will be used to fund future projects as determined by Council.

16. Reserves, continued

Foothills cemetery

In 2010, Foothills County assumed responsibility for the operations of the Foothills cemetery. The reserves include provisions for future operating expenditures, future capital construction, perpetual maintenance and columbarium construction. These reserves can only be used for the Foothills cemetery upon approval of the cemetery Board.

Reserve for future expenses

A reserve has been set up to fund future capital projects. These funds can be used at the discretion of council.

Flood projects

A reserve has been set up from insurance proceeds that were received for the Wallace building and Hogg park. These funds will be used once the project progresses.

Gladys Union and Pine Creek cemetery

In 2018 Foothills County assumed responsibility for the operations of the Pine Creek Cemetery and the Gladys Union Cemetery. These reserves are the result of these Societies dissolving and turning over the balance in their bank accounts to the County. These reserves can be used at the discretion of Council to enhance these cemeteries.

Cayley cemetery

This reserve is a result from donations and transfers that is to be used for improvements and maintenance at the Cayley cemetery.

Blackie Community Hall

This reserve is a result from a donation that is to be used for improvements and maintenance at the Blackie Community Hall.

Recreation

This reserve is the result of donations received to be used for various recreation items including the West Foothills Recreation Facility and the Fieldhouse.

Davisburg cemetery

This reserve is a result from donations and transfers that is to be used for improvements and maintenance at the Davisburg cemetery.

Hawk's Landing water system

These funds are to be used to maintain the water, sewer, and irrigation system at Hawk's Landing.

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

16. Reserves, continued

	2024	2023
Public reserve	\$ 1,550,171	\$ 1,366,466
Public transportation	31,282	30,254
Fire operating	-	13,067
FCSS reserve	6,985	6,985
Blackie water and sewer	-	11,000
Cayley offsite contributions	1,242,328	368,612
Provincial 75th Anniversary grant	3,111,430	3,111,430
Blackie cemetery	5,298	5,068
Aldersyde water system	14,981,398	10,506,735
Calgary annexation compensation reserve	550,488	850,293
Foothills cemetery	773,844	861,998
Reserve for future expenses	15,820,428	12,820,428
Flood projects	-	474,663
Gladys Union cemetery	10,117	10,117
Pine Creek cemetery	17,735	17,735
Cayley cemetery	23,290	22,390
Blackie Community Hall	-	7,976
Recreation	476,366	467,968
Davisburg cemetery	-	35,592
Hawk's landing water system	216,397	216,397
	\$ 38,817,557	\$ 31,205,174

17. Equity in tangible capital assets

	2024	2023
Tangible capital assets (schedule 2)	\$ 539,636,382	\$ 523,507,151
Accumulated amortization (schedule 2)	(308,274,259)	(295,841,089)
Asset retirement obligation (note 9)	(2,544,448)	(2,431,387)
Long-term debt (note 8)	(6,608,919)	(7,673,272)
	\$ 222,208,756	\$ 217,561,403

18. Equity in intangible assets

	2024	2023
Intangible assets (note 10)	\$ 8,643,587	\$ 8,643,587
Long-term debt (note 8)	(3,265,307)	(3,701,567)
	\$ 5,378,280	\$ 4,942,020

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

19. Debt limits and debt servicing limit

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for the County be disclosed as follows:

	2024	2023
Total debt limit	\$ 92,682,168	\$ 85,364,192
Total debt	9,874,226	11,374,839
	<u>\$ 82,807,942</u>	<u>\$ 73,989,353</u>
Debt servicing limit	\$ 15,447,028	\$ 14,227,365
Debt servicing	1,794,614	1,794,615
	<u>\$ 13,652,414</u>	<u>\$ 12,432,750</u>

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities which could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

20. Local authorities pension plan

Employees of the County participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pensions Plans Act. The LAPP is financed by the employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The County is required to make current service contributions to the LAPP of 8.45% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 11.65% on pensionable earnings above this amount.

Total current service contributions by the County to the LAPP in 2024 were \$1,368,870 (2023 - \$1,298,663). Total current service contributions by the employees of the County to the LAPP in 2024 were \$1,222,850 (2023 - \$1,161,886).

At December 31, 2023, the LAPP disclosed an actuarial surplus of \$15.06 billion.

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

21. Commitments and contingencies

The County is a member of the Alberta Municipal Insurance Exchange (MUNIX) which provides liability insurance. The investment in this program is not reflected as an asset in the accompanying financial statements.

Under the terms of membership, the County could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

In 2007 the County entered into an agreement with Lafarge Canada Inc. Under this agreement Lafarge Canada Inc. will have unrestricted use (subject to bans and speed limits imposed) of a designated haul road and the County will be responsible for the road's upkeep. In consideration of the cost involved to maintain the road, Lafarge Canada Inc. has agreed to pay through gravel the equivalent of \$1,300,000 or 1 million tonnes of gravel, over 25 years.

22. Salary and benefits disclosure

Disclosure of salaries and benefits for elected municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	(1)	(2)		
	Salary	Benefits & allowances	2024	2023
Council				
Division 1	\$ 90,983	\$ 9,665	\$ 100,648	\$ 97,814
Division 2	98,501	5,684	104,185	105,384
Division 3	83,022	5,530	88,552	82,693
Division 4	89,385	9,646	99,031	95,648
Division 5	82,871	9,584	92,455	86,369
Division 6	93,914	5,639	99,553	87,327
Division 7	81,230	9,567	90,797	82,851
Chief Administrative Officer - 1.0	256,775	36,401	293,176	283,910
Designated Officers - 7.0	\$ 874,991	\$ 166,467	\$ 1,041,458	\$ 1,067,543

(1) Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.

(2) Benefits and allowances include the employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long- and short-term disability plans, professional memberships, and tuition.

23. Contaminated sites liability

The County has adopted PS3260 liability for contaminated sites. The County did not identify any financial liabilities in 2024 (2023 - nil) as a result of this standard.

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

24. Financial instruments

The County's financial instruments consist of cash and temporary investments, accounts receivable, investments, debt charges recoverable, bank indebtedness, accounts payable and accrued liabilities, deposit liabilities, requisition over-levy, and long-term debt. It is management's opinion that the County is not exposed to significant interest or risk arising from these financial instruments.

The County is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the County provides services may experience financial difficulty and be unable to fulfil their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying value of the financial instrument approximates fair value.

25. Budget amounts

The 2024 budget for the County was approved by Council on December 13, 2023 and has been reported, including any subsequent amendments, in the consolidated financial statements for information purposes only. These budget amounts have not been audited, reviewed, or otherwise verified.

The approved budget contained reserve transfers, capital additions and principal payments on debt as expenditures. Since these items are not included in the amounts reported in the consolidated financial statements, they have been excluded from the budget amounts presented in these financial statements.

Budgeted deficit per financial statements	\$ (7,675,405)
Less: Capital expenditures	(33,043,025)
Long-term debt repayments	(1,725,878)
Add: Amortization of tangible capital assets	17,083,304
Transfers from reserves	361,004
Proceeds on long-term debt acquired	25,000,000
Equals: Balanced budget	\$ -

26. Subsequent events

Effective October 17, 2023, the County assumed control of the Foothills Regional Airport Ltd. (FRA). The County is in the process of dissolving the FRA into its operations effective for 2025.

The County has approved a new debenture in the amount of \$31,000,000 to fund the Aldersyde Water Treatment Plant and related pipelines project.

In addition, the County has increased its line of credit with TD Canada Trust from \$500,000 to a maximum of \$2,000,000.

FOOTHILLS COUNTY
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

27. Segmented disclosure

The County provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to the schedule of segmented disclosure (schedule 3).

28. Approval of financial statements

These financial statements were approved by Council and Management.

29. Comparative figures

Certain comparative figures have been reclassified to conform to the financial statement presentation adopted in the current year.

FOOTHILLS COUNTY
SCHEDULES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

Schedule of changes in accumulated operating surplus

Schedule 1

	Unrestricted	Restricted reserves	Equity in tangible capital assets	Equity in intangible assets	2024	2023
Balance, beginning of year	\$ 7,228,237	\$ 31,205,174	\$ 217,561,405	\$ 4,942,020	\$ 260,936,836	\$ 260,616,955
Excess of revenue over expenses	7,578,773	-	-	-	7,578,773	319,881
Unrestricted funds designated for future use	(7,612,383)	7,612,383	-	-	-	-
Current year funds used for tangible capital assets	(20,350,921)	-	20,350,921	-	-	-
Contributed tangible capital assets	(1,257,354)	-	1,257,354	-	-	-
Disposal of tangible capital assets	937,773	-	(937,773)	-	-	-
Amortization of tangible capital assets	16,974,439	-	(16,974,439)	-	-	-
Asset retirement obligation accretion expense	113,061	-	(113,061)	-	-	-
Long-term debt related to tangible capital assets repaid	(1,064,349)	-	1,064,349	-	-	-
Long-term debt related to intangible assets repaid	(436,260)	-	-	436,260	-	-
Change in accumulated surplus	(5,117,221)	7,612,383	4,647,351	436,260	7,578,773	319,881
Balance, end of year	\$ 2,111,016	\$ 38,817,557	\$ 222,208,756	\$ 5,378,280	\$ 268,515,609	\$ 260,936,836

FOOTHILLS COUNTY
SCHEDULES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

Schedule of tangible capital assets

Schedule 2


	Land	Land improvements	Buildings	Engineered structures	Machinery and equipment	Vehicles	2024	2023
Cost:								
Balance, beginning of year	\$ 22,362,357	\$ 3,510,722	\$ 46,060,705	\$ 397,585,950	\$ 33,003,693	\$ 20,983,724	\$ 523,507,151	\$ 511,745,144
Acquisitions	1,087,013	81,176	361,339	6,943,231	2,633,981	887,463	11,994,203	10,269,709
Work-in-progress	-	78,815	-	9,535,258	-	-	9,614,073	3,647,844
Disposals	-	-	-	(3,308,370)	(1,117,440)	(785,230)	(5,211,040)	(2,155,546)
Write downs	(215,681)	(38,295)	-	(14,029)	-	-	(268,005)	-
Balance, end of year	23,233,689	3,632,418	46,422,044	410,742,040	34,520,234	21,085,957	539,636,382	523,507,151
Accumulated amortization:								
Balance, beginning of year	-	1,375,337	15,047,021	249,413,109	17,925,382	12,080,240	295,841,089	280,575,962
Annual amortization	-	137,644	1,315,916	11,952,825	2,184,304	1,383,750	16,974,439	17,128,795
Disposals	-	-	-	(2,722,438)	(1,076,645)	(742,186)	(4,541,269)	(1,863,668)
Balance, end of year	-	1,512,981	16,362,937	258,643,496	19,033,041	12,721,804	308,274,259	295,841,089
Net book value	\$ 23,233,689	\$ 2,119,437	\$ 30,059,107	\$ 152,098,544	\$ 15,487,193	\$ 8,364,153	\$ 231,362,123	\$ 227,666,062
2023 net book value	\$ 22,362,357	\$ 2,135,385	\$ 31,013,683	\$ 148,172,842	\$ 15,078,311	\$ 8,903,484	\$ 227,666,062	

Engineered structures of \$1,257,354 (2023 - \$779,925) were acquired as contributed tangible capital assets.

FOOTHILLS COUNTY
SCHEDULE TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2024

Schedule of segmented disclosure								Schedule 3
	General government	Protective services	Transportation services	Environmental services	Public health services	Planning and development	Recreation and culture	Total
Revenue								
Net municipal taxes	\$ 45,825,078	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,825,078
User fees and sales of goods	1,189,097	261,829	1,441,398	4,227,348	114,542	85,404	263,520	7,583,138
Government transfers for operating	730,770	234,791	-	4,452	641,403	166,247	-	1,777,663
Investment income	2,513,577	-	-	-	-	-	-	2,513,577
Penalties and costs of taxes	684,780	-	-	-	-	-	-	684,780
Licenses and permits	100	-	-	-	-	1,735,731	-	1,735,831
Gain on disposal of capital assets	437,659	-	-	-	-	-	-	437,659
Rental	106,968	-	-	-	-	357	405,477	512,802
Other	420,476	-	264,869	252	-	-	825	686,422
Fines	-	31,161	-	-	-	-	-	31,161
	51,908,505	527,781	1,706,267	4,232,052	755,945	1,987,739	669,822	61,788,111
Expenses								
Salaries, wages and benefits	5,095,563	4,249,203	7,315,710	1,200,092	267,655	3,326,682	489,927	21,944,832
Contracted and general services	2,021,881	752,081	871,721	1,026,841	158,223	572,140	114,861	5,517,748
Materials, goods and utilities	178,884	2,508,182	4,652,297	476,815	32,497	187,447	259,827	8,295,949
Bank charges and short-term interest	90,978	-	-	-	-	-	-	90,978
Interest on long-term debt	-	85,055	142,365	57,763	-	-	-	285,183
Other expenditures	1,979,848	-	-	-	-	-	-	1,979,848
Transfers to local boards and agencies	-	2,155,184	-	188,928	478,186	5,000	2,898,354	5,725,652
Purchases from other governments	-	87,046	-	2,616,282	-	12,058	-	2,715,386
Amortization of tangible capital assets	245,853	913,675	13,483,643	1,290,029	66,127	24,855	950,257	16,974,439
Loss on disposal of tangible capital assets	-	-	870,103	-	-	-	-	870,103
Accretion of asset retirement obligation	-	-	23,222	89,839	-	-	-	113,061
	9,613,007	10,750,426	27,359,061	6,946,589	1,002,688	4,128,182	4,713,226	64,513,179
Excess (deficiency) of revenue over expenses before capital revenue	42,295,498	(10,222,645)	(25,652,794)	(2,714,537)	(246,743)	(2,140,443)	(4,043,404)	(2,725,068)
Other								
Government transfers for capital	-	767,629	3,354,602	4,289,300	-	-	634,956	9,046,487
Contributed assets	-	-	1,257,354	-	-	-	-	1,257,354
	-	767,629	4,611,956	4,289,300	-	-	634,956	10,303,841
Excess (deficiency) of revenue over expenses	\$ 42,295,498	\$ (9,455,016)	\$ (21,040,838)	\$ 1,574,763	\$ (246,743)	\$ (2,140,443)	\$ (3,408,448)	\$ 7,578,773

PUBLIC HEARINGS AND MEETINGS
PLANNING AND DEVELOPMENT REPORT TO COUNCIL
REDESIGNATION & SITE SPECIFIC AMENDMENT
April 16, 2025
To be heard at: 1:30 P.M.

APPLICATION INFORMATION		FILE NO. 25R001
	LEGAL DESCRIPTION: SW 28-18-01 W5M	
	AREA OF SUBJECT LANDS: 149.48 acres	
	CURRENT LAND USE: Agricultural District	
	PROPOSED LAND USE: Agricultural Business District including a Site Specific Amendment	
	LANDOWNERS: Dale Barrett and Margaret Barrett Mark Barrett and Sunny Barrett	
APPLICANT: Mark Barrett		
PROPOSAL: Application to Redesignate the subject property from Agricultural District (A) to Agricultural Business District (AB); and including a Site Specific Amendment to allow for the following Uses: Assembly Use; Corporate Function; Drinking Establishment; Food Service, Accessory; Liquor Sales; Retreat		
DIVISION NO: 2	REEVE: Delilah Miller	
FILE MANAGER: Brenda Bartnik		

EXECUTIVE SUMMARY:

Location of Subject Lands

This property is located on the northeast corner of the intersection at 562nd Avenue and 64th Street west; one-half mile to the South of Coal Trail and three and one-half mile south of Highway #543 west.

Archie and Janet Hogg Park is just over two and one-half mile to the south of this location.

Policy Evaluation

The lands are not located within any Area Structure Plan or Area Concept Plan area, nor are they influenced by an Intermunicipal Development Plan.

Standard policy and guiding documents apply ie: the County's Municipal Development Plan 2010, Foothills County's Land Use Bylaw and the Growth Management Strategy.

Summary of Proposal

This application is intended to address land use requirements and allow for subsequent consideration of the issuance of a Development Permit under the Agricultural Business District and additionally approved site specific uses for the operation of a garden to glass facility that is proposed to include an apple orchard and cidery as well as events and services facilities.

Background

This parcel was a bareland quarter-section until approximately 2019 when the farm site was developed.

Subdivision of one 9.54 acre Country Residential District Sub-District 'A' first parcel out from the northwest corner of the lot was finalized in 2020.

PURPOSE OF THE APPLICATION:

Application to Redesignate the subject parcel from Agricultural District to Agricultural Business District, including a Site Specific Amendment on Ptn. SW 28-18-01 W5M (149.48 acres).

To assist in evaluating the application for redesignation, the application includes the following information respecting proposed future operations/the purpose for this request:

Agricultural (Intensive Use) / Agricultural Processing and Distribution

- An area of approximately 10.0 acres is proposed to be used in support of an apple orchard.
- The 2,700 sq. ft. shop that exists on the property is to provide for general business operations and administrative functions, and is to include areas for fruit processing, juicing, and small batch seasonal hard cider production.
- A new additional building is proposed to be constructed for storage purposes.
- Product offerings may include apple cider vinegar, concentrate syrups, non-alcoholic sippers and seasonal hard ciders.
- Vegetative waste will be composted and stored for personal use.
- Water re-use is planned, with top-up trucked in from a licensed source.

Events and Services Facilities

- Products will be available through an online shop as well as out of a seasonal tasting room that is to be developed on the property.
- A small retail shop is proposed to sell locally made goods and ready-to-go bevies and bites for campers, road trippers, and mountain adventurers that pass by the area.
- The tasting room (in a proposed greenhouse building), retail sales area, and an alfresco picnic/outdoor gathering space are proposed to be located in the southwest corner of the quarter-section.
- Seasonal farm-to-table ticketed events (ie: tastings, picnics and farm harvest markets) and bespoke gatherings are proposed to occur from June through to Thanksgiving weekend.
- By reservation only celebration offerings ie: community fire pits; farm-to-table meals; intimate weddings and holiday family-friendly markets, are also proposed.
- The landowners have noted their interest in becoming part of Alberta Open Farm Days.
- Water for events and services is to be trucked in and stored in a cistern.

Operational Considerations

- It is expected that the cidery will employ four staff members on-site and an additional two to four off-site.
- Estimated hours and days of operation vary, dependent upon the involved activity.

- It is anticipated that a maximum of 100 to 150 people may attend the property per day for reserved tastings, picnics, smores & ciders, and/or gatherings such as celebrations and farm-to-table events.

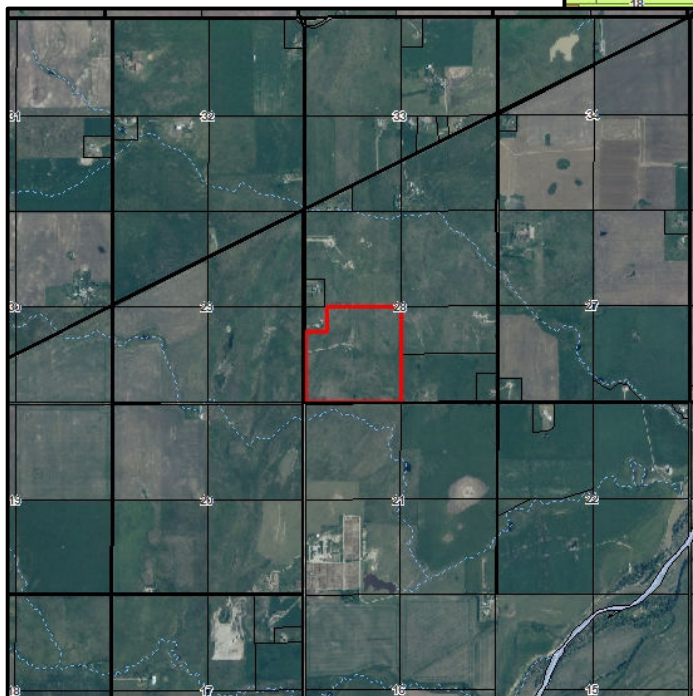
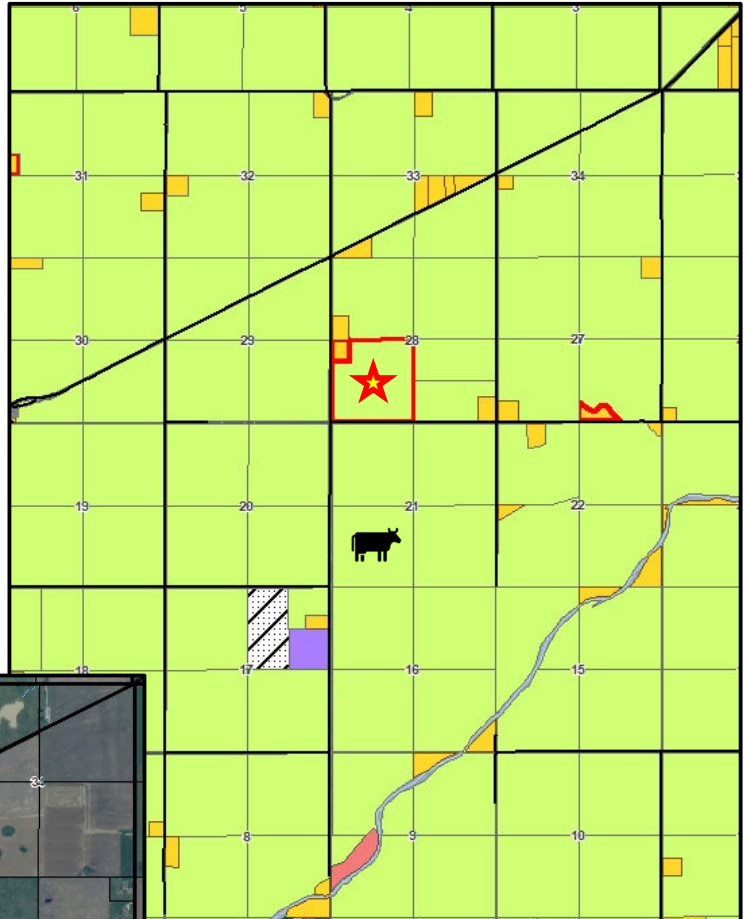
SITE CONSIDERATIONS:

Surrounding Area:

Lands in this area are mostly Agricultural District quarter-sections, some with first parcels out.

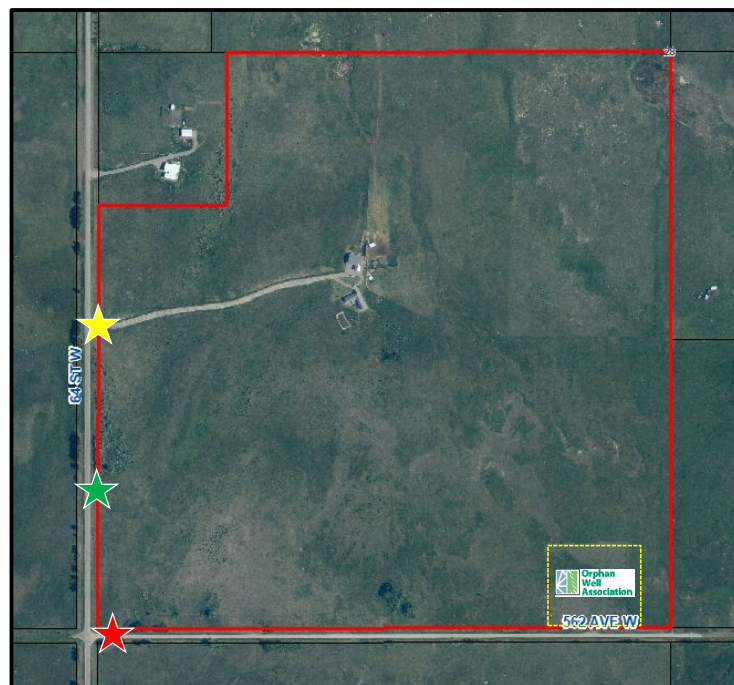
Uses of note lie to the south of these lands:

- Archie and Janet Hogg Park campground and day use area is located south on 64th Street at the Highwood River. *Identified in pink*
- Gravel extraction operations (Hogg Pit) have taken place one mile to the southwest of the subject property, since at least the mid-1980's. Resources on these lands are thought to be near depletion. *Two lots, as identified in purple and hatched*
- A feedlot having a holding capacity of 10,000 head of cattle on +/- 73 acres is located one-half mile directly to the south. SW 21-18-01 W5M



Access:

- Current access to the homesite is identified below with the yellow star. This access is proposed to additionally support the proposed Agricultural Processing and Distribution as the existing shop and proposed storage building are/will be, near to the existing dwelling.
- An apparent field access, in the southwest corner of the property (shown in red) has been identified on the site plans to support public access to the proposed events and services facilities area of the property. As per response from the County's Public Works department, that approach would not meet Foothills County's Rural Approach Standards.
- The landowner has identified a possible new approach location for public access as shown (approximately) in green, below. *Please refer to comments from Public Works and options for Council's consideration for additional information*



64th Street west is a 30m road allowance. A caveat for road acquisition along the south boundary, benefitting 562nd Avenue, exists under title to the property.

Physiography and Considerations:

The subject parcel consists of grassland with flat to rolling terrain. Slopes are gradual and low lying areas/areas of drainage are evident however no significant depressions exist.

An existing Abandoned Well Site currently marked by the Orphan Well Association as *undergoing reclamation* is in the southeast corner of the property.

Prior municipal record notes that the Orphan Well Association had previously identified a 5m setback from center of the well once decommissioning and reclamation was complete.

POLICY REVIEW:

Land Use Bylaw 60/2014 (LUB)

Related excerpts from the LUB can be found under Appendix B of the report.

A copy of the Agricultural District and the Agricultural Business District are included under Appendix C.

Municipal Development Plan 2010 (MDP):

Agriculture Policy

3. Agricultural uses and industries that support agriculture should be encouraged to locate in the Municipality. Non-agricultural uses should only be permitted on lands where the MD judges the proposal to have minimal negative impacts on the agricultural resource.

4. When considering the conversion of agricultural lands to other uses the Municipality shall consider the following:

- 4.1. Guidance and policy contained within the Municipal Development Plan and other approved plans in the Planning Hierarchy found in Appendix A of this MDP.
- 4.2. Present or proposed use of lands in the vicinity, including that of confined feeding operations.
- 4.3. Impact the proposed use will have on the existing or potential agricultural use of the property and properties that may be affected.
- 4.4. Information contained within the farmland assessment records maintained by the Municipality.
- 4.5. Response to referrals sent to Provincial government departments.

Confined Feeding Operations

8. Ensure that each confined feeding operation (CFO) meets the minimum distance separation (MDS).

9. Encourage each CFO to own the land included within the MDS.

10. Ensure that the CFO and the MDS does not fall within a minimum of:

- 10.1. 3.2 km (2 miles) of any urban municipality or hamlet and does not encroach into any intermunicipal development plan boundaries.
- 10.2. 0.8 km (1/2 mile) of a neighbouring dwelling.

11. CFOs should be located in an area where there will be minimal conflict with existing land uses and must take into consideration future expansion areas when looking at surrounding land uses.

12. Other uses and subdivisions shall be discouraged within the MDS of an existing CFO.

13. Direct CFOs towards parcels of 160 acres or more.

Economy

There are five categories of business activities supported in the Municipal District:

Agricultural Business Development

While agricultural production is a significant contributor to the economy of the MD in and of itself, there has been a demonstrated need to provide for more commercialized agricultural operations. The Agricultural Business District land use was created with the adoption of Land Use Bylaw 60/2014. It is intended to provide for agricultural-related

business in agricultural areas. Uses include primarily agricultural processing, retailing of agricultural products and business uses related to agricultural activity while allowing for limited services related to agriculture.

Economy Policy

2. Proposals for commercial or industrial developments, in addition to Natural Resource Extraction, should be developed to be compatible with the surrounding area and existing land uses. Consideration shall be given to size, design, noise, odor, traffic, dust, and the visual impact of the proposal on the adjacent lands.

Proposals shall also be considered on the basis of the following criteria:

- 2.1.Appropriate transportation and utility infrastructure;
- 2.2.Land use conflicts are minimized;
- 2.3.Impact on adjoining lands;
- 2.4.Reasonable privacy is afforded to residents;
- 2.5.Design does not preclude the possible development of adjoining lands;
- 2.6.Retention of the natural site features;
- 2.7. Efficiency of use of land;
- 2.8.Weed control program

Growth Management Strategy (GMS):

The property is located within the South Central District

Growth Management Vision for the South Central District:

Moderate growth is expected in the South Central District, with the majority of this growth taking place on the east side of the district close to Highway 2 and the towns of Okotoks and High River. Growth within the Hamlet of Cayley will be supported through pro-active planning and land use re-zoning to accommodate a mix of uses conducive to creating a complete community. Land use redesignation will be carefully considered to avoid creating land use conflicts particularly with respect to long established agricultural operations.

CIRCULATION REFERRALS	
REFEREE	COMMENTS
INTERNAL	
Engineering / Public Works	64 th Street north to Highway #543 is an MRO dust free road surface that currently has no road bans. Coal Trail, east to Meridian and then to Highway #543 is also a dust free surface however Coal Trail does have spring and summer road bans in place yearly. A commercial approach from 64 th Street is recommended. There is currently a large amount of absorbent landscaping surrounding the current site and proposed structures. At this time, no stormwater management plan will be required.

CIRCULATION REFERRALS

	<p>A lot grading and site drainage plan showing existing grades and drainage will be required and is also to show proposed grades and drainage to ensure natural drainage is maintained throughout the property and area. There is a natural drainage course running from the northwest to the southeast of the property.</p> <p><i>The submitted site plan shows use of an existing apparent field access off of 562nd Avenue (gravel surface) to access that area of the property that is proposed to be used for public access. This approach does not meet Foothills County Rural Approach standards due to: location adjacent to the intersection of 562nd Avenue and 64th Street, and not meeting the required minimum site distance. As such, Public Works cannot support commercial use of the approach.</i></p> <p><i>Public Works recommended the construction of a new approach off 64th Street west, following Rural Approach Standards or alternately, a relocated approach from 562nd Avenue west, with the possible requirement to contribute towards dust control.</i></p> <p><i>At the time of site inspection, the applicant had marked a proposed approach location from 64th Street west. While brush trimming would be required to the north of the proposed new approach to ensure site lines, the County's Engineering Technologist confirmed that the new proposed location would be acceptable if built to County Standards.</i></p> <p><i>It was noted that the approach from 562nd Avenue would be required to be removed unless Council allows it to remain for the purposes of field access only.</i></p>
Foothills Fire Department	<p>There is very little pertaining to the fire code at the redesignation stage however this will need a second (separate) review once the applicant applies for a Development Permit. The occupancy rules change a little in agriculture once you allow member of the public onto your farm to purchase items individually.</p>
EXTERNAL	
Natural Resources Conservation Board	<p>Subdivision and redesignation of land use applications fall outside of the jurisdiction of the Agricultural Operation Practises Act (AOPA) and we are therefore unable to provide comments regarding this application to your county, as these are clearly under municipal jurisdiction under their land use bylaw and municipal development plan.</p> <p>We would however request that when the county considers proposed subdivision/land use redesignation that they take into account their proximity relative to confined feeding operations to minimize any potential nuisance impacts.</p>
Alberta Health Services (AHS)	<p>Alberta Health Services, Environmental Public Health (AHS-EPH) understands that this application proposes to redesignate a 149.48 acre parcel located at SW 28-18-01 W5M from Agricultural District to Agricultural Business District to allow for the processing, distribution,</p>

CIRCULATION REFERRALS

	<p>and onsite public retail of food and beverages. AHS-EPH does not have any objection to the application but would like to comment on:</p> <ul style="list-style-type: none"> • The development of a food processing facility for proposed food products such as non-alcoholic beverages, concentrated syrups, or vinegar. As required by the Food Regulation (AR 31/2006) of the Alberta Public Health Act (RSA 2000): The applicant must ensure that the renovation design plans and specifications for all commercial food establishments are submitted to Environmental Public Health, Alberta Health Services for approval prior to construction. The design of the food establishments must meet the requirements under this legislation. <ul style="list-style-type: none"> ○ Plan review and approval is also required for any other food establishment developments where food handling occurs such as for the sale of any open or prepackaged food items from a retail shop, or for food and beverage service in a tasting room or lounge. ○ The applicant must ensure that the water supply for any commercial food establishment is potable and available in quantities sufficient to meet the needs of the establishment. ○ A final onsite approval inspection of the new food facility shall be completed prior to operation. • AHS-EPH advises to confirm that setback distances from any current or future surrounding confined feeding operation(s) do not infringe on the activities being proposed in this application. Potential odour impact on members of the public attending the site should be considered.
PUBLIC	
Western Wheel	Advertised April 2 and April 9, 2025
Area Land Owners	½ mile circulation mailed March 26, 2025.

SUMMARY

It is requested that Council approve this application to Redesignate the subject parcel from Agricultural District (A) to Agricultural Business District (AB) and include a Site Specific Amendment to allow for the following additional uses:

- Assembly Use
- Corporate Function
- Drinking Establishment
- Food Service, Accessory
- Liquor Sales
- Retreat

OPTIONS FOR COUNCIL CONSIDERATION:

Three options have been provided for Council's consideration.

OPTION #1 – APPROVAL

Moved 1st reading of Bylaw XX/2025 to authorize the redesignation of Ptn. SW 28-18-01 W5M (149.48 acres) from Agricultural District (A) to Agricultural Business District (AB) and include a Site Specific Amendment to allow for the following additional uses:

- a. Assembly Use
- b. Corporate Function
- c. Drinking Establishment
- d. Food Service, Accessory
- e. Liquor Sales
- f. Retreat

In their consideration of the application, and in support of providing for agricultural-related business in agricultural areas; Council is of the opinion that redesignation to, and amendment to the land uses within the Agricultural Business District is appropriate.

Council's direction with respect to the following, is additionally requested:

1. At the time of site inspection, the applicant had marked a proposed approach location for access from 64th Street west. While brush trimming would be required to the north of the proposed new approach, to ensure site lines, the County's Engineering Technologist confirmed that the newly proposed location would be acceptable if built to County Standards.

It was additionally noted at that time that the approach from 562nd Avenue would be required to be removed unless **Council was amenable to allowing it to remain for the purposes of field access only. If it is the applicant's desire to retain this field access, is Council amenable to allow for this?**

2. It is requested that Council confirm the approved **Site Specific Uses** to be either **Permitted or Discretionary Uses**.

Recommended Conditions for Option #1 (prior to third reading of the bylaw):

1. Final Redesignation/Site Specific Amendment fees to be submitted.

OPTION #2 – POSTPONE APPLICATION

Moved that a decision on Bylaw XX/2025 be postponed subject to submission of (XXX).

OPTION #3 – REFUSAL

Council may choose to refuse this application for the redesignation of the subject parcel being, Ptn. SW 28-18-01 W5M (149.48 acres) from Agricultural District (A) to Agricultural Business District (AB) and including a Site Specific Amendment to allow for additional uses.

In consideration of the criteria noted under Economy Policy 2.2 and Agriculture Policy 4.2 of the MDP2010; and given the intended nature of business operations proposed to be conducted on these lands in proximity to existing uses in the area that have the potential for nuisance impacts; Council did not find sufficient merit in allowing for the redesignation as proposed.

