

**FOOTHILLS COUNTY
COUNCIL AGENDA**



Wednesday, May 14, 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	
C. PUBLIC HEARINGS & MEETINGS	
C.1 10:00 a.m. - Miklos - NW 10-21-02 W5M - Redesignation (A to CR) Presented by: Planning Officer Aamani Sidhu	3
C.2 11:00 a.m. - McChesney Contracting / 2519289 Alberta Ltd. - SW 17-20-02 W5M - Road Closure for Purchase Presented by: Municipal Lands Administrator Donna Fowler	15
C.3 1:30 p.m. - Anderson - NW 13-21-04 W5M - Redesignation (A to CR) Presented by: Planning Officer Brittany Smith	21
C.4 3:00 p.m. - Foothills County Assessment Presentation Presented by: Manager of Assessment Services Teresa Lemon	33
D. MISCELLANEOUS PLANNING ITEMS	
D.1 1651993 Alberta Ltd. / Lower - NE 21-21-29 W4M - Request to Name Subdivision and New Internal Subdivision Road	42
D.2 Comic Traders Holdings Ltd. - S 06-22-29 W4M - Development Permit Application 25D 045	48
E. SUBDIVISION APPROVING AUTHORITY ITEMS	
F. MISCELLANEOUS MUNICIPAL ITEMS	
F.1 Changes to Personal and Family Day Accrual Cycle Presented by: Director of Corporate Services Reginald Hammond	69
F.2 Safety Codes B2C2 Officer (Term Position) Presented by: Director of Community & Emergency Services Rick Saulnier	70
F.3 Foothills County's Building Automation System (BAS) / Scott Seaman Sports Rink (BAS) - Award of Tender Presented by: Manager of Municipal Energy Services Adeniyi Adeaga	73

F.4 Scott Seaman Sports Rink - Installation of Rooftop Solar PV System - Award of Tender 74

Presented by: Manager of Municipal Energy Services Adeniyi Adeaga

F.5 Municipal Reserve - SW 14-19-29 W4M - Bid Results 77

Presented by: Municipal Lands Administrator Donna Fowler

G. CONFIDENTIAL CLOSED SESSION

G.1 Advice from Officials - FOIP s. 24

G.2 Cargill Meter Chamber - Tender Results - FOIP s. 25

Presented by: Municipal Advisor Harry Riva Cambrin

H. MOTIONS ARISING FROM CONFIDENTIAL CLOSED SESSION

I. OTHER MATTERS

I.1 Lunch

I.2 Accounts – May 14, 2025

Deputy Reeve Waldorf, Councillors McHugh and Castell

I.3 Minutes – May 7, 2025

I.4 Committee Reports


I.5 Next Meeting – May 21, 2025

I.6 Adjourn

**PUBLIC HEARINGS AND MEETINGS
PLANNING AND DEVELOPMENT REPORT TO COUNCIL
LAND USE AMENDMENT**

May 14, 2025

To be heard at: 10:00 AM

APPLICATION INFORMATION		File No. 25R023
	LEGAL DESCRIPTION: NW 10-21-02 W5M	
	LANDOWNERS: Kenneth & Linda Miklos	
	APPLICANT: Kristi Beunder of Township Planning + Design Inc.	
	AREA OF SUBJECT LANDS: 159.88 acres	
	CURRENT LAND USE: Agricultural District	
	PROPOSED LAND USE: Country Residential District	
NUMBER & SIZE OF PROPOSED NEW PARCELS: 1 x 9.0 +/- ac.		
PROPOSAL: Redesignation of 9.0 +/- acre portion of the subject 159.88-acre Agricultural District parcel to Country Residential (CR) District to allow for the future subdivision of 1 x +/- 9.0 acre CR first parcel out.		
DIVISION NO: 5	COUNCILLOR: Alan Alger	
FILE MANAGER: Aamani Sidhu		

EXECUTIVE SUMMARY:

Location:

The subject parcel is located:

- East and adjacent to 144 St W
- 2.5 kilometers (1.6 miles) west of 112 St W
- 2.2 kilometers (1.4 miles) north of the intersection of HWY 549 and 114 St W
- 1.6 kilometers (1.0 miles) east of the intersection of 160 St W and 306 Ave W
- 7.3 kilometers (4.5 miles) north of the Town of Diamond Valley

Policy Evaluation:

Reviewed within the terms of the:

- Municipal Development Plan 2010 (MDP2010);
- Growth Management Strategy; and
- Land Use Bylaw 60/2014.

Referral Considerations:

- Referred to the necessary internal departments and required external agencies.

PURPOSE OF APPLICATION:

Bylaw XX/2025 – Redesignation of a 9.0 +/- acre portion on NW 10-21-02 W5M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one new 9.0 +/- acre Country Residential lot, with an approximate 150.88 +/- acre Agricultural District balance parcel.

SITE CONSIDERATIONS:

Access:

The proposed 9.0 +/- acre parcel is accessed by an existing approach via 144 St W, which includes a 35.77 m long by 15.00 m wide panhandle. The developed portion of the road allowance ends after this approach. Access to the balance parcel is proposed from the existing turnaround measuring 48.04 m, located at the southern edge of the subject parcel. Please refer to the map below for details.

Existing Development:

The proposed +/- 9.0-acre parcel includes the existing residence, two accessory structures, water well, and septic system.

Physiography:

The subject parcel features significant slopes, substantial tree cover, and a small dugout. The dugout is seasonally replenished by precipitation runoff and serves as source for stock watering.

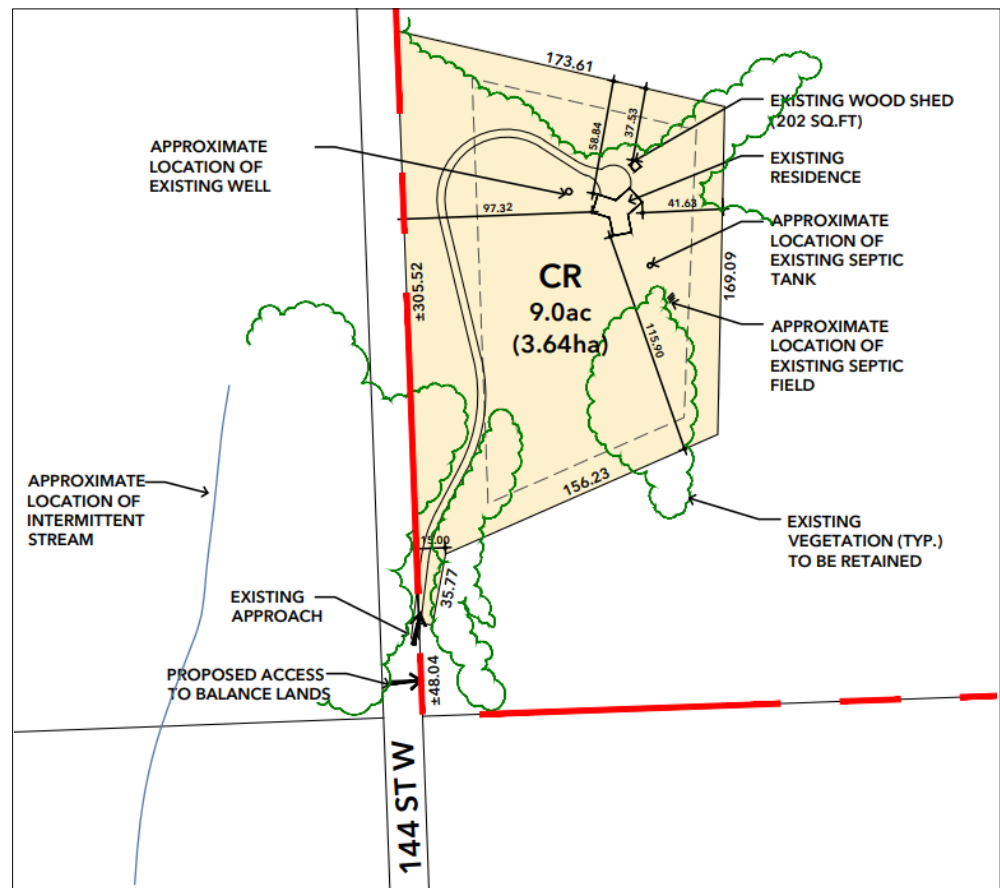


Figure 1. Portion of site plan showing the proposed parcel, existing development, existing approach, and proposed approach to the balance parcel.

POLICY EVALUATION:

Municipal Development Plan (MDP2010):

The application meets the intent of Policy 5 of the Agriculture section of the MDP2010, which supports the subdivision of one parcel from an unsubdivided quarter section, provided specific criteria are met to minimize impact on the agricultural balance. The application satisfies the requirements outlined, including appropriate parcel size, respect for natural capital, consideration of access, no adverse effects on neighboring agricultural operations, and proper zoning for subdivision. However, it does not fully align with the intent of Policy 2, which aims to maintain the integrity of the agricultural land base and discourages fragmentation.