APPENDICES

APPENDIX A:

LOCATION MAP
ORTHO PHOTO
SITE PLANS

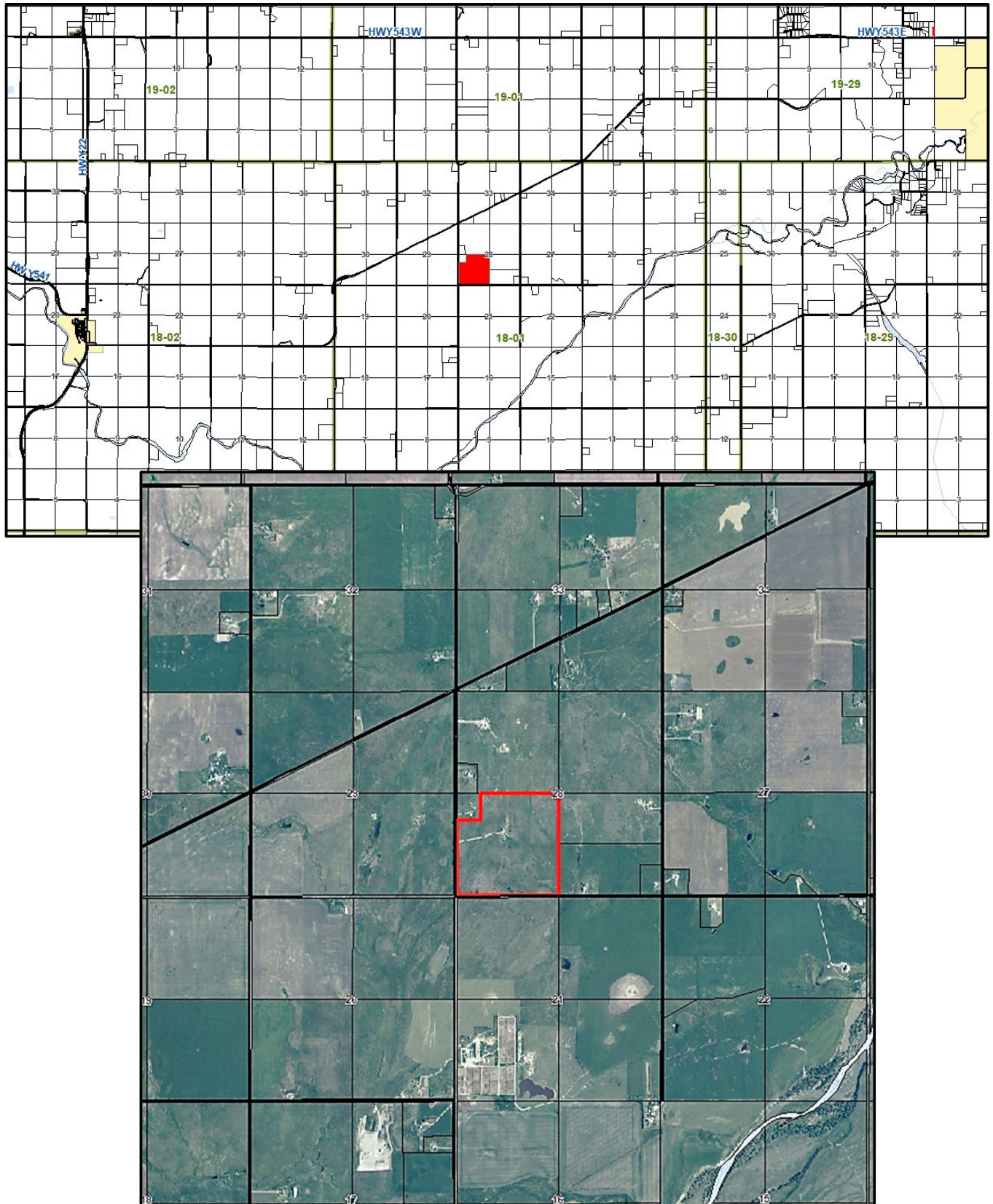
APPENDIX B:

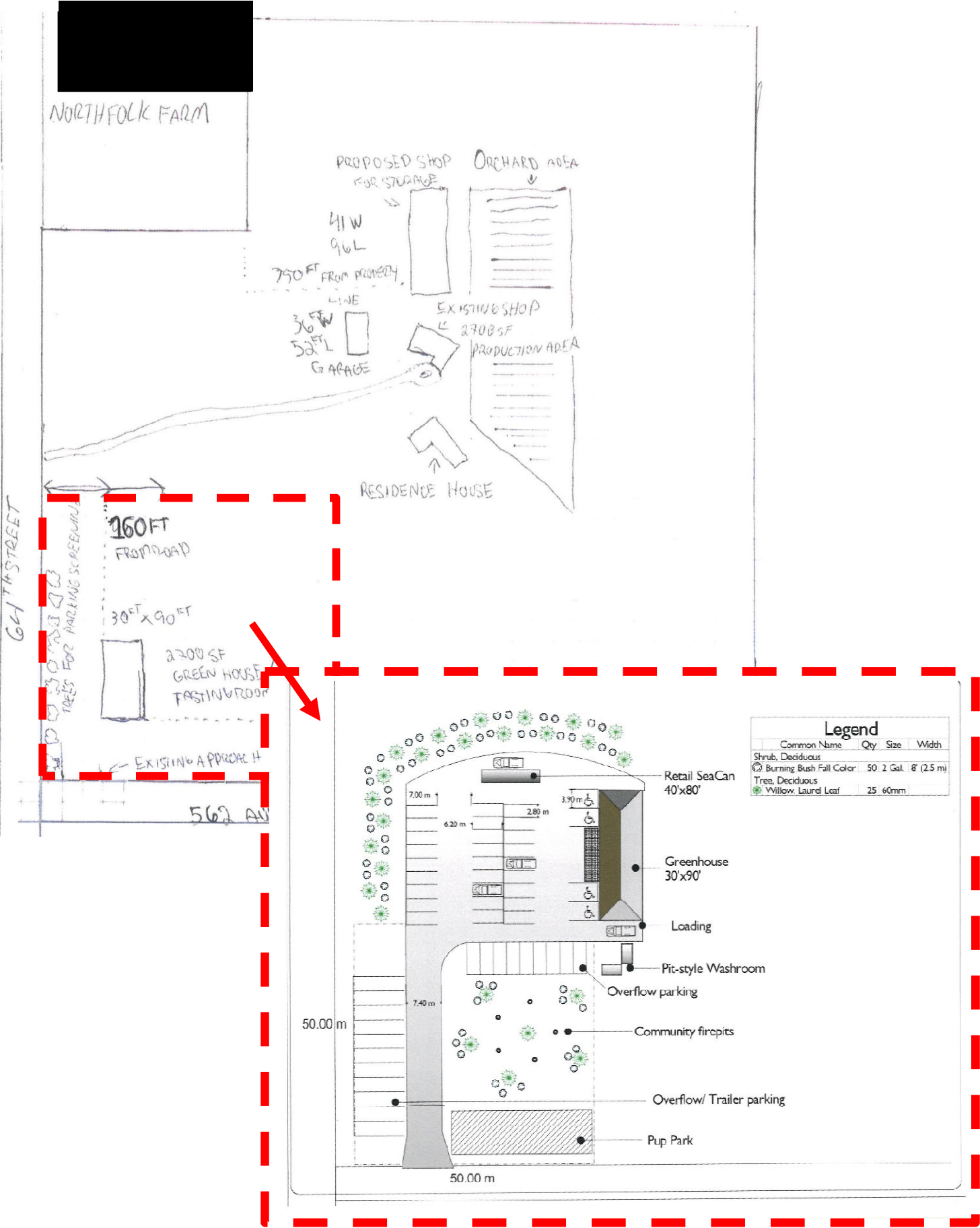
EXCERPTS – LAND USE BYLAW
APPENDIX C - CONFINED FEEDING OPERATIONS
AGRICULTURAL DISTRICT
AGRICULTURAL BUSINESS DISTRICT

APPENDIX C:

PROPOSED BYLAW

APPENDIX A
LOCATION MAP
ORTHO PHOTO





**LAND USE BYLAW
EXCERPTS****2.1 RULES OF INTERPRETATION**

2.1.1 Compliance with the provisions in this Bylaw shall be interpreted and applied as follows:

- d. "PERMITTED USE" means the use of land, a building, or buildings provided for in this Bylaw that must comply with all provisions of the Land Use Bylaw unless a variance is provided. The Approving Authority must issue a Development Permit with or without conditions as provided for in this Bylaw for a permitted use. All permitted uses require the issuance of a Development Permit, unless identified as "Development Permit not required" or exempt under this Bylaw.
- e. "DISCRETIONARY USE" means the use of land, or a building provided for in this Bylaw for which the Approving Authority may issue a Development Permit with or without conditions as provided for in this Bylaw;"

2.5 DEFINITIONS

AGRICULTURAL (INTENSIVE USE) means systems of tillage and animal husbandry which involve concentrated methods used on areas of land to raise crops or keep livestock, poultry, and other animals, or their products for market, and includes intensive livestock operations, intensive swine operations, intensive poultry operations, and intensive vegetative operations. More information on agricultural use and livestock regulation can be found in Section 10.1 of this bylaw

ASSEMBLY USE means a development that is used by an association or organization for the meeting, social or recreational activities of its members, and which may or may not include the general public. Typical assembly uses include but are not limited to lodges, clubs, and service clubs.

CORPORATE FUNCTION means a private event, held by corporations or businesses for their staff, clients, or stakeholders, for the purposes of holiday parties, team buildings, etc.

DRINKING ESTABLISHMENT means an establishment, licensed by the Alberta Gaming and Liquor Commission, in which alcoholic beverages are served for a fee for consumption on the premises, and any preparation or serving of food is accessory thereto, and includes a licensed lounge that is ancillary to a restaurant.

FOOD SERVICE, ACCESSORY means the serving of food, which may or may not have been prepared on site, in support of an approved principal use on the premises. The service may occur either on a day-to-day basis or for special events and may include the service of alcoholic beverages under license from the Alberta Gaming and Liquor Commission or equivalent body. It may also include food service from food trucks licensed to operate in the County.

INTENSIVE VEGETATION OPERATION means a system of tillage for the concentrated raising of specialty crops for retail or wholesale distribution, including but not limited to tree farms, greenhouses, plant nurseries, sod farms, berry farms, u-pick operations, and similar uses. This definition does not include Cannabis Production.

LIQUOR SALES means for the wholesale or retail sale or distribution to the public of any and all types of alcoholic spirits or beverages as defined by the Alberta Liquor Control Act.

RETREAT (*not defined under section 2.5 of the LUB*) for these purposes, is intended to mean a quiet, isolated place that you go to rest, and/or attend seminars and workshops.

CONFINED FEEDING OPERATION has the meaning given to it by the Agricultural Operations Practice Act, as it may be amended from time to time. Appendix "C" to this Bylaw sets out the policies and procedure of the Foothills County regarding a Confined Feeding Operation. More information on confined feeding operations can also be found in Section 10.9 of this bylaw.

9.27 SPECIAL SETBACK REQUIREMENTS

Confined Feeding Operations:

9.27.30 The setback requirements in all land use districts for Confined Feeding Operations shall be as determined by the current Agricultural Operations Practice Act (AOPA) regulations.

9.27.31 Notwithstanding any other provision of this Bylaw that requires a minimum setback, the minimum distance of separation between a dwelling and a Confined Feeding Operation allowed under the Agricultural Operation Practices Act shall be equivalent to the required distance of separation between a proposed Confined Feeding Operation from an existing dwelling, as determined by the Natural Resources Conservation Board. or Foothills County Land Use Bylaw.

9.27.32 In all land use districts, dwelling unit shall be discretionary if it is within the minimum distance separation for a Confined Feeding Operation allowed under the Agricultural Operation Practices Act.

10.1 AGRICULTURAL USES AND LIVESTOCK REGULATIONS

Applications for Agriculture, Intensive Use:

10.1.8 A Development Permit is required for all agricultural, intensive uses whether such uses involve a new facility or expansion of an existing facility.

10.1.9 A new intensive livestock operation or an expansion of an existing intensive livestock operation and related short-term manure storage should be setback a minimum of 150 meters from neighboring dwellings. In determining the extent of the setback, the distance shall be measured from the neighboring dwelling (not the property line of the lot upon which it is located) to the point closest to the intensive livestock operation, including related manure storage facilities. Activities associated with the intensive livestock operation or related short-term manure storage, such as feed handling and storage, office, water supply, and land upon which manure is spread shall not be considered to be part of the intensive livestock operation or related short-term manure storage, for the purposes of determining the minimum setback limit.

10.1.10 A facility for the short-term storage of manure must be setback a minimum of 100 metres (328 feet) from any spring or water well and 30 meters (99 ft.) from any open body of water. The Approving Authority may consider a variance to the setback based upon circumstances particular to a specific application.

10.1.11 If there is a concern with the environmental impact of an agricultural intensive use (whether new or expanded), the Development Permit application will be referred for comment to Alberta Environmental Protection, the Regional Health Authority and

Alberta Agriculture, Food and Rural Development, who will be given 30 days to respond with their comments unless a longer period is agreed to by the County.

- 10.1.12 It is the responsibility of the owner and operator of any agricultural intensive use to ensure that all manure storage facilities are designed and constructed to avoid contamination of groundwater, prevent contaminated surface water from leaving the property, and reduce odor nuisance.
- 10.1.13 The owner and operator of an intensive livestock operation shall be required to satisfy the Development Authority that sufficient land is available for the use of the manure produced by the operation.
- 10.1.14 In no circumstances shall a new or expanded agricultural, intensive use be permitted within 122m (400 ft.) from a water course or water body which is not entirely surrounded by the lot or lots on which the operation is located, unless suitable containment facilities are constructed to the satisfaction of the Approving Authority.
- 10.1.15 All agricultural, intensive use applications must comply with all applicable provisions of the Agricultural Operation Practices Act, Code of Practice.
- 10.1.16 Seasonal feeding or wintering livestock between November 1 and May 31 are to be considered under the applicable agricultural, intensive use requirements.
- 10.1.17 The Development Authority may impose more restrictive conditions on approval of an application for a Development Permit for an intensive agricultural operation than those set out above.

10.9 CONFINED FEEDING OPERATIONS

- 10.9.1 Applicants/landowners are responsible for obtaining the necessary licences, permits, and approvals required by the NRCB under the Agricultural Operation Practices Act.
- 10.9.2 Any confined Feeding Operation (CFO) proposed within the County will be required to comply with all aspects of the procedures adopted by Council, attached as Appendix C to the Land Use Bylaw.

The Natural Resources Conservation Board has full authority over Confined Feeding Operations (CFO) and manure storage facilities.

Municipal District of Foothills No. 31 - Land Use Bylaw

APPENDIX C

CONFINED FEEDING OPERATIONS

DEFINITION:

"Confined Feeding Operation (CFO) is defined in the *Agricultural Operation Practices Act (AOPA)* as "an activity on land that is fenced or enclosed, or within buildings where livestock are confined for the purpose of growing, sustaining, finishing, or breeding by means other than grazing, but does not include seasonal feeding and bedding sites". At the time of adoption of this policy, a CFO will require either registrations or approvals through the Natural Resources Conservation Board (NRCB). Readers are advised to contact the NRCB for up-to-date information.

The NRCB is the approving authority for CFO facilities. Additional facilities on the CFO site that are not included in the license, permit or approval, or other authorization granted by the NRCB and that will fall under the Municipal approval process are dealt with as outlined below. These are dealt with below.

PROCEDURE FOR THE APPLICANT:

- 1.0 The applicant must obtain the necessary license, permit, approval, or other authorization granted by the NRCB.
- 1.1 The applicant must then apply for a Development Permit for a "development incidental or ancillary to a CFO", which is a permitted use in the Agricultural District. The applicant will be required to submit the following information with the Development Permit application:
 - Development Permit fees (please see the Development Officer for the amount);
 - Site plan indicating access locations to and from the lot, including roads and highways to be used;
 - A statement regarding the roads and highway to be used and dust control measure to be implemented;
 - A statement regarding the amount of traffic generated on a daily or monthly basis on those roads or hauling routes, whichever most accurately reflects the facts.
- 1.2 The Development Permit and supporting information is circulated by the Development Officer to the necessary referral agencies and internal departments (i.e., Public Works, Council, and Alberta Transportation).
- 1.3 The Development Officer makes an approved decision on the file and a letter is circulated to landowners within a half mile. The decision is based on a "permitted use" and, therefore, does not allow the right of appeal.
- 1.4 Upon the applicant's completion of the conditions of approval, the file is closed.

PART 6 LAND USE DISTRICTS

SECTION 12 AGRICULTURAL DISTRICTS

12.1 AGRICULTURAL DISTRICT

A

12.1.1 PURPOSE AND INTENT

To promote a wide range of agricultural land uses that encourage growth, diversification and development of the agricultural industry while having regard for the agricultural value and rural character of the area consistent with the policies outlined in the Municipal Development Plan.

12.1.2 SUB-DISTRICT

12.1.2.1 Parcels may include the following sub-districts in cases where Council feels that there is a need. Not all parcels will be separated into sub-districts. Should a parcel include the sub-district, all district rules apply with the addition of the special provisions noted in accordance with the sub-district:

- a. Sub-district "A" is a designation added to the land use district indicating a requirement for special consideration on the development of the site and/or placement and construction of buildings or structures on the lands through approval of a development permit. Reference Section 2.4 of this Bylaw for more details on special provisions for parcels with sub-district "A".

12.1.3 GENERAL REQUIREMENTS:

- 12.1.3.1 Refer to Section 4.2 "No Development Permit Required" in the Land Use Bylaw for uses not requiring a development permit.
- 12.1.3.2 Refer to Section 9 and Section 10 respectively for the general and specific land use regulations and provisions that apply to this District.

Foothills County Land Use Bylaw |

12.1.4 PERMITTED USES	12.1.5 DISCRETIONARY USES
Accessory buildings not requiring a development permit Accessory uses Agricultural, general Agricultural specialty Dwelling, single family *no more than 1 such dwelling is permitted on a single lot less than 32.4 ha (80 ac) in size. *no more than 2 such dwellings are permitted on a single lot 32.4 ha (80 ac) or greater in size. Dwelling, Mobile Home *permitted use only on lots 32.4 ha (80 acres) or greater in size. Home Based Business Type I Home Based Business Type II Home Office Public Works Secondary Suite, accessory Secondary suite, principal Signs not requiring a Development Permit Solar Power System, Private (Not requiring a Development Permit) Temporary storage of up to 5 unoccupied recreation vehicles	Abattoir, Minor Accessory buildings requiring a development permit Aerodrome/airstrip (private use) Agricultural intensive use Agricultural processing and distribution *does not includes retail sales on the site. Agricultural support services *does not includes retail sales on the site. Animal boarding services Antenna structures, private Arena, private Bed and Breakfast Day home services Dwelling, Mobile Home *discretionary use on lots less than 80 acres in size. Dwelling, moved on Dwelling, temporary Home based business III Intensive vegetation operation Kennel, private Lot Grading Manmade water bodies requiring a permit Signs requiring a development permit Solar Power System, Private (Requiring a Development Permit) Special Event Temporary storage of between 6 and 10 unoccupied recreation vehicles Utility service, minor

12.1.6 LAND USE REQUIREMENTS

- 12.1.6.1 A person who wishes to subdivide land in this district into additional lots must first apply for and be granted approval of a land use bylaw amendment.
- 12.1.6.2 In order to facilitate the purpose and intent of this district and ensure the sustainability of agricultural uses within the District, the following applies to applications for subdivision:
- a. Parcel Density:
 - i. Number of lots per quarter section or area of land in certificate of title existing when this bylaw was adopted; or
 - ii. The number of lots allowed by bylaw amending this section.
 - b. Minimum Parcel Size:

- i. A parcel of land no less than 8.49 Ha (21 acres) in size;
- ii. That portion of a parcel remaining after approval of a re-designation which facilitates a subdivision and after the subsequent registration of said subdivision reduces the area of the parent parcel to a size of 21 acres or greater in size; or
- iii. The area in title at the time of passage of this Bylaw.
- c. Maximum Parcel size:
 - i. None.

12.1.6.3 Required Developable Area:

- a. In accordance with Section 9.8 of this Bylaw.

12.1.6.4 Utility Servicing Criteria

- a. Individual wells and individual wastewater disposal systems;
- b. Communal water and communal wastewater disposal systems;
- c. A combination of a. and b. as determined by Bylaw amending this section.

12.1.7 DEVELOPMENT REQUIREMENTS

12.1.7.1 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 lot area.

12.1.7.2 Maximum Dwelling Unit Density

- a. Maximum dwelling unit density for a parcel under 80 acres is one Dwelling, Single Family and either one Dwelling, Secondary Suite, or one Dwelling, Temporary in accordance with Section 10.26 Secondary Suites and Section 10.10 on Dwellings.
- b. Maximum dwelling unit density for a parcel 80 acres or larger in size is two Dwellings, Single Family and either one Dwelling, Secondary Suite, or one Dwelling, Temporary in accordance with Section 10.26 Secondary Suites and Section 10.10 on Dwellings.

12.1.7.3 Minimum Yard Setback Requirements

- a. Front Yard Setbacks:
 - i. 15m (49.21 ft.) from the right of way of an internal subdivision road;
 - ii. 48m (157.48 ft.) from the centreline of a Municipal road;
 - iii. 40m (131.23 ft.) from the ultimate right of way or 70 meters from the centreline of a Provincial highway, whichever is greater.
- b. Side Yard Setbacks:
 - i. 15m (49.21 ft.) from the property line.
- c. Rear Yard Setbacks:
 - i. 15m (49.21 ft.) from the property line.
- d. In addition, 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.

Foothills County Land Use Bylaw |

12.1.7.4 Corner Parcel Restrictions:

- a. In accordance with Section 9.27.9 - 9.27.12.

12.1.7.5 Other Minimum Setback Requirements:

- a. See Section 9.27 "Special Setback Requirements" of this bylaw for additional setback requirements that may apply.

12.1.7.6 Maximum Height of Structures:

- a. Principal buildings, first vehicle garage, and car ports:
 - i. 12m (39.37 ft.)
- b. Accessory Buildings and Arenas:
 - i. 10.67m (35 ft.)
- c. Radio antennas, internet towers and wind turbines:
 - i. 16m (52.49 ft.);

12.1.7.7 Minimum habitable area per dwelling

- a. 100 m² (1,077 sq. ft.)

12.1.8 EXCEPTIONS:

12.2 AGRICULTURAL BUSINESS DISTRICT

AB

12.2.1 PURPOSE AND INTENT

To provide for a wide range of agricultural-related business, in agricultural areas. Uses would include primarily agricultural processing, retailing of agricultural products, and business uses related to agricultural activity while allowing for limited services related to agriculture.

12.2.2 SUB-DISTRICT

12.2.2.1 Parcels may include the following sub-districts in cases where Council feels that there is a need. Not all parcels will be separated into sub-districts. Should a parcel include the sub-district, all district rules apply with the addition of the special provisions noted in accordance with the sub-district:

- a. Sub-district "A" is a designation added to the land use district indicating a requirement for special consideration on the development of the site and/or placement and construction of buildings or structures on the lands through approval of a development permit. Reference section 2.4 of this Bylaw for more details on special provisions for parcels with sub-district "A".

12.2.3 GENERAL REQUIREMENTS:

- 12.2.3.1 Refer to Section 4.2 "No Development Permit Required" in the Land Use Bylaw for uses not requiring a development permit.
- 12.2.3.2 Refer to Section 9 and Section 10 respectively for the general and specific land use regulations and provisions that apply to this District.

12.2.4 PERMITTED USES	12.2.5 DISCRETIONARY USES
Accessory buildings not requiring a development permit in accordance with Section 4.2 Accessory use Agricultural, general Agricultural specialty Dugout Dwelling, single family *no more than 2 such dwellings are permitted on a single lot 32.4 ha (80 ac) or greater in size. *no more than 1 such dwelling is permitted on a single lot that is less than 32.4 ha (80 ac) in size Dwelling, Mobile Home *permitted use only on lots 32.4 ha (80 acres) or greater in size. Home Based Business Type I Home Based Business Type II Home Office Secondary Suite, detached Secondary suite, principal Public works	Abattoir, minor Accessory buildings (requiring a development permit) Aerodrome/airstrip(private use) Agricultural intensive use Agricultural processing and distribution Agricultural support services Animal boarding services Animal care services Antenna structures, private Arena, limited public Arena, private Auctioneering services Bed and Breakfast Campground, minor (accessory to principal use) Card lock fuel dispensing facility Commercial school or college Community services Contractor, limited Day camp services Family Day Home Dwelling, single family

Foothills County Land Use Bylaw |

12.2.4 PERMITTED USES	12.2.5 DISCRETIONARY USES
<p>Solar Power System, Private (Not requiring a Development Permit)</p> <p>Temporary storage of up to 5 unoccupied recreation vehicles</p> <p>Utility services, minor</p>	<p>*if in addition to the number of dwellings listed as permitted on a single lot.</p> <p>Dwelling, Mobile Home</p> <p>*discretionary use on lots less than 80 acres in size.</p> <p>Dwelling, moved on</p> <p>Dwelling, temporary (accessory to principal use)</p> <p>Educational services</p> <p>Farm equipment sales and service</p> <p>Guest ranch</p> <p>Home based business Type III</p> <p>Intensive vegetation operation</p> <p>Kennel, private</p> <p>Lot grading</p> <p>Man-made water bodies, private requiring a permit</p> <p>Manufacturing, light</p> <p>Natural science exhibits</p> <p>Outdoor storage (accessory to principal use only)</p> <p>Public market</p> <p>Restaurant (as an accessory use, within the main building)</p> <p>Retail garden centre</p> <p>Retail store (as an accessory use, within the main building)</p> <p>Signs requiring a development permit</p> <p>Solar Power System, Private (Requiring a Development Permit)</p> <p>Special event</p> <p>Temporary storage of between 6 and 10 unoccupied recreation vehicles</p> <p>Tourist information services and facilities</p>

12.2.6 LAND USE REQUIREMENTS

- 12.2.6.1 A person who wishes to subdivide land in this district into additional lots must first apply for and be granted approval of a land use bylaw amendment.
- 12.2.6.2 In order to facilitate the purpose and intent of this district and ensure the sustainability of agricultural business uses within the District, the following applies to applications for subdivision:
- a. Parcel Density:
 - i. Number of lots per quarter section or area of land in certificate of title existing when this bylaw was adopted; or
 - ii. The number of lots allowed by bylaw amending this section.
 - b. Minimum Parcel Size:
 - i. A parcel of land no less than 8.49 Ha (21 acres) in size;

- ii. That portion of a parcel remaining after approval of a re-designation which facilitates a subdivision and after the subsequent registration of said subdivision reduces the area of the parent parcel to a size of 21 acres or greater in size; or
- iii. The area in title at the time of passage of this Bylaw.
- c. Maximum Parcel size:
 - i. None.

12.2.6.3 Required Developable Area

- a. In accordance with Section 9.8 of this Bylaw.

12.2.6.4 Utility Servicing Criteria

- a. Individual wells and individual wastewater disposal systems;
- b. Communal water and communal wastewater disposal systems;
- c. A combination of a. and b., as determined by Bylaw amending this section.

12.2.7 DEVELOPMENT REQUIREMENTS

12.2.7.1 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 lot area.

12.2.7.2 Maximum Dwelling Unit Density

- a. Maximum dwelling unit density for a parcel under 80 acres is one Dwelling, Single Family and either one Dwelling, Secondary Suite, or one Dwelling, Temporary in accordance with Section 10.26 Secondary Suites and Section 10.10 on Dwellings.
- b. Maximum dwelling unit density for a parcel 80 acres or larger in size is two Dwellings, Single Family and either one Dwelling, Secondary Suite, or one Dwelling, Temporary in accordance with Section 10.26 Secondary Suites and Section 10.10 on Dwellings.

12.2.7.3 Minimum Yard Setbacks Requirements

- a. Front Yard Setbacks:
 - i. 15m (49.21 ft) from the right of way of an internal subdivision road;
 - ii. 48m (157.48 ft) from the centreline of a Municipal road;
 - iii. 64m (209.97 ft.) from the centreline of a Municipal Road, Major.
 - iv. 40m (131.23 ft.) from the ultimate right of way or 70 meters from the centreline of a Provincial highway, whichever is greater.
- b. Side Yard Setbacks:
 - i. 15m (49.21 ft) from the property line.
- c. Rear Yard Setbacks:
 - i. 15m (49.21 ft) from the property line.
- d. In addition, 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.

Foothills County Land Use Bylaw |

12.2.7.4 Corner Parcel Restrictions:

- a. In accordance with Section 9.27.9 - 9.27.12.

12.2.7.5 Other Minimum Setback Requirements:

- a. See Section 9.27 "Special Setback Requirements" of this bylaw for additional setback requirements that may apply.

12.2.7.6 Maximum Height of Structures:

- a. Principal buildings, first vehicle garage, and car ports:
 - i. 12m (39.37 ft.)
- b. Accessory Buildings and Arenas;
 - i. 10.67m (35 ft.)
- c. Radio antennas, internet towers and wind turbines:
 - i. 16m (52.49 ft);

12.2.7.7 Minimum habitable area per dwelling

- a. 100 m² (1,077 sq. ft)

12.2.8 EXCEPTIONS:

PROPOSED BYLAW

BYLAW XX/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 redesignation of a 149.48 +/- acre portion of Ptn. SW 28-18-01 W5M from Agricultural District to Agricultural Business District.

AND WHEREAS the Council has received an application to further amend the Land Use Bylaw by authorizing a Site-Specific Amendment to the Agricultural Business District land use rules to allow for Assembly Use; Corporate Function; Drinking Establishment; Food Service, Accessory; Liquor Sales; and Retreat on the 149.48 +/- acre parcel on Ptn. SW 28-18-01 W5M.

NOW THEREFORE THE COUNCIL ENACTS AS FOLLOWS:

1. Land Use Map No. 1801 is amended by redesignating a 149.48 +/- acre portion of Ptn. SW 28-18-01 W5M from Agricultural District to Agricultural Business District.
2. Under SECTION 12.2 AGRICULTURAL BUSINESS DISTRICT, a Site-Specific amendment the Agricultural Business District land use rules to allow for Assembly Use; Corporate Function; Drinking Establishment; Food Service, Accessory; Liquor Sales; and Retreat on the 149.48 +/- acre parcel on Ptn. SW 28-18-01 W5M.
3. 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 .

**MISCELLANEOUS PLANNING ITEM
REPORT TO COUNCIL
INVENTORY of MUNICIPAL RESERVE
April 16, 2025**

INVENTORY OF MUNICIPAL RESERVE PARCELS IN THE COUNTY	
	LANDOWNER: Foothills County
REQUEST: To review and discuss the inventory of Municipal Reserve parcels throughout the County	
DIVISION NO: ALL	FILE MANAGER: Heather Hemingway and Donna Fowler

PURPOSE OF REQUEST

Council requested to review and discuss the inventory of existing Municipal Reserve parcels in the County.

BACKGROUND

On March 12th, 2025 Council made the following motion subsequent to a public hearing regarding the disposition of a portion of a municipal reserve parcel in the Silvertip community.

That Council postpone its decision on Municipal Reserve disposition and redesignation of the 1.88 +/- acre portion plan of Plan 9812597, Lot 26 MR, SW 18-20-28 W4M to June 11, 2025 and request that administration prepare a report for Councils consideration including an inventory of existing Municipal Reserve Parcels within Foothills County.

As such, Council is requested to review the contents of this staff report and provide direction as necessary.

Council may recall an in-camera item regarding “Sale of Municipally Owned properties” had been provided to Council on February 15th, 2023. Council did not provide a motion or direction after that discussion.

ATTACHMENTS PROVIDED

Attached are spreadsheets of all the parcels in the County which have the Municipal Reserve suffix.

Not all parcels are developable or desirable for disposition. There are linear MRs that provide physical connection for pedestrian use. There are MRs that that contain seasonal wetlands. There are MRs that have been created by bylaw after they were purchased by the County. Some MRs are Provincial buy-out properties.

The attachment provides Council with an inventory of the MRs across the County as well as by Electoral division. A webmap has been prepared which allow Council to spatially locate the MRs across the County, as well as click on them to see various attributes.

COUNCIL ACTION REQUESTED:

Council is requested to provide administration with suggested MRs for disposition within their division, if they feel strongly about certain parcels. Report will be developed for Council's consideration before any public hearings are contemplated. If Council members prefer, administration can bring suggested parcels to Council for consideration in the motion below.

Council is respectfully requested to consider the following motion:

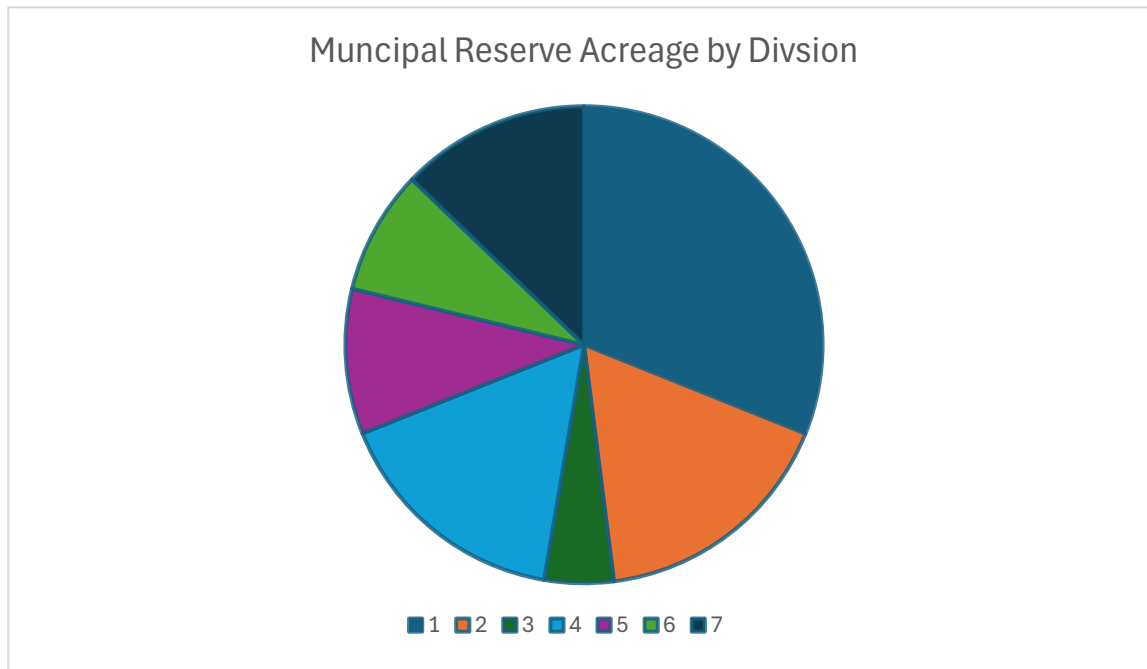
Council direct administration to prepare reports that illustrate up to seven municipal reserve parcels for potential disposition in each electoral division for Council's consideration and direction. The purpose of the reports is to provide sufficient information for Council to consider a motion to direct administration to proceed to public hearing for the purposes of MR disposition.

APPENDICES

- Spreadsheets of MR lands
- Web map showing MR lands

Municipal Reserve Lands by Council Division

Council Division	Count of MR Parcels	Sum of MR Acreage	Percent
1	17	414.22	31.08%
2	21	225.46	16.92%
3	17	62.32	4.68%
4	48	216.7	16.26%
5	34	131.18	9.84%
6	21	112.112	8.41%
7	46	170.72	12.81%
Total	204	1332.712	



* Division 1 is Artificially High Due to a few large portions of land that were purchased due to flood buyouts and the ASB shop

Municipal Reserve Land Division 1

Legal	Plan Block Lot	Subdivision	Area (Acre)	Landuse
NW 19-17-28 W4	Plan 9112017 Blk 2 Lot 9MR	Hamlet of Cayley	0.150	MR
SW 7-20-28 W4	Plan 9912037 Blk B Lot 5MR	Hamlet of Aldersyde	0.250	MR
SW 19-17-28 W4	Plan 1211815 Blk 5 Lot 15MR	Hamlet of Cayley	0.640	MR
NW 19-17-28 W4	Plan 9112017 Blk 1 Lot 10MR	Hamlet of Cayley	0.670	MR
E 13-20-29 W4	Plan 0512781 Blk 2 Lot 3MR		1.490	MR
SW 19-19-28 W4	Plan 0713900 Blk 1 Lot 5MR		1.770	MR
NE 33-18-29 W4	Plan 9310684 Lot 4MR		2.140	MR
S 18-20-28 W4	Plan 0010369 Lot 65MR	Silver Tip Ranch	2.870	MR
SW 18-20-28 W4	Plan 9812597 Lot 4MR	Silver Tip Ranch	3.510	MR
SW 13-19-27 W4	Plan 9411786 Blk 1 Lot 8MR	Hamlet of Blackie	3.880	MR
SW 13-20-29 W4	Plan 1513263 Blk 3 Lot 1MR		7.610	MR
SW 18-20-28 W4	Plan 9812597 Lot 26MR		14.280	MR
SW 14-19-29 W4	Plan 1910534 Blk 3 Lot 1MR		15.000	MLR
W 7-20-28 W4	Plan 0811128 Blk 1 Lot 2MR		47.340	A
NW 7-20-28 W4	Plan 2311761 Blk 1 Lot 9MR		67.460	A-INR
SE 2-18-28 W4	Plan 2111089 Blk 1 Lot 1MR		86.240	MR
SW 26-17-27 W4	Plan 1912285 Blk 1 Lot 1MR		158.920	MR

Municipal Reserve Land Division 2

Legal	Plan Block Lot	Subdivision	Area (Acre)	Landuse
SE 1-20-1 W5	Plan 9610003 Lot 1MR		1.490	MR
NW 12-20-1 W5	Plan 0111273 Blk 1 Lot 5MR		2.290	MR
NE 10-19-29 W4	Plan 9811886 Lot 3MR		2.360	MR
NE 13-20-1 W5	Plan 0911443 Blk 4 Lot 4MR	Sundance Trail Estates	2.5	MR
NW 22-20-1 W5	Plan 1210057 Blk 2 Lot 2MR		2.8	MR
NE 13-20-1 W5	Plan 2111219 Blk 3 Lot 11MR	Sundance Trail Estates	3.09	MR
NE 12-20-2 W5	Plan 0212455 Blk 1 Lot 3MR		3.11	MR
NE 33-19-1 W5	Plan 0815578 Blk 2 Lot 2MR	Pristine Hills	3.47	MR
NW 9-20-29 W4	Plan 9812537 Blk 1 Lot 6MR	Mountain View Estates	3.48	MR
NE 5-18-1 W5	Plan 9110840 Lot 1MR		3.66	MR
NW 10-20-29 W4	Plan 0714414 Blk 2 Lot 4MR		3.71	MR
SW 16-19-2 W5	Plan 9913417 Blk 2MR		4	MR
NW 34-19-1 W5	Plan 0812913 Blk 2 Lot 2MR	Mendonsa ASP	4.54	MR
NE 11-20-1 W5	Plan 1210377 Blk 1 Lot 13MR		4.55	MR
SE 1-20-1 W5	Plan 0213085 Blk 1 Lot 12MR		5.02	MR
NE 12-20-1 W5	Plan 9912416 Lot 11MR		5.51	MR
NE 13-20-1 W5	Plan 0214219 Blk 2 Lot 12MR	Sundance Trail Estates	7.02	MR
SE 13-20-1 W5	Plan 9811757 Lot 6MR	Wapiti Ridge Estates	7.19	MR
SW 16-19-29 W4	Plan 0814587 Blk 3 Lot 1MR	Sage Valley Estates	7.29	MR
NE 26-20-2 W5	Plan 0012073 Blk 3MR		68.78	MR
NW 25-20-2 W5	Plan 2111095 Blk 1 Lot 1MR		79.6	MR

Municipal Reserve Land Division 3

Legal	Plan Block Lot	Subdivision	Area (Acre)	Landuse
NW 1-20-3 W5	Plan 8110147 Blk MR1		0.54	MR
SE 26-21-3 W5	Plan 9511320 Blk 6MR		0.7	MR
SW 14-21-3 W5	Plan 0210791 Blk 1 Lot 8MR		0.89	MR
NW 2-21-3 W5	Plan 0212953 Blk 1 Lot 1MR		1.14	MR
NE 2-21-3 W5	Plan 9511456 Lot 7MR		1.9	MR
NW 2-20-3 W5	Plan 9312546 Lot 10MR		2.16	MR
SW 14-21-3 W5	Plan 0510887 Blk 3 Lot 10MR	Millarville Country Estates	2.27	MR
SE 20-21-4 W5	Plan 9910270 Lot 43MR		2.74	MR
SW 14-21-3 W5	Plan 9612664 Lot 7MR		2.96	MR
SW 14-21-4 W5	Plan 9912665 Blk 2 Lot 4MR		3.23	MR
SE 17-21-4 W5	Plan 0610797 Blk 3 Lot 1MR		3.3	MR
SW 14-21-3 W5	Plan 0510887 Blk 3 Lot 11MR	Millarville Country Estates	4.99	MR
SE 10-21-3 W5	Plan 9510730 Lot 36MR		5.19	MR
SE 18-20-2 W5	Plan 9912520 Lot 5MR		5.39	MR
SE 35-21-4 W5	Plan 1012853 Blk 2 Lot 2MR		6.27	MR
NE 17-21-4 W5	Plan 9710379 Lot 31MR	Square Butte	9.31	MR
SE 10-21-3 W5	Plan 9311666 Lot 29MR		9.34	MR

Municipal Reserve Land Division 4

Legal	Plan Block Lot	Subdivision	Area (Acre)	Landuse
SE 8-22-4 W5	Plan 8311642 Blk 2 Lot 4MR		0.25	MR
NE 22-22-3 W5	Plan 0714431 Blk 2 Lot 3MR		0.27	MR
SE 8-22-4 W5	Plan 8311642 Blk 1 Lot 6MR		0.36	MR
NE 5-22-4 W5	Plan 0514011 Blk 1 Lot 13MR	Mountain Woods Estates	0.56	MR
NE 5-22-4 W5	Plan 0514011 Blk 1 Lot 12MR	Mountain Woods Estates	0.58	MR
SE 22-22-3 W5	Plan 34201C Blk 2 Lot 8MR	Hamlet of Priddis	0.77	CR
NE 30-22-3 W5	Plan 9812345 Lot 5MR		0.81	MR
SE 31-22-4 W5	Plan 0712740 Blk 1 Lot 4MR		0.84	MR
SE 22-22-3 W5	Plan 34201C Blk 2 Lot 5MR	Hamlet of Priddis	0.85	RC
SW 30-22-3 W5	Plan 8811146 Blk 2 Lot 18MR	Hamlet of Priddis Greens	1.07	MR
NE 22-22-3 W5	Plan 0214370 Blk 2 Lot 13MR		1.15	MR
SE 18-22-4 W5	Plan 9111927 Lot 6MR		1.16	MR
N 33-22-4 W5	Plan 0610379 Blk 2 Lot 20MR		1.31	MR
SW 29-22-3 W5	Plan 0811164 Blk 7 Lot 38MR	Hawk's Landing	1.83	MR
SW 34-22-3 W5	Plan 9911477 Blk 1 Lot 7MR		1.98	MR
SW 29-22-3 W5	Plan 0811164 Blk 7 Lot 40MR	Hawk's Landing	1.99	MR
SE 28-22-3 W5	Plan 8910152 Blk 1 Lot 8MR		2	MR
SW 29-22-3 W5	Plan 0811164 Blk 7 Lot 37MR	Hawk's Landing	2.18	MR
SE 1-22-3 W5	Plan 9711174 Lot 5MR		2.37	MR
S 29-22-3 W5	Plan 0410490 Blk 5 Lot 3MR	Hawk's Landing	2.45	MR
SW 35-22-3 W5	Plan 8610457 Blk 1 Lot 6MR		2.5	MR
NE 29-22-3 W5	Plan 0512176 Blk 3 Lot 7MR	Ranchers Hill	2.77	MR
W 3-22-4 W5	Plan 0210983 Blk 3 Lot 13MR		2.98	MR
NW 22-22-3 W5	Plan 9711262 Blk 1 Lot 4MR		3.02	MR
SE 30-22-3 W5	Plan 8611219 Blk 2 Lot 14MR	Hamlet of Priddis Greens	3.19	MR
NW 26-22-3 W5	Plan 9311146 Blk 2 Lot 6MR		3.19	MR
SE 1-22-3 W5	Plan 0412066 Blk 2 Lot 7MR	Crestview Ranch Estates	3.33	MR
SE 13-22-3 W5	Plan 9812081 Lot 5MR		3.51	MR
NW 17-22-4 W5	Plan 0512982 Blk 1 Lot 8MR	Fish Creek Ranch	3.61	MR
NE 22-22-3 W5	Plan 0214370 Blk 2 Lot 12MR		4.12	MR
SW 9-22-4 W5	Plan 9311771 Lot 2MR	Antler Ridge	4.13	MR
NE 32-22-3 W5	Plan 0513746 Blk 1 Lot 8MR		4.2	MR
SE 31-22-4 W5	Plan 9912841 Lot 1MR		4.23	MR
NE 20-22-3 W5	Plan 9211521 Lot 8MR		4.62	MR
NE 29-22-3 W5	Plan 1212693 Blk 4 Lot 11MR		5	MR
W 3-22-4 W5	Plan 0210983 Blk 3 Lot 11MR		5.05	MR
NE 34-22-3 W5	Plan 9711392 Blk 1 Lot 14MR		5.39	MR
NW 33-22-4 W5	Plan 0910411 Blk 3 Lot 5MR	Moon Ridge Estates	6.19	MR
NE 5-22-4 W5	Plan 0514011 Blk 1 Lot 11MR	Mountain Woods Estates	6.94	MR
SE 8-22-4 W5	Plan 8311642 Blk 3 Lot 5MR		6.94	MR
NW 18-22-4 W5	Plan 8811041 Lot 1MR		8.01	MR
E 20-22-2 W5	Plan 0512833 Blk 11 Lot 1MR		8.83	MR
NW 35-22-4 W5	Plan 0310357 Blk 1 Lot 1MR		9.19	MR
SE 30-22-3 W5	Plan 0410946 Blk 3 Lot 1MR	Hamlet of Priddis Greens	9.77	MR
NE 8-22-3 W5	Plan 2211365 Blk 1 Lot 8MR	Whiskey Springs Ridge	11.47	MR
SE 32-22-3 W5	Plan 0711951 Blk 2 Lot 13MR	Marquis Ranches	12.34	MR
W 29-22-3 W5	Plan 0715672 Blk 2 Lot 14MR	Hawk's Landing	17.01	MR
SW 18-22-4 W5	Plan 8311214 Blk 2 Lot 5MR	Aspen Creek Estates	30.39	MR

Municipal Reserve Land Division 5

Legal	Plan Block Lot	Subdivision	Area (Acre)	Landuse
SE 2-22-1 W5	Plan 9311329 Blk 11 Lot 11MR	Ridgemont Estates	0.09	MR
SW 36-21-1 W5	Plan 9913335 Lot 4MR		0.33	MR
NW 36-21-2 W5	Plan 0010243 Blk 4 Lot 8MR		0.89	MR
SW 35-21-1 W5	Plan 1711526 Blk 3 Lot 19MR		1.01	MR
SW 35-21-1 W5	Plan 1711526 Blk 3 Lot 22MR	Hamilton Heights	1.41	MR
NE 27-21-1 W5	Plan 0611537 Blk 1 Lot 7MR	Kayla Vista	2.1	MR
S 27-21-1 W5	Plan 0112106 Blk 1 Lot 4MR		2.1	MR
W 36-21-2 W5	Plan 0211261 Blk 3 Lot 6MR	Wood Valley Estates	2.12	MR
SE 13-21-1 W5	Plan 0716335 Blk 3 Lot 2MR		2.43	MR
SE 29-21-29 W4	Plan 0514125 Blk 5 Lot 4MR	Bella Vista Ranch Estates	2.59	MR
NW 18-22-1 W5	Plan 0913898 Blk 1 Lot 9MR		2.76	MR
SE 22-21-1 W5	Plan 1410534 Blk 2 Lot 4MR		2.86	MR
SE 13-21-1 W5	Plan 8710648 Blk 3MR		2.92	CR
SW 25-21-1 W5	Plan 0313126 Blk 1 Lot 4MR		2.94	MR
NW 26-21-1 W5	Plan 0110200 Blk 3 Lot 12MR	Eden Park Estates	3	MR
NW 15-21-1 W5	Plan 1412645 Blk 1 Lot 20MR		3.01	MR
W 36-21-2 W5	Plan 0211261 Blk 3 Lot 19MR	Wood Valley Estates	3.04	MR
SE 2-22-1 W5	Plan 9311329 Blk 5 Lot 10MR	Ridgemont Estates	3.29	MR
SW 18-22-1 W5	Plan 0011459 Blk 6 Lot 2MR		3.5	MR
NE 26-21-1 W5	Plan 0312897 Blk 7 Lot 2MR	DeWinton Ridge	3.71	MR
NE 20-21-29 W4	Plan 0715119 Blk 1 Lot 9MR	Bella Vista Ranch Estates 2	3.71	MR
SE 26-21-1 W5	Plan 1611163 Blk 3 Lot 8MR		3.9	MR
SW 18-22-1 W5	Plan 2211999 Blk 7 Lot 9MR		3.98	MR
SW 24-21-1 W5	Plan 2011121 Blk 1 Lot 6MR		4.2	MR
NW 26-21-1 W5	Plan 0813255 Blk 4 Lot 16MR	Eden Park Estates	4.75	MR
NW 36-21-2 W5	Plan 0010243 Blk 4 Lot 10MR		4.84	MR
NW 25-21-2 W5	Plan 9311048 Blk 4MR		5.56	MR
SE 12-22-2 W5	Plan 9810194 Lot 8MR	Hawkford Estates	5.58	MR
SW 7-22-1 W5	Plan 0212015 Blk 2 Lot 4MR	Sulky Ridge Estates	5.66	MR
SW 35-21-1 W5	Plan 0812080 Blk 2 Lot 1MR		6.12	MR
SW 17-21-29 W4	Plan 0714809 Blk 1 Lot 9MR		6.6	MR
W 36-21-2 W5	Plan 0211261 Blk 3 Lot 14MR	Wood Valley Estates	6.62	MR
SE 26-21-1 W5	Plan 9010114 Lot 15MR		10.01	MR
SW 35-21-1 W5	Plan 1711526 Blk 3 Lot 20MR	Hamilton Heights	13.55	MR


Municipal Reserve Land Division 6

Legal	Plan Block Lot	Subdivision	Area (Acre)	Landuse
NE 5-22-29 W4	Plan 9210459 Blk 2 Lot 2MR	Hamlet of Heritage Pointe	0.001	MR
NW 5-22-29 W4	Plan 9210459 Blk 1 Lot 1MR	Hamlet of Heritage Pointe	0.001	MR
SW 4-22-29 W4	Plan 1212402 Blk 3 Lot 27MR	Artesia at Heritage Pointe	0.1	MR
SW 4-22-29 W4	Plan 1212402 Blk 5 Lot 1MR	Artesia at Heritage Pointe	0.32	MR
SW 7-22-28 W4	Plan 0011305 Lot 5MR		0.52	MR
NW 1-22-1 W5	Plan 2311381 Blk 1 Lot 24MR	Pine Springs	0.56	MR
NW 1-22-1 W5	Plan 2311381 Blk 1 Lot 23MR	Pine Springs	2.06	MR
SE 12-22-29 W4	Plan 7811301 Blk 1 Lot 16MR		2.1	MR
NW 1-22-1 W5	Plan 2311381 Blk 1 Lot 27MR	Pine Springs	2.24	MR
NW 31-21-28 W4	Plan 0412602 Blk 8 Lot 6MR		2.33	MR
NW 31-21-28 W4	Plan 0613390 Blk 9 Lot 6MR		2.42	MR
NE 1-22-1 W5	Plan 0213321 Blk 1 Lot 27MR	Pinehurst	2.5	MR
SW 28-21-29 W4	Plan 9910867 Blk B Lot 6MR		2.94	MR
SW 28-21-29 W4	Plan 9910867 Blk B Lot 7MR		2.98	MR
NW 31-21-28 W4	Plan 0112113 Blk 7 Lot 5MR		3.25	MR
S 27-21-29 W4	Plan 0110429 Lot 18MR	Norris Coulee Estates	5.39	MR
SE 12-22-29 W4	Plan 0210519 Blk 2 Lot 7MR	Foxboro Country Estates	8.23	MR
SW 4-22-29 W4	Plan 1212402 Blk 2 Lot 1MR		10.47	MR
SW 26-21-29 W4	Plan 0311920 Blk 3 Lot 29MR	Shannon Estates	17.25	MR
SE 1-22-1 W5	Plan 0111512 Blk 8MR	Hamlet of Heritage Pointe	19.79	MR
S 27-21-29 W4	Plan 1210801 Blk 2 Lot 59MR	Norris Coulee Estates	26.66	MR

Municipal Reserve Land Division 7

Legal	Plan Block Lot	Subdivision	Area (Acre)	Landuse
SE 27-20-29 W4	Plan 1210671 Blk 4 Lot 1MR	Green Haven Estates	0.39	MR
SE 27-20-29 W4	Plan 1210671 Blk 5 Lot 1MR	Green Haven Estates	0.39	MR
SW 6-21-28 W4	Plan 9210310 Lot 20MR	Highwood Meadows	0.53	MR
NW 19-20-28 W4	Plan 9712075 Lot 9MR	Totem Ranch Estates	0.57	MR
SE 27-20-29 W4	Plan 1210671 Blk 3 Lot 17MR	Green Haven Estates	0.58	MR
SE 27-20-29 W4	Plan 1210671 Blk 3 Lot 10MR	Green Haven Estates	0.58	MR
NW 24-21-29 W4	Plan 1911959 Blk 3 Lot 1MR		0.81	MR
SE 27-20-29 W4	Plan 1510636 Blk 8 Lot 15MR	Green Haven Estates	1.05	MR
NE 23-21-29 W4	Plan 0513900 Blk 5 Lot 9MR	Cara Ranch Estates	1.09	MR
SE 27-20-29 W4	Plan 2210304 Blk 7 Lot 17MR	Green Haven Estates	1.11	MR
SW 6-21-28 W4	Plan 9210310 Lot 4MR	Highwood Meadows	1.49	MR
NW 14-21-29 W4	Plan 2412369 Blk 3 Lot 19MR	Deer Creek Heights	2.15	MR
NE 9-21-29 W4	Plan 1310588 Blk 6 Lot 1MR		2.3	MR
SW 6-21-28 W4	Plan 9210310 Lot 19MR	Highwood Meadows	2.37	MR
NW 24-21-29 W4	Plan 1911959 Blk 3 Lot 2MR		2.38	MR
SE 24-20-29 W4	Plan 0311515 Blk 2 Lot 302MR	Country Lane RV Park	2.47	MR
NW 13-20-29 W4	Plan 1014863 Blk 3 Lot 7MR	Warner Business Park	2.5	MR
SW 36-20-29 W4	Plan 0813562 Blk 2 Lot 9MR	Casaterra Estates	2.59	MR
SE 26-20-29 W4	Plan 0110802 Blk 2 Lot 4MR		2.77	MR
SE 23-21-29 W4	Plan 0810094 Blk 3 Lot 3MR	Ridgeview Estates	2.79	MR
NW 36-20-29 W4	Plan 0814637 Blk A Lot 1MR		2.84	MR
SE 23-21-29 W4	Plan 0612104 Blk 2 Lot 1MR		2.91	MR
SW 36-20-29 W4	Plan 1410063 Blk 2 Lot 16MR	Casaterra Estates	3.140	MR
SE 11-21-29 W4	Plan 9711383 Blk 1 Lot 10MR		3.16	MR
SE 29-21-28 W4	Plan 0811239 Blk 10 Lot 2MR	Sunset Hills	3.16	MR
N 23-21-29 W4	Plan 0811474 Blk 7 Lot 10MR	Harmony Ridge	3.210	MR
SE 26-20-29 W4	Plan 1213435 Blk 14 Lot 6MR		3.22	MR
NE 10-21-29 W4	Plan 1911911 Blk 1 Lot 5MR		3.3	MR
SW 1-21-29 W4	Plan 0912260 Blk 4 Lot 1MR		3.44	MR
NE 16-21-29 W4	Plan 0311851 Blk 1 Lot 4MR	Sierra West Estates	3.53	MR
SE 15-21-29 W4	Plan 0913032 Blk 7 Lot 5MR		3.56	MR
SE 27-20-29 W4	Plan 1510636 Blk 6 Lot 6MR	Green Haven Estates	3.94	MR
NW 15-21-29 W4	Plan 0613958 Blk 5 Lot 9MR		4	MR
NE 9-21-29 W4	Plan 0613590 Blk 5 Lot 13MR	Aspen Meadows	4.4	MR
SE 23-21-29 W4	Plan 0810804 Blk 3 Lot 11MR	Ridgeview Estates	4.82	MR
NW 14-21-29 W4	Plan 2412369 Blk 3 Lot 20MR	Deer Creek Heights	5.88	MR
NE 23-21-29 W4	Plan 0513900 Blk 5 Lot 1MR	Cara Ranch Estates	6.07	MR
SW 23-21-29 W4	Plan 1111591 Blk 10 Lot 19MR	Deer Creek Estates	6.38	MR
NW 13-20-29 W4	Plan 1014863 Blk 2 Lot 1MR	Warner Business Park	6.39	MR
S 19-20-28 W4	Plan 0610652 Blk 2 Lot 53MR	Ravencrest	6.69	MR
NW 14-21-29 W4	Plan 2412369 Blk 3 Lot 22MR	Deer Creek Heights	6.83	MR
SE 32-21-28 W4	Plan 0513055 Blk 2 Lot 8MR	Sunset Ridge	7.18	MR
SE 28-21-28 W4	Plan 0212069 Blk 3 Lot 9MR	Coulee View Estates	7.52	MR
SW 19-20-28 W4	Plan 0412645 Blk 2 Lot 3MR		8.36	MR
SE 16-21-29 W4	Plan 0112224 Blk 2 Lot 6MR	Willowside Equestrian Esta	12.89	MR
NW 23-21-29 W4	Plan 0912887 Blk 9 Lot 21MR	Deer Creek Estates	12.99	MR

**SUBDIVISION APPROVING AUTHORITY ITEM
PLANNING AND DEVELOPMENT REPORT TO COUNCIL
SUBDIVISION & CONCURRENT BOUNDARY ADJUSTMENT APPLICATION
April 16, 2025**

REQUEST FOR SUBDIVISION & BOUNDARY ADJUSTMENT APPROVAL	
APPLICATION INFORMATION	FILE NO. F2102-27NE
	<p>LEGAL DESCRIPTION: NE 27-21-02 W5M & SE 34-21-02 W5M</p> <p>LANDOWNER(S): David, Deborah, Mary & Jeffrey Bruketa.</p> <p>AGENT: Robert Wilder Blain</p> <p>AREA OF SUBJECT LANDS: 160 acres & 100.51 acres</p> <p>CURRENT LAND USE: Agricultural District</p>
<p>PROPOSAL: Subdivision to create one +/- 5.0 acre Country Residential Sub-district “A” first parcel out, leaving a 155.0 +/- acre Agricultural District balance.</p> <p>The application also proposes a concurrent Boundary Adjustment which consists of taking +/- 0.27 acres from the adjacent parcel to the north being SE 34-21-02 W5M (which is also owned by the landowners) and consolidating a portion into the proposed first parcel out and a portion into the proposed balance parcel. The purpose for the proposed boundary adjustment is to provide physical access via a 15m wide panhandle to the first parcel out and a 15m wide panhandle to the balance parcel from a proposed common approach off 1119 Dr W.</p>	
<p>LOCATION: The subject parcel is located directly northwest of the intersection of 128th Street W & 266 Ave W, and approximately 80m southeast of 1119 Drive W.</p>	
<p>DIVISION NO: 5</p>	<p>COUNCILLOR: Alan Alger</p>
<p>FILE MANAGER: Brittany Smith</p>	

PURPOSE OF REQUEST:

Request of the Subdivision Approving Authority to consider the subdivision application which proposes the creation of one +/- 5.0 acre Country Residential Sub-District “A” parcel from NW 27-21-02 W5M, leaving a +/- 155.0 acre Agricultural District balance parcel and a concurrent boundary adjustment whereby +/- 0.27 acres would be taken from the adjacent parcel being SE 34-21-02 W5M and consolidating a portion into the proposed first parcel out and a portion into the proposed balance parcel to allow for legal physical access to both parcels.

BACKGROUND:

February 20, 2025, Council granted third and final reading to Bylaw 08/2024 to authorize the redesignation of a +/- 5.0 acre portion of NE 27-21-02 W5M from Agricultural District to Country Residential District to allow for the future subdivision of one +/- 5.0 acre Country Residential District parcel with an approximate +/- 155.0 acre Agricultural balance parcel and a future boundary adjustment for the following reasons:

In their consideration of the criteria noted in Agriculture Policy 5 of the MDP2010, Council is of the opinion that allowing the first parcel out of the subject lands 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 Country Residential District within the County’s Land Use Bylaw.

The proposed 5.0 +/- acre parcel shall be designated as Country Residential Subdistrict 'A' to ensure that the recommendations and restrictions as outlined in the Septic Disposal Evaluation (PSTS), and Engineered Driveway (conditions of subdivision) are complied with, to the satisfaction of the Public Works Department. A completion certificate by a Professional Engineer verifying that all aspects of the noted reports have been met, and a \$5,000.00 deposit as a pre-release condition to ensure compliance with all conditions of the development permit will be required.

SITE CONSIDERATIONS:

Physiography:

The subject parcel consists of varied terrain with a mix of treed and bare land area. A high point exists central to the parcel, and from this high point the lands slope down towards two ravines, one running through the northwest corner of the parcel and the second running through the east portion of the parcel. The location of the proposed parcel was selected as it provides good access and a suitable building envelope.

Existing Development:

Neither the proposed +/- 5.0 acre parcel nor the balance +/- 155.0 acre parcel have any existing development.

Access:

Access to the subject parcel is currently obtained from 1119 Dr W through the adjacent parcel to the north, being SE 34-21-2 W5. There is no access easement and right of way agreement in place to support this as legal physical access to the subject parcel. Both the subject parcel and the adjacent parcel are owned by the same landowner.

The landowners are proposing a future boundary adjustment to address legal physical access to the subject parcel. The future boundary adjustment includes taking +/- 0.27 acres from the adjacent parcel to the north being SE 34-21-02 W5M and consolidating a portion of it into the proposed first parcel out and a portion into the proposed balanced parcel to provide access via a 15m wide panhandle to the first parcel out and a 15m wide panhandle to the balance parcel from a proposed common approach to be constructed off of 1119 Dr W.

REFERRAL CIRCULATION:

CIRCULATION REFERRALS	
REFEREE	COMMENTS
INTERNAL	
Public Works	<p>The following is recommended for the proposed 5.0 +/- acre parcel, as condition of Subdivision:</p> <ul style="list-style-type: none"> • Septic Disposal Evaluation (PSTS); <p><i>Note: Septic Disposal Evaluation has been provided and has been submitted to Public Works for review and acceptance.</i></p> <p>The following is recommended for the proposed 5.0 +/- acre parcel and the 155.0 +/- acre balance, as conditions of subdivision:</p> <p>An Engineered Driveway is required due to slopes that exceed 12% and to determine the correct sized culverts to be used for the seasonal drainage/stream crossing.</p>

CIRCULATION REFERRALS	
	<i>Note: The Engineering has been provided and has been submitted to Public Works for review and acceptance.</i>
EXTERNAL	
Telus	No concerns with proposed activities
Atco Transmissions	Has no objections
Atco Gas	<p>ATCO Gas conditionally approves with the following comments:</p> <ul style="list-style-type: none"> • We require the landowner to reach out to land.admin@atco.com to obtain a URW for the following reasons: • ATCO gas will be left without required Right of Way coverage for existing lines from this change • ATCO Gas requires a Right of Way to ensure that gas servicing can be provided to the parcel(s) created within the franchise area.
Fortis Alberta	Fortis has reviewed the plan and determined that no easement is required.
PUBLIC	
Landowners (adjacent)	No Submissions received

REQUEST OF THE SUBDIVISION APPROVING AUTHORITY:

Council, as the Subdivision Authority is respectfully requested to approve the subdivision of one +/- 5.0 acre Country Residential Sub-District “A” parcel from Ptn. NE 27-21-02 W5M, leaving +/- 155.0 acre Agricultural District balance parcel and a concurrent boundary adjustment whereby +/- 0.27 acres would be taken from the adjacent parcel being Ptn. SE 34-21-02 W5M and consolidating a portion into the proposed first parcel out and a portion into the proposed balance parcel to allow for legal physical access to both parcels.

The subdivision 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; therefore, it is recommended that the application be approved as per the tentative plan for the following reasons:

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

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

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

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. 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), approaches, and 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;
 - b) Engineering to be provided for the driveways to be constructed within each of the 15m wide panhandles proposed for both the +/- 5.0 acre parcel and balance lands, to the satisfaction of the Public Works department;
4. Submission of a Septic Disposal Evaluation (PSTS) for the proposed +/- 5.0 acre parcel, to the satisfaction of the Public Works department;
5. All accesses to be located and culverts, approaches and engineered driveway to be installed to current Municipal subdivision road construction standards, to the satisfaction of the Public Works Department;
6. Public Reserve: as per Section 663(a) of the Municipal Government Act and the County's Minicipal Reserve Policy, reserves are not required to be provided when one lot is to be created from a quarter section;
7. Landowners are to provide all utility easements and agreements, to the satisfaction of the County and the utility companies;
8. Landowners are to pay all arrears of taxes on the existing parcel prior to finalization of the subdivision;
9. Submission of subdivision endorsement fees.

APPENDICES:

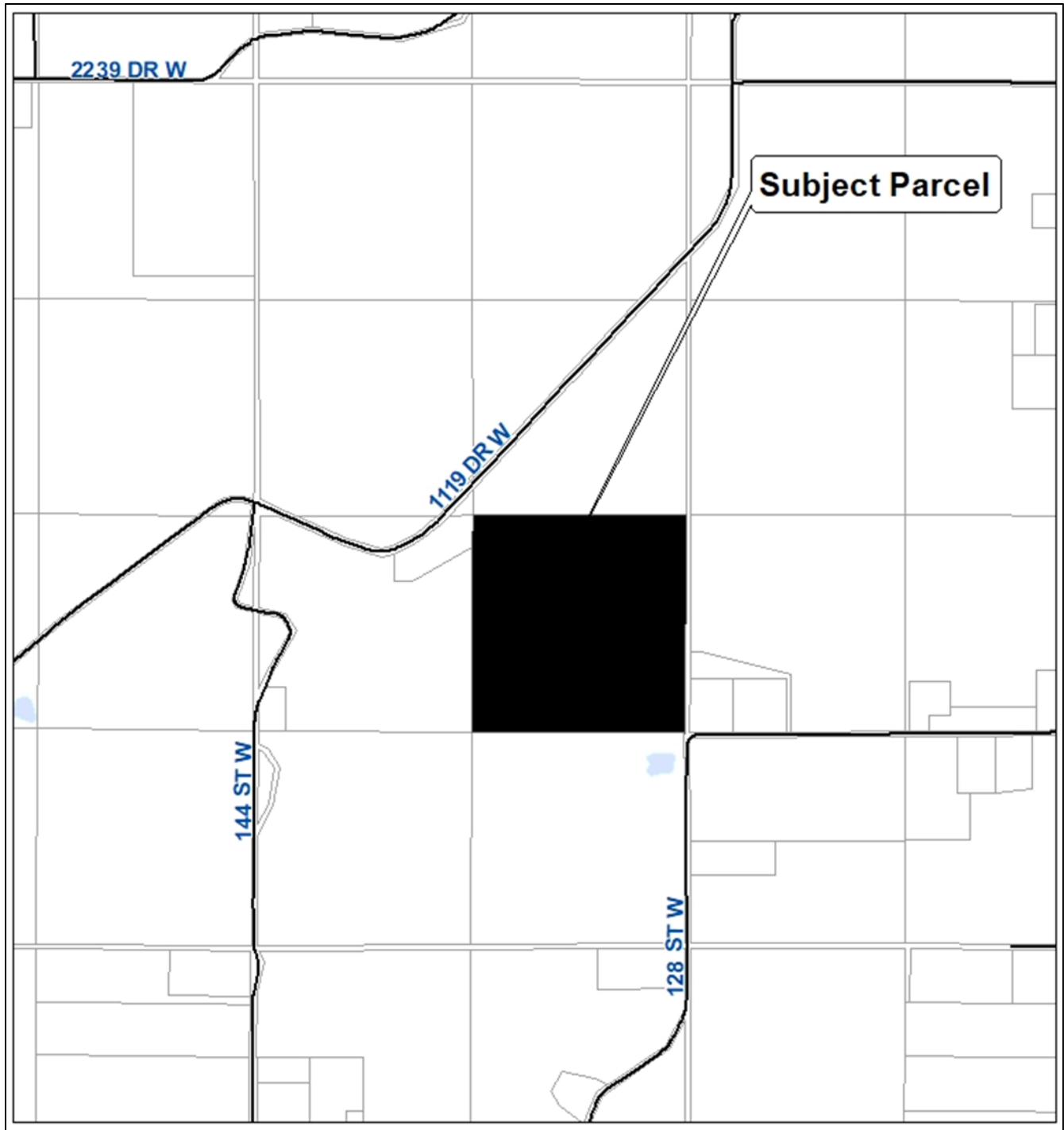
APPENDIX A: MAP SET

LOCATION MAP

SITE PLAN

ORTHO PHOTO

APPENDIX A: LOCATION MAP



**NE-27-21-2-5
BRUKETA
SUBDIVISION**

Our proposal introduces two 15-meter-wide access panhandles, thereby accommodating the proposed subdivision and remaining quarter.

**Easterly Panhandle
(Immediate Development):**

Facilitates construction of a residential driveway for the 5-acre subdivision.

At this point in time, the driveway that will be built on the Easterly panhandle will be utilized for access to both the 5 acres and the remaining land within the quarter section.

(Both parties of the subdivision and remaining land of NE-27-21-2-5 are family and plan on mutual use of a single approach/driveway at this time)

The road approach will be upgraded to Foothills County standards:

- ≥ 12 meters tied to 1119Dr
- 90° approach to 1119Dr
- ≥ 9 meters approach

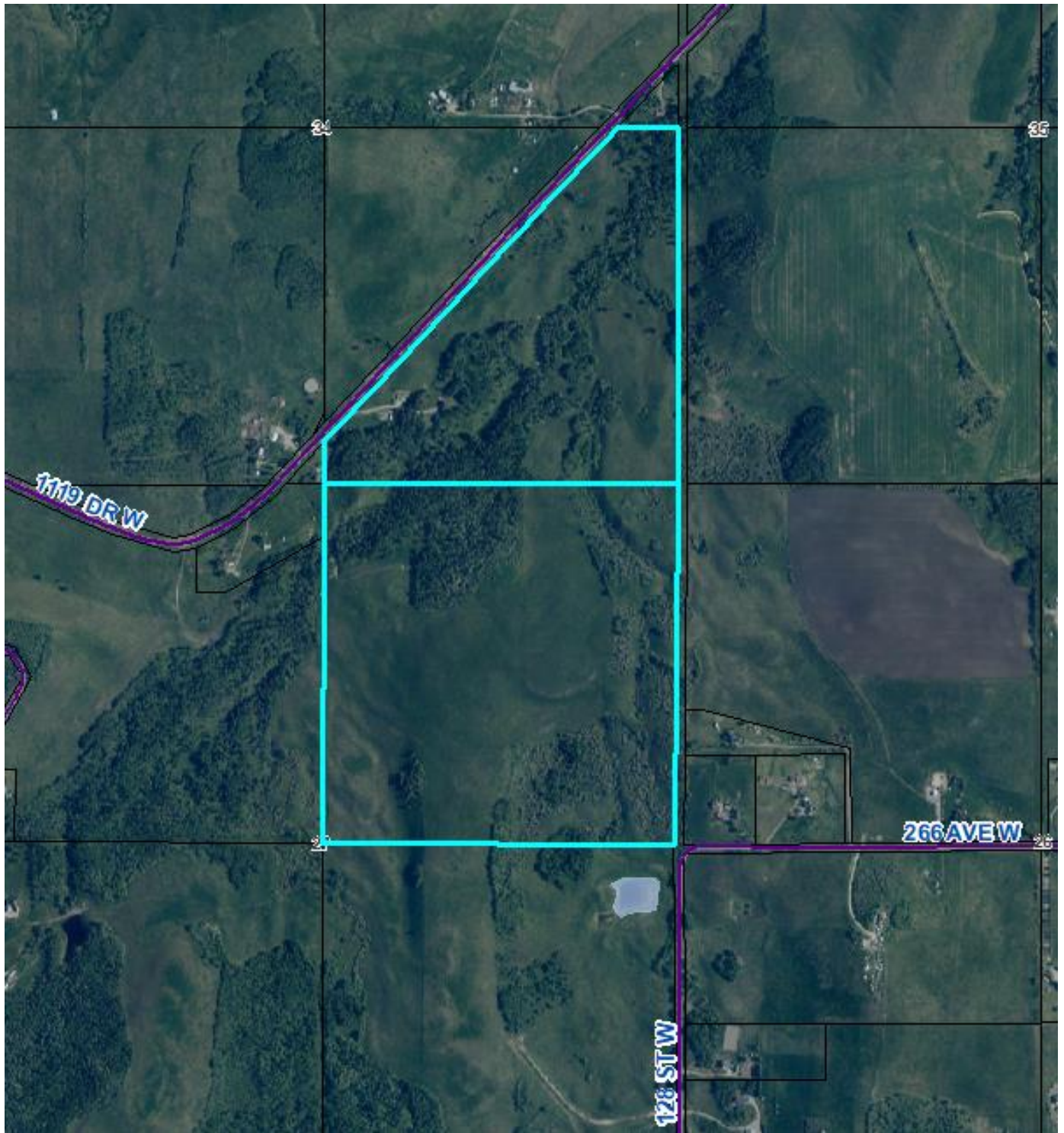
**Westerly Panhandle
(Farming Access):**


Provides access to the remaining land within the quarter section for farming/ranching activities.