Land Use Bylaw No. 60/2014:

The application meets the density requirements and lot size restrictions as set out in Sections 12.1.6.2 of the Agricultural District and 13.1.6.2 of the Country Residential District within the County's Land Use Bylaw.

Growth Management Strategy (GMS):

The subject parcel is located within the Northwest District, which anticipates continued development pressure. This area is likely to accommodate minimal to moderate growth in the form of both country residential and cluster residential development. Support may be anticipated for the idea of a more intense form of development such as Hamlet Residential in close proximity to existing hamlets if appropriate utility infrastructure is available. This growth must be undertaken with careful consideration of the potential wildlife habitat and watershed areas.

REFERRAL CIRCUALTION:

CIRCULATION REFERRALS	
REFEREE	COMMENTS
INTERNAL	
Public Works	There are no concerns with the proposed or existing approach. Grades of 25% exist approximately 150 m north of the current cul-de-sac on 144 St W. The undeveloped portion of the 144 St W road allowance to the north could be extended in the future if needed. Public Works recommends a 5 m road widening by caveat along the east side of 144 St W for the NW 10 quarter, and to survey out +/-35 m along 144 St W to accommodate road widening for the cul-de-sac in the southwest corner of the quarter section.
PUBLIC	
Western Wheel	April 30, 2025 and May 7, 2025.
Landowners (half mile)	No letters received prior to the hearing date.

SUMMARY:

Bylaw XX/2025 – Application to amend the Land Use Bylaw by authorizing the redesignation of a 9.0 +/- acre portion on NW 10-21-02 W5M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one new 9.0 +/- acre Country Residential lot, with an approximate 150.88 +/- acre Agricultural District balance parcel.

OPTIONS FOR COUNCIL CONSIDERATION:

OPTION #1 – APPROVAL

Council may choose to grant 1st reading to the application for the redesignation of a 9.0 +/- acre portion on NW 10-21-02 W5M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one new 9.0 +/- acre Country Residential District first parcel out, with an approximate 150.88 +/- acre Agricultural District balance parcel for the following reasons:

In their consideration of the criteria noted in Agriculture section section of the MDP2010, Council is of the opinion that allowing the first parcel out 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 County's Land Use Bylaw.

Recommended Conditions for Option #1:

1. Landowners are to fully execute and comply with all requirements as outlined within the Municipal Development Agreement for the purposes of payment of the community sustainability fee and any other necessary municipal and on-site improvements as required by Council and the Public Works department;
2. Final redesignation application fees to be submitted;
3. Submission of an executed subdivision application and the necessary fees.

OPTION #2 REFUSAL

Council may choose to refuse the application for the redesignation of a 9.0 +/- acre portion on NW 10-21-02 W5M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one new 9.0 +/- acre Country Residential District first parcel out, with an approximate 150.88 +/- acre Agricultural District balance parcel for the following reasons:

In consideration of the criteria noted in the Agriculture section of the MDP2010, Council did not find sufficient merit in the proposal to consider removing the subject lands from the agricultural district and allowing the fragmentation of the subject lands, as it is Council's intent to maintain the agricultural land base.

APPENDICES:

APPENDIX A: MAP SET

LOCATION MAP

LAND USE MAP

HALF MILE MAP – PARCEL SIZES

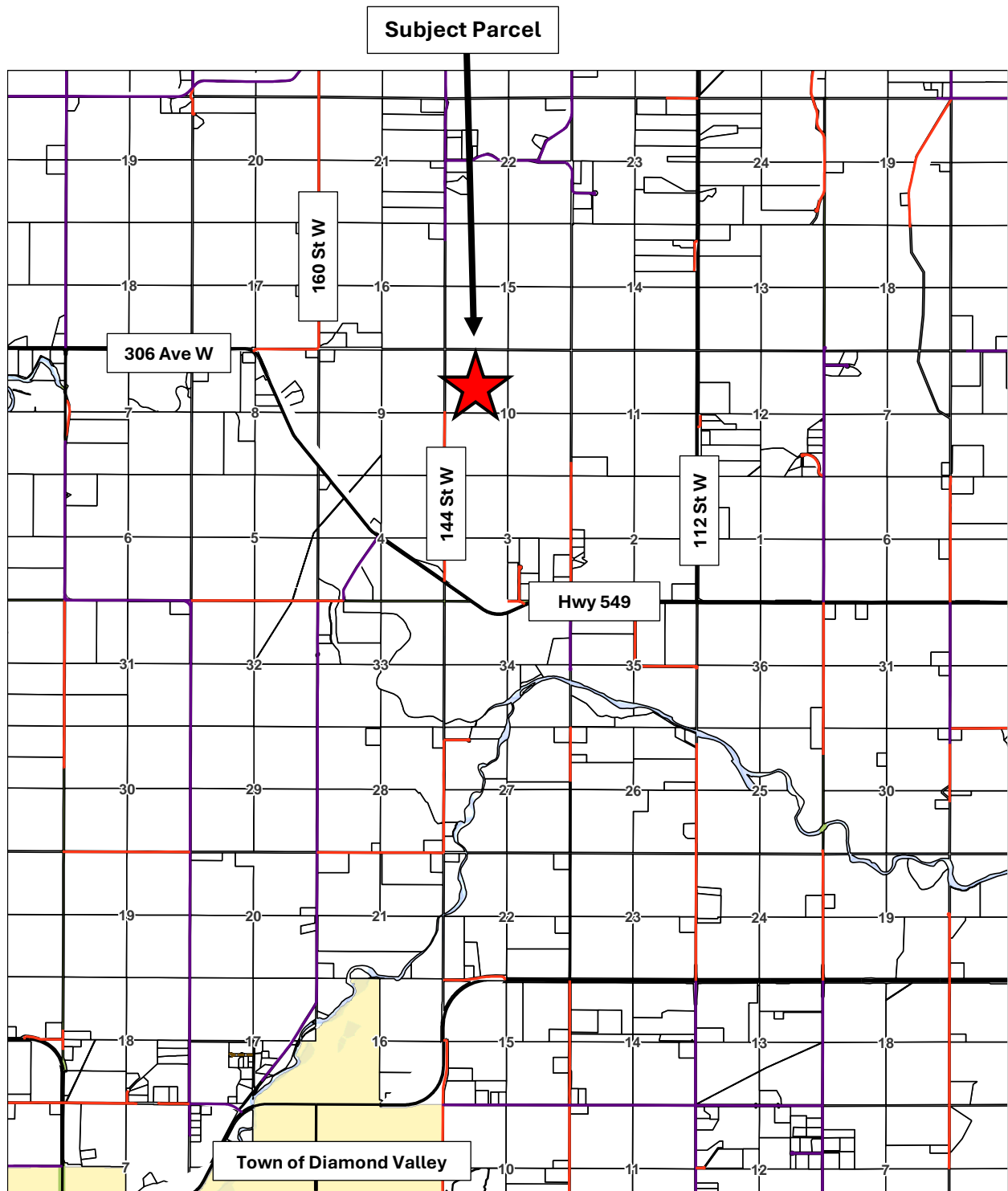
SITE PLAN 1

SITE PLAN 2

ORTHO PHOTO

APPENDIX B: PROPOSED BYLAW

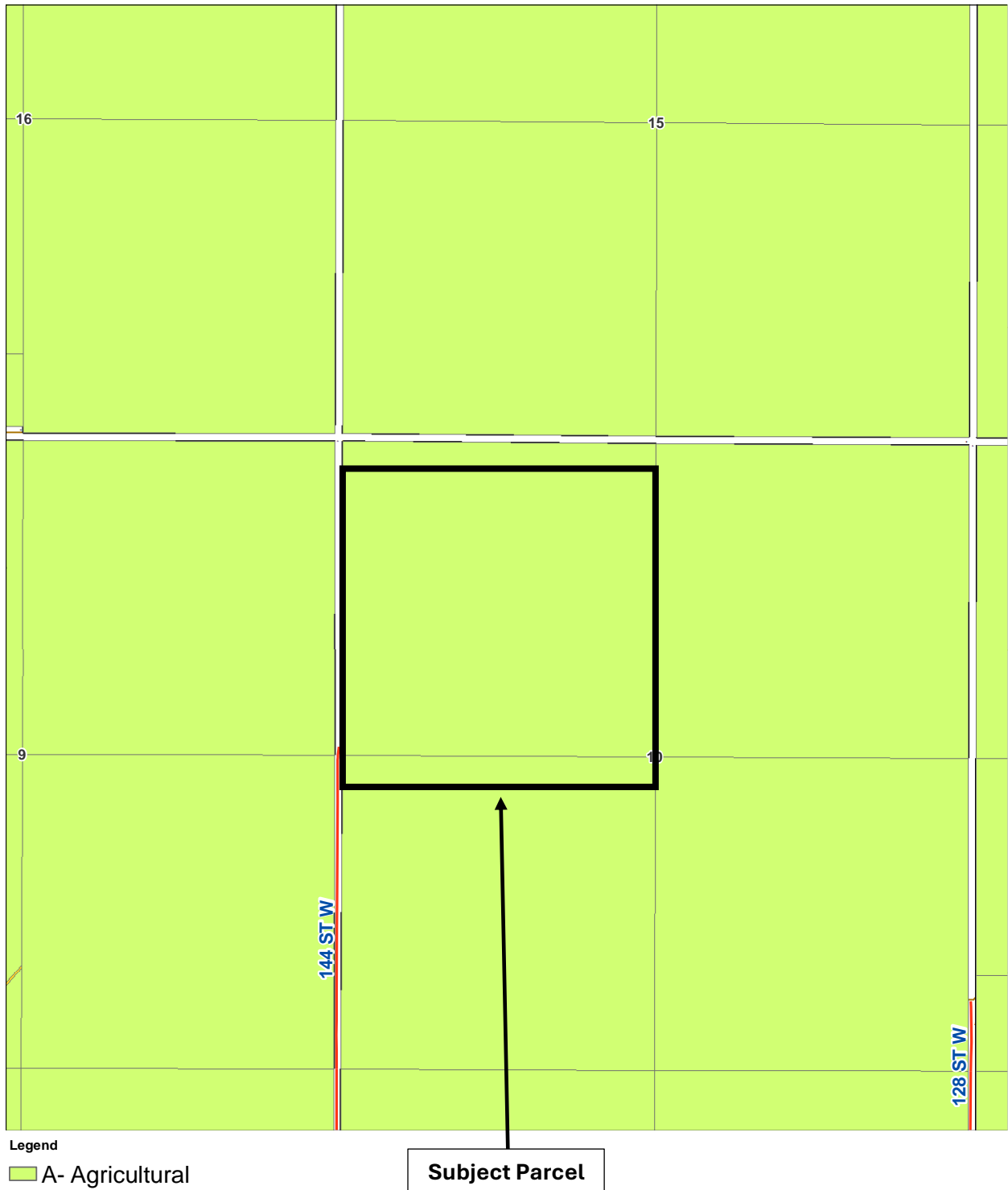
APPENDIX A: LOCATION MAP



Legend

- Townships
- Town
- Parcels
- Pre Developer
- Hard Surface (Chip/oil)
- Gravel
- Pavement

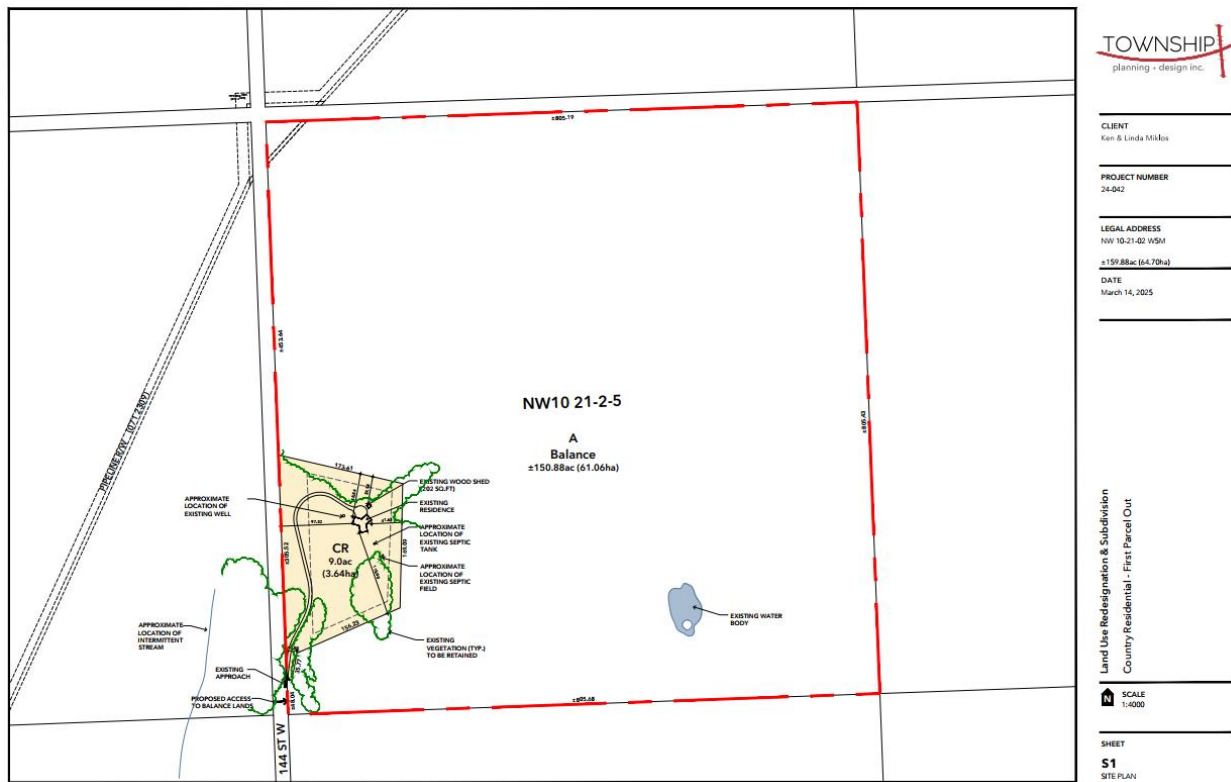
APPENDIX A: LAND USE MAP



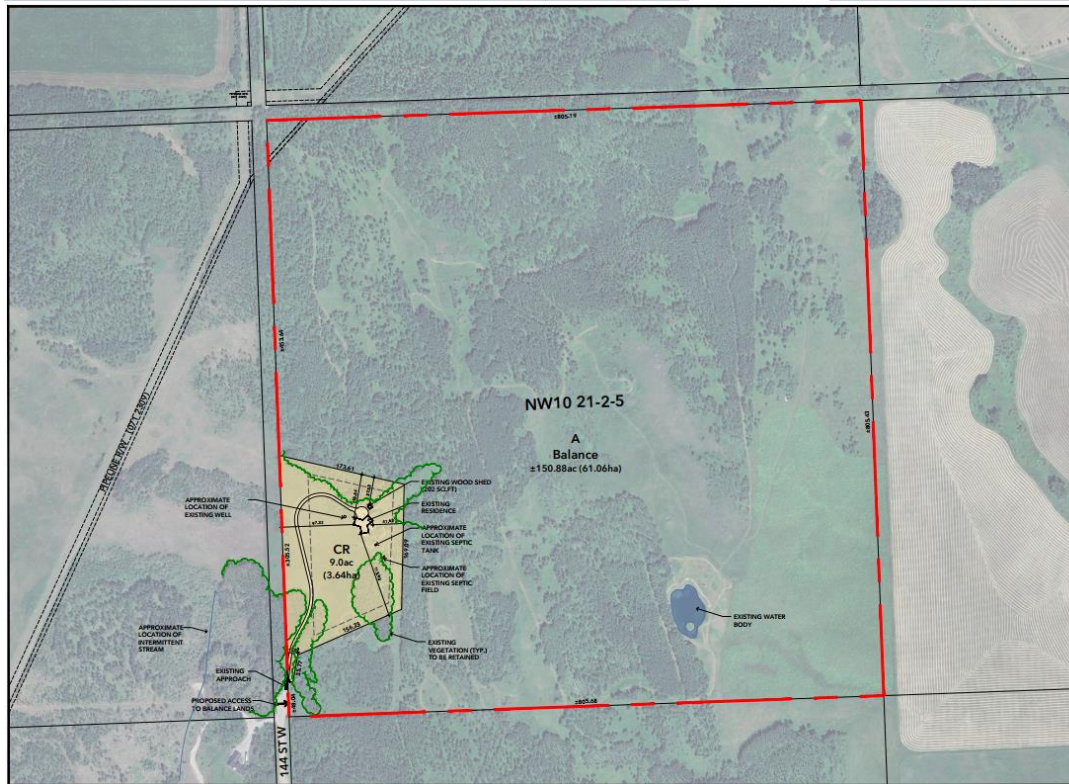
APPENDIX A: HALF MILE MAP – PARCEL SIZES



APPENDIX A: SITE PLAN 1



APPENDIX A: SITE PLAN 2



TOWNSHIP
planning • design inc.