Future Considerations:

Should in the future the owners of the Easterly/Westerly access be different and/or not associated (family) as they are now, the allotted width/frontage of each panhandle will accommodate mutually exclusive access to the respective properties. This approach negates any requirements for easements at present and avoids any future access conflict.





DEPARTMENT:	
	TOPIC: Myeloma Canada Bicycle Ride
REPORT PRESENTED BY: Sherri Barrett	

PURPOSE OF REQUEST

For Council to consider authorizing the use of municipal roads for the Myeloma Canada Bicycle Ride.

BACKGROUND

The Myeloma Canada Bicycle Ride is scheduled for May 10, 2025.

This request was circulated to Foothills County Director of Community and Emergency Services, Director of Planning, Emergency Management Coordinator, Manager of Enforcement Services, Manager of Planning Applications, Manager of Operations, Public Works, Senior Engineering Technologist and Engineering Technologist. Administration had no concerns with the revised proposed route, the number of participants, or the staggered start for this event. However, they do recommend additional caution, cyclist ahead signage for motorists at key intersections and at the following locations:

- Highway 549 approaching 112 St W (West Bound)
- Highway 552 approaching 250 Ave (Both Directions)

Administration expressed concerns with cyclists making left hand turns off of 250 Ave W onto Hwy 552 and off of Hwy 552 onto 250 Ave W upon return, and requires that traffic control via flag persons be at this location to support cyclists making left hand turns.

All additional information, documents and permits as requested by Administration have been received, with the exception of permitting issued by Alberta Transportation and Economic Corridors (ATEC).

REQUEST OF COUNCIL

Proposed Motion:

That Council authorize the use of municipal roads during the Myeloma Canada Bicycle Ride on May 10, 2025, subject to the following:

- Cyclists must ride single file, as close to the right edge of the road as possible;
- all provisions of the Traffic Safety Act are complied with;

- advanced signage is placed at the start and finish locations advising of the date and time of the event;
- Flag persons are to be located at the following intersection(s) to accommodate safe left hand turns:
 - Highway 552 and 250 Ave W
- Additional caution, cyclist ahead signage to be located at the following intersections:
 - Highway 549 approaching 112 St W (West Bound)
 - Highway 552 approaching 250 Ave (Both Directions)
- the County shall not be held liable for loss or injury resulting from the event; and
- all appropriate insurance policies are in effect;
- submission of permits issued by Alberta Transportation and Economic Corridors allowing the use of any provincial highways utilized as part of the event.

Or

That Council deny the request for the use of municipal roads during the Myeloma Canada Bicycle Ride scheduled for May 10, 2025.

APPENDICES

APPENDIX A: Road Event Application

APPENDIX B: Emergency Action Plan

APPENDIX C: Long and Short Cycle Course Proposal



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

PART 2 - EVENT DETAILS

Name of event: Myeloma Canada Ride

Dates for event: May 10th 2025

Times for event: From: 8am To: 1pm

Municipal roads required for the event:
<https://ridewithgps.com/events/337351-myeloma-canada-calgary-ride>

Provincial highways required for the event:

NA

Staging (pre and post event) and rest stop / aid station locations (please list all):

Staging - De Winton Community Centre

Rest Stop - Granary Road - Park, Mini Golf and Farmers Market

***Please attach a map illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events.**

Describe the nature and objectives of event:
A small fundraising ride in support of Myeloma Canada.



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Is this a repeat event? If so, please provide dates of previous events:
NA

Projected number of people involved in this event:

Participants: 50 Spectators: 0 Volunteers: 10

How will these individuals be identified:
Number plates + Lead and Follow riders

***The remaining information under this part may be provided on separate pages
and attached to this application if required.***

Provide details on how the event will be operated along municipal roads and highways:
Riders will be instructed to follow the rules of the road and ride single file.

We'd like to place metal H frame holders off of the side of the road when riders have to make a turn.

These signs wouldn't block any other signs on the roadways.

Provide details on what efforts will be taken to limit impacts of the event to local
motorists and residents along the proposed routes:
Small groups of cyclists broken down into groups of 5-8 riders.



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Provide details on what efforts will be taken to mitigate or eliminate any risk that may occur to the event participants, spectators and volunteers:

The event will have a mechanic on site to check all bikes before the ride. The mechanic will also be out on the course helping riders with issues. The same goes for our medical staff that will be on site and out on the route at all times. All participants will have the contact information for both individuals.

Provide details on any rest stops or aid stations that will be set up along the route, including details on the set-up and procedures for participants to safely attend these stops:

There will only be one rest stop held on private property.

Will escort or patrol vehicles be utilized during the event? Provide details of the escort or patrol vehicles including identification of the vehicles and their function along the route:
NA - There will be vehicles out on the course but will only be dispatched if they receive a call from a rider.

What assistance (mechanical & medical) will be provided to the participants when it is required:

See above.



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Will traffic control be required? If so, provide details of the traffic control plan that will be implemented:

NA

Who will be responsible for implementation of the traffic control plan on the day of the event? Provide contact information:

Contact Person: Greg Rawson Title: Event organizer

Phone: [REDACTED]

Cell: [REDACTED]

Email: [REDACTED]

Will an emergency response plan be developed for this event? If so, provide details of the emergency response plan that will be implemented:

Medical and mechanical support on site and on route.

Who will be responsible for implementation of the emergency response plan on the day of the event? Provide contact information:

Contact Person: Greg Rawson Title: Event organizer

Phone: [REDACTED]

Cell: [REDACTED]

Email: [REDACTED]

How will the rules and regulations imposed during the event be communicated to the participants? Attach copies of all printed materials to this application:

We're still developing these materials.



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

PART3 - CHECKLIST

- ☒ Completed Application
- ☒ Map and Diagrams illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events
- ☒ Copies of all Rules and Regulations that will be provided to participants, spectators and volunteers (if applicable) and will be imposed during the event
- ☐ Copy of the traffic control plan that will be implemented during the event (if applicable)
- ☐ Copy of the emergency response plan that will be developed for the event (if applicable)

EMERGENCY ACTION PLAN



This form must be completed by the event organizer and the emergency action plan described must be in place before the event. Copies of the completed form must be distributed to all persons responsible for event.

Date **May 10th 2025** Event Name: **Myeloma Canada Ride - Calgary**

Event Organizer and Contact: **Greg Rawson -**

City: Prov: Postal Code:

Home Phone: Business Phone:

Fax: Email:

EAP Coordinator (must be at fixed location during event): **Michelle Oana - Chief Mission Officer**

Address: City:

Province: Postal Code:

Home Phone: Business Phone:

Location During Event: **Di Winton Community Centre**

How to reach at event: **Cell phone**

EAP Assistants: **James Kendal - Sport Coordinator for Alberta Cycling**

Location: **On the route / course**

Duties: **The main contact out on the course between the riders and the EAP Coordinator**

First Aid Personnel: **St. John Ambulance Medical First Response**

Hospital closest to event: **South Health Campus**

Address: **4448 Front St SE, Calgary, AB T3M 1M4**

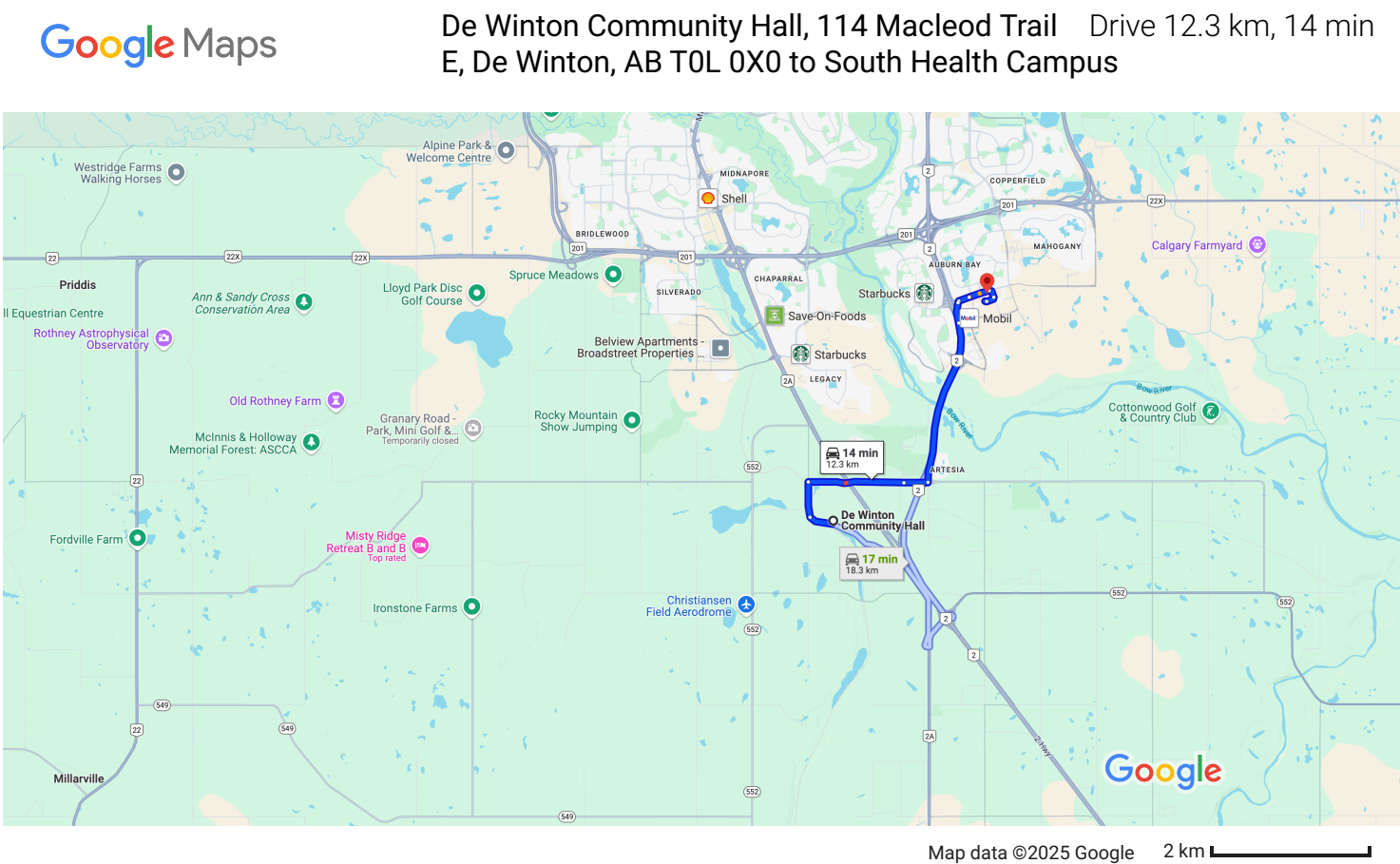
Phone: **+14039561111**

Ambulance Phone: **911**

Police Phone: **911**

Additional Instructions: **All riders will scan a QR code at registration which will supply them with all of the event management cell numbers as well as a direct link to the hospital for directions.**

Directions to the hospital, both routes, the venue rental and the rest stop approval are attached.



De Winton Community Hall
114 Macleod Trail E, De Winton, AB T0L 0X0

- ↑

1. Head south toward Macleod Trail E

23 sec (120 m)

Take 242 Ave W and AB-2 N to 45 St SE in Calgary

12 min (11.6 km)

- ↷

2. Turn right onto Macleod Trail E/Macleod Trl

700 m
- ↑

3. Continue onto 16 St W/Range Rd 11

1.0 km
- ↷

4. Turn right onto 242 Ave W

2.8 km
- ↑

5. Continue onto Dunbow Rd

700 m
- ↗

6. Turn left to merge onto AB-2 N toward Calgary

4.8 km
- ↷

7. Take exit 232 toward Seton Blvd SE

600 m
- ↗

8. Slight right onto the ramp to East Seton Blvd

67 m

- ↑ 9. Merge onto Seton Blvd SE
300 m
- ↩ 10. Use the middle lane to stay on Seton Blvd SE
600 m

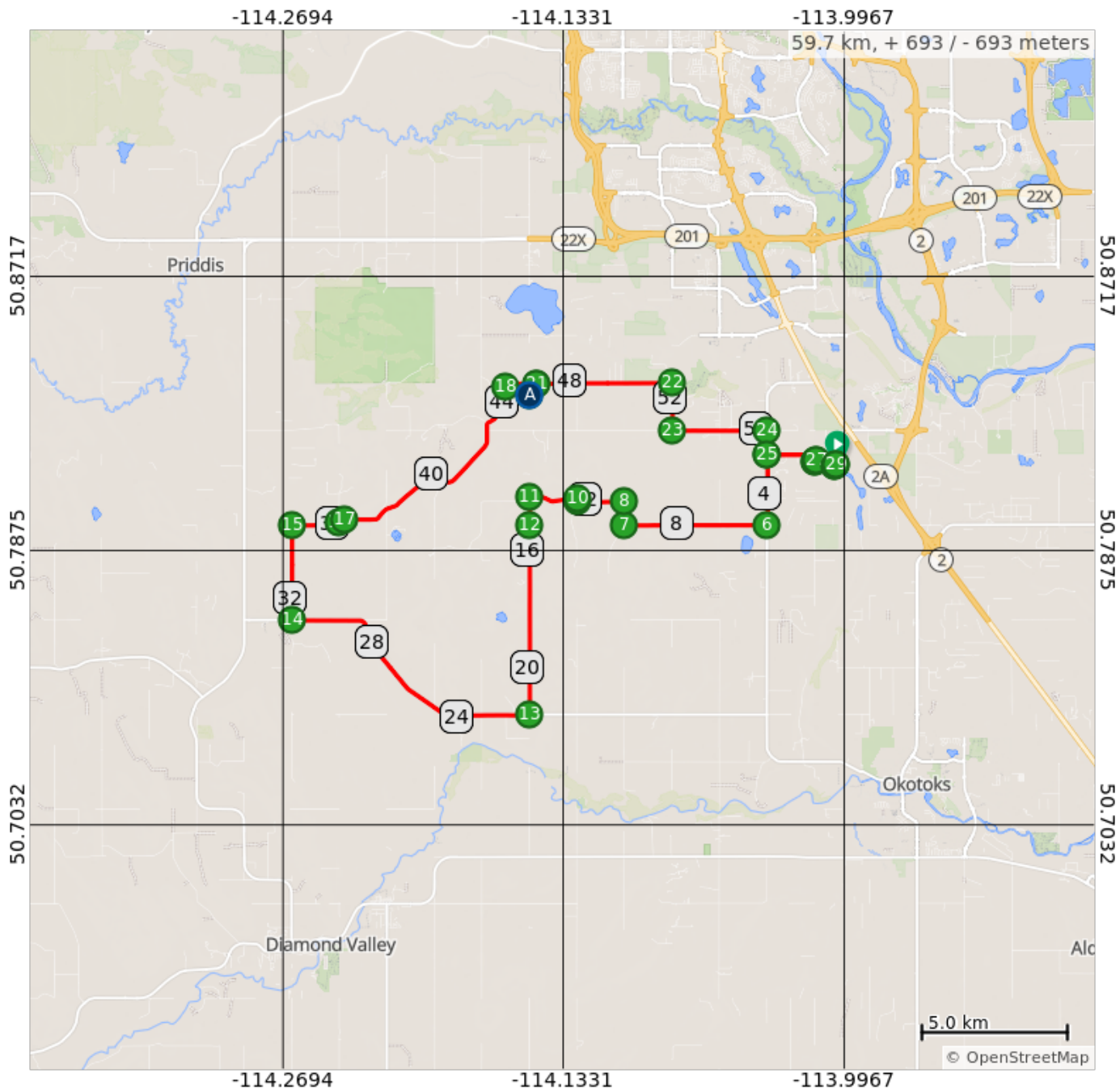
Follow 45 St SE and Front St SE to your destination

- 11. Turn right onto 45 St SE
2 min (600 m)
- 12. Turn right onto Front St SE
270 m
- 13. Turn right
270 m
- 46 m

South Health Campus

4448 Front St SE, Calgary, AB T3M 1M4

Okotoks Long V.2



A. Rest Stop

Num	Dist	Prev	Type	Note	Next
1.	0.0	0.0	📍	Start of route	0.1
2.	0.1	0.1	➡	R onto Macleod Trail E/ Macleod Trl	0.7
3.	0.8	0.7	⬅	L onto 16 St W/ Range Rd 11	0.1
4.	0.8	0.1	➡	R onto 250 Ave W/ Townsh ip Rd 215A	1.8

0.8 kilometers. +0/-4 meters

Num	Dist	Prev	Type	Note	Next
9.	12.3	1.6	➡	R onto 1096 Dr W/ 96 St W/ Range Rd 20	0.1
10.	12.5	0.1	⬅	L onto 265 Ave W/ Townsh ip Rd 214A	1.7
11.	14.1	1.7	⬅	L onto 112th St SW	0.9
12.	15.1	0.9	⬆	Continue onto 112 St W	6.5

4.4 kilometers. +103/-0 meters

Num	Dist	Prev	Type	Note	Next
5.	2.6	1.8	⬅	L onto 32 St W/Hwy 552 W	2.4
6.	5.0	2.4	➡	R onto 274 Ave W/ Townsh ip Rd 214	4.9
7.	9.9	4.9	➡	R onto 80th St W	0.8
8.	10.7	0.8	⬅	L onto 266 Ave W/ Townsh ip Rd 214A	1.6

9.9 kilometers. +107/-106 meters

Num	Dist	Prev	Type	Note	Next
13.	21.6	6.5	➡	R onto AB-549 W	9.7
14.	31.3	9.7	➡	R onto 192 St W/ Range Rd 30	3.2
15.	34.5	3.2	➡	R onto 274 Ave W/ Townsh ip Rd 214	1.7
16.	36.2	1.7	⬆	Continue onto Townsh ip Rd 214B	0.2

21.1 kilometers. +113/-98 meters

Num	Dist	Prev	Type	Note	Next
17.	36.4	0.2	↑	Continue onto 1119 Dr W/ Township Rd 214A	8.2
18.	44.6	8.2	↑	Continue onto 226 Ave W/ Township Rd 221	1.1
19.	45.7	1.1	→	R onto 112 St W	0.5
20.	46.2	0.5	↑	Make a U-turn	0.5

10.0 kilometers. +97/-225 meters

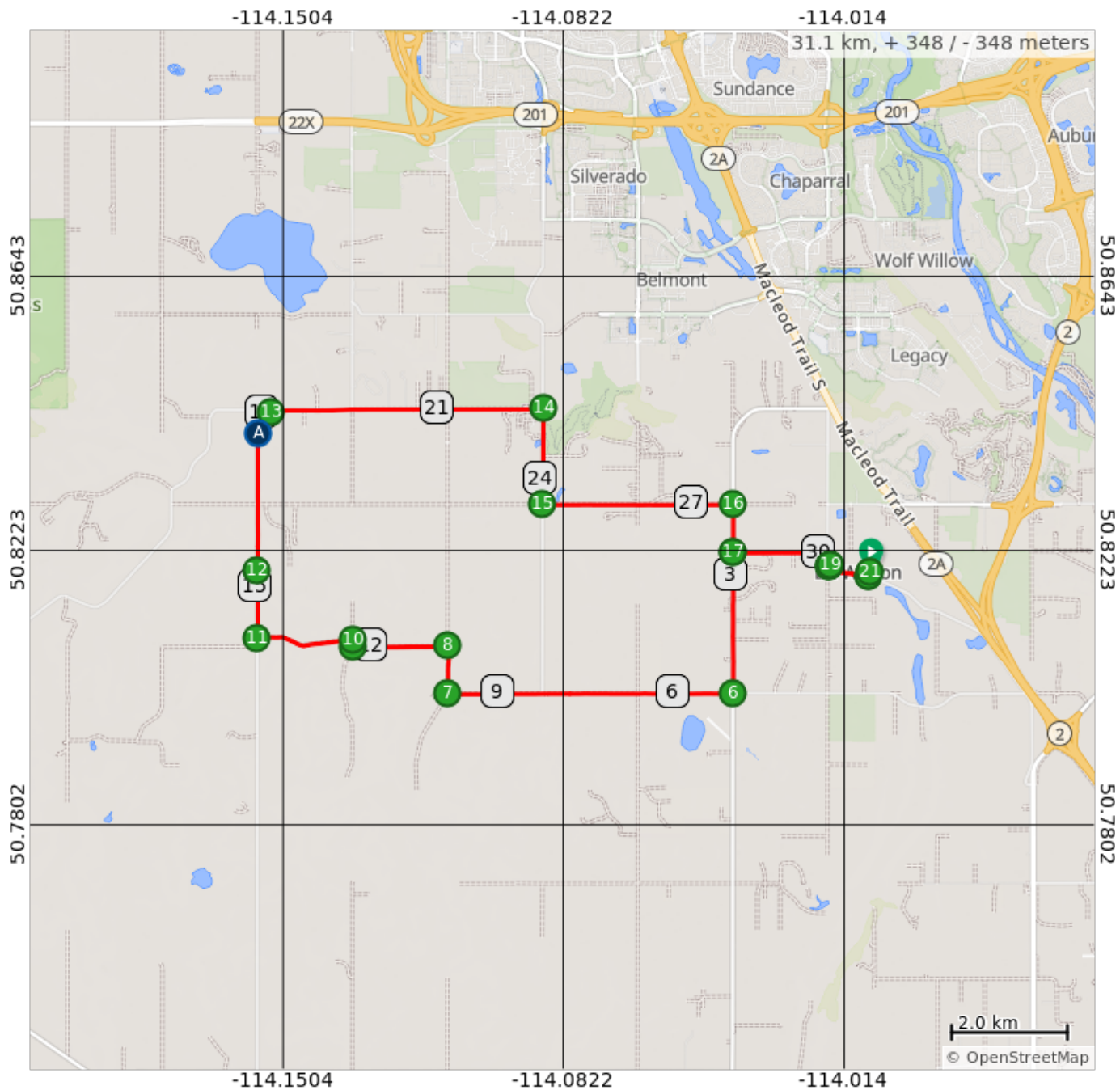
Num	Dist	Prev	Type	Note	Next
25.	57.1	0.8	←	L onto 250 Ave W/ Township Rd 215A	1.8
26.	58.9	1.8	←	L onto 16 St W/ Range Rd 11	0.1
27.	58.9	0.1	→	R onto Macleod Trail W/ Macleod Trl	0.7
28.	59.6	0.7	←	L	0.1
29.	59.7	0.1	📍	End of route	0.0

3.4 kilometers. +14/-12 meters

Num	Dist	Prev	Type	Note	Next
21.	46.8	0.5	↑	Continue straight onto 226 Ave W	4.6
22.	51.4	4.6	→	R onto 64 St W	1.6
23.	53.0	1.6	←	L onto 242 Ave W	3.2
24.	56.3	3.2	→	R onto 32 St W/Hwy 552 W/ AB-552	0.8

10.1 kilometers. +94/-113 meters

Okotoks Short V.2



A. Rest Stop

Num	Dist	Prev	Type	Note	Next
1.	0.0	0.0	📍	Start of route	0.1
2.	0.1	0.1	➡	R onto Macleod Trail E/ Macleod Trl	0.7
3.	0.8	0.7	⬅	L onto 16 St W/ Range Rd 11	0.1
4.	0.8	0.1	➡	R onto 250 Ave W/ Townsh ip Rd 215A	1.8

0.8 kilometers. +0/-4 meters

Num	Dist	Prev	Type	Note	Next
9.	12.3	1.6	➡	R onto 1096 Dr W/ 96 St W/ Range Rd 20	0.1
10.	12.5	0.1	⬅	L onto 265 Ave W/ Townsh ip Rd 214A	1.7
11.	14.1	1.7	➡	R onto 112th St SW	1.2
12.	15.3	1.2	⬆	Continue onto 112 St W	2.9

4.6 kilometers. +94/-7 meters

Num	Dist	Prev	Type	Note	Next
5.	2.6	1.8	⬅	L onto 32 St W/Hwy 552 W	2.4
6.	5.0	2.4	➡	R onto 274 Ave W/ Townsh ip Rd 214	4.9
7.	9.9	4.9	➡	R onto 80th St W	0.8
8.	10.7	0.8	⬅	L onto 266 Ave W/ Townsh ip Rd 214A	1.6

9.9 kilometers. +107/-106 meters

Num	Dist	Prev	Type	Note	Next
13.	18.1	2.9	⬆	Continue straight onto 226 Ave W	4.6
14.	22.8	4.6	➡	R onto 64 St W	1.6
15.	24.4	1.6	⬅	L onto 242 Ave W	3.2
16.	27.7	3.2	➡	R onto 32 St W/Hwy 552 W/ AB-552	0.8

12.4 kilometers. +94/-113 meters

Num	Dist	Prev	Type	Note	Next
17.	28.5	0.8	←	L onto 250 Ave W/ Townsh ip Rd 215A	1.8
18.	30.3	1.8	←	L onto 16 St W/ Range Rd 11	0.1
19.	30.3	0.1	→	R onto Macleo d Trail W/ Macleo d Trl	0.7
20.	31.0	0.7	←	L	0.1
21.	31.1	0.1	📍	End of route	0.0

3.4 kilometers. +14/-12 meters



De Winton Community Association

114 Macleod Trail
De Winton AB T1S 5J4
+14039382525
dewintontreasurer@gmail.com
<https://www.dewintonca.com/>
GST/HST Registration No.: 893845982RT0001

SALES RECEIPT

BILL TO
Greg Rawson
Performance Driven Events (Rawson)
[Redacted]
[Redacted]

SALES 160704
DATE 27/01/2025

DATE	ACTIVITY	DESCRIPTION	TAX	QTY	RATE	AMOUNT
10/05/2025	(2025) - Hall Rental Deposits 2025	10May2025 - Performance Driven Events (Myeloma Care)	E	1	150.00	150.00
Thank you for choosing DeWinton Community Hall for your event!						SUBTOTAL 150.00
						TOTAL 150.00
						BALANCE DUE \$0.00

Overview

Myeloma Canada - Calgary Ride

Created by: [Greg Rawson](#)

Sat. May 10 12:00AM

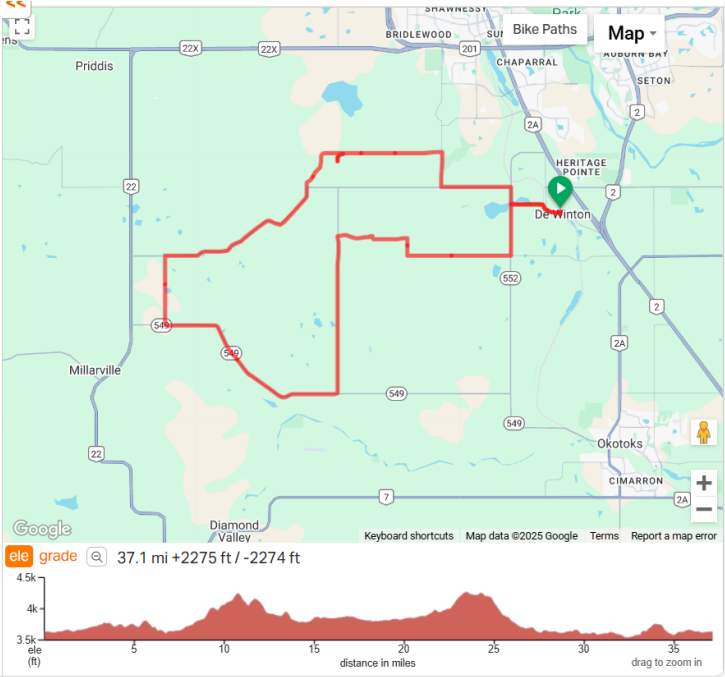
Routes

RSVP

Okotoks Long V.2	37.1 miles	+2275 ft
		Go to route
Okotoks Short V.2	19.3 miles	+1143 ft

[Show all on map](#)

220 Share



Overview

Myeloma Canada - Calgary Ride

Created by: Greg Rawson

Sat. May 10 12:00AM

220

Share

Routes

Okotoks Long V.2

37.1 miles

+2275 ft

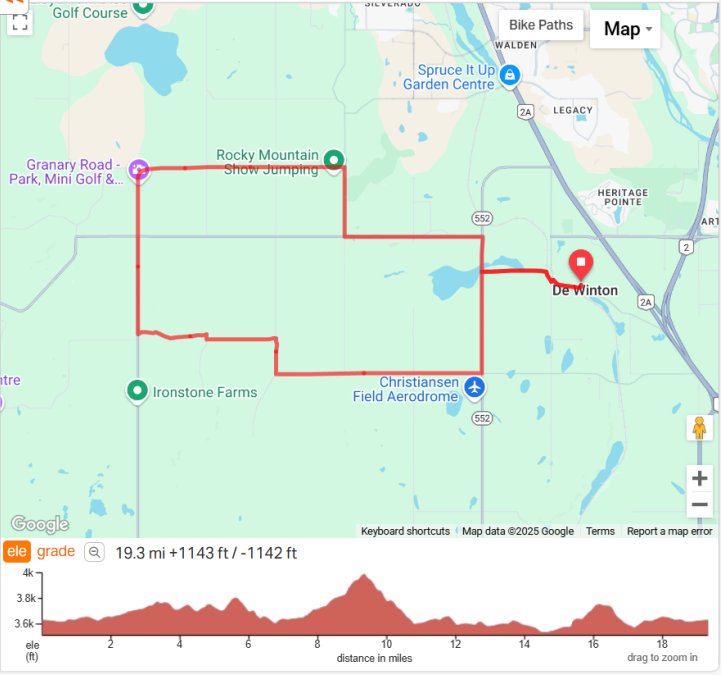
Okotoks Short V.2


19.3 miles

+1143 ft

Go to route

Show all on map



DEPARTMENT:	
	TOPIC: Crankmasters – Granary Road Hill Climb
REPORT PRESENTED BY: Sherri Barrett	

PURPOSE OF REQUEST

For Council to consider authorizing the use of municipal roads for the Crankmasters – Granary Road Hill Climb cycling event.

BACKGROUND

The Crankmasters Granary Road Hill Climb is scheduled for June 4, 2025, July 2, 2025 and August 6, 2025.

This request was circulated to Foothills County Director of Community and Emergency Services, Director of Planning, Emergency Management Coordinator, Manager of Enforcement Services, Manager of Planning Applications, Manager of Operations, Public Works, Senior Engineering Technologist and Engineering Technologist. Administration had no concerns with the proposed route, the number of participants, or the staggered start for this event. However, they do recommend additional caution, cyclist ahead signage for motorists at the following locations:

- 226 Ave W at start
- 1119 Dr W at 2227 Dr W
- 1119 Dr W at 2239 Dr W
- 1119 Dr W at 242 Ave W
- 1119 Dr W at finish

All additional information, documents and permits as requested by Administration have been received, with the exception of permitting issued by Alberta Transportation and Economic Corridors (ATEC).

Council supported this event in 2024.

REQUEST OF COUNCIL

Proposed Motion:

Moved that Council authorize the use of municipal roads during the Crankmasters Granary Road Hill Climb on June 4, 2025, July 2, 2025 and August 6, 2025, subject to the following:

- Cyclists must ride single file, as close to the right edge of the road as possible;
- all provisions of the Traffic Safety Act are complied with;

- advanced signage is placed at the start and finish locations advising of the date and time of the event;
- placement of caution, cyclist ahead signage in the following locations:
 - 226 Ave W at start
 - 1119 Dr W at 2227 Dr W
 - 1119 Dr W at 2239 Dr W
 - 1119 Dr W at 242 Ave W
 - 1119 Dr W at finish
- the County shall not be held liable for loss or injury resulting from the event; and
- all appropriate insurance policies are in effect;
- submission of permits issued by Alberta Transportation and Economic Corridors allowing the use of any provincial highways utilized as part of the event.

Or

That Council deny the request for the use of municipal roads during the Crankmasters Granary Road Hill Climb cycling event scheduled for June 4, 2025, July 2, 2025 and August 6, 2025.

APPENDICES

APPENDIX A: Road Event Applications (June 4, 2025, July 2, 2025, August 6, 2025)

APPENDIX B: Crankmasters - Emergency Action Plan

APPENDIX C: Cycle Course Proposal



newst. 1#

**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Granary Road Hill Club

- Completed applications must be received at least 90 days prior to the event. Incomplete applications or applications received less than 90 days before the event may not be considered.
- This application is to be used to attain approval for road events utilizing municipal roads within Foothills County, and/or to make certain that the County has no objection to the use of provincial highways for an event (a requirement of the province).
- This application is for road events only. Special events that are to be held on lands located within the municipality may need to acquire a special events permit. This may include pre or post celebrations associated with your road event. Please contact planning@foothillscountryab.ca to find out if you need a require a special events permit.

PART 1 – CONTACT DETAILS

Name of Group / Organization: Crankmasters

Mailing Address: Address 1

Address 2

City

Province

Postal Code

Email Address:

Event Coordinator Contact information:

Contact Person: Mike Vance

Title: Ride Co-Ordinator/ExecMember

Phone:

Cell:

Email:

On-Site Contact Information:

Contact Person: Peter Heinemeyer

Title: Commissaire

Phone:

Cell:

Email:



2#

**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

PART 2 - EVENT DETAILS

Name of event: Granary Road Hill Climb

Dates for event: June 4 2025

Times for event: From: Wednesday To: 6:00 pm to 9:30 pm

Municipal roads required for the event: (Please reference Streets and Avenues, not Township and Range Roads)

226 Ave. W, 1119 Dr. W.

Starting point 226 Ave W, 200 meters West of 112st W

Finish point 1119 Dr W, 100 meters West of 144st W

Out only route

Provincial highways required for the event:

No

Staging (pre and post event) and rest stop / aid station locations (please list all):

At the start of each event, each rider starts at different time intervals. There is no grouping.

Individual Timed event, not a mass start, 30 sec spacing
Between riders

***Please attach a map illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events.**



APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY

3#

Describe the nature and objectives of event:

Competitive road racing (cycling)

this is a Timed Hill climb event.
spacing between riders and just an Out event to the Top of
Hill

Is this a repeat event? If so, please provide dates of previous events:

No

Projected number of people involved in this event:

Participants: 40 Spectators: 10 Volunteers: 4

How will these individuals be identified:

Participants have numbers on jerseys and bikes

Volunteers will have reflective vests and Flags
Cones will be set up on corners (no turns on this event)

**The remaining information under this part may be provided on separate pages
and attached to this application if required.**

Provide details on how the event will be operated along municipal roads and highways:

Start of race has 3 separate starts (A, B, C). Riders spread out after the start and stay to the shoulder.

Corner Marshalls to direct riders into the turn.

Bicycling Race in progress sign on road Both Directions



4#

**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Provide details on what efforts will be taken to limit impacts of the event to local motorists and residents along the proposed routes:

Single file, except when passing fellow rider, ride in shoulder
Some riders ride to event from Calgary
Parking is at Red Deer United church (we have permission)
no parking at the start/Finish Line.

Provide details on what efforts will be taken to mitigate or eliminate any risk that may occur to the event participants, spectators and volunteers:

Sweep all corners of gravel & debris

Corner Marshalls with reflective vests and flags

Provide details on any rest stops or aid stations that will be set up along the route, including details on the set-up and procedures for participants to safely attend these stops:

No rest stops or aid stations - except at the start

What assistance (mechanical & medical) will be provided to the participants when it is required:

We have first aid people at each event with a first aid kit and vehicle
- First aid is positioned at the mid point of event.
- First aid has no other duties and has a vehicle at their disposal

5#



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Will traffic control be required? If so, provide details of the traffic control plan that will be implemented:

No. We do not impede traffic

Traffic is not stopped at any time.

Riders obey all rules of the road.

Marshalls on major intersections

There is no comment on Turners on this route

Who will be responsible for implementation of the traffic control plan on the day of the event? Provide contact information:

Contact Person: N/A Title: N/A

Phone: N/A Cell: N/A

Email: N/A

Will escort or patrol vehicles be utilized during the event? Provide details of the escort or patrol vehicles including identification of the vehicles and their function along the route:

No

Will an enhanced policing agreement with the RCMP be required as part of your event?

No



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

6#

Will an emergency response plan be developed for this event? If so, provide details of the emergency response plan that will be implemented:

We have an Emergency response plan person with a vehicle at the start

ALL marshalls carry a copy of the ERP.

Who will be responsible for implementation of the emergency response plan on the day of the event? Provide contact information:

Contact Person: Mike Vance

Title: Ride Co-Ordinator

Phone: [REDACTED]

Cell: [REDACTED]

Email: [REDACTED]

How will the rules and regulations imposed during the event be communicated to the participants? Attach copies of all printed materials to this application:

At the start of each event the Commissaire instructs all riders the rules of the event and the ERP (Emergency Response Plan)

ALL volunteer and Marshalls have copies of the ERP



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

7#

PART3 - CHECKLIST

- ☒ Completed Application
- ☒ Map and Diagrams illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events
- ☒ Copies of all Rules and Regulations that will be provided to participants, spectators and volunteers (if applicable) and will be imposed during the event
- NA ☐ Copy of the traffic control plan that will be implemented during the event (if applicable)
- ☒ Copy of the emergency response plan that will be developed for the event (if applicable)

Google Maps

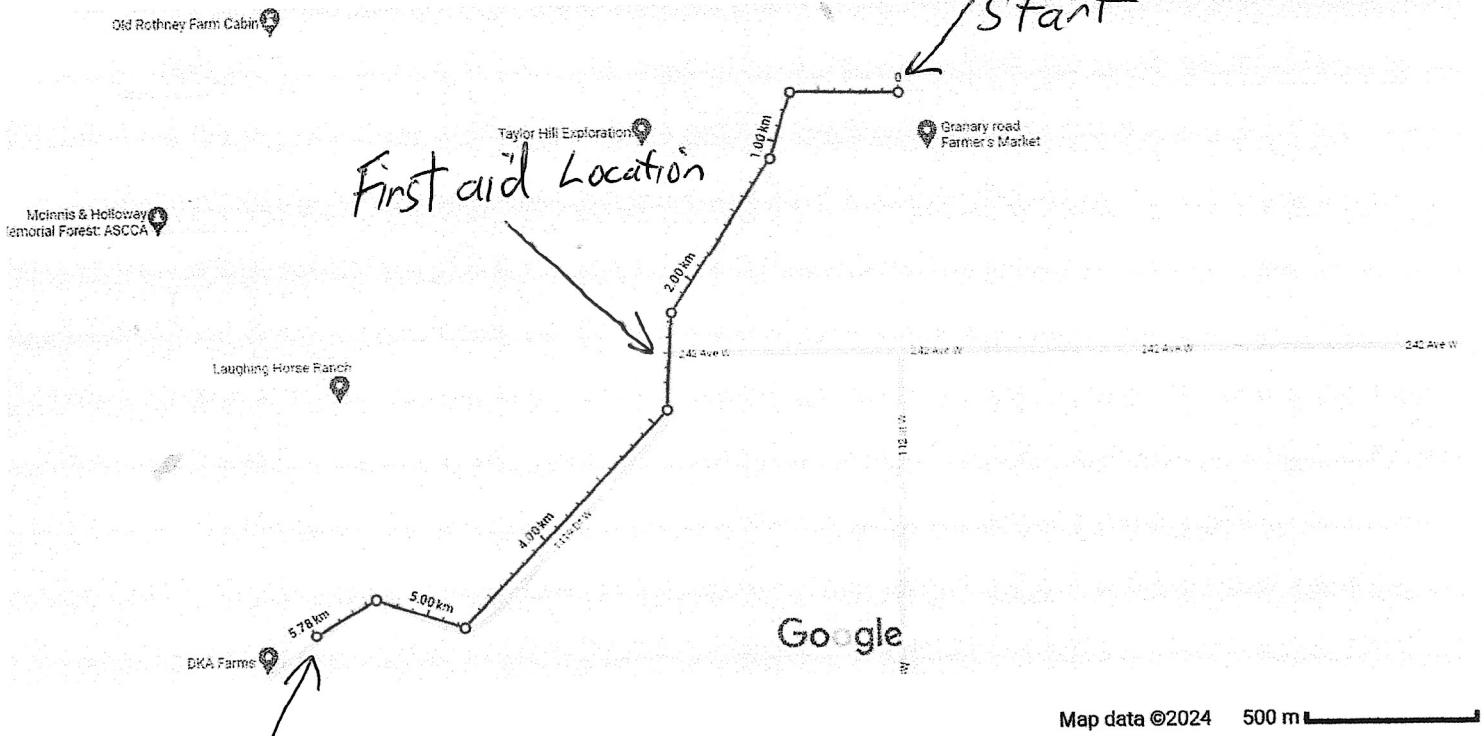
2 #

Granary Hill climb

Start

First aid Location

Finish



Measure distance
Total distance: 5.78 km (3.59 mi)



newst. 1#

**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Granary Road Hill Club

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PART 1 – CONTACT DETAILS

Name of Group / Organization: Crankmasters

Mailing Address: Address 1

Address 2

City

Province

Postal Code

Email Address:

Event Coordinator Contact information:

Contact Person: Mike Vance

Title: Ride Co-Ordinator/ExecMember

Phone:

Cell:

Email:

On-Site Contact Information:

Contact Person: Peter Heinemeyer

Title: Commissaire

Phone:

Cell:

Email:



2#

**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

PART 2 - EVENT DETAILS

Name of event: Granary Road Hill Climb

Dates for event: July 2 2025

Times for event: From: Wednesday To: 6:00 pm to 9:30 pm

Municipal roads required for the event: (Please reference Streets and Avenues, not Township and Range Roads)

226 Ave. W, 1119 Dr. W.

Starting point 226 Ave W, 200 meters West of 112st W

Finish point 1119 Dr W, 100 meters West of 144st W

Out only route

Provincial highways required for the event:

No

Staging (pre and post event) and rest stop / aid station locations (please list all):

At the start of each event, each rider starts at different time intervals. There is no grouping.

Individual Timed event, not a mass start, 30 sec spacing
Between riders

***Please attach a map illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events.**



APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY

3#

Describe the nature and objectives of event:

Competitive road racing (cycling)

this is a Timed Hill climb event.
spacing between riders and just an Out event to the Top of
Hill

Is this a repeat event? If so, please provide dates of previous events:

No

Projected number of people involved in this event:

Participants: 40 Spectators: 10 Volunteers: 4

How will these individuals be identified:

Participants have numbers on jerseys and bikes

Volunteers will have reflective vests and Flags
Cones will be set up on corners (no turns on this event)

**The remaining information under this part may be provided on separate pages
and attached to this application if required.**

Provide details on how the event will be operated along municipal roads and highways:

Start of race has 3 separate starts (A, B, C). Riders spread out after the start and stay to the shoulder.

Corner Marshalls to direct riders into the turn.

Bicycling Race in progress sign on road Both Directions



4#

**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

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Single file, except when passing fellow rider, ride in shoulder
Some riders ride to event from Calgary
Parking is at Red Deer United church (we have permission)
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Sweep all corners of gravel & debris

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**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

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Marshalls on major intersections

There is no comment on Turners on this route

Who will be responsible for implementation of the traffic control plan on the day of the event? Provide contact information:

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No

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**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

6#

Will an emergency response plan be developed for this event? If so, provide details of the emergency response plan that will be implemented:

We have an Emergency response plan person with a vehicle at the start

ALL marshall carry a copy of the ERP.

Who will be responsible for implementation of the emergency response plan on the day of the event? Provide contact information:

Contact Person: Mike Vance

Title: Ride Co-Ordinator

Phone: [REDACTED]

Cell: [REDACTED]

Email: [REDACTED]

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ALL volunteer and Marshalls have copies of the ERP



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

7#

PART3 - CHECKLIST

- ☒ Completed Application
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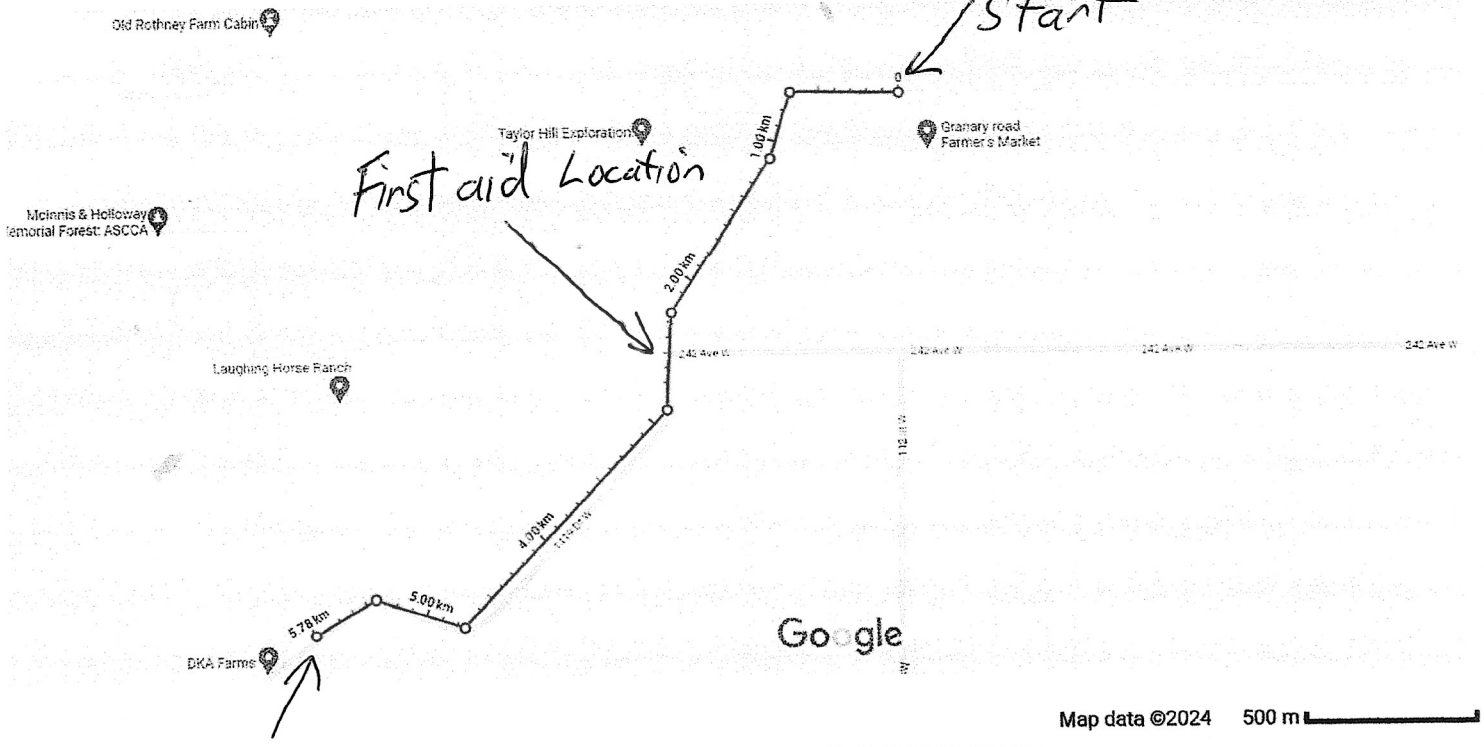
8#

2 #

Granary Hill climb

Start

Google Maps



Finish

Measure distance
Total distance: 5.78 km (3.59 mi)



APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY

newst. 1#

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Contact Person: Mike Vance

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Phone:

Cell:

Email:

On-Site Contact Information:

Contact Person: Peter Heinemeyer

Title: Commissaire

Phone:

Cell:

Email:



2#

**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

PART 2 - EVENT DETAILS

Name of event: Granary Road Hill Climb

Dates for event: Aug 6 2025

Times for event: From: Wednesday To: 6:00 pm to 9:30 pm

Municipal roads required for the event: (Please reference Streets and Avenues, not Township and Range Roads)

226 Ave. W, 1119 Dr. W.

Starting point 226 Ave W, 200 meters West of 112st W

Finish point 1119 Dr W, 100 meters West of 144st W

Out only route

Provincial highways required for the event:

No

Staging (pre and post event) and rest stop / aid station locations (please list all):

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Individual Timed event, not a mass start, 30 sec spacing
Between riders

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APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY

3#

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4#

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ON HIGHWAYS AND / OR MUNICIPAL ROADS
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**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

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Marshalls on major intersections

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Contact Person: N/A Title: N/A

Phone: N/A Cell: N/A

Email: N/A

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No

Will an enhanced policing agreement with the RCMP be required as part of your event?

No



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

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We have an Emergency response plan person with a vehicle at the start

ALL marshalls carry a copy of the ERP.

Who will be responsible for implementation of the emergency response plan on the day of the event? Provide contact information:

Contact Person: Mike Vance Title: Ride Co-Ordinator

Phone: [REDACTED] Cell: [REDACTED]

Email: [REDACTED]

How will the rules and regulations imposed during the event be communicated to the participants? Attach copies of all printed materials to this application:

At the start of each event the Commissaire instructs all riders the rules of the event and the ERP (Emergency Response Plan)

ALL volunteer and Marshalls have copies of the ERP



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

7#

PART3 - CHECKLIST

- ☒ Completed Application
- ☒ Map and Diagrams illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events
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- NA ☐ Copy of the traffic control plan that will be implemented during the event (if applicable)
- ☒ Copy of the emergency response plan that will be developed for the event (if applicable)

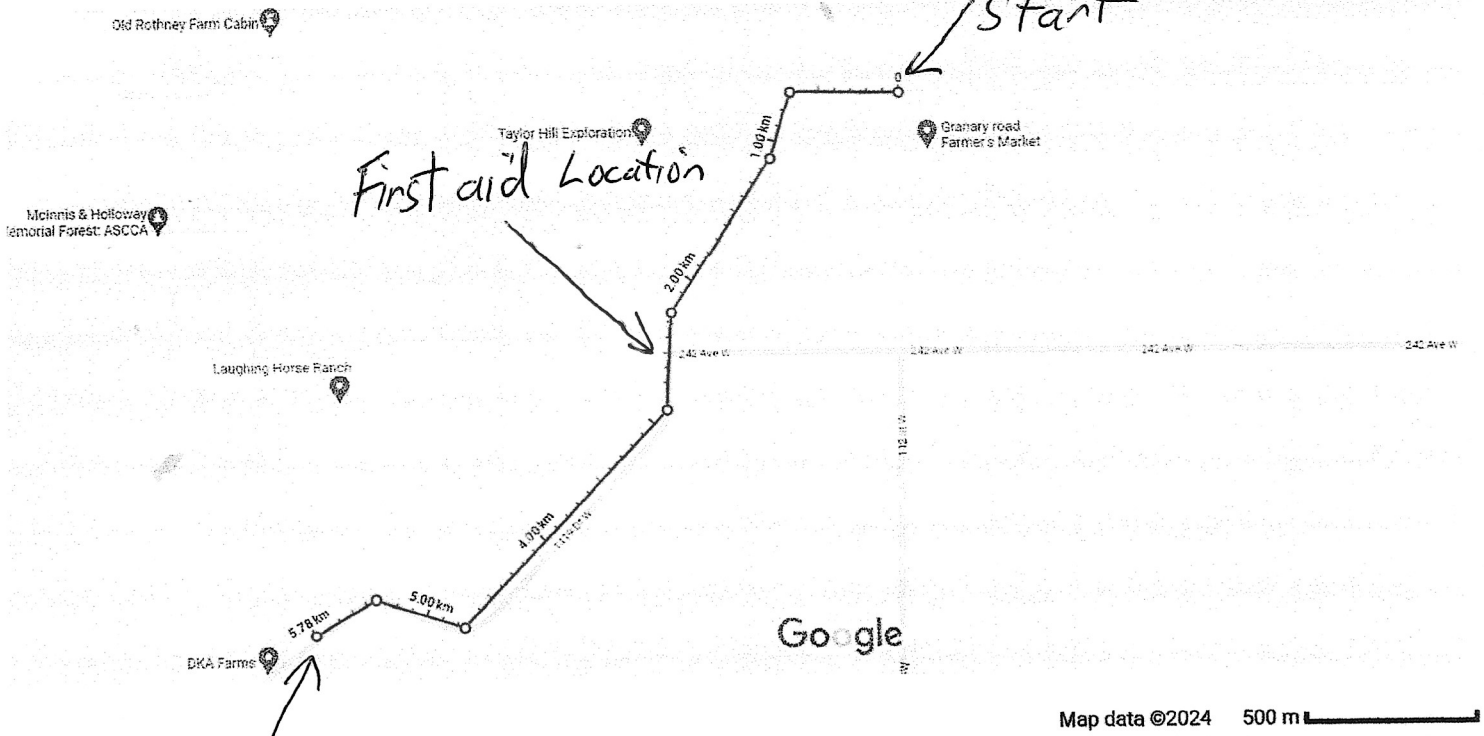
8#

Google Maps

2 #

Granary Hill climb

Start



Finish

Measure distance
Total distance: 5.78 km (3.59 mi)

CALGARY CRANKMASTERS CYCLING CLUB

Wednesday Night Series

Emergency Response Plan (ERP)

An Emergency Response Plan (ERP) clearly defines the processes to be followed in the event of an emergency occurring during a planned Special Event.

1. Event Description

Event Name: Granary Rd Hill Climb Event
Date: June 4, July 2 and Aug 6

Location of Event: 226 Ave and 112 St W

Set up Time: 6:00 PM Event Operating Hours: 3.5

Expected number of attendees: # of Adults 30 # of Volunteers 4

Description of activities taking place at the event
Cycling Hill Climb, Individual start times

2. Scope

In addition to developing an EAP for the event, organizers must also familiarize themselves with any existing site emergency response plan(s), referencing and/or incorporating these into their plans.

3. Hazard Identification and Mitigation

Hazards and risks are identified based on the type or nature of event being held, venue, and audience. Hazards and risks should always be mitigated to ensure the safety of public and protection of life, property, and environment.

3.1 Hazard or Risk Identified: Road Debris

Plans to Mitigate: Sweeping of Corners

3.2 Hazard or Risk Identified: Traffic

Plans to Mitigate: Corner Marshalls and Signage

3.3 **Hazard or Risk Identified :Weather**

Plans to Mitigate: If lightning is present or in the forecast event will be cancelled

4. **Roles and Responsibilities**

It is important that roles and responsibilities be clearly outlined during an emergency. Event organizers should identify required roles, responsibilities, and report relationships. Detail should be provided to ensure all critical activities are covered. Checklists and flowcharts may be used to condense information and outline decision making, this may be added separately as an appendix. Contact information should be provided for all key personnel. In the event of an emergency, key personnel may be required to act as liaison with emergency responders.

All key personnel should be knowledgeable of:

- The general information contained within this document.
- Other key personnel, their roles, responsibilities and contact information.
- Medical and other emergency equipment locations, if provided.
- Method(s) used for communication with other key personnel, volunteers, or patrons i.e. cell phone, radio, intercom, etc.

Emergency drills should include a pre-event walk through by the event organizer who will ensure that all personnel and/or volunteers are aware of any evacuation procedures in place.

Organizers may use the following roles and responsibilities template for their event. This area can be expanded and/or modified as necessary or may be added separately as an appendix to the template.

4.1 **Chief Volunteer (Normally Event Organizer)**

Full Name: Mike Vance

Contact # during event:



Responsibilities:

- Evaluate the need for evacuation as required.
- Initiate evacuation if required.
- Contact Emergency Services (Police, Fire, Ambulance) (as required)
- Account for all personnel and patrons
- Liase with area volunteers and Emergency Services.
- Evaluate, in conjunction with Emergency Services
- Document the emergency situation inclusive of actions taken and outcomes.

4.2 Area Volunteer (Normally Senior Personnel)

Full name: Mike vance	Contact # during event	[REDACTED]
Full name: Peter Heinemeyer	Contact # during event	[REDACTED]
Full name: Norm Smith	Contact # during event	[REDACTED]

Responsibilities:

- Receive directions from the Chief Volunteer
- Ensure that all personnel have been alerted
- Clear all areas as required

4.3 First Aiders

Full name: Mike vance	Contact # during event	[REDACTED]
Full name: Norm Smith	Contact # during event	[REDACTED]
Full name: Dawn Heinemeyer	Contact # during event	[REDACTED]

Responsibilities:

- Collect First Aid kit/supplies and proceed to assembly area
- Administer first aid as required

4.4 All Personnel

Responsibilities:

- Carry out tasks as instructed by the Chief Volunteer
- Proceed to assembly area advising all patrons to do the same
- Report their presence to the Chief Volunteer
- Not to leave assembly area unless advised by the Chief Volunteer or Emergency Services personnel

5. Emergency Response Procedures

Procedures are developed from the hazards identified in Section 3 and put in place to help event organizers anticipate and respond to potential emergencies.

Procedures may be developed for first aid treatment, request of an emergency service (police, fire, and ambulance), monitoring of inclement weather, evacuation of an area, etc.

Organizers can use the following information, and/or expand upon or replace this with their own information separately as an appendix to the template.

5.1 **Evacuation**

Evacuation may be required in specific emergency situations such as:

- Weather event
- Medical emergency
- Active threat

The Chief Volunteer will take the following into consideration when determining if and when to evacuate:

- The severity of the incident
- The likelihood of escalation
- The incident becoming uncontrollable beyond the resources available

Generic process of evacuation is shown below:

- Reason for evacuation realized
- Appropriate personnel assess situation
- Notification given to personnel and patrons to evacuate to assembly points
- Personnel renders assistance as required under direction of the Chief Volunteer
- Emergency Services notified of the emergency – call 911
- Personnel ensure venue is vacated including public areas, toilets, etc.
- Await emergency Services assessment

5.1.2 **Location of Fire Extinguisher(s) Peter Heinemeyer Vehicle**

5.2 **Medical Emergency**

Should a medical emergency occur:

- The first personnel on the scene should assess the situation and if they do not have first aid training, immediately notify the Chief Volunteer and/or First Aid trained personnel
- Call Emergency Services – 911 and request an ambulance
- Administer first aid, as trained
- Organize personnel to meet the ambulance outside the venue and take them to the medical emergency location
- Remain with the injured person until Emergency Services personnel arrive
- Assist Emergency Services personnel as required

- Complete an Incident Report form as soon as possible after the event

5.2.1 **Nearest Hospital**

- Name :South Health Campus
- Address :4448 Front St SE Calgary
- Main Phone number :403 956 1111 OR 911

5.3 **Active Threat**

- Evacuate the event / area
- Call 911 and ask for Police assistance

Important issues to remember when dealing with an active threat

- Keep calm
- Keep the caller on the telephone for as long as possible
- Let the caller speak and endeavor to record as much detail as possible

6. **Emergency Planning Committee**

The Event Organizer and/or Emergency Planning Committee will develop the Special Event Emergency Response Plan and evaluate emergency response procedures to the emergency situations. The Emergency Action Response Plan will be updated and revised, as required.

The Emergency Planning Committee consists of the following personnel (recommend 2 – 6 people, depending on the size of the event)

Full name: Mike vance Contact # during event: [REDACTED]

Full name: Peter Heinemeyer Contact # during event: [REDACTED]

Full name: Dawn Heinemeyer Contact # during event: [REDACTED]

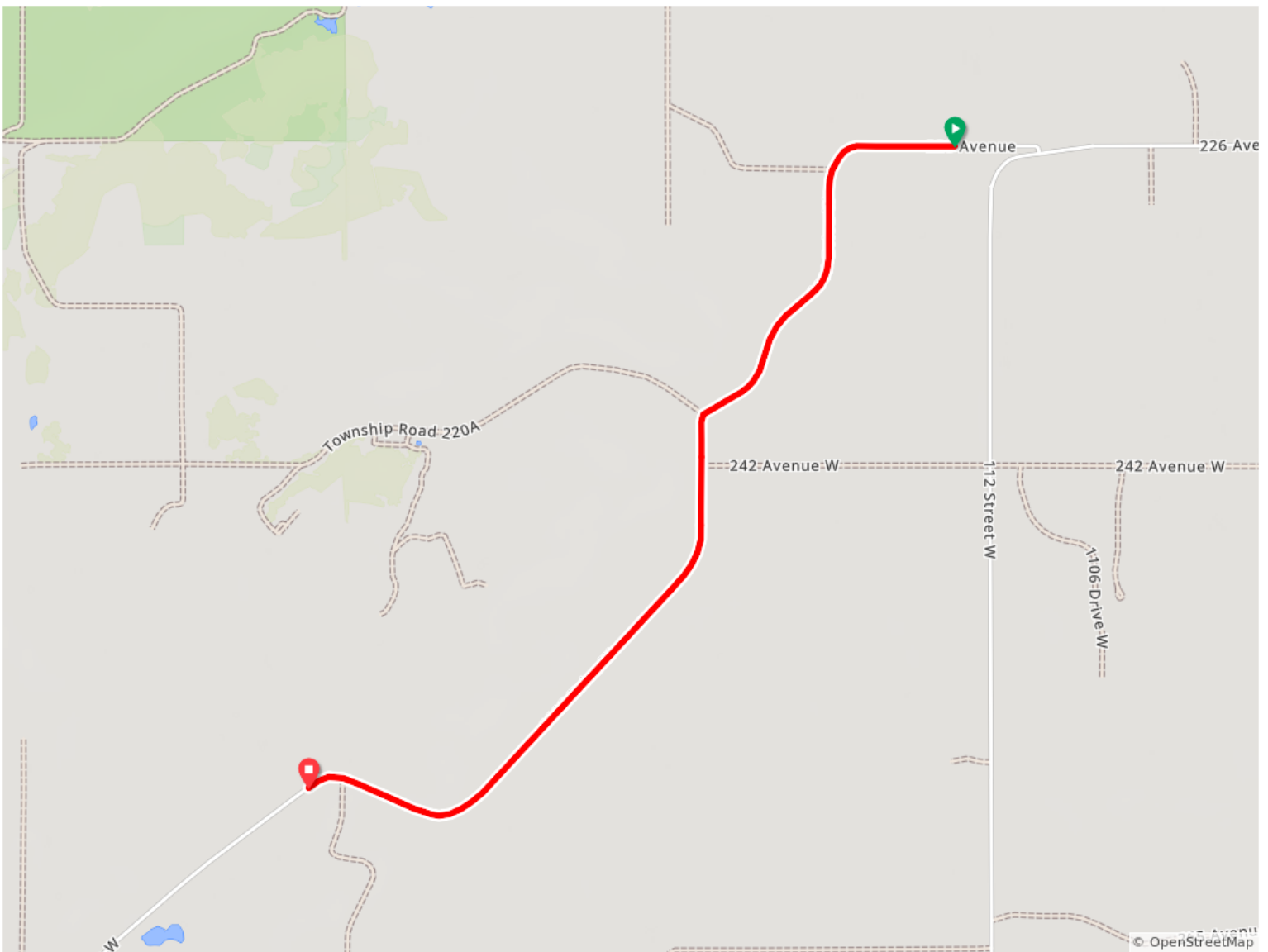
7. **LIST OF EMERGENCY CONTROL PERSONNEL**

The following is a list of those personnel and/or volunteers at the event

Full name: Mike vance Contact # during event: [REDACTED]

Full name: Peter Heinemeyer Contact # during event: [REDACTED]

Full name: Norm Smith Contact # during event: [REDACTED]



Granary Rd Hill Climb

5.5 km
DISTANCE

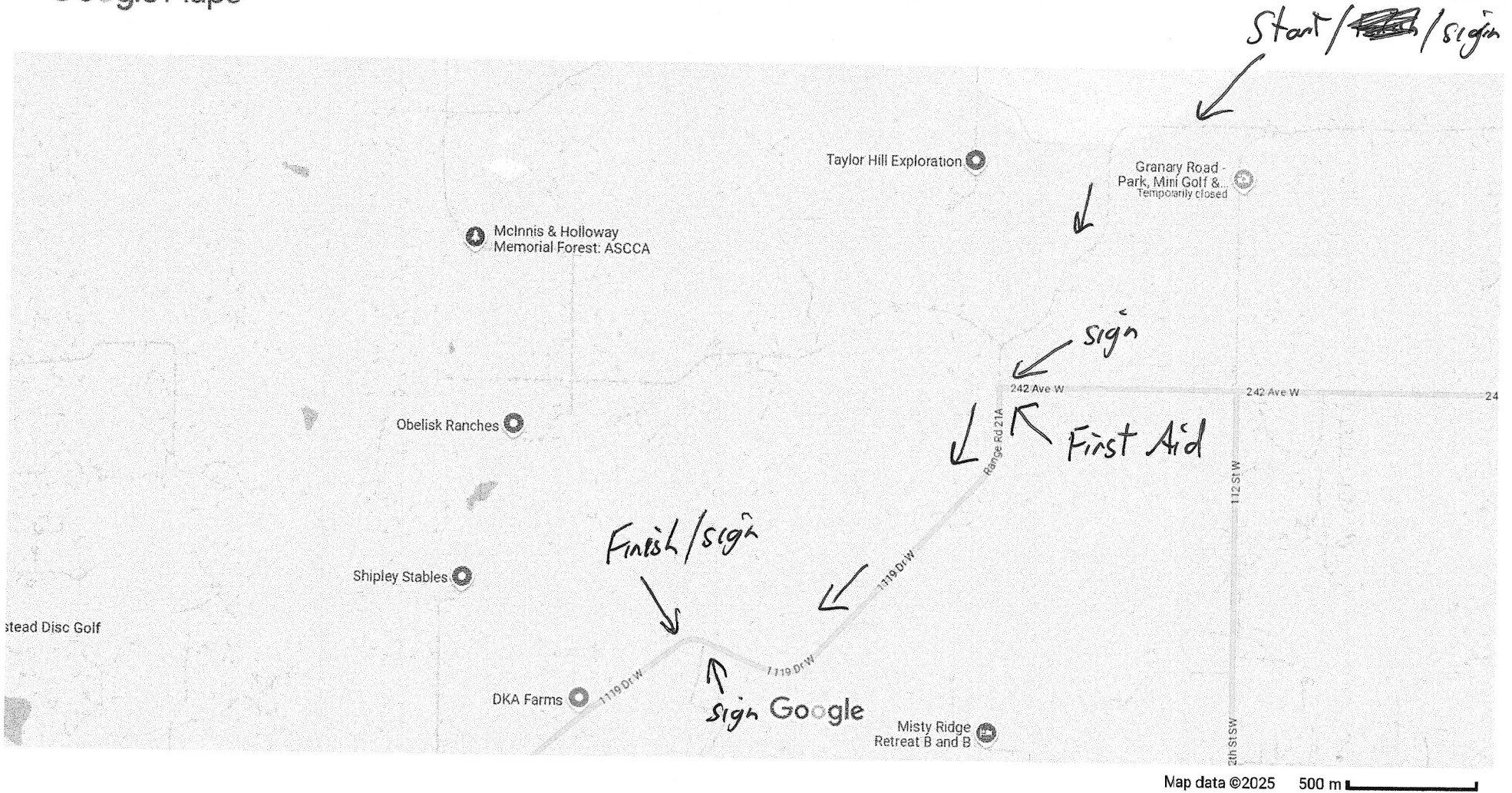
184 m
ELEVATION GAIN

8.7 %
MAX GRADE



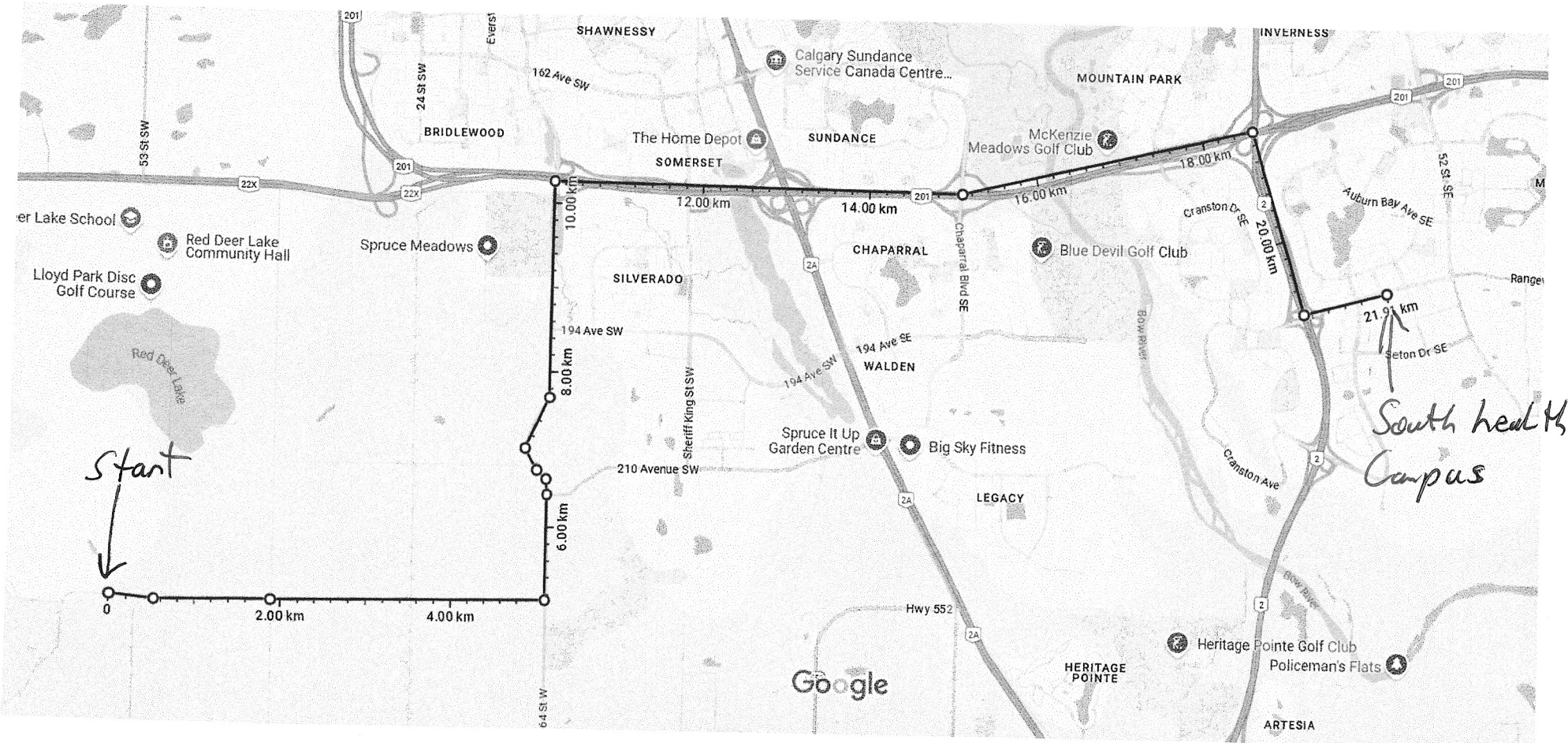
Google Maps

Granary road Hill Climb ERP map 2025



Google Maps

Granary road hill Climb South Health Campus Hospital Route map 2025



Map data ©2025 Google 1 km

Measure distance
Total distance: 21.91 km (13.61 mi)

Google Maps

2 #

Granary Hill climb

8 #

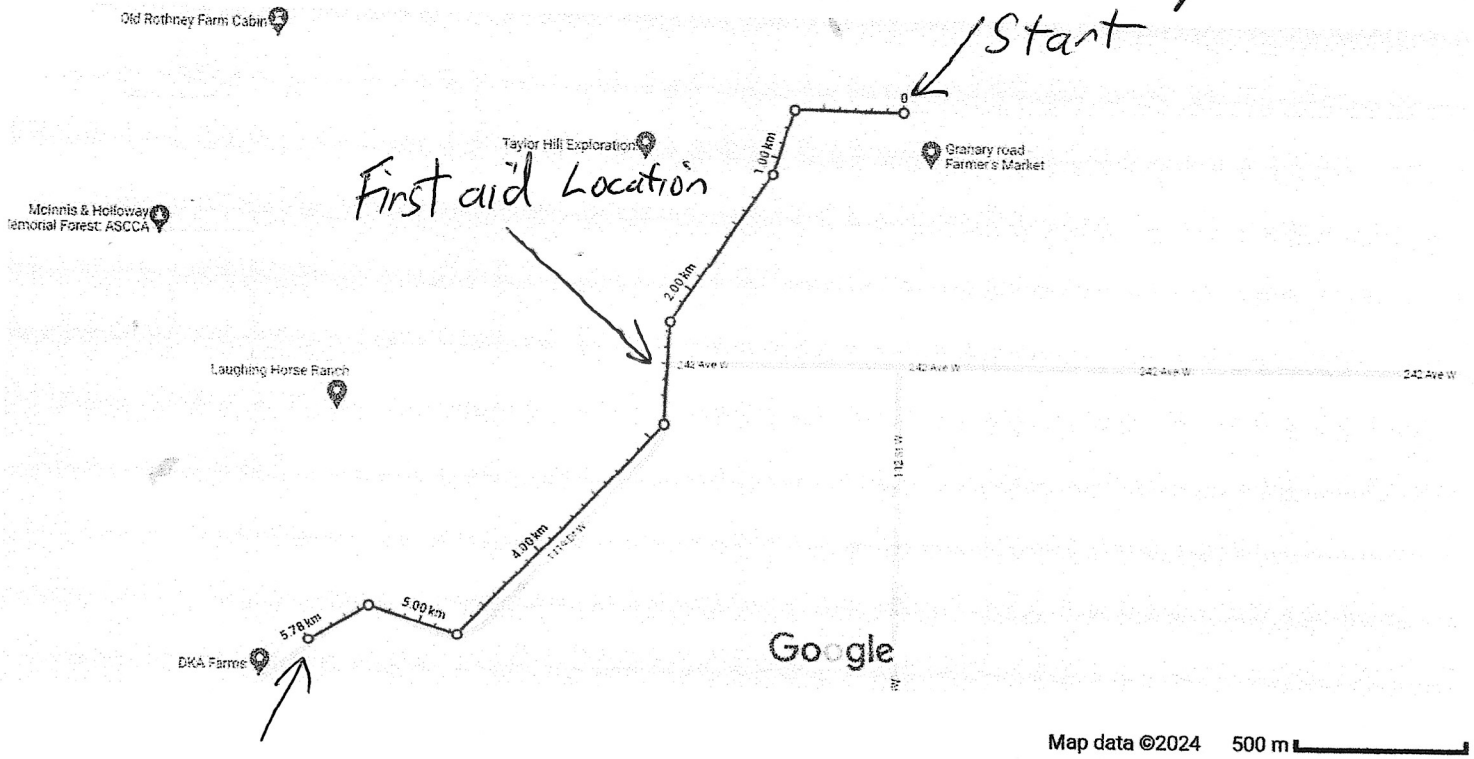
Start


First aid Location

Finish

Measure distance

Total distance: 5.78 km (3.59 mi)



DEPARTMENT:	
	TOPIC: Crankmasters – Plummers Road Race
REPORT PRESENTED BY: Sherri Barrett	

PURPOSE OF REQUEST

For Council to consider authorizing the use of municipal roads for the Crankmasters – Plummers Road Race cycling event.