CLIENT
Ken & Linda Millos

PROJECT NUMBER
24-042

LEGAL ADDRESS
NW 10-21-02 R5M

±159.88ac (64.70ha)

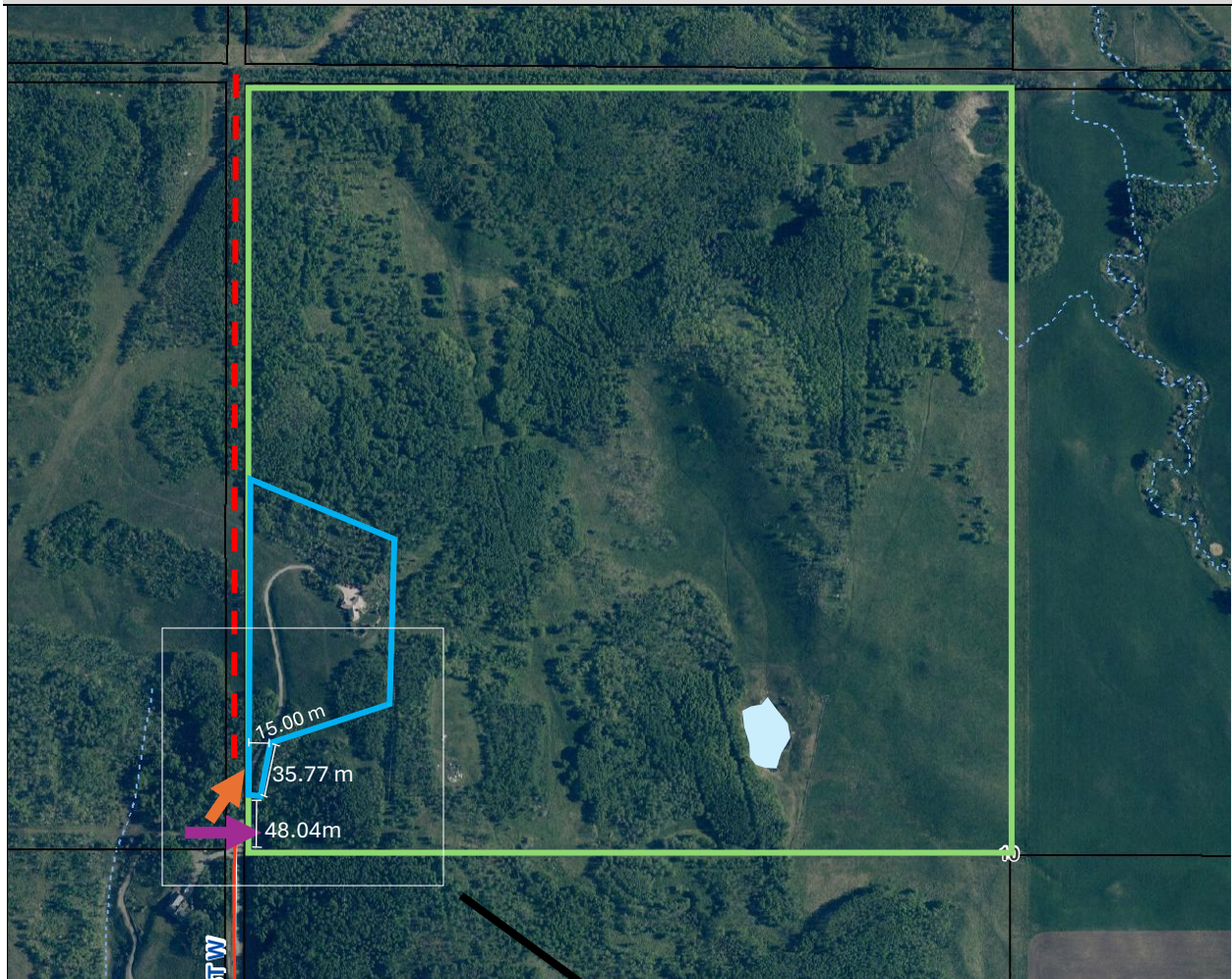
DATE
March 14, 2025

Land Use Redesignation & Subdivision
County Residential - First Parcel Out

SCALE
1:4000

SHEET
S1
SITE PLAN

APPENDIX A: ORTHO MAP



Legend

- Existing Parcel Boundary
- Approximate Proposed Parcel Boundary
- ➔ Proposed Access to the Balance Parcel
- ➔ Existing Access to Proposed Parcel
- Road (144 St W)
- Undeveloped Road Allowance
- Recurring Minor Stream
- Water Body



APPENDIX B: 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 the redesignation of a 9.0 +/- acre portion on NW 10-21-02 W5M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one new 9.0 +/- acre Country Residential lot, with an approximate 150.88 +/- acre Agricultural District balance parcel.

NOW THEREFORE THE COUNCIL ENACTS AS FOLLOWS:

1. Land Use Map No. 2204 is amended redesignation of a 9.0 +/- acre portion on NW 10-21-02 W5M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one new 9.0 +/- acre Country Residential lot, with an approximate 150.88 +/- acre Agricultural District balance parcel.
2. This Bylaw shall have effect on the date of its third reading and upon being signed.

FIRST READING:

Reeve

CAO

SECOND READING:

Reeve

CAO

THIRD READING:

Reeve

CAO

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



**PUBLIC HEARING
REPORT TO COUNCIL**
Request to Purchase Undeveloped Road Plan
May 14, 2025

Letter of Request information		PL 2002-17SW
LEGAL DESCRIPTION: Undeveloped road plan within SW 17-20-02 W5M between Plan 2411845 Blk 3, Lot 6 and Lot 7 containing ~ 1.22 acres		
LANDOWNER: Foothills County		
LICENCE APPLICANT: McChesney Contracting (Brad McChesney) and 2519089 Alberta Ltd. (Peter Sutherland)		
PROPOSAL: Request to Purchase Undeveloped Road Plan		
DIVISION NO: 3		COUNCILLOR: Barb Castell
FILE MANAGER: Donna Fowler, Municipal Lands Administrator		

LOCATION

The undeveloped road plan is located approximately 0.5km from the NW boundary of the Town of Diamond Valley, within an undeveloped cul-de-sac portion of Miners Road.

BACKGROUND

In 2024, the applicants jointly submitted a letter, to request Council's consideration to jointly purchase a portion of the above noted undeveloped road plan.

On February 26, 2025 – Staff provided a brief presentation to Council and Council directed administration to proceed with a Public Hearing to consider the closure for purchase to the undeveloped road plan.

The applicants own the parcels on the north and south sides of the subject road plan, and should their application be successful, they would divide the land ½ to be consolidated into the north parcel (Lot 6) and ½ into the south parcel (Lot 7).

CIRCULATION:

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

Foothills County Website – Application file posted on April 23, 2025.

Western Wheel Advertisement – April 30 & May 7, 2025.

Adjacent Landowner Circulation – No concerns to May 6, 2025.

External Agencies Circulated – No concerns to May 6, 2025

Internal Circulation – Comments as follows:

Drew Granson, Deputy Director of Planning provided the following comments:

From a planning perspective, I'd point out that this right-of-way was created to provide future access to the balance of the quarter section and potentially a future through road to 176th Street. Is my understanding that Miners Road W. was only built halfway through this ROW to save the developer money when the southern 11+/- acres was further subdivided, but there is still value in having this road extend west to support future subdivision/development on the quarter section. If additional gravel extraction occurred on the balance we would certainly want it to come through 168th St. and not have to go west to 176th St.

Should be acknowledged that Public Works provided the following comment for the 2023 subdivision application: "Public Works recommends the road be built to the full length of the surveyed road plan. Should Council choose to allow partial construction as the applicant has provided, public works recommends retaining the remainder of the undeveloped road plan for future road extension."

If they do proceed with closing the undeveloped portion, my suggestion would be to register a future road acquisition caveat on the title(s) to "re-acquire" the 30-metre right-of-way should it be needed in the future. This would allow the landowner to fence and secure the land, but they would essentially be purchasing the land and could be taken back at any time in the future.

Public Works provided the following comments:

The remaining 108 acres of SW 17-20-2 Does have alternate access point options from 176 St W and 402 Ave W. There is also a 20m strip of land to the north where a driveway could be built to connect to 168 St W. There would be some grading require for this however as there is a hill near 168 St W. 176 St W ad 402 Ave W are chipped sealed roads where 168 St W is built and paved to a commercial standard. Leaving the connection from Miners road open to the remainder if SW 17 ensures any future traffic from that parcel can access the commercial standard road.