BACKGROUND

The Crankmasters Plummers Road Race is scheduled for May 7, 2025, June 11, 2025 and July 16, 2025.

This request was circulated to Foothills County Director of Community and Emergency Services, Director of Planning, Emergency Management Coordinator, Manager of Enforcement Services, Manager of Planning Applications, Manager of Operations, Public Works, Senior Engineering Technologist and Engineering Technologist. Administration had no concerns with the proposed route, the number of participants, or the staggered start for this event. However, they do recommend additional caution, cyclist ahead signage for motorists at the following locations:

- 186 Ave W at Priddis Valley Rd
- 186 Ave W at 240 St W
- 210 Ave W at 240 St W
- Coalmine Rd at 240 St W
- Plummers Rd at 240 St W
- 1240 Dr W at Plummers Rd
- 1280 Dr W at Plummers Rd
- 306 St W at Plummers Rd
- HWY 762 at Plummers Rd

Administration expressed concerns regarding parking and staging for this event as the race start/finish line is in Priddis.

Parking

The applicant provided a letter of support from the Red Deer Lake United Church for use of their parking lot for this event, which is ~18km away from the Start/Finish line in Priddis. The applicant advised that many cyclists would ride their bikes from the city and/or Red Deer Lake United Church Parking lot as a

“warm up” before their event and advised that they would be utilizing Hwy 22X to travel from the parking lot to Priddis. Administration recommended that the warmup be included as part of the event, which would require a permit from ATEC for use of Hwy 22X / 22, and additional signage approaching Priddis Valley Road. There is great concern with cyclists making a left hand turn off west bound Hwy 22 onto Priddis Valley Rd.

The applicant responded indicating that they spoke with the Priddis Community Association who advised that there is some street parking available on 186 Ave in Priddis. The applicant advised they would not have more than 6 vehicles on site, and the remainder of cyclists would ride from the city, so parking was not a concern and indicated that they were not required to obtain a permit from ATEC for use of Hwy 22/22X.

Staging

The applicant has not provided a suitable location for cyclists to stage in Priddis near the start/finish. Administration advised that congregating on a roadway is not permitted, and if private land is utilized, obtaining written permission from the land or business owner is required. Administration made the recommendation to the applicant to possibly consider using the Pioneer Park Day-use area or the County’s MR lot as a staging area to prevent congregating on the roads, however, they don’t seem to be interested. The applicant advised they would not be using the Priddis Community Association lot.

All additional information, documents and permits as requested by Administration have been received, with the exception of permitting issued by Alberta Transportation and Economic Corridors (ATEC).

This is the first year for the Plummers Road Race.

REQUEST OF COUNCIL

Proposed Motion:

Moved that Council authorize the use of municipal roads during the Crankmasters Plummers Road Race on May 7, 2025, June 11, 2025 and July 16, 2025, in accordance with the application submitted and subject to the following:

- identification of an approved staging area that is not the start/finish area at the side of the roadway and a route to and from the staging area to the satisfaction of the County’s Emergency Management Coordinator;
- submission of permits issued by Alberta Transportation and Economic Corridors allowing the use of any provincial highways utilized as part of the event, including before, during and after the event (to and from the staging areas);
- placement of caution, cyclist ahead signage is to be placed in the following locations:
 - 186 Ave W at Priddis Valley Rd
 - 186 Ave W at 240 St W
 - 210 Ave W at 240 St W
 - Coalmine Rd at 240 St W
 - Plummers Rd at 240 St W
 - 1240 Dr W at Plummers Rd
 - 1280 Dr W at Plummers Rd
 - 306 St W at Plummers Rd

- HWY 762 at Plummers Rd
- cyclists must ride single file, as close to the right edge of the road as possible;
- all provisions of the Traffic Safety Act are complied with;
- advanced signage is placed at the start and finish locations advising of the date and time of the event;
- the County shall not be held liable for loss or injury resulting from the event; and
- all appropriate insurance policies are in effect;

Or

That Council deny the request for the use of municipal roads during the Crankmasters Plummers Road Race scheduled for May 7, 2025, June 11, 2025 and July 16, 2025.

APPENDICES

APPENDIX A: Road Event Application

APPENDIX B: Crankmasters - Emergency Action Plan

APPENDIX C: Cycle Course Proposal



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

-
- Completed applications must be received at least 90 days prior to the event. Incomplete applications or applications received less than 90 days before the event may not be considered.
 - This application is to be used to attain approval for road events utilizing municipal roads within Foothills County, and/or to make certain that the County has no objection to the use of provincial highways for an event (a requirement of the province).
 - This application is for road events only. Special events that are to be held on lands located within the municipality may need to acquire a special events permit. This may include pre or post celebrations associated with your road event. Please contact planning@foothillscountyab.ca to find out if you need a require a special events permit.
-

PART 1 – CONTACT DETAILS

Name of Group / Organization: Crankmaster

Mailing Address: Address 1 [REDACTED]

Address 2

City [REDACTED] Province [REDACTED] Postal Code [REDACTED]

Email Address: [REDACTED]

Event Coordinator Contact information:

Contact Person: Mike Vance Title: Ride Cordinator/Exec Member

Phone: Cell: [REDACTED]

Email: [REDACTED]

On-Site Contact Information:

Contact Person: Peter Heinemeyer Title: Commissaire

Phone: Cell: [REDACTED]

Email: [REDACTED]



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

PART 2 - EVENT DETAILS Name of event: Plumbers Road Race

Dates for event: May 7 , June 11 and July 16

Times for event: From: 6:00 pm to 9:30 pm

_____ To: _____

Municipal roads required for the event: (Please reference Streets and Avenues, not Township and Range Roads)

186 ave,240st,Plumbers rd

Provincial highways required for the event:

NA

Staging (pre and post event) and rest stop / aid station locations (please list all):

NA

***Please attach a map illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events.**



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Describe the nature and objectives of event:

This is a out and back Cycling event route ,with three groups starting at different times
Riding in the shoulders single file

Is this a repeat event? If so, please provide dates of previous events:

NA

Projected number of people involved in this event:

Participants: 30 Spectators: 0 Volunteers: 4

How will these individuals be identified:

All Volunteer will be wearing Safety Vests

***The remaining information under this part may be provided on separate pages
and attached to this application if required.***

Provide details on how the event will be operated along municipal roads and highways:

The Cyclist will be riding single file and obeying all road safty rules .
We will have signs posted (Cycling Event in progress)



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Provide details on what efforts will be taken to limit impacts of the event to local motorists and residents along the proposed routes:

Obeying all road laws and be mind full of residents concerns

Provide details on what efforts will be taken to mitigate or eliminate any risk that may occur to the event participants, spectators and volunteers:

All corners are to be swepted for debris and there will be corner marshals on major corners

Provide details on any rest stops or aid stations that will be set up along the route, including details on the set-up and procedures for participants to safely attend these stops:

NA

What assistance (mechanical & medical) will be provided to the participants when it is required:

We will have a First Aider with a Vehicle at the mid way point



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Will traffic control be required? If so, provide details of the traffic control plan that will be implemented:

NO

Who will be responsible for implementation of the traffic control plan on the day of the event? Provide contact information:

Contact Person: Peter Heinemeyer Title: Commissaire

Phone: _____ Cell: ■

Email: _____

Will escort or patrol vehicles be utilized during the event? Provide details of the escort or patrol vehicles including identification of the vehicles and their function along the route:

NO

Will an enhanced policing agreement with the RCMP be required as part of your event?

NO



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Will an emergency response plan be developed for this event? If so, provide details of the emergency response plan that will be implemented:

YES

Who will be responsible for implementation of the emergency response plan on the day of the event? Provide contact information:

Contact Person: Peter Heinemeyer Title: Commissaire

Phone: _____ Cell: [REDACTED]

Email: [REDACTED]

How will the rules and regulations imposed during the event be communicated to the participants? Attach copies of all printed materials to this application:

Each Volunteer will have Cell phone and Two way Radios



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

PART3 - CHECKLIST

- ☐ Completed Application
- ☐ Map and Diagrams illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events
- ☐ Copies of all Rules and Regulations that will be provided to participants, spectators and volunteers (if applicable) and will be imposed during the event
- ☐ Copy of the traffic control plan that will be implemented during the event (if applicable)
- ☐ Copy of the emergency response plan that will be developed for the event (if applicable)

CALGARY CRANKMASTERS CYCLING CLUB

Wednesday Night Series

Emergency Response Plan (ERP)

An Emergency Response Plan (ERP) clearly defines the processes to be followed in the event of an emergency occurring during a planned Special Event.

1. **Event Description**

Event Name: Plumbers Road Race

Event Date: May 7 ,June 11 and July16

Location of Event: 186 Ave Priddis

Set up Time: 6:00pm

Event Operating Hours: 3.5 hours

Expected number of attendees: # of Adults 30 # of Volunteers 4

Description of activities taking place at the event

Cycling Road Race ,Three Groups starting at different times

2. **Scope**

In addition to developing an EAP for the event, organizers must also familiarize themselves with any existing site emergency response plan(s), referencing and/or incorporating these into their plans.

3. **Hazard Identification and Mitigation**

Hazards and risks are identified based on the type or nature of event being held, venue, and audience. Hazards and risks should always be mitigated to ensure the safety of public and protection of life, property, and environment.

3.1 **Hazard or Risk Identified:** Road Debris

Plans to Mitigate:Corner are cleared of Debris

3.2 **Hazard or Risk Identified:** Vehicle Traffic

Plans to Mitigate: Corner marshalls and Signage

3.3 **Hazard or Risk Identified : Weather**

Plans to Mitigate : If lightning is present or in the forecast the event is cancelled

4. **Roles and Responsibilities**

It is important that roles and responsibilities be clearly outlined during an emergency. Event organizers should identify required roles, responsibilities, and report relationships. Detail should be provided to ensure all critical activities are covered. Checklists and flowcharts may be used to condense information and outline decision making, this may be added separately as an appendix. Contact information should be provided for all key personnel. In the event of an emergency, key personnel may be required to act as liaison with emergency responders.

All key personnel should be knowledgeable of:

- The general information contained within this document.
- Other key personnel, their roles, responsibilities and contact information.
- Medical and other emergency equipment locations, if provided.
- Method(s) used for communication with other key personnel, volunteers, or patrons i.e. cell phone, radio, intercom, etc.

Emergency drills should include a pre-event walk through by the event organizer who will ensure that all personnel and/or volunteers are aware of any evacuation procedures in place.

Organizers may use the following roles and responsibilities template for their event. This area can be expanded and/or modified as necessary or may be added separately as an appendix to the template.

4.1 **Chief Volunteer (Normally Event Organizer)**

Full Name: Mike Vance

Contact # during event:



Responsibilities:

- Evaluate the need for evacuation as required.
- Initiate evacuation if required.
- Contact Emergency Services (Police, Fire, Ambulance) (as required)
- Account for all personnel and patrons
- Liase with area volunteers and Emergency Services.
- Evaluate, in conjunction with Emergency Services
- Document the emergency situation inclusive of actions taken and outcomes.

4.2 **Area Volunteer (Normally Senior Personnel)**

Full name: Mike vance	Contact # during event: [REDACTED]
Full name: Peter Heinemeyer	Contact # during event: [REDACTED]
Full name: Norm smith	Contact # during event: [REDACTED]

Responsibilities:

- Receive directions from the Chief Volunteer
- Ensure that all personnel have been alerted
- Clear all areas as required

4.3 **First Aiders**

Full name: Mike vance	Contact # during event: [REDACTED]
Full name: Norm Smith	Contact # during event: [REDACTED]
Full name: Dawn Heinemeyer	Contact # during event: [REDACTED]

Responsibilities:

- Collect First Aid kit/supplies and proceed to assembly area
- Administer first aid as required

4.4 **All Personnel**

Responsibilities:

- Carry out tasks as instructed by the Chief Volunteer
- Proceed to assembly area advising all patrons to do the same
- Report their presence to the Chief Volunteer
- Not to leave assembly area unless advised by the Chief Volunteer or Emergency Services personnel

5. **Emergency Response Procedures**

Procedures are developed from the hazards identified in Section 3 and put in place to help event organizers anticipate and respond to potential emergencies.

Procedures may be developed for first aid treatment, request of an emergency service (police, fire, and ambulance), monitoring of inclement weather, evacuation of an area, etc.

Organizers can use the following information, and/or expand upon or replace this with their own information separately as an appendix to the template.

5.1 **Evacuation**

Evacuation may be required in specific emergency situations such as:

- Weather event
- Medical emergency
- Active threat

The Chief Volunteer will take the following into consideration when determining if and when to evacuate:

- The severity of the incident
- The likelihood of escalation
- The incident becoming uncontrollable beyond the resources available

Generic process of evacuation is shown below:

- Reason for evacuation realized
- Appropriate personnel assess situation
- Notification given to personnel and patrons to evacuate to assembly points
- Personnel renders assistance as required under direction of the Chief Volunteer
- Emergency Services notified of the emergency – call 911
- Personnel ensure venue is vacated including public areas, toilets, etc.
- Await emergency Services assessment

5.1.2 **Location of Fire Extinguisher(s) Peter Heinemeyer Vehicle**

5.2 **Medical Emergency**

Should a medical emergency occur:

- The first personnel on the scene should assess the situation and if they do not have first aid training, immediately notify the Chief Volunteer and/or First Aid trained personnel
- Call Emergency Services – 911 and request an ambulance
- Administer first aid, as trained
- Organize personnel to meet the ambulance outside the venue and take them to the medical emergency location
- Remain with the injured person until Emergency Services personnel arrive
- Assist Emergency Services personnel as required

- Complete an Incident Report form as soon as possible after the event

5.2.1 Nearest Hospital

- Name : South Health Campus
- Address :4448 Front St SE Calgary
- Main Phone number :403 956 1111 or 911

5.3 Active Threat

- Evacuate the event / area
- Call 911 and ask for Police assistance


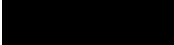

Important issues to remember when dealing with an active threat

- Keep calm
- Keep the caller on the telephone for as long as possible
- Let the caller speak and endeavor to record as much detail as possible

6. Emergency Planning Committee




The Event Organizer and/or Emergency Planning Committee will develop the Special Event Emergency Response Plan and evaluate emergency response procedures to the emergency situations. The Emergency Action Response Plan will be updated and revised, as required.

The Emergency Planning Committee consists of the following personnel (recommend 2 – 6 people, depending on the size of the event)

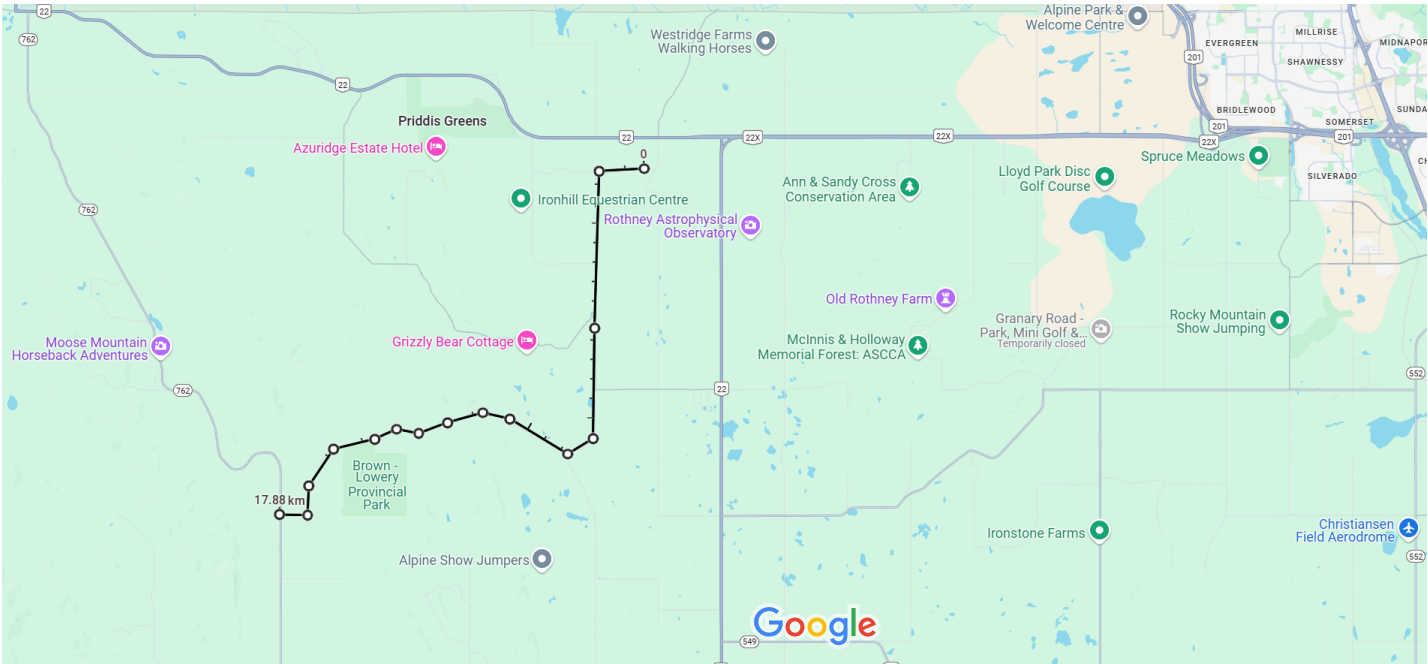
Full name: Mike vance	Contact # during event	
Full name: Peter Heinemeyer	Contact # during event	
Full name: Norm Smith	Contact # during event	

7. LIST OF EMERGENCY CONTROL PERSONNEL

The following is a list of those personnel and/or volunteers at the event

Full name: Mike vance	Contact # during event	
Full name: Peter Heinemeyer	Contact # during event	
Full name: Norm Smith	Contact # during event	

Plumbers Road Race 2025

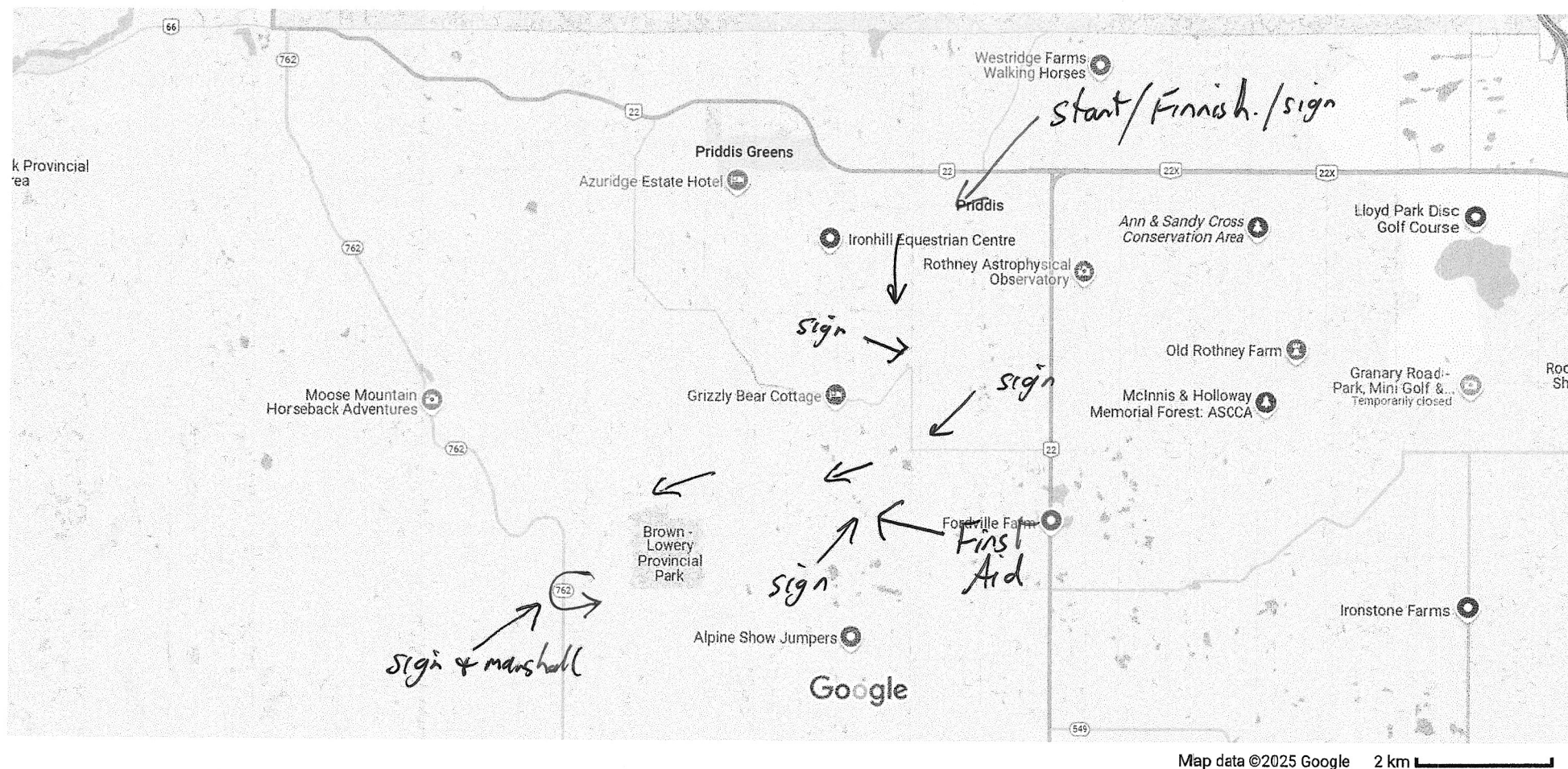


Map data ©2025 Google 2 km

Measure distance
Total distance: 17.88 km (11.11 mi)

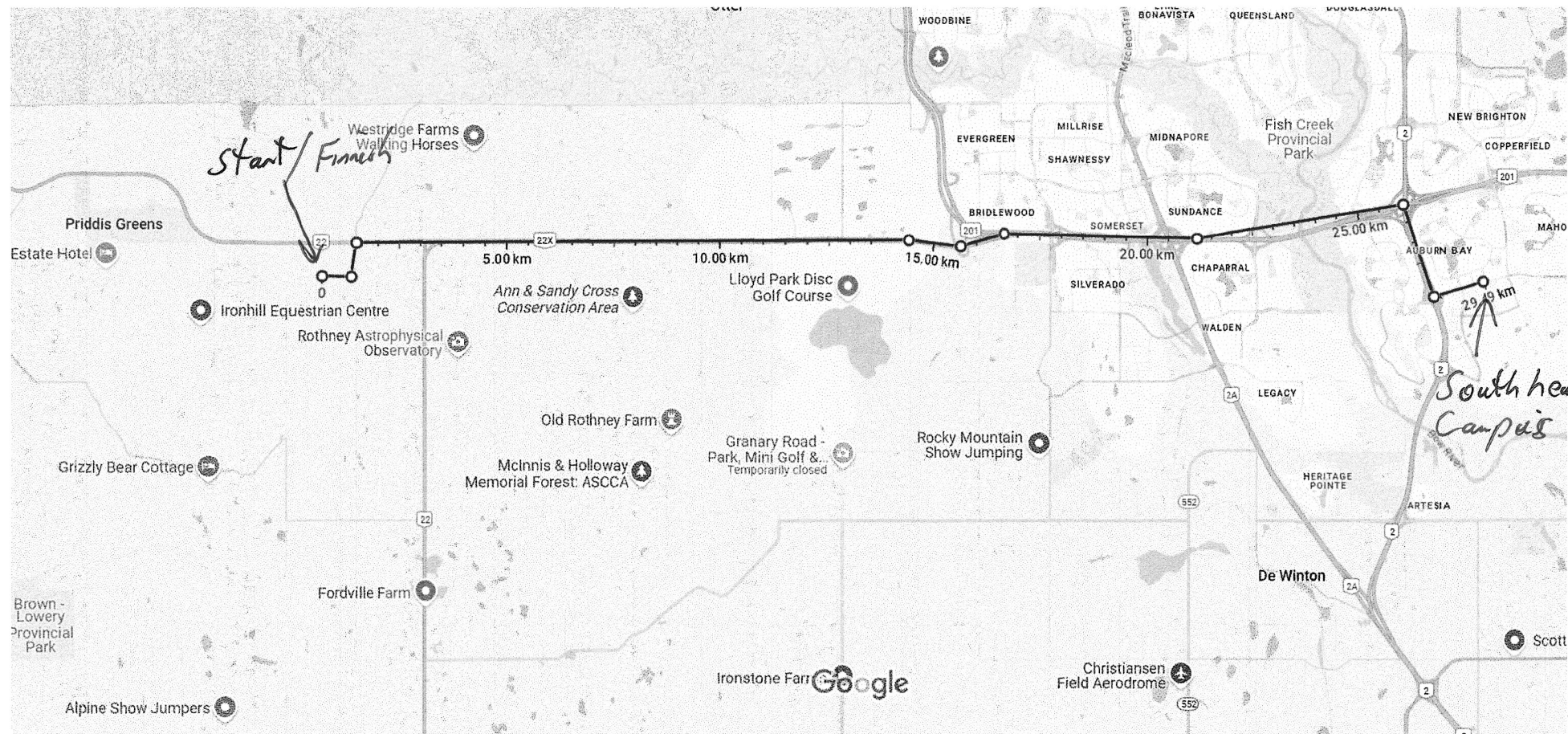
Google Maps

Plumbers Road Race ERP map 2025






Plumbers Road race South health campus Hospital route Map 2025



Map data ©2025 Google 2 km

Measure distance
Total distance: 29.49 km (18.32 mi)

DEPARTMENT:	
	TOPIC: Crankmasters – Priddis Road Race
REPORT PRESENTED BY: Sherri Barrett	

PURPOSE OF REQUEST

For Council to consider authorizing the use of municipal roads for the Crankmasters – Priddis Road Race cycling event.

BACKGROUND

The Crankmasters Priddis Road Race is scheduled for May 14, 2025 and July 9, 2025.

This request was circulated to Foothills County Director of Community and Emergency Services, Director of Planning, Emergency Services Coordinator, Manager of Enforcement Services, Manager of Planning Applications, Manager of Operations, Public Works, Senior Engineering Technologist and Engineering Technologist. Administration had no concerns with the proposed route, the number of participants, or the staggered start for this event. However, they do recommend additional caution, cyclist ahead signage for motorists at the following locations:

- Priddis Valley Road at 186 Ave W
- 186 Ave W at 240 St W
- 240 St W at 210 Ave W
- 240 St W at Coalmine Rd
- 240 St W at Plummers Rd
- Plummers Rd at 1240 Dr W
- 240 St W at 290 Ave W
- 240 St W at HWY 549

Administration expressed concerns regarding parking and staging for this event as the race start/finish line is in Priddis.

Parking

The applicant provided a letter of support from the Red Deer Lake United Church for use of their parking lot for this event. The applicant advised that many cyclists would ride their bikes from the city and/or Red Deer Lake United Church Parking lot as a “warm up” before their event and advised that they would be utilizing Hwy 22X to travel from the parking lot to Priddis. Administration recommended that the

warmup be included as part of the event, which would require a permit from ATEC for use of Hwy 22X / 22, and additional signage approaching Priddis Valley Road. There is great concern with cyclists making a left hand turn off west bound Hwy 22 onto Priddis Valley Rd.

The applicant responded indicating that they spoke with the Priddis Community Association who advised that there is some street parking available on 186 Ave in Priddis. The applicant advised they would not have more than 6 vehicles on site, and the remainder of cyclists would ride from the city, so parking was not a concern and indicated that they were not required to obtain a permit from ATEC for use of Hwy 22/22X.

Staging

The applicant has not provided a suitable location for cyclists to stage in Priddis near the start/finish. Administration advised that congregating on a roadway is not permitted, and if private land is utilized, obtaining written permission from the land or business owner is required. Administration made the recommendation to the applicant to possibly consider using the Pioneer Park Day-use area or the County's MR lot as a staging area to prevent congregating on the roads, however, they don't seem to be interested. The applicant advised they would not be using the Priddis Community Association lot.

All additional information, documents and permits as requested by Administration have been received.

This is the first year for the Priddis Road Race.

REQUEST OF COUNCIL

Proposed Motion:

Moved that Council authorize the use of municipal roads during the Crankmasters Priddis Road Race on May 14, 2025 and July 9, 2025, subject to the following:

- identification of an approved staging area that is not the start/finish area at the side of the roadway and a route to and from the staging area to the satisfaction of the County's Emergency Management Coordinator;
- submission of permits issued by Alberta Transportation and Economic Corridors allowing the use of any provincial highways utilized as part of the event, including before, during and after the event (to and from the staging areas);
- placement of caution, cyclist ahead signage is to be placed in the following locations:
 - Priddis Valley Road at 186 Ave W
 - 186 Ave W at 240 St W
 - 240 St W at 210 Ave W
 - 240 St W at Coalmine Rd
 - 240 St W at Plummers Rd
 - Plummers Rd at 1240 Dr W
 - 240 St W at 290 Ave W
 - 240 St W at HWY 549
- Cyclists must ride single file, as close to the right edge of the road as possible;
- all provisions of the Traffic Safety Act are complied with;
- advanced signage is placed at the start and finish locations advising of the date and time of the event;
- the County shall not be held liable for loss or injury resulting from the event; and
- all appropriate insurance policies are in effect;

Or

That Council deny the request for the use of municipal roads during the Crankmasters Priddis Road Race scheduled for May 14, 2025 and July 9, 2025.

APPENDICES

APPENDIX A: Road Event Applications (May 14, 2025 and July 9, 2025)

APPENDIX B: Crankmasters - Emergency Action Plan

APPENDIX C: Cycle Course Proposal



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

PART 2 - EVENT DETAILS

Name of event: Priddis Road Race

Dates for event: May 14 2025

Times for event: From: Wednesday To: 6:00 pm to 9:30 pm

Municipal roads required for the event: (Please reference Streets and Avenues, not Township and Range Roads)

186 W, 240 Street W, Plummers Road

Provincial highways required for the event:

Staging (pre and post event) and rest stop / aid station locations (please list all):

At the start of each event, each group A, B, C lines up - that's the only grouping

***Please attach a map illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events.**



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Describe the nature and objectives of event:

Competitive road racing (cycling)

Is this a repeat event? If so, please provide dates of previous events:

No

Projected number of people involved in this event:

Participants: 40 Spectators: 10 Volunteers: 4

How will these individuals be identified:

Participants have numbers on jerseys and bikes

Volunteers will have reflective vests

The remaining information under this part may be provided on separate pages and attached to this application if required.

Provide details on how the event will be operated along municipal roads and highways:

Start of race has 3 separate starts (A, B, C). Riders spread out after the start and stay to the shoulder.

Corner Marshalls to direct riders into the turn.



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Provide details on what efforts will be taken to limit impacts of the event to local motorists and residents along the proposed routes:

Single file, except when passing fellow rider, ride in shoulder

Provide details on what efforts will be taken to mitigate or eliminate any risk that may occur to the event participants, spectators and volunteers:

Sweep all corners of gravel & debris
Corner Marshalls with reflective vests

Provide details on any rest stops or aid stations that will be set up along the route, including details on the set-up and procedures for participants to safely attend these stops:

No rest stops or aid stations - except at the start

What assistance (mechanical & medical) will be provided to the participants when it is required:

We have first aid people at each event with a first aid kit and vehicle



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Will traffic control be required? If so, provide details of the traffic control plan that will be implemented:

No. We do not impede traffic

Who will be responsible for implementation of the traffic control plan on the day of the event? Provide contact information:

Contact Person: N/A Title: N/A

Phone: N/A Cell: N/A

Email: N/A

Will escort or patrol vehicles be utilized during the event? Provide details of the escort or patrol vehicles including identification of the vehicles and their function along the route:

No

Will an enhanced policing agreement with the RCMP be required as part of your event?

No



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Will an emergency response plan be developed for this event? If so, provide details of the emergency response plan that will be implemented:

We have an Emergency response plan person with a vehicle at the start

Who will be responsible for implementation of the emergency response plan on the day of the event? Provide contact information:

Contact Person: Mike Vance Title: Ride Co-Ordinator

Phone: [REDACTED] Cell: [REDACTED]

Email: [REDACTED]

How will the rules and regulations imposed during the event be communicated to the participants? Attach copies of all printed materials to this application:

At the start of each event the Commissaire instructs all riders the rules of the event and the ERP (Emergency Response Plan)



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

PART3 - CHECKLIST

- ☐ Completed Application
- ☐ Map and Diagrams illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events
- ☐ Copies of all Rules and Regulations that will be provided to participants, spectators and volunteers (if applicable) and will be imposed during the event
- ☐ Copy of the traffic control plan that will be implemented during the event (if applicable)
- ☐ Copy of the emergency response plan that will be developed for the event (if applicable)



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

-
- Completed applications must be received at least 90 days prior to the event. Incomplete applications or applications received less than 90 days before the event may not be considered.
 - This application is to be used to attain approval for road events utilizing municipal roads within Foothills County, and/or to make certain that the County has no objection to the use of provincial highways for an event (a requirement of the province).
 - This application is for road events only. Special events that are to be held on lands located within the municipality may need to acquire a special events permit. This may include pre or post celebrations associated with your road event. Please contact planning@foothillscountyab.ca to find out if you need a require a special events permit.
-

PART 1 – CONTACT DETAILS

Name of Group / Organization: Crankmasters

Mailing Address: Address 1 [REDACTED]

Address 2

City [REDACTED] Province [REDACTED] Postal Code [REDACTED]

Email Address: [REDACTED]

Event Coordinator Contact information:

Contact Person: Mike Vance Title: Ride Co-Ordinator/ExecMember

Phone: [REDACTED] Cell: [REDACTED]

Email: [REDACTED]

On-Site Contact Information:

Contact Person: Peter Heinemeyer Title: Commissaire

Phone: [REDACTED] Cell: [REDACTED]

Email: [REDACTED]



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

PART 2 - EVENT DETAILS

Name of event: Priddis Road Race

Dates for event: July 9 2025

Times for event: From: Wednesday To: 6:00 pm to 9:30 pm

Municipal roads required for the event: (Please reference Streets and Avenues, not Township and Range Roads)

186 W, 240 Street W, Plummers Road

Provincial highways required for the event:

Staging (pre and post event) and rest stop / aid station locations (please list all):

At the start of each event, each group A, B, C lines up - that's the only grouping

***Please attach a map illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events.**



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Describe the nature and objectives of event:

Competitive road racing (cycling)

Is this a repeat event? If so, please provide dates of previous events:

No

Projected number of people involved in this event:

Participants: 40 Spectators: 10 Volunteers: 4

How will these individuals be identified:

Participants have numbers on jerseys and bikes

Volunteers will have reflective vests

The remaining information under this part may be provided on separate pages and attached to this application if required.

Provide details on how the event will be operated along municipal roads and highways:

Start of race has 3 separate starts (A, B, C). Riders spread out after the start and stay to the shoulder.

Corner Marshalls to direct riders into the turn.



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Provide details on what efforts will be taken to limit impacts of the event to local motorists and residents along the proposed routes:

Single file, except when passing fellow rider, ride in shoulder

Provide details on what efforts will be taken to mitigate or eliminate any risk that may occur to the event participants, spectators and volunteers:

Sweep all corners of gravel & debris
Corner Marshalls with reflective vests

Provide details on any rest stops or aid stations that will be set up along the route, including details on the set-up and procedures for participants to safely attend these stops:

No rest stops or aid stations - except at the start

What assistance (mechanical & medical) will be provided to the participants when it is required:

We have first aid people at each event with a first aid kit and vehicle



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Will traffic control be required? If so, provide details of the traffic control plan that will be implemented:

No. We do not impede traffic

Who will be responsible for implementation of the traffic control plan on the day of the event? Provide contact information:

Contact Person: N/A Title: N/A

Phone: N/A Cell: N/A

Email: N/A

Will escort or patrol vehicles be utilized during the event? Provide details of the escort or patrol vehicles including identification of the vehicles and their function along the route:

No

Will an enhanced policing agreement with the RCMP be required as part of your event?

No



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Will an emergency response plan be developed for this event? If so, provide details of the emergency response plan that will be implemented:

We have an Emergency response plan person with a vehicle at the start

Who will be responsible for implementation of the emergency response plan on the day of the event? Provide contact information:

Contact Person: Mike Vance Title: Ride Co-Ordinator

Phone: [REDACTED] Cell: [REDACTED]

Email: [REDACTED]

How will the rules and regulations imposed during the event be communicated to the participants? Attach copies of all printed materials to this application:

At the start of each event the Commissaire instructs all riders the rules of the event and the ERP (Emergency Response Plan)



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

PART3 - CHECKLIST

- ☐ Completed Application
- ☐ Map and Diagrams illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events
- ☐ Copies of all Rules and Regulations that will be provided to participants, spectators and volunteers (if applicable) and will be imposed during the event
- ☐ Copy of the traffic control plan that will be implemented during the event (if applicable)
- ☐ Copy of the emergency response plan that will be developed for the event (if applicable)

CALGARY CRANKMASTERS CYCLING CLUB

Wednesday Night Series

Emergency Response Plan (ERP)

An Emergency Response Plan (ERP) clearly defines the processes to be followed in the event of an emergency occurring during a planned Special Event.

1. **Event Description**

Event Name: Priddis Road Race

Event Date: May 14 and July 9

Location of Event: 186 ave Priddis

Set up Time: 6:00 PM

Event Operating Hours: 3.5

Expected number of attendees: # of Adults 30 # of Volunteers 4

Description of activities taking place at the event

Cycling Road Race , Three groups starting different times

2. **Scope**

In addition to developing an EAP for the event, organizers must also familiarize themselves with any existing site emergency response plan(s), referencing and/or incorporating these into their plans.

3. **Hazard Identification and Mitigation**

Hazards and risks are identified based on the type or nature of event being held, venue, and audience. Hazards and risks should always be mitigated to ensure the safety of public and protection of life, property, and environment.

3.1 **Hazard or Risk Identified:** Road Debris

Plans to Mitigate: Corners are cleared of Debris

3.2 **Hazard or Risk Identified:** Traffic

Plans to Mitigate: Corner Marshalls and Signage

3.3 **Hazard or Risk Identified :Weather**

Plans to Mitigate: If lightning is present or in the forecast event will be cancelled

4. **Roles and Responsibilities**

It is important that roles and responsibilities be clearly outlined during an emergency. Event organizers should identify required roles, responsibilities, and report relationships. Detail should be provided to ensure all critical activities are covered. Checklists and flowcharts may be used to condense information and outline decision making, this may be added separately as an appendix. Contact information should be provided for all key personnel. In the event of an emergency, key personnel may be required to act as liaison with emergency responders.

All key personnel should be knowledgeable of:

- The general information contained within this document.
- Other key personnel, their roles, responsibilities and contact information.
- Medical and other emergency equipment locations, if provided.
- Method(s) used for communication with other key personnel, volunteers, or patrons i.e. cell phone, radio, intercom, etc.

Emergency drills should include a pre-event walk through by the event organizer who will ensure that all personnel and/or volunteers are aware of any evacuation procedures in place.

Organizers may use the following roles and responsibilities template for their event. This area can be expanded and/or modified as necessary or may be added separately as an appendix to the template.

4.1 **Chief Volunteer (Normally Event Organizer)**

Full Name: Mike Vance

Contact # during event:



Responsibilities:

- Evaluate the need for evacuation as required.
- Initiate evacuation if required.
- Contact Emergency Services (Police, Fire, Ambulance) (as required)
- Account for all personnel and patrons
- Liase with area volunteers and Emergency Services.
- Evaluate, in conjunction with Emergency Services

- Document the emergency situation inclusive of actions taken and outcomes.

4.2 **Area Volunteer (Normally Senior Personnel)**

Full name: Mike Vance	Contact # during event: [REDACTED]
Full name: Peter Heinemeyer	Contact # during event: [REDACTED]
Full name: Norm Smith	Contact # during event: [REDACTED]

Responsibilities:

- Receive directions from the Chief Volunteer
- Ensure that all personnel have been alerted
- Clear all areas as required

4.3 **First Aiders**

Full name: Mike vance	Contact # during event: [REDACTED]
Full name: Norm Smith	Contact # during event: [REDACTED]
Full name: Dawn Heinemeye	Contact # during event: [REDACTED]

Responsibilities:

- Collect First Aid kit/supplies and proceed to assembly area
- Administer first aid as required

4.4 **All Personnel**

Responsibilities:

- Carry out tasks as instructed by the Chief Volunteer
- Proceed to assembly area advising all patrons to do the same
- Report their presence to the Chief Volunteer
- Not to leave assembly area unless advised by the Chief Volunteer or Emergency Services personnel

5. **Emergency Response Procedures**

Procedures are developed from the hazards identified in Section 3 and put in place to help event organizers anticipate and respond to potential emergencies.

Procedures may be developed for first aid treatment, request of an emergency service (police, fire, and ambulance), monitoring of inclement weather, evacuation of an area, etc.

Organizers can use the following information, and/or expand upon or replace this with their own information separately as an appendix to the template.

5.1 **Evacuation**

Evacuation may be required in specific emergency situations such as:

- Weather event
- Medical emergency
- Active threat

The Chief Volunteer will take the following into consideration when determining if and when to evacuate:

- The severity of the incident
- The likelihood of escalation
- The incident becoming uncontrollable beyond the resources available

Generic process of evacuation is shown below:

- Reason for evacuation realized
- Appropriate personnel assess situation
- Notification given to personnel and patrons to evacuate to assembly points
- Personnel renders assistance as required under direction of the Chief Volunteer
- Emergency Services notified of the emergency – call 911
- Personnel ensure venue is vacated including public areas, toilets, etc.
- Await emergency Services assessment

5.1.2 **Location of Fire Extinguisher(s)**

5.2 **Medical Emergency**

Should a medical emergency occur:

- The first personnel on the scene should assess the situation and if they do not have first aid training, immediately notify the Chief Volunteer and/or First Aid trained personnel
- Call Emergency Services – 911 and request an ambulance
- Administer first aid, as trained
- Organize personnel to meet the ambulance outside the venue and take them to the medical emergency location
- Remain with the injured person until Emergency Services personnel arrive
- Assist Emergency Services personnel as required

- Complete an Incident Report form as soon as possible after the event

5.2.1 **Nearest Hospital**

- Name :South Health Campus
- Address :4448 Front ST SE Calgary
- Main Phone number :403 956 1111 OR 911

5.3 **Active Threat**

- Evacuate the event / area
- Call 911 and ask for Police assistance

Important issues to remember when dealing with an active threat

- Keep calm
- Keep the caller on the telephone for as long as possible
- Let the caller speak and endeavor to record as much detail as possible

6. **Emergency Planning Committee**

The Event Organizer and/or Emergency Planning Committee will develop the Special Event Emergency Response Plan and evaluate emergency response procedures to the emergency situations. The Emergency Action Response Plan will be updated and revised, as required.

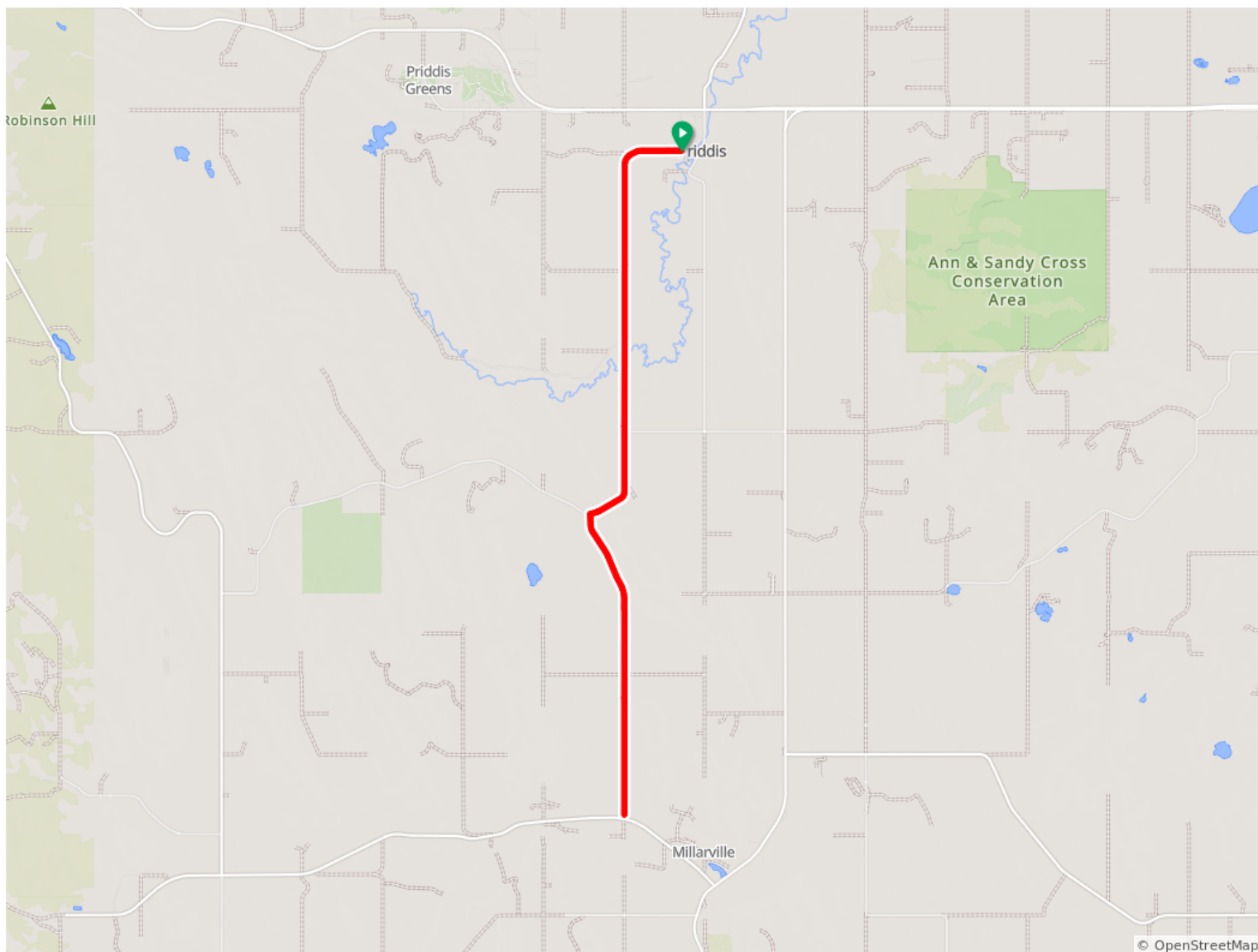
The Emergency Planning Committee consists of the following personnel (recommend 2 – 6 people, depending on the size of the event)

Full name:Mike vance	Contact # during event :	
Full name:Peter Heinemeyer	Contact # during event :	
Full name:Dawn Heinemeyer	Contact # during event :	

7. **LIST OF EMERGENCY CONTROL PERSONNEL**

The following is a list of those personnel and/or volunteers at the event

Full name:Mike vance	Contact # during event:	
Full name: Peter Heinemeyer	Contact # during event :	
Full name:Norm Smith	Contact # during event	

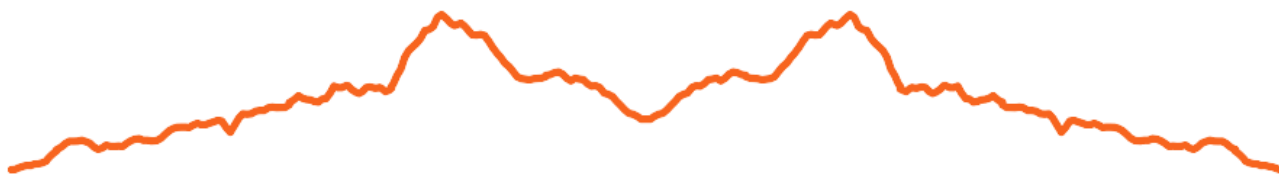


Priddis Road Race

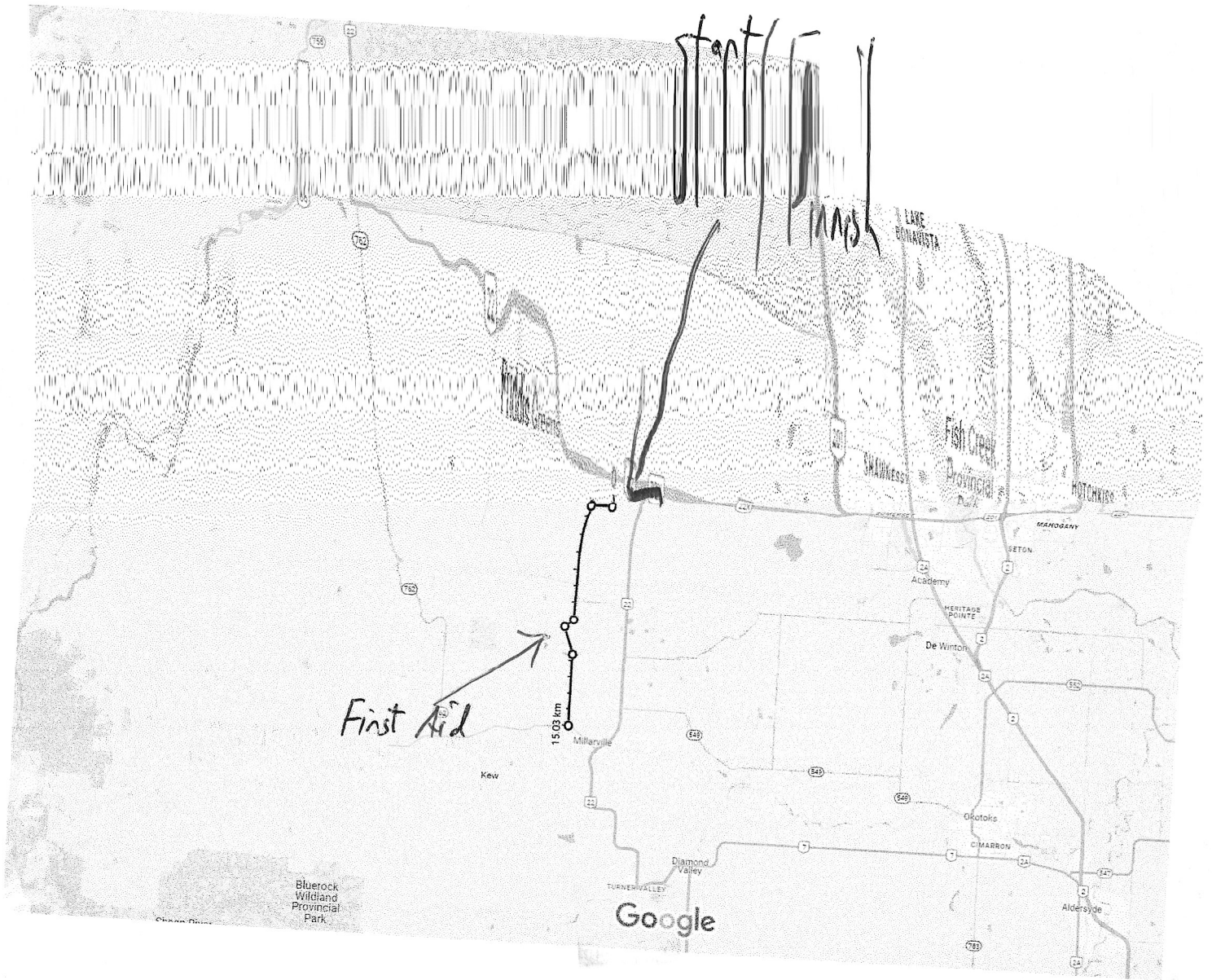
29.8 km
DISTANCE

255 m
ELEVATION GAIN

4.8 %
MAX GRADE



1 # Priddis road race

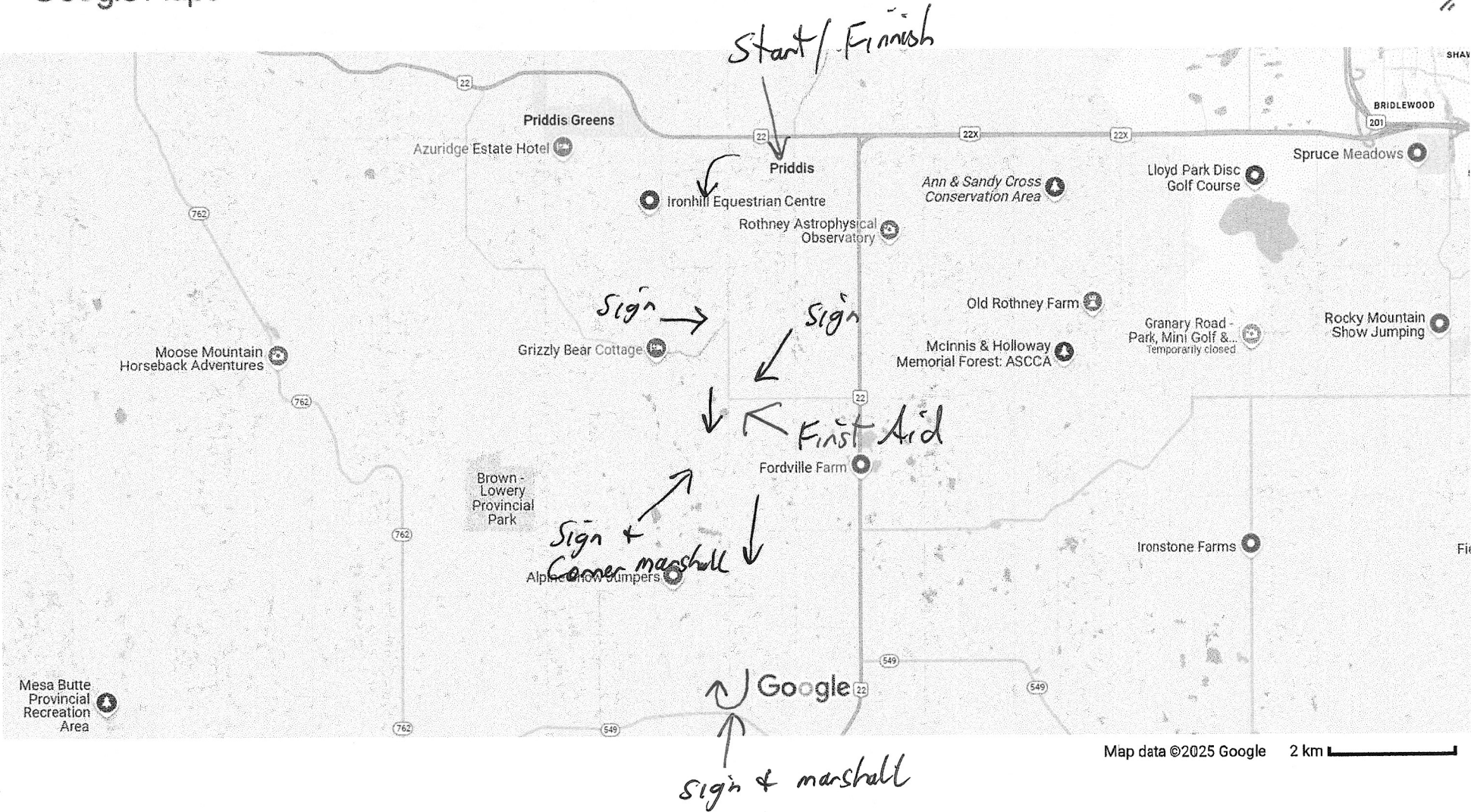


Map data ©2024 Google 5 km

Measure distance
Total distance: 15.03 km (9.34 mi)

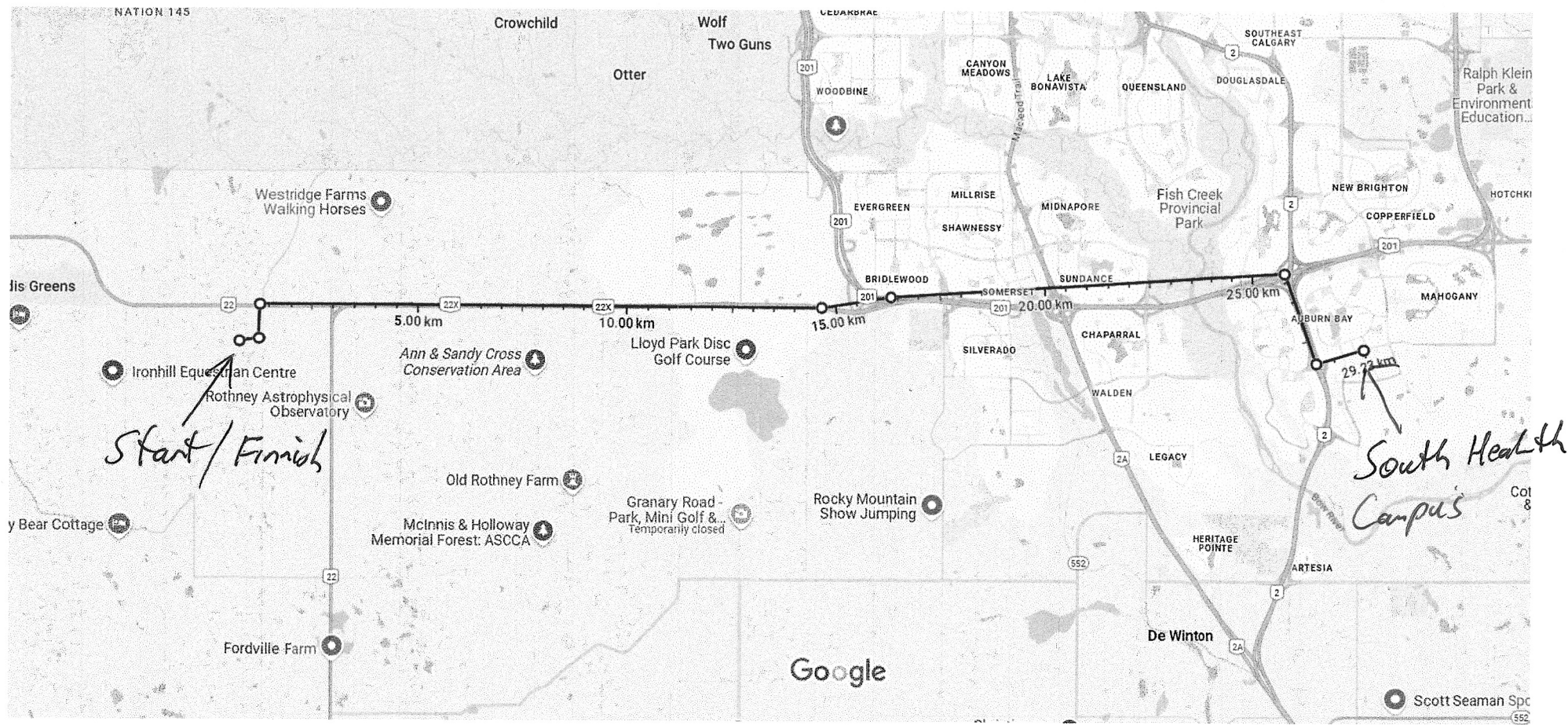
Google Maps

Priddis Road Race ERP map 2025




Google Maps

Priddis Road Race South Health Campus Hospital Route Map 2025



Measure distance
Total distance: 29.23 km (18.16 mi)

DEPARTMENT:	
	TOPIC: Crankmasters – Red Deer Lake Road Race
REPORT PRESENTED BY: Sherri Barrett	

PURPOSE OF REQUEST

For Council to consider authorizing the use of municipal roads for the Crankmasters – Red Deer Lake Road Race cycling event.

BACKGROUND

The Crankmasters Red Deer Lake Road Race is scheduled for May 28, 2025, June 18, 2025 and August 13, 2025.

This request was circulated to Foothills County Director of Community and Emergency Services, Director of Planning, Emergency Management Coordinator, Manager of Enforcement Services, Manager of Planning Applications, Manager of Operations, Public Works, Senior Engineering Technologist and Engineering Technologist. Administration had no concerns with the proposed route, the number of participants, or the staggered start for this event. However, they do recommend additional caution, cyclist ahead signage for motorists at the following locations:

- 80 St W at 226 Ave W
- 64 St W at 226 Ave W
- 242 Ave W at 64 St W
- 242 Ave W at 80 St W
- 80 St W at 274 Ave W
- 64 St W at 274 Ave W

All additional information, documents and permits as requested by Administration have been received.

This is the first year for the Red Deer Lake Road Race.

REQUEST OF COUNCIL

Proposed Motion:

Moved that Council authorize the use of municipal roads during the Crankmasters Red Deer Lake Road Race on May 28, 2025, June 18, 2025 and August 13, 2025, subject to the following:

- Cyclists must ride single file, as close to the right edge of the road as possible;
- all provisions of the Traffic Safety Act are complied with;
- advanced signage is placed at the start and finish locations advising of the date and time of the event;
- placement of caution, cyclist ahead signage in the following locations:
 - 80 St W at 226 Ave W
 - 64 St W at 226 Ave W
 - 242 Ave W at 64 St W
 - 242 Ave W at 80 St W
 - 80 St W at 274 Ave W
 - 64 St W at 274 Ave W
- flaggers to be located as demonstrated in the route submitted with the application;
- the County shall not be held liable for loss or injury resulting from the event; and
- all appropriate insurance policies are in effect;

Or

That Council deny the request for the use of municipal roads during the Crankmasters Red Deer Lake Road Race scheduled for May 28, 2025, June 18, 2025 and August 13, 2025.

APPENDICES

APPENDIX A: Road Event Application

APPENDIX B: Crankmasters - Emergency Action Plan

APPENDIX C: Cycle Course Proposal



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

-
- Completed applications must be received at least 90 days prior to the event. Incomplete applications or applications received less than 90 days before the event may not be considered.
 - This application is to be used to attain approval for road events utilizing municipal roads within Foothills County, and/or to make certain that the County has no objection to the use of provincial highways for an event (a requirement of the province).
 - This application is for road events only. Special events that are to be held on lands located within the municipality may need to acquire a special events permit. This may include pre or post celebrations associated with your road event. Please contact planning@foothillscountyab.ca to find out if you need a require a special events permit.
-

PART 1 – CONTACT DETAILS

Name of Group / Organization: Crankmasters

Mailing Address: Address 1 [REDACTED]

Address 2

City [REDACTED] Province [REDACTED] Postal Code [REDACTED]

Email Address: [REDACTED]

Event Coordinator Contact information:

Contact Person: Mike Vance Title: Ride Coordinator/Exec Member

Phone: Cell: [REDACTED]

Email: [REDACTED]

On-Site Contact Information:

Contact Person: Peter Heinemeyer Title: Commissaire

Phone: Cell: [REDACTED]

Email: [REDACTED]



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

PART 2 - EVENT DETAILS Name of event: Red Deer Road Race

Dates for event: May 28, June 18 and Aug 13 2025

Times for event: From: 6:00 pm TO (:30 pm

To:

Municipal roads required for the event: (Please reference Streets and Avenues, not Township and Range Roads)

226ave, 64stW, 274ave, 80stW

Provincial highways required for the event:

NO

Staging (pre and post event) and rest stop / aid station locations (please list all):

NO

***Please attach a map illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events.**



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Describe the nature and objectives of event:

Cycling event ,with three groups starting at different times

Is this a repeat event? If so, please provide dates of previous events:

NO

Projected number of people involved in this event:

Participants: 30 Spectators: 0 Volunteers: 4

How will these individuals be identified:

Volunteers will have safety vest on and riders will have a number plate

The remaining information under this part may be provided on separate pages and attached to this application if required.

Provide details on how the event will be operated along municipal roads and highways:

Riders obey all rules of the road and be courteous to Residents



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Provide details on what efforts will be taken to limit impacts of the event to local motorists and residents along the proposed routes:

Riders ride single file and watch for residents

Provide details on what efforts will be taken to mitigate or eliminate any risk that may occur to the event participants, spectators and volunteers:

Corners are cleared of debris and corner marshall at major corners also this event has right turns only

Provide details on any rest stops or aid stations that will be set up along the route, including details on the set-up and procedures for participants to safely attend these stops:

NA

What assistance (mechanical & medical) will be provided to the participants when it is required:

We provide a First Aid with Vehicle and Radio, Located at Mid way point



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Will traffic control be required? If so, provide details of the traffic control plan that will be implemented:

NO

Who will be responsible for implementation of the traffic control plan on the day of the event? Provide contact information:

Contact Person: Peter Heinemeyer Title: Commissaire

Phone: _____ Cell: [REDACTED]

Email: _____

Will escort or patrol vehicles be utilized during the event? Provide details of the escort or patrol vehicles including identification of the vehicles and their function along the route:

NO

Will an enhanced policing agreement with the RCMP be required as part of your event?

NO



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

Will an emergency response plan be developed for this event? If so, provide details of the emergency response plan that will be implemented:

YES

Who will be responsible for implementation of the emergency response plan on the day of the event? Provide contact information:

Contact Person: Mike Vance Title: Ride Coordinator/Exec Member

Phone: _____ Cell: [REDACTED]

Email: [REDACTED]

How will the rules and regulations imposed during the event be communicated to the participants? Attach copies of all printed materials to this application:

Volunteers will have Cell phone and Two way Radios



**APPLICATION TO HOLD AN EVENT
ON HIGHWAYS AND / OR MUNICIPAL ROADS
IN FOOTHILLS COUNTY**

PART3 - CHECKLIST

- ☐ Completed Application
- ☐ Map and Diagrams illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events
- ☐ Copies of all Rules and Regulations that will be provided to participants, spectators and volunteers (if applicable) and will be imposed during the event
- ☐ Copy of the traffic control plan that will be implemented during the event (if applicable)
- ☐ Copy of the emergency response plan that will be developed for the event (if applicable)

CALGARY CRANKMASTERS CYCLING CLUB

Wednesday Night Series

Emergency Response Plan (ERP)

An Emergency Response Plan (ERP) clearly defines the processes to be followed in the event of an emergency occurring during a planned Special Event.

1. **Event Description**

Event Name: Red Deer Road Race

Event Date: May 28 , June 18 , Aug 13

Location of Event: 226 Ave and 80th St W

Set up Time: 6:00 PM

Event Operating Hours: 3.5

Expected number of attendees: # of Adults 40 # of Volunteers 4

4

Description of activities taking place at the event
Cycling Road Race ,three Groups starting different times

2. **Scope**

In addition to developing an EAP for the event, organizers must also familiarize themselves with any existing site emergency response plan(s), referencing and/or incorporating these into their plans.

3. **Hazard Identification and Mitigation**

Hazards and risks are identified based on the type or nature of event being held, venue, and audience. Hazards and risks should always be mitigated to ensure the safety of public and protection of life, property, and environment.

3.1 **Hazard or Risk Identified:** Road Debris

Plans to Mitigate: Sweep all Corners

3.2 **Hazard or Risk Identified:** Traffic

Plans to Mitigate: Corner Marshalls and Signage

3.3 **Hazard or Risk Identified : Weather**

Plans to Mitigate :If lightning is present or in the forcast event is cancelled

4. **Roles and Responsibilities**

It is important that roles and responsibilities be clearly outlined during an emergency. Event organizers should identify required roles, responsibilities, and report relationships. Detail should be provided to ensure all critical activities are covered. Checklists and flowcharts may be used to condense information and outline decision making, this may be added separately as an appendix. Contact information should be provided for all key personnel. In the event of an emergency, key personnel may be required to act as liaison with emergency responders.

All key personnel should be knowledgeable of:

- The general information contained within this document.
- Other key personnel, their roles, responsibilities and contact information.
- Medical and other emergency equipment locations, if provided.
- Method(s) used for communication with other key personnel, volunteers, or patrons i.e. cell phone, radio, intercom, etc.

Emergency drills should include a pre-event walk through by the event organizer who will ensure that all personnel and/or volunteers are aware of any evacuation procedures in place.

Organizers may use the following roles and responsibilities template for their event. This area can be expanded and/or modified as necessary or may be added separately as an appendix to the template.

4.1 **Chief Volunteer (Normally Event Organizer)**

Full Name: Mike Vance

Contact # during event:



Responsibilities:

- Evaluate the need for evacuation as required.
- Initiate evacuation if required.
- Contact Emergency Services (Police, Fire, Ambulance) (as required)
- Account for all personnel and patrons
- Liase with area volunteers and Emergency Services.
- Evaluate, in conjunction with Emergency Services

- Document the emergency situation inclusive of actions taken and outcomes.

4.2 **Area Volunteer (Normally Senior Personnel)**

Full name:Mike vance	Contact # during event:	[REDACTED]
Full name: Peter Heinemeyer	Contact # during event:	[REDACTED]
Full name:Norm Smith	Contact # during event:	[REDACTED]

Responsibilities:

- Receive directions from the Chief Volunteer
- Ensure that all personnel have been alerted
- Clear all areas as required

4.3 **First Aiders**

Full name:Mike vance	Contact # during event:	[REDACTED]
Full name:Norm Smith	Contact # during event:	[REDACTED]
Full name:Dawn Heinemeyer	Contact # during event:	[REDACTED]

Responsibilities:

- Collect First Aid kit/supplies and proceed to assembly area
- Administer first aid as required

4.4 **All Personnel**

Responsibilities:

- Carry out tasks as instructed by the Chief Volunteer
- Proceed to assembly area advising all patrons to do the same
- Report their presence to the Chief Volunteer
- Not to leave assembly area unless advised by the Chief Volunteer or Emergency Services personnel

5. **Emergency Response Procedures**

Procedures are developed from the hazards identified in Section 3 and put in place to help event organizers anticipate and respond to potential emergencies.

Procedures may be developed for first aid treatment, request of an emergency service (police, fire, and ambulance), monitoring of inclement weather, evacuation of an area, etc.

Organizers can use the following information, and/or expand upon or replace this with their own information separately as an appendix to the template.