REQUEST OF COUNCIL

OPTION 1 – APPROVAL

That Council grants first reading to Bylaw XX/2025 to authorize the closure of the undeveloped road plan within SW 17-20-02 W5M between Plan 2411845 Blk 3, Lot 6 and Lot 7 containing 1.22 acres more or less for purchase and consolidation. Access will be denied.

OPTION 2 – POSTPONE

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

OPTION 3 – REFUSAL

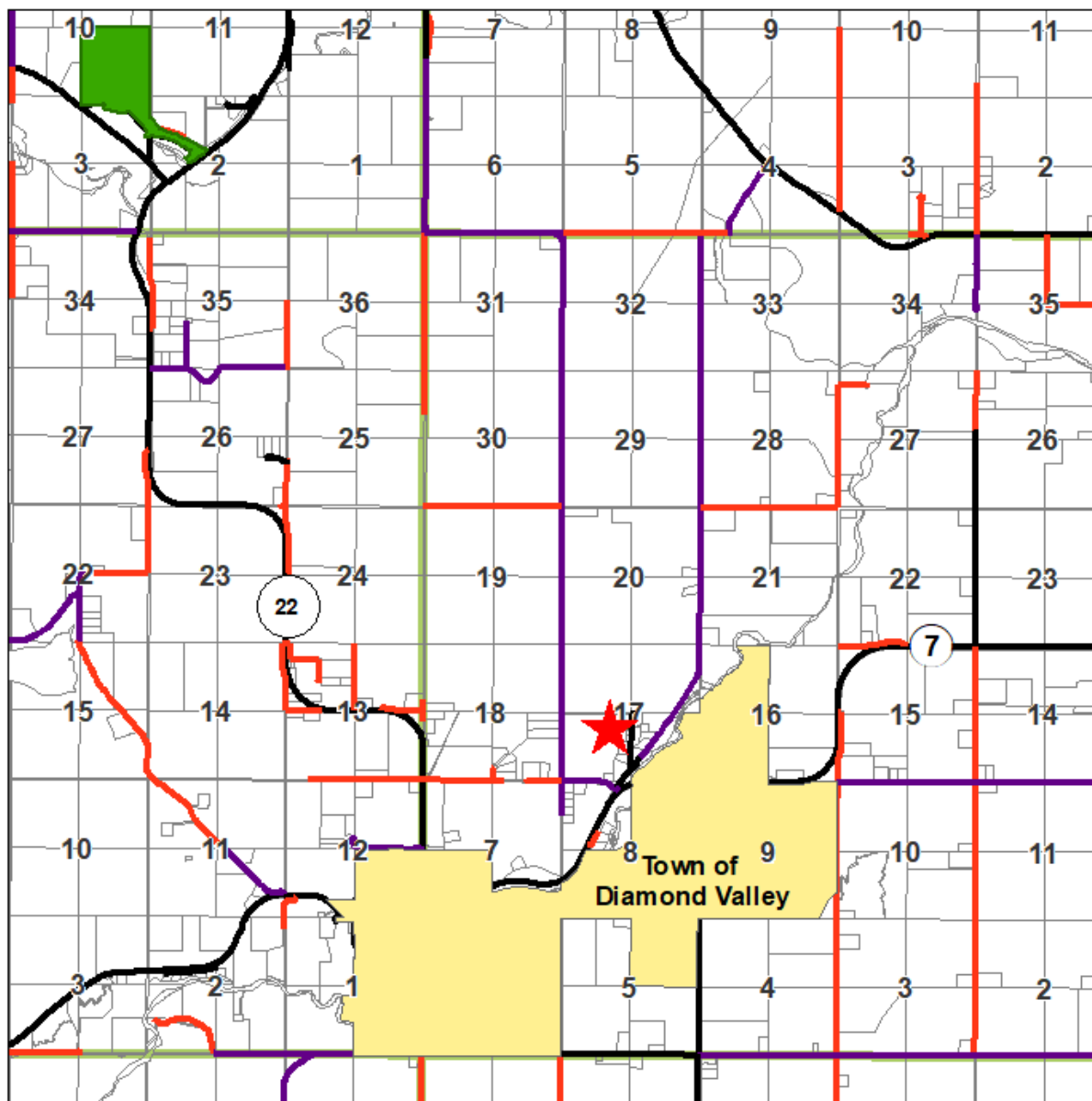
That Council denies the application, at this time.

APPENDICES

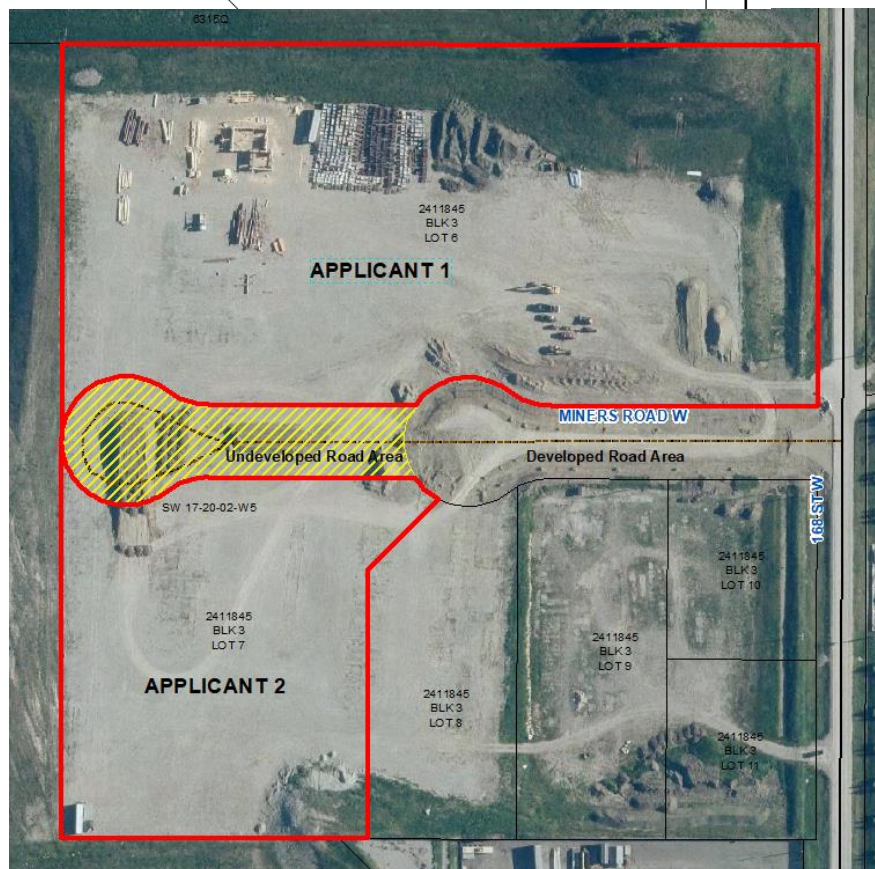
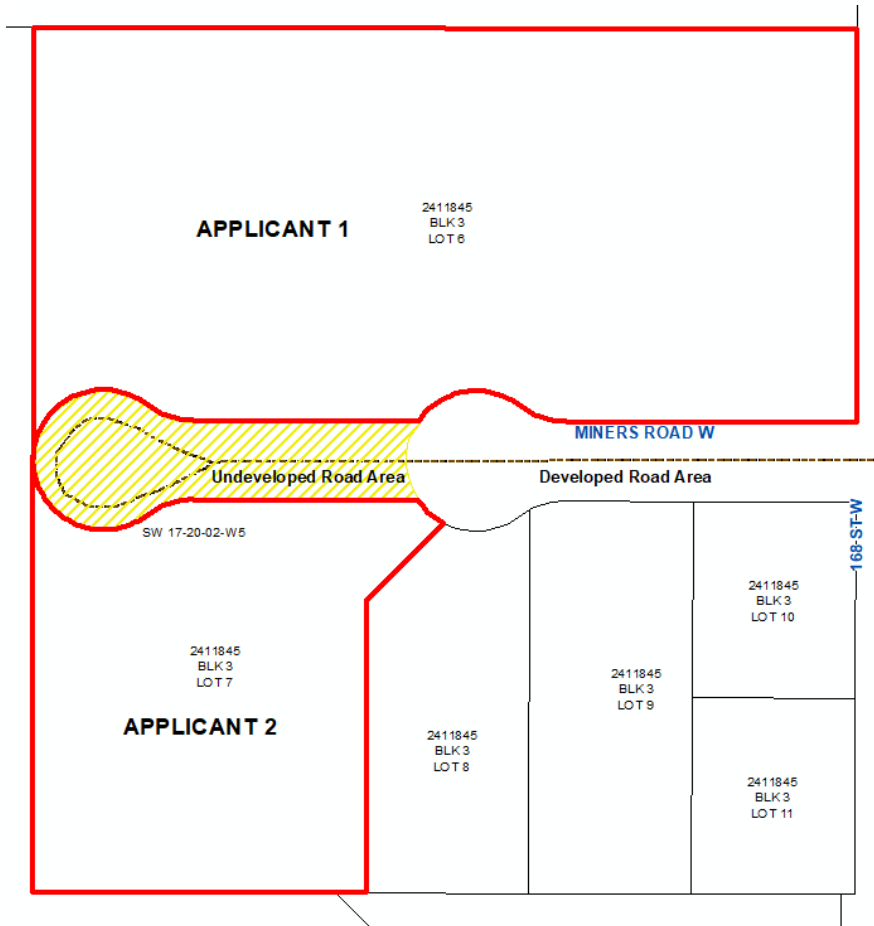
APPENDIX A – Location Maps

APPENDIX B –Draft Bylaw XX/2025

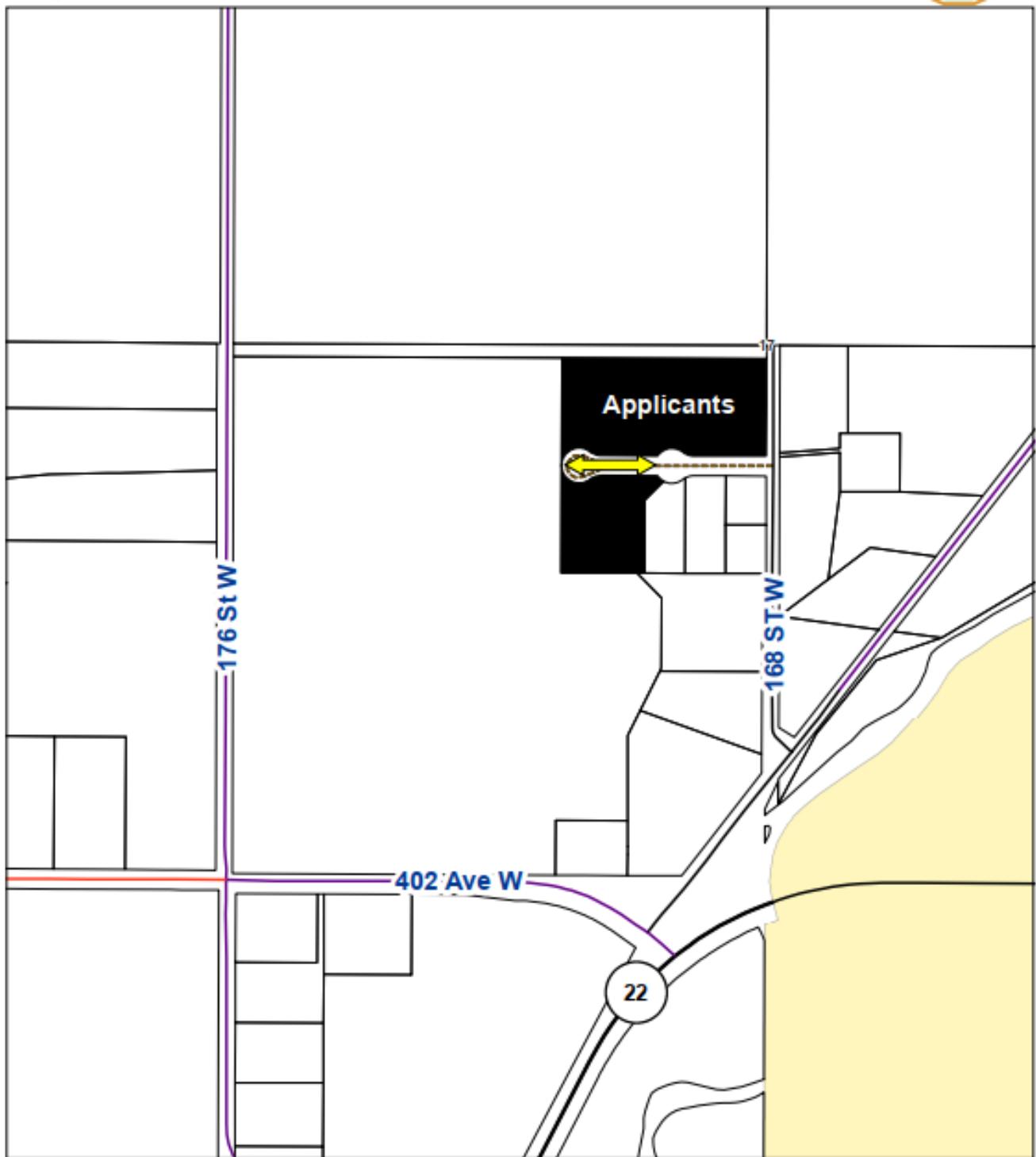
**APPENDIX A:
LOCATION MAP**



MAPS SHOWING THE ROAD AREA & SUBJECT PARCELS



MAP SHOWING THE SURROUNDING PARCELS



BYLAW **XX**/2025

A BYLAW OF FOOTHILLS COUNTY FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND LICENCE OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS the lands hereafter described are no longer required for public travel, and

WHEREAS application has been made to Council to have the highway closed, and

WHEREAS the Council of Foothills County deems it expedient to provide for a bylaw for the purpose of closing certain roads, or portions thereof, situated in the said municipality, and

WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and published in the Western Wheel on April 30, 2025 and May 7, 2025 and

WHEREAS Council was not petitioned in writing by a person claiming to be prejudicially affected by the bylaw.

NOW THEREFORE BE IT RESOLVED that the Council of Foothills County in the Province of Alberta does hereby close to public travel and provide licence to the following highways, subject to the rights of access granted by other legislation:

A PORTION OF THE ROAD PLAN WITHIN THE SW ¼ OF SECTION 17 TOWNSHIP 20 RANGE 02 WEST OF THE 4TH MERIDIAN, LYING BETWEEN PLAN 2411845 BLK 3, LOT 6 AND 7 CONTANING 1.22 ACRES (0.49 HECTARES) MORE OR LESS.
Excepting thereout all mines and minerals.

Received first reading this ____ day of _____, 2025.

Chief Elected Official

(Seal)

Chief Administrative Officer

APPROVED this day of 20__.

Minister of Transportation & Economic Development

Received second reading this day of , 20__.


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

Chief Elected Official

(Seal)

Chief Administrative Officer

PUBLIC HEARINGS AND MEETINGS
PLANNING AND DEVELOPMENT REPORT TO COUNCIL
REDESIGNATION
May 14, 2025
To be heard at: 1:30 PM

APPLICATION INFORMATION		File No. 25R021
	LEGAL DESCRIPTION: Ptn. NW 13-21-4 W5M	
	LANDOWNER: Charles Anderson	
	AGENT: Don Holstead – Absolute Surveys Inc.	
	AREA OF SUBJECT LANDS: 39.74 acres	
	CURRENT LAND USE: Agricultural District (A)	
	PROPOSED LAND USE: Country Residential District (CR)	
NUMBER & SIZE OF PROPOSED NEW PARCELS: One 7.6 +/- & one 13.1 +/- acre CR parcels		
<p>PROPOSAL: Application for the redesignation of a 20.7 +/- acre portion of NW 13-21-4 W5M from Agricultural District to Country Residential District to allow the future subdivision of one 7.6 +/- acre and one 13.1 +/- acre Country Residential District Parcels, leaving a 19.04 +/- acre balance.</p> <p>The proposal also includes a proposed boundary adjustment.</p> <p><i>Please Note: At the subdivision stage, the boundary adjustment would consist of taking the 19.04 +/- acre balance and consolidating it into the adjacent parcel to the east being NE 13-21-04 W5M (which is also owned by the landowner).</i></p>		
DIVISION NO: 3	COUNCILLOR: Barb Castell	
FILE MANAGER: Brittany Smith		

EXECUTIVE SUMMARY:

Purpose of Application:

Bylaw XX/2025 – Application for the redesignation of a 20.7 +/- acre portion on Ptn. NW 13-21-04 W5M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one new 7.6 +/- acre Country Residential lot, and one new 13.1 +/- acre Country Residential lot with an approximate 19.04 +/- acre Agricultural District balance parcel and a future boundary adjustment whereby the 19.04 +/- acres from Ptn. NW 13-21-04 W5M is consolidated into the adjacent 160.0 +/- acre Agricultural District parcel on Ptn. NE 13-21-04 W5M.

Location:

The subject parcel is located directly east of Parkins Road W & approximately 1.6km east of Hwy 762 and 6.8km northwest of the Hamlet of Millarville.