5.1 **Evacuation**

Evacuation may be required in specific emergency situations such as:

- Weather event
- Medical emergency
- Active threat

The Chief Volunteer will take the following into consideration when determining if and when to evacuate:

- The severity of the incident
- The likelihood of escalation
- The incident becoming uncontrollable beyond the resources available

Generic process of evacuation is shown below:

- Reason for evacuation realized
- Appropriate personnel assess situation
- Notification given to personnel and patrons to evacuate to assembly points
- Personnel renders assistance as required under direction of the Chief Volunteer
- Emergency Services notified of the emergency – call 911
- Personnel ensure venue is vacated including public areas, toilets, etc.
- Await emergency Services assessment

5.1.2 **Location of Fire Extinguisher(s) Peter Heinemeyer Vehicle**

5.2 **Medical Emergency**

Should a medical emergency occur:

- The first personnel on the scene should assess the situation and if they do not have first aid training, immediately notify the Chief Volunteer and/or First Aid trained personnel
- Call Emergency Services – 911 and request an ambulance
- Administer first aid, as trained
- Organize personnel to meet the ambulance outside the venue and take them to the medical emergency location
- Remain with the injured person until Emergency Services personnel arrive
- Assist Emergency Services personnel as required

- Complete an Incident Report form as soon as possible after the event

5.2.1 **Nearest Hospital**

- Name: South Health Campus
- Address :4448 Front St SE Calgary
- Main Phone number: 403 956 1111 OR 911

5.3 **Active Threat**

- Evacuate the event / area
- Call 911 and ask for Police assistance

Important issues to remember when dealing with an active threat

- Keep calm
- Keep the caller on the telephone for as long as possible
- Let the caller speak and endeavor to record as much detail as possible

6. **Emergency Planning Committee**

The Event Organizer and/or Emergency Planning Committee will develop the Special Event Emergency Response Plan and evaluate emergency response procedures to the emergency situations. The Emergency Action Response Plan will be updated and revised, as required.

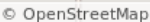
The Emergency Planning Committee consists of the following personnel (recommend 2 – 6 people, depending on the size of the event)

Full name: Mike vance	Contact # during event: [REDACTED]
Full name: Peter Heinemeyer	Contact # during event: [REDACTED]
Full name: Dawn Heinemeyer	Contact # during event: [REDACTED]

7. **LIST OF EMERGENCY CONTROL PERSONNEL**

The following is a list of those personnel and/or volunteers at the event

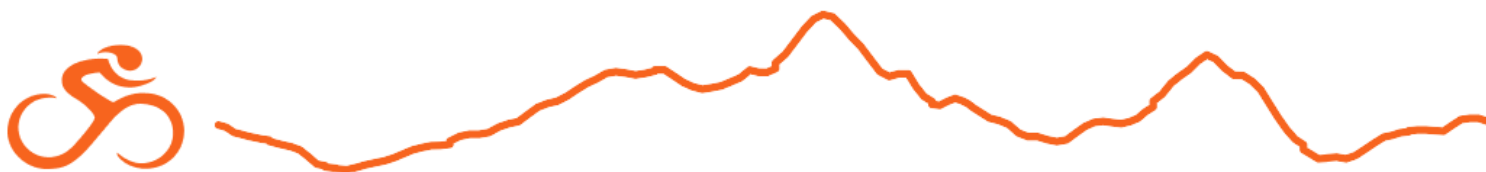
Full name: Mike vance	Contact # during event: [REDACTED]
Full name: Peter Heinemeyer	Contact # during event: [REDACTED]
Full name: Norm Smith	Contact # during event: [REDACTED]



8.1 mi
DISTANCE

523_{ft}
ELEVATION GAIN

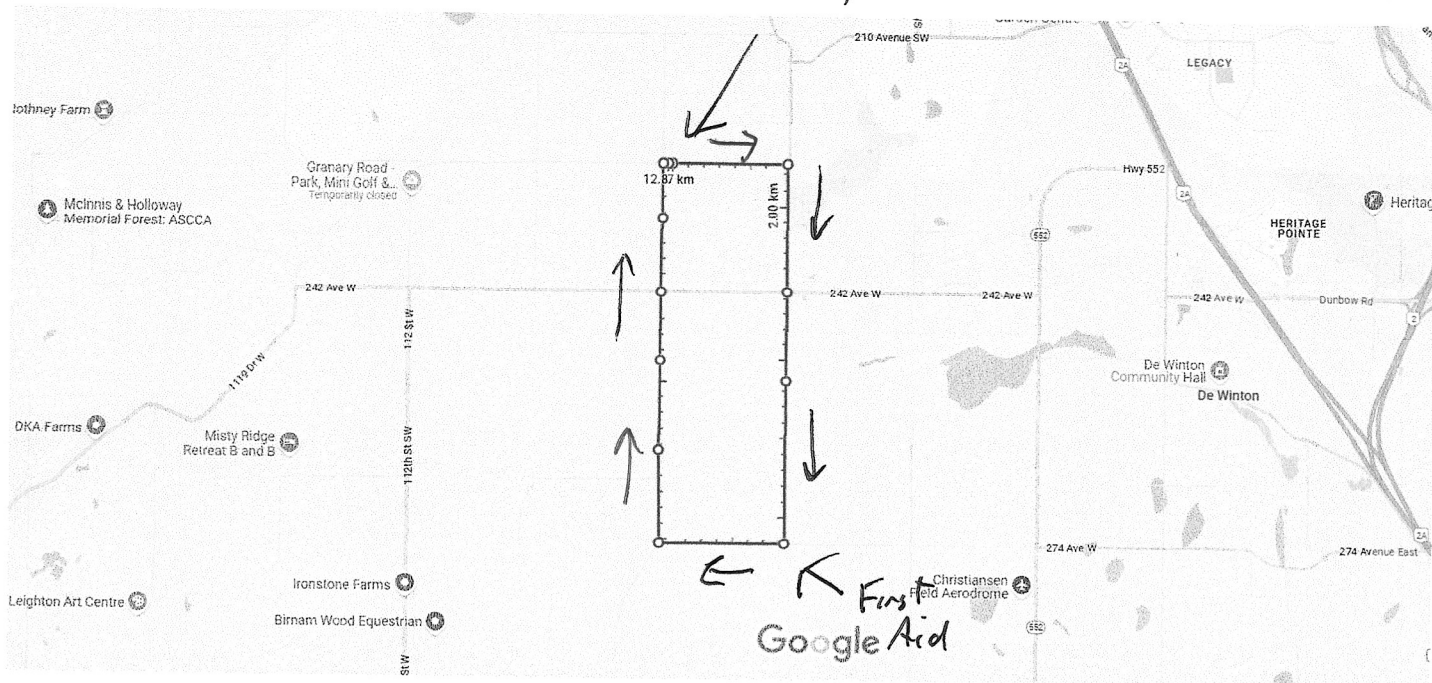
4.6 %
MAX GRADE



Google Maps

Red Deer Lake Road Race 2025

start/Finish



Map data ©2025 Google 1 km

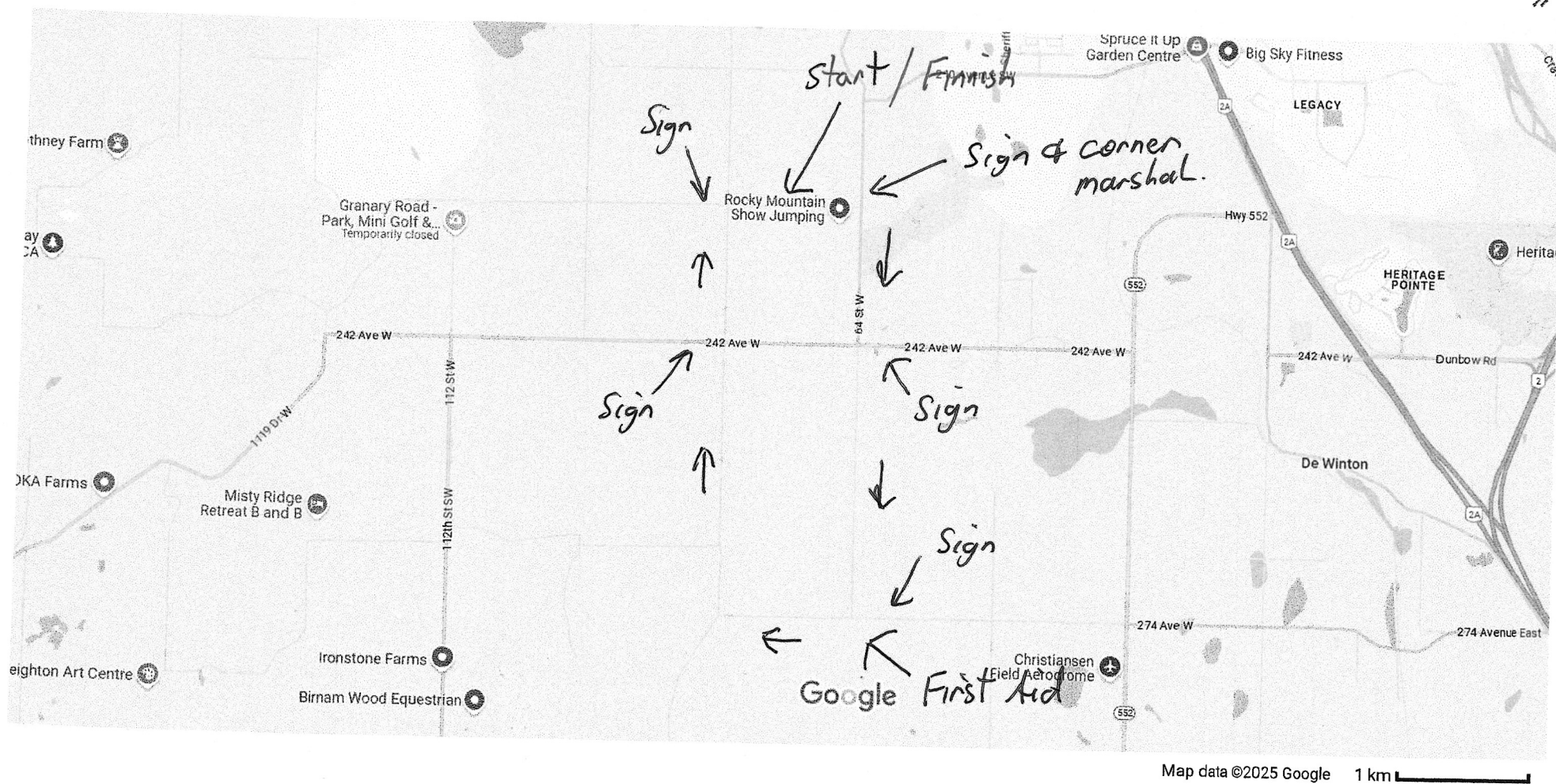
Measure distance

Total area: 7.86 km² (3.04 mi²)

Total distance: 12.87 km (8.00 mi)

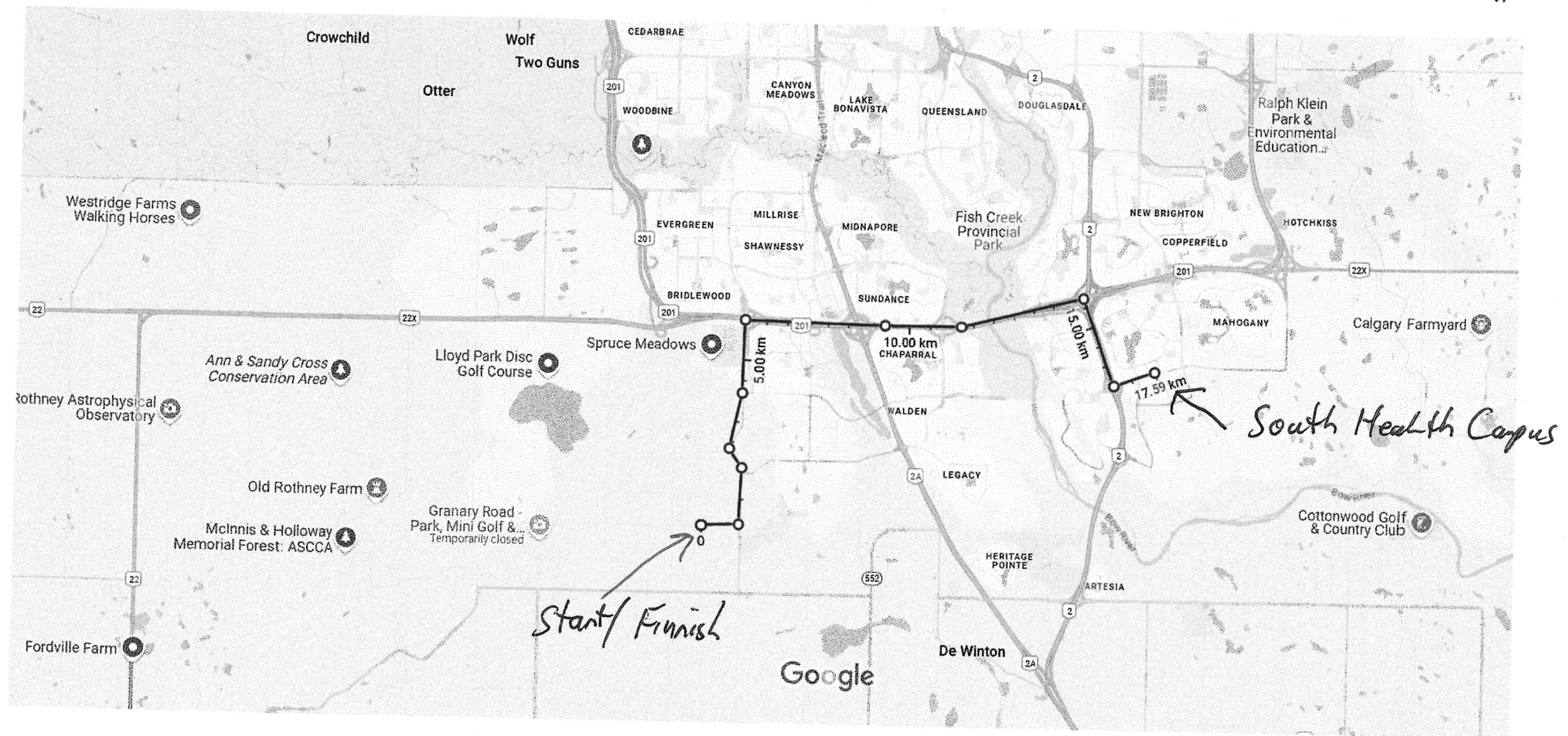
Google Maps

Red Deer Lake ERP Map 2025



Google Maps


Red Deer lake South Health Campus Hospital route 2025



Map data ©2025 Google 2 km

Measure distance

Total distance: 17.59 km (10.93 mi)

COUNCIL ADMINISTRATIVE REPORT Department: Community Services TITLE: FCSS Community Services Committee		
Author: Morgan Nesom, FCSS Assistant Report Presented by: Councillor Barb Castell	DATE: April 16, 2025	
	FCSS Community Services Committee Report	

PURPOSE:

For Council to review 2025 FCSS grant application approvals made by the FCSS Community Services Committee.

BACKGROUND:

Family Community Support Services (FCSS) is a unique 80/20 funding partnership between the Government of Alberta and participating municipalities. Contributions are made through the provincially funded program whereby the Province of Alberta provides 80% of the budget, and that Foothills County is required to match the grant by providing at least 20% of the funding toward support of qualified programs. The FCSS Program receives its mandate from the FCSS Act and Regulation.

Under FCSS, communities design and deliver social programs that are preventative in nature to promote and enhance well-being among individuals, families, and communities. The programs developed are intended to help individuals within their communities to adopt healthy lifestyles, thereby improving the quality of life and building the capacity to prevent and/or deal with crisis situations should they arise. Programs depend on community resources, often involving volunteers in management and delivery.

The FCSS Community Services Committee meets to review all applications submitted to Foothills County FCSS and provides a report to Council.

SUMMARY OF APPROVALS:

**Ann & Sandy Cross
Conservation Area:**

Moved by Barb Castell that Ann & Sandy Cross Conservation Area be granted \$5,000 for the Volunteer Appreciation Event. Ann & Sandy Cross Conservation Area received \$5,000 for their Volunteer Appreciation in 2024.

CARRIED

**Sheep River Health
Trust:**

Moved by Barb Castell that the Sheep River Health Trust be granted \$12,000 for Memory Workshops. Sheep River Health Trust did not submit an application in 2024.

CARRIED

**Davisburg Community
Association:**

Moved by Rob Siewert that Davisburg Community Association be granted \$4,200 for the Community Awareness and Volunteer Programs. Davisburg Community Association received \$3,000 for the Community Awareness Program in 2024.

CARRIED


**Friends of the Bar U
Historic Ranch
Association:**

Moved by Rob Siewert that Friends of the Bar U Historic Ranch Association be granted \$5,000 for the Volunteer Engagement & Retention Program. Friends of the Bar U Historic Ranch Association received \$5,000 for the Volunteer Engagement & Retention Program in 2024.

CARRIED

RECOMMENDATION:

That Council accept the FCSS Community Services Committee grant report as presented.

DEPARTMENT:	
	TOPIC: SRRUC 2025 Budget Approval
REPORT PREPARED BY: Krista Conrad REPORT PRESENTED BY: Harry Riva Cambrin	

PURPOSE OF REQUEST

To have Council approve the 2025 Capital and Operating Budget for Sheep River Regional Utility Corp.

BACKGROUND

The Sheep River Regional Utility Corp. 2025 Budget was approved by the SRRUC board of directors at its November 21, 2024 meeting.

At its April 2, 2025 meeting, Diamond Valley passed the following resolution:

Moved by Councillor Cindy Holladay that Council approve the 2025 SRRUC Operational and Capital Budget as presented.
MOTION CARRIED

The budget is now being brought forward to Foothills County Council for approval.

REQUEST OF COUNCIL

Proposed Motion:

That Council approve the 2025 Budget for Sheep River Regional Utility Corp. as presented.

APPENDICES

- Appendix A: SRRUC 2025 Draft Budget
- Appendix B: SRRUC 2025 Draft Capital Budget
- Appendix C: SRRUC 2025 Budget Notes

Sheep River Regional Utilities Corporation

2025 Draft Budget Notes

November 21, 2024

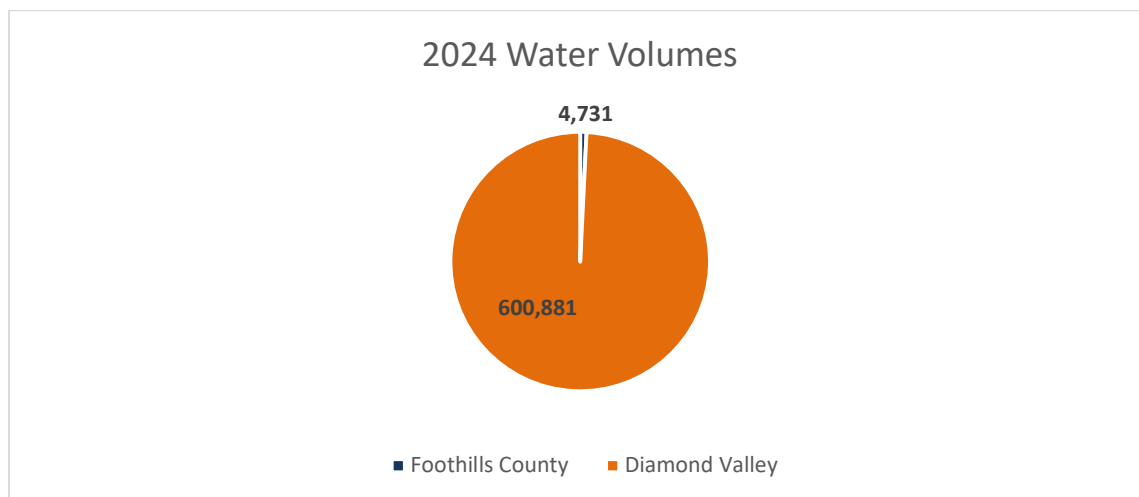
Background:

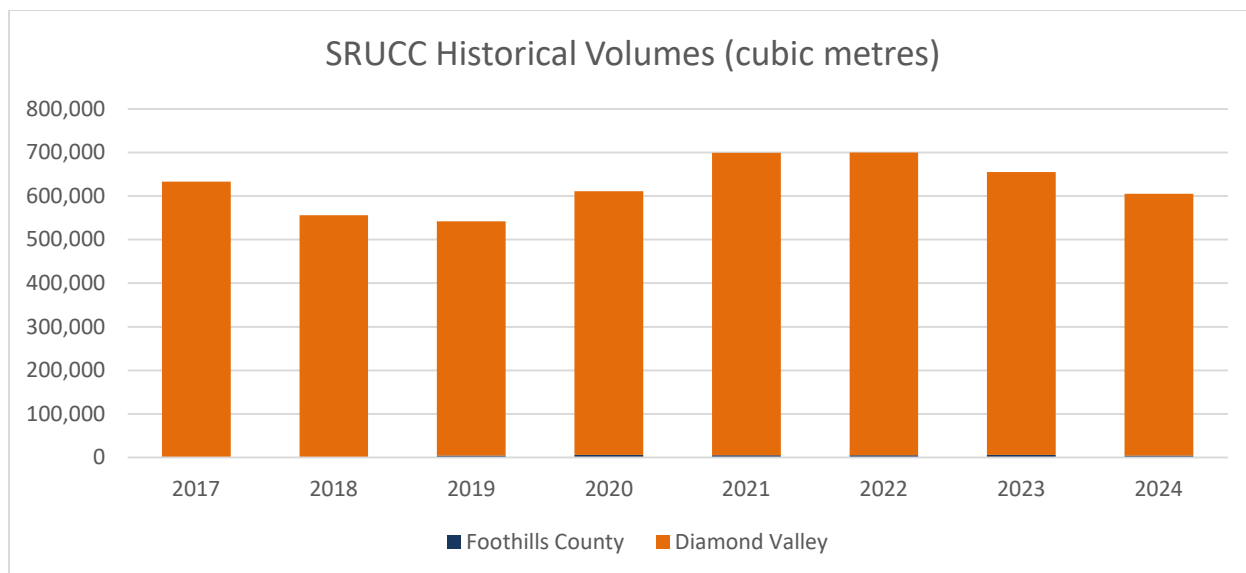
The Sheep River Regional Utilities Corporation (SRRUC) budget comprises two main components: **Fixed Costs** and **Variable Costs**.

- **Fixed Costs:** Include administration fees, insurance, audit expenses, and the Capital Reserve transfer. The Capital Reserve transfer is always 50% of the budgeted amortization. Fixed costs are billed to participants based on ownership (90% for Diamond Valley and 10% for Foothills County).
- **Variable Costs:** Represent Total Operating Costs minus amortization and interest income. Variable costs are billed to participants based on actual usage from the prior year. For the upcoming year, the percentage usage is:
 - Diamond Valley: 99.2%
 - Foothills County: 0.8%

Note: The effective cost of consumption for 2025 is \$1.20/m³, an increase from \$1.10/m³ in 2024, driven by rising costs and an 8.2% decrease in 2024 consumption volumes.

Volume Usage:





Revenue:

- **Other Income:** Directly offsets 2025 capital requests and will be invoiced to participants based on the 90/10 ownership split. This invoice will be issued at year-end based on actual costs incurred.
- **New Rates:** Effective as of June 1, of the Calendar year.
- **Interest Income:** Increased by \$7,000, reflecting growth in SRRUC's capital reserve, which held a balance of \$779,666 in 2023.

Expenses:

- **Wages & Benefits:** Increased by \$15,000 to account for wage adjustments and higher overtime.
- **Amortization:** Increased by \$4,797 based on actual values from prior years.
- **Groundwater Monitoring & Testing:** Maintained at \$50,000, reflecting historical costs.
- **Utilities:** Reduced by \$15,000 in alignment with historical actuals.
- **Engineering Fees:** Remain at prior-year levels to ensure adequate allocation for river intake consulting services.

- **WTP (Water Treatment Plant) Maintenance & Repair:** Increased by \$5,000, reflecting historical actuals.
- **Insurance:** Increased by \$1,500 due to higher premiums.
- **Audit:** Increased by \$1,450 to reflect the new assurance services contract with Avail LLP.

Sheep River Regional Utilities Corporation
Budget 2025 - DRAFT
2024-11-14

	2024 Budget	2025 Budget	Increase (decrease)	
Revenue				
Variable Water Revenue	\$723,852	\$728,050	\$4,198	0.58%
Fixed Revenue	169,124	175,972	6,848	4.05%
Interest Income	24,000	31,000	7,000	29.17%
Other Income	30,000	26,000	-4,000	-13.33%
Total Revenue	\$946,976	\$961,022	\$14,046	1.48%
Expenses				
Wages & Benefits	\$230,000	\$244,000	\$14,000	6.09%
Amortization	224,147	228,944	4,797	2.14%
Groundwater Monitoring & Testing	50,000	50,000	0	0.00%
Utilities Expense	140,000	132,000	-8,000	-5.71%
Engineering Fees	150,000	150,000	0	0.00%
Work Contracted	62,000	62,000	0	0.00%
Small Tools & Supplies	45,000	45,000	0	0.00%
WTP Maintenance & Repair	25,000	30,000	5,000	20.00%
Computer Services	6,000	6,000	0	0.00%
Telephone	6,000	6,000	0	0.00%
Conferences, Memberships & Training	5,000	5,000	0	0.00%
Operating Supplies	15,000	15,000	0	0.00%
Postage	600	600	0	0.00%
Fuel Expense	6,000	6,000	0	0.00%
Office Supplies	5,000	5,000	0	0.00%
Meals & Mileage	0	200	200	0.00%
Advertising	1,000	1,000	0	0.00%
Bank Charges	1,250	1,250	0	0.00%
Total Operating costs	\$971,997	\$987,994	15,997	1.65%
Administration Fee	\$34,500	\$36,000	1,500	4.35%
Insurance	18,500	20,000	1,500	8.11%
Audit	4,050	5,500	1,450	35.80%
Total Management & Admin costs	57,050	61,500	4,450	7.80%
Total Expenses	\$1,029,047	\$1,049,494	\$36,444	16.77%
Excess of Revenues over Expenditures	(\$82,071)	(\$88,472)		
Add back in Amortization	224,147	228,944		
Capital purchases	-30,000	-26,000		
Transfer to Capital Reserve	-112,074	-114,472		
Surplus (Deficit)	\$3	\$0		

Sheep River Regional Utilities Corporation
Budget 2024 - Approved
2024-11-14

Summary of 2025 Rates (Jan - May)

		Consumption			
	Fixed (monthly)	Variable (monthly)			
Diamond Valley	13,395	61,078			
Foothills County	1,488	493			
	14,883	61,571	74,417	307,855	382,272

Summary of 2025 Rates (June - December)

		Consumption			
	Fixed (monthly)	Variable (monthly)			
Diamond Valley	13,057	59,559			
Foothills County	1,451	469			
	14,508	60,028	101,555	420,195	521,750
			175,972	728,050	904,022

**Operating budget &
consumptive cost of
water history**

	2023	2024	2025
Operating budget history	\$682,450	\$723,850	\$728,050
allocation to Diamond Valley	677,673	718,783	722,363
allocation to Foothills County	\$3,681	5,791	5,687
Volume Projection (budgeted)	699,782	655,110	605,612
Effective cost of consumption	0.98	1.10	1.20

SRRUC Capital Projections


Budget 2025

Draft #1

Capital

Camera Security System
2x Raw Water Flow Totalizer Meter
PLC System
Online Chlorine Analyzers

	2024	2025	2026	2027	2028
	\$14,000	26,000			
	16,000		24,000		
				\$85,000	
					45000
TOTAL	\$30,000	\$26,000	\$24,000	\$85,000	\$45,000

DEPARTMENT: Legislative Services Department	
	TOPIC: Provincial Police Advisory Board
REPORT PRESENTED BY: CAO Ryan Payne	

PURPOSE OF REQUEST

For Council to consider appointment of a Foothills County Representative on the Provincial Police Advisory Board.

BACKGROUND

The Provincial Police Advisory Board will be made up of 15 members;

- 3 First Nations Representatives
- 1 (at minimum) Metis Settlement member
- 2 Rural Municipalities of Alberta Representatives
- 2 Alberta Municipalities Representatives
- 4 Members of the community, 1 from each RCMP district
- 3 other members based on geographical location, expertise and desirable attributes

The Minister of Public Safety and Emergency Services is currently looking for a direct appointment to the Provincial Police Advisory Board (PPAB). While recommendations will be accepted, the appointment will ultimately be at the discretion of the Minister.

The scope of the PPAB is to provide valuable insight into the challenges of communities regarding public safety, specifically those that are under 5000 in population that are policed by the RCMP.

Meeting frequency is estimated to be every 3 to 4 months with most meetings likely to be a hybrid model due to the geographical distances of each member. Every member will have to go through an enhanced security clearance prior to being appointed as a member of the board.


REQUEST OF COUNCIL

OPTION 1:

That Council Acknowledge information regarding the appointment of Board members to the Provincial Police Advisory Board (PPAB).

OPTION 2:

That Council recommend to the Minister of Public Safety and Emergency Services that _____ be considered for appointment to the Provincial Police Advisory Board (PPAB).

DEPARTMENT: Legislative Services	
	TOPIC: Blackie Community Association - Canada Day Celebration - Request for Donation
REPORT PRESENTED BY: Sherri Barrett	

PURPOSE OF REQUEST

To consider the request for donations to support Canada Day events in Blackie, Alberta.

BACKGROUND

The Blackie Community Association is planning the Blackie Canada Day Celebration, to be held July 1, 2025. The focus is to provide a full day of family friendly activities such as a breakfast, parade, show and shine, beer gardens, bouncy castles, sparkle tattoos, farmer market, petting zoo, silent auction, food trucks and concession, a tractor pull, and fireworks.

The Blackie Community Association is a non-profit organization and any donations received, either in the form of a financial donation or a silent auction raffle item, help ensure the success of this event.

Foothills County participates in the Canada Day Celebration by putting the County Float in the parade. In 2023 and 2024 Council authorized the use of the Lion's Club Park in Blackie for this event as well as a donation of a raffle item for the silent auction.

REQUEST OF COUNCIL

Proposed Motion:

That Council authorize the use of the Lions Club Park for the Blackie Community Association's Canada Day Celebrations on July 1, 2025 and approve the donation of a raffle item for the silent auction.

(Council is requested to consider a monetary donation)

APPENDICES

Appendix A - Blackie Community Association - Letter of Request

January 4, 2025

Dear Community Members:

RE: 2025 Blackie Canada Day Donations

The Blackie Community Association (BCA) is dedicated to providing activities that benefit the residents of our hamlet and the surrounding areas. The BCA is a non-profit organization that strives to make a positive difference in the Blackie community.

The BCA is requesting your assistance to help alleviate some of the costs associated with Canada Day events in Blackie. We are looking for financial donations and/or silent auction raffle items. Generous donors like you help ensure the success of the Canada Day celebrations in Blackie and make it possible to provide a full day of family friendly activities. The BCA would be happy to display any promotional materials, such as banners, signs, etc. As well, we would love to have you participate in our parade.

Please contact Stacey Groeneveld at [REDACTED] or [REDACTED] for any inquiries regarding making a donation, arranging pick up for silent action items or details about how your donation will be used. Donations can be made by cheque, made out to the Hamlet of Blackie Community Association or by e-transfer, sent to BlackiecommunityAssociation@outlook.com.

We invite you to join us on July 1, 2025 for our all-ages activities, including:


- Breakfast, organized by the Blackie Volunteer Fire Department, starts at 7 a.m.
- Parade 10 a.m. (line up to join the parade at the arena 9 a.m.)
- Show and Shine 12-4 p.m. (at the Blackie Seed Plant, registration 11 a.m.)
- Activities in the Lions Campground start at 11 a.m.
 - Beer gardens with live music
 - Bouncy castles
 - Sparkle tattoos
 - Farmer's market
 - Petting zoo
 - Silent auction
 - Food trucks and concession
 - Tractor pull
- Fireworks at dusk

The BCA thanks you for your consideration and looks forward to hearing back from you.

Sincerely,

Stacey Groeneveld

President, Blackie Community Association

DEPARTMENT: Legislative Services	
	TOPIC: University of Calgary – Request to have Foothills County Representative in Cohort Group
REPORT PRESENTED BY: Reeve Delilah Miller	

PURPOSE OF REQUEST

To consider the request to have a Councillor as a Foothills County representative in the University of Calgary's nursing student cohort group and attend an upcoming community engagement meeting with the University of Calgary.

BACKGROUND

Please see the attached request.

REQUEST OF COUNCIL

Proposed Motion:

That Council acknowledge the request regarding the Rural Community Route Program and authorize (Councillor or member of Administration) to attend the upcoming community engagement meeting as a Foothills County representative in the University of Calgary's Faculty of Nursing Cohort Group.

APPENDICES

Appendix A - Letter of Request – Eliane Dominique, High River Continuing Care, Site and Cancer Clinic Manager

From: Eliane Domingue <Eliane.Domingue@albertahealthservices.ca>

Sent: April 4, 2025 4:31 PM

To: Delilah Miller <Delilah.Miller@FoothillsCountyAB.ca>; Don Waldorf <Don.Waldorf@FoothillsCountyAB.ca>; Rob Siewert <Rob.Siewert@FoothillsCountyAB.ca>; Barb Castell <Barb.Castell@FoothillsCountyAB.ca>; Suzanne Oel <Suzanne.Oel@FoothillsCountyAB.ca>; Alan Alger <Alan.Alger@FoothillsCountyAB.ca>; RD McHugh <RD.McHugh@FoothillsCountyAB.ca>

Subject: University of Calgary new nursing students cohort group...in your area :-)

Some people who received this message don't often get email from eliane.domingue@albertahealthservices.ca.
[Learn why this is important](#)

Dear Reeve Miller, Deputy Reeve Waldorf and Councillors,

My name is Eliane. I'm the High River Hospital Site Manager. I have some exciting news to share. The University of Calgary (U of C) have let me know that they are going to expand their [Rural Community Route | Faculty of Nursing | University of Calgary](#) to include our communities as the next cohort group. Their program is really blazing the trail nationally enhancing access for rural students to complete their Bachelor of Nursing from their home community (students would only have to go to Calgary once every two weeks for labs; all theory classes are online, and all clinical rotations would be within our facilities). If this goes forward, they anticipate accepting applications for enrollment into our potential cohort in the Fall of 2025, with an anticipated start of Fall 2026.

In the coming weeks, U of C will do more formal media announcements and update their website to announce our new cohort group, which will consider applicants that reside in the communities of Claresholm, Stavely, Nanton, Vulcan, High River, and Diamond Valley and surrounding County/MD. They plan to open to receive applicants this fall and will review and issue acceptance letters in the Spring 2026 for a start date of Fall 2026. All theory courses will be online, and all clinical rotations will occur in Claresholm (all sites), High River Hospital, and Oilfields Hospital. Students would only need to travel within those areas for their clinical rotations and to the U of C once every two weeks for Labs.

The next step is to arrange a meeting for U of C to engage with our community partners, which includes Local Health Foundations, Town, and County/Municipal District Officials, and other members of our local community recruitment/retention committees. The goal of this community engagement meeting is for U of C to share the news of this local Grow Our Own post-secondary educational opportunity and to share some ideas that our community partners may want to consider to support and inspire their local student's ongoing commitment/service to our rural communities, such as offering scholarships/bursaries or local community incentives (fuel gift cards, recreation facility passes etc.). As our cohort group is a large geographical area impacting many communities, we are thinking that a Zoom or Microsoft Teams meeting is likely best so the U of C can share this information with all of our community partners at the same time.

I am reaching out to ask if one of you would be interested in being the Foothills County representative and attending the upcoming community engagement meeting with the University of Calgary. If you are available and willing, I will send you a survey poll to indicate your preference for meeting dates and times between April 29th and June 12th.

Your participation would be greatly appreciated in ensuring your community perspective is well represented.

We are committed to continuing our work to better serve our community and appreciate your ongoing support. If you have any questions or wish to learn more about this program, I would be happy to discuss further.

Warm regards,

Eliane Domingue
High River Continuing Care, Site and Cancer Clinic Manager

_____

This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, retransmission, or other disclosure is strictly prohibited. If you have received this message in error, please notify the sender immediately, and then delete the original message. Thank you.
Eliane.Domingue@albertahealthservices.ca

[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.

DEPARTMENT: Corporate Services	
	TOPIC: 2024 Reserve Transfers
REPORT PREPARED BY: Reginald Hammond REPORT PRESENTED BY: Reginald Hammond	

INTRODUCTION

During 2024, the following reserve transfers were recorded:

Flood Reserve Transfer to Aldersyde Water Systems Reserve	(474,663)
Calgary Annes. Reserve- debenture payments of 226 Ave & 64 Street roadwork	(299,805)
Public Reserve	(250,000)
Fire Reserve	(13,067)
Blackie Off Site Contribution	(11,000)
Blackie Community Hall	(7,976)
 Cayley Offsite Contribution	 873,715
Public Reserve	433,705
Recreation Reserve interest earned	8,398
Senior Citizen Trust interest earned	1,028
 2024 Estimated Surplus	 7,500,000
Recommended Transfers:	
Aldersyde Water Systems Reserve	4,000,000
Reserve for Future Expenses	3,000,000

_RECOMMENDATION

Administration recommends that council pass a formal motion to approve the reserve transfers as presented above.