Policy Evaluation:

Reviewed within the terms of the:

- Municipal Development Plan 2010 (MDP2010);

- Land Use Bylaw 60/2014;
- Growth Management Strategy;

Referral Considerations:

- Referred to required Provincial and Municipal bodies, as well as Utilities.

SITE CONSIDERATIONS:

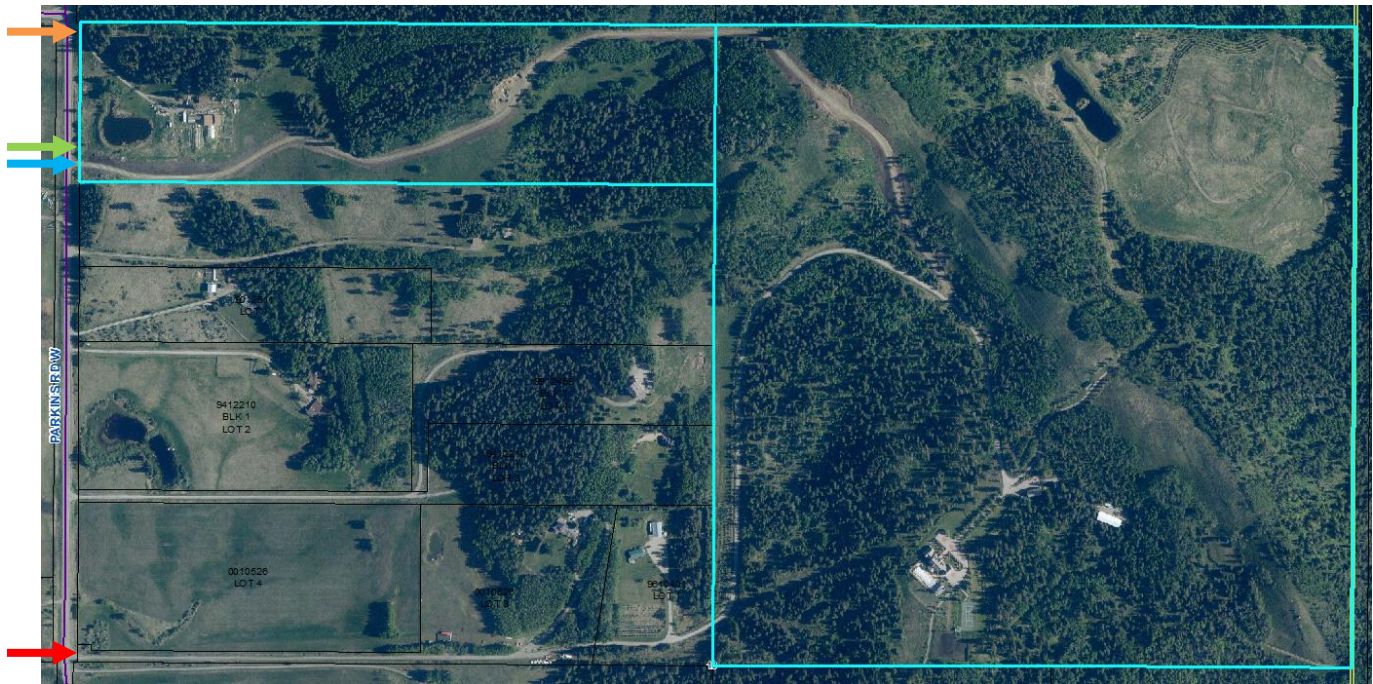
Access:

There are currently two existing approaches to the subject property. The first approach is located just south of the intersection of Parkins Road and 304 Street W (indicated by the orange arrow on figure below), which it is proposed to remain providing access to the 7.6-acre CR lot.

A second existing approach is located further south on Parkins Road (as indicated by the blue arrow) and identified to provide access for the balance. This access continues into the adjacent parcel to the east (also owned by the landowner) to the existing dwelling on NE 13-21-4 W5M.

Note: Another access to NE 13-21-4 W5M currently exists via easement through NW 13-21-4 W5M Plan 0010526, Lot 3 & Plan 9610401, Lot 1, (as indicated by the red arrow) however is not being utilized or considered for use by NE 13-21-4 W5 in future. The County is not a party to this easement agreement.

A third approach (as indicated by the green arrow) is proposed to be constructed just north of the second approach to provide access to the 13.1-acre lot via a 15m panhandle. Public Works has provided comment that this new approach will need to be a common approach with the existing approach to the balance parcel unless the required 15m setback between approaches can be met.



Physiography:

The subject parcel consists of varied terrain with a mix of tree and bare land areas. The parcel is largely sloped with higher elevations within the Northeast corner of the parcel down to the southwest corner. A large manmade dugout exists on the far west of the subject parcel within the proposed 7.6-acre lot. The dugout would be located directly north of the newly proposed property line and the driveway for the 13.1 +/- acre CR parcel.

Existing Development:

The site plan shows the proposed 7.6-acre parcel contains existing development including a dwelling and two detached garages. There is also a greenhouse which is noted to be removed. Upon inspection, another structure located just north of the dwelling was observed that was not listed on the site plan.

The proposed 13.1-acre parcel and the 19.04-acre balance contains no existing development. The adjacent 160 acre Agricultural parcel to the east, being NE 13-21-4 W5M in which a boundary adjustment proposes to consolidate the 19.04 acre balance into, contains a dwelling, a carriage house, two accessory buildings and a green house.

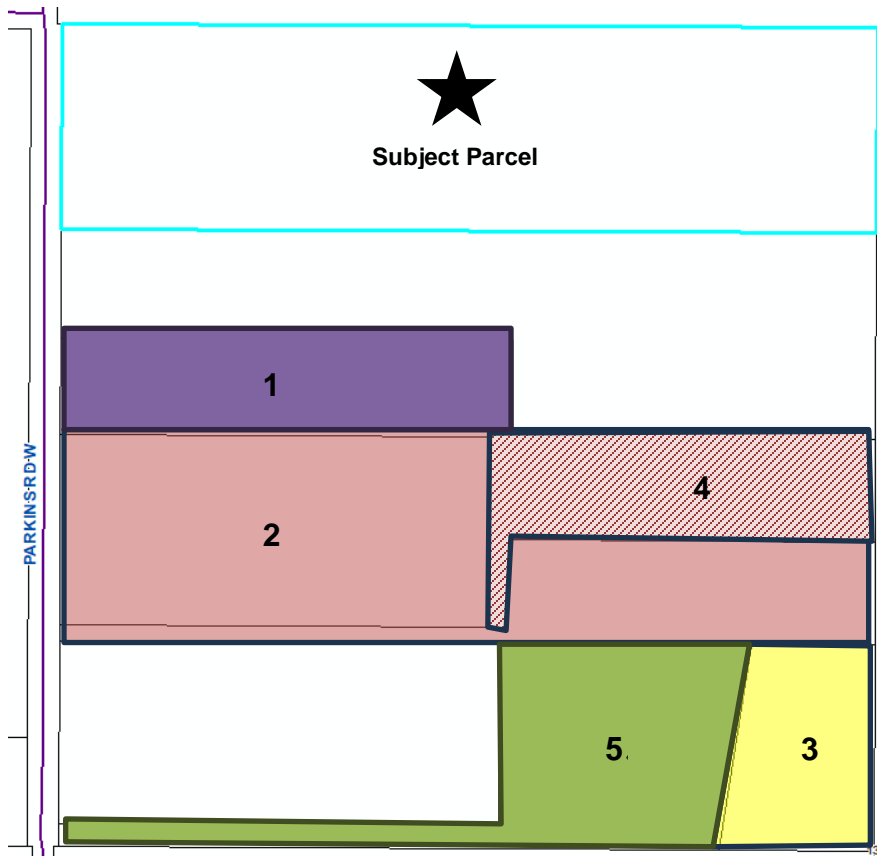
Area Characteristic:

The lands surrounding the subject parcel are comprised of Agricultural District and Country Residential parcels ranging in size from 1.93 – 19.99 acres.

QUARTER SECTION HISTORY:

All subdivisions within the quarter occurred between 1990 and 2000

1. **1990** – 1 x 10.5 acre parcel approved
2. **1993** – 1 x 20.5 acre parcel approved
3. **1995** – 1 x 6.81 acre parcel approved
4. **1998** – 1 x 9.8 acre parcel approved
5. **2000** – 1 x 13.0 acre parcel approved



REFERRAL CIRCULATION:

CIRCULATION REFERRALS	
REFEREE	COMMENTS
INTERNAL	
Public Works	<p>Public Works provided the following comments:</p> <ul style="list-style-type: none"> • The approach to the 7.6-acre lot exists with no safety concerns. It is not 60m away from the intersection, however, it is located directly across from Parkins Rd with no sight distance issues. No Concerns. • A common approach to the 13.1 acre and 179-acre (boundary adjustment) balance will need to be constructed unless the required 15m setback between approaches can be met. • The panhandle to the 13.1-acre lot does not contain any grades exceeding 12%. <p>The following is recommended for the proposed 13.1 +/- acre parcel, as condition of Subdivision:</p> <ul style="list-style-type: none"> • Geotechnical Report for Slope Stability • Septic Disposal Evaluation (PSTS); • Building Envelope <p>The following is recommended for the proposed 13.1 +/- acre parcel at time of development:</p> <ul style="list-style-type: none"> • Lot grading/overland drainage plan.
Rural Addressing	<p>As the approach for NE 13-21-4 W5 is changing, this will necessitate a change in address. Approval condition to contact the GIS department to obtain an updated address will be required at time of Subdivision</p>
EXTERNAL	
Alberta Transportation & Economic Corridors	Requirements of Section 18 & 19 have been met; therefore no variance is required.
Atco Pipelines & Atco Gas	No objections
Pembina	No concerns
PUBLIC	
Western Wheel	April 30 th & May 7 th , 2025
Landowners (half mile)	No submissions received to date

POLICY EVALUATION:**Municipal Development Plan 2010 (MDP2010):**

The application does not generally meet the intent of Policy 2 of the Agricultural section of the MDP2010, which supports maintaining the integrity of the agricultural land base and discouraging the fragmentation of agricultural lands within the County.

Land Use Bylaw 60/2014:

The application meets the density requirements and lot size restrictions as set out in Sections 12.1.6.2 of the Agricultural District and 13.1.6.2 of the Country Residential District within the County's Land Use Bylaw.

Growth Management Strategy:

The subject parcel is located within the Northwest District of the Growth Management Strategy. The vision for the Northwest District identifies that lands could likely accommodate minimal to moderate growth in the form of both country residential and cluster residential development.

SUMMARY:

Bylaw XX/2025 – Application for the redesignation of a 20.7 +/- acre portion on Ptn. NW 13-21-04 W5M from Agricultural District to Country Residential District, to allow for the future subdivision of one new 7.6 +/- acre Country Residential lot, and one new 13.1 +/- acre Country Residential lot with an approximate 19.04 +/- acre Agricultural District balance parcel and a future boundary adjustment whereby the 19.04 +/- acres from Ptn. NW 13-21-04 W5M is consolidated into the adjacent 160.0 +/- acre Agricultural District parcel on Ptn. NE 13-21-04 W5M.

OPTIONS FOR COUNCIL CONSIDERATION:**OPTION #1 – FIRST READING APPROVAL**

Council may choose to grant 1st reading to the application for the redesignation of a portion of NW 13-21-04 W5M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one new 7.6 +/- acre Country Residential lot, and one new 13.1 +/- acre Country Residential lot with an approximate 19.04 +/- acre Agricultural District balance parcel and a future boundary adjustment for the following reasons:

In their consideration of the criteria noted in Agriculture Policy 2 of the MDP2010, Council is of the opinion that allowing further fragmentation 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.

Staff suggests that the proposed 13.1 +/- acre parcel be designated as Country Residential Sub-district 'A' to ensure that the recommendations and restrictions as outlined in the Geotechnical Study for Slope Stability, Septic Disposal Evaluation (PSTS), Building Envelope (conditions of subdivision) and Lot Grading/Drainage Plan (condition of development) are complied with, to the satisfaction of the Public Works Department. A completion certificate by a Professional Engineer verifying that all aspects of the noted reports have been met, may be required. Council may also wish to require a \$5,000 deposit as a pre-release condition to ensure compliance with all conditions of the development permit.

Recommended Conditions for Option #1:

1. Landowners are to fully execute and comply with all requirements as outlined within the Municipal Development Agreement for the purposes of payment of the community sustainability fee and any other necessary municipal and on-site improvements as required by Council and the Public Works department.
2. Proof of adequate water supply to be provided for the proposed 13.1 +/- acre parcel in accordance with the Provincial Water Act, to the satisfaction of the County;
3. Final redesignation application fees to be submitted.
4. Submission of an executed subdivision application and the necessary fees.

OPTION #2 REFUSAL

Council may choose to refuse the application for the redesignation of a portion of NW 13-21-04 W5M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one new 7.6 +/- acre Country Residential lot, and one new 13.1 +/- acre Country Residential lot with an approximate 19.04 +/- acre Agricultural District balance parcel and a future boundary adjustment for the following reasons:

In consideration of the criteria noted within the Agricultural section of the MDP2010, Council did not find sufficient merit in the proposal to consider removing the subject lands from the Agricultural District.

APPENDICES:

APPENDIX A: MAP SET

LOCATION MAP

LAND USE MAP

HALF MILE MAP – PARCEL SIZES

SITE PLAN

ORTHO PHOTO

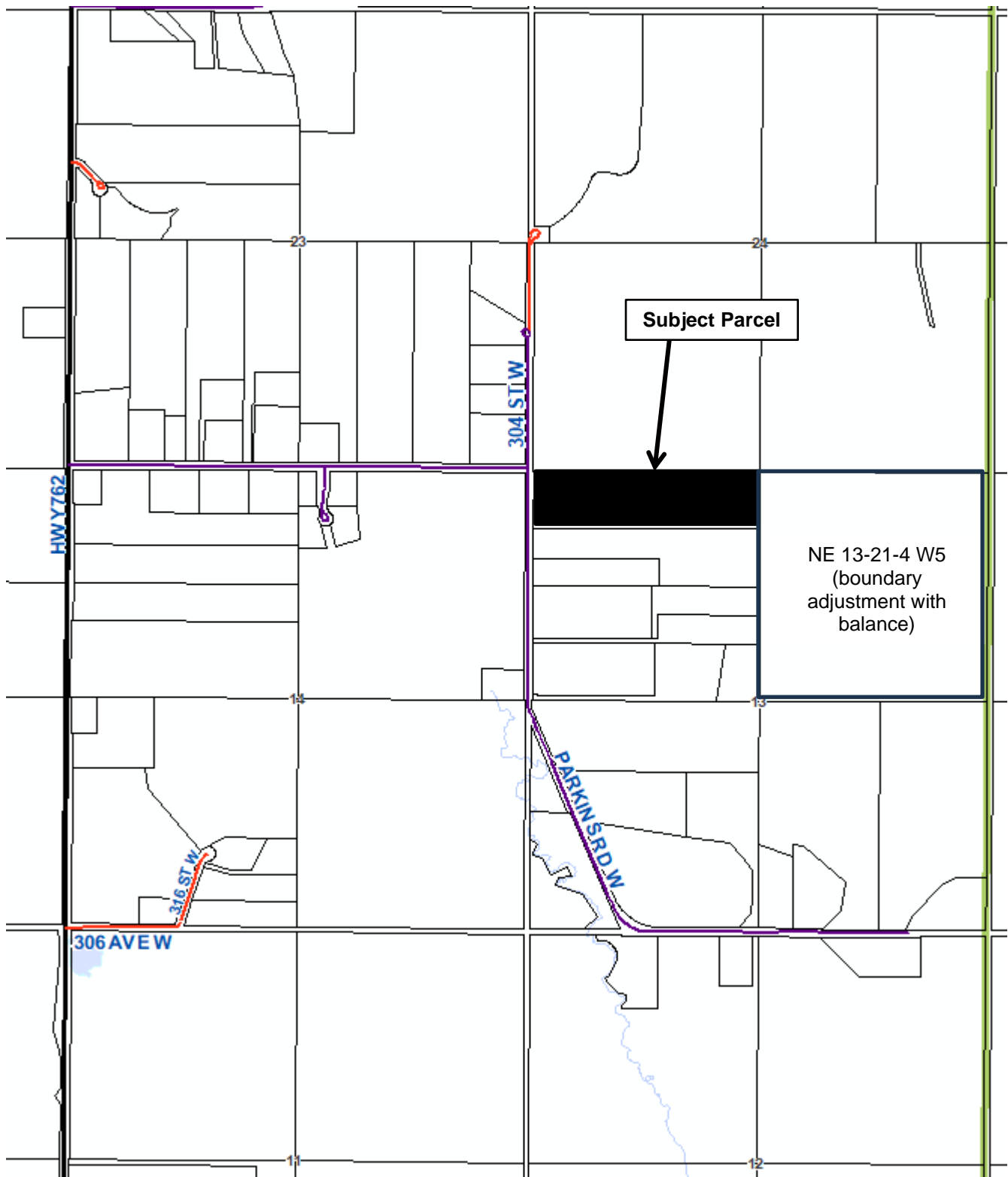
APPENDIX B: BOUNDARY ADJUSTMENT VISUAL REPRESENTATION

CURRENT LAND USES AND PROPERTY LINES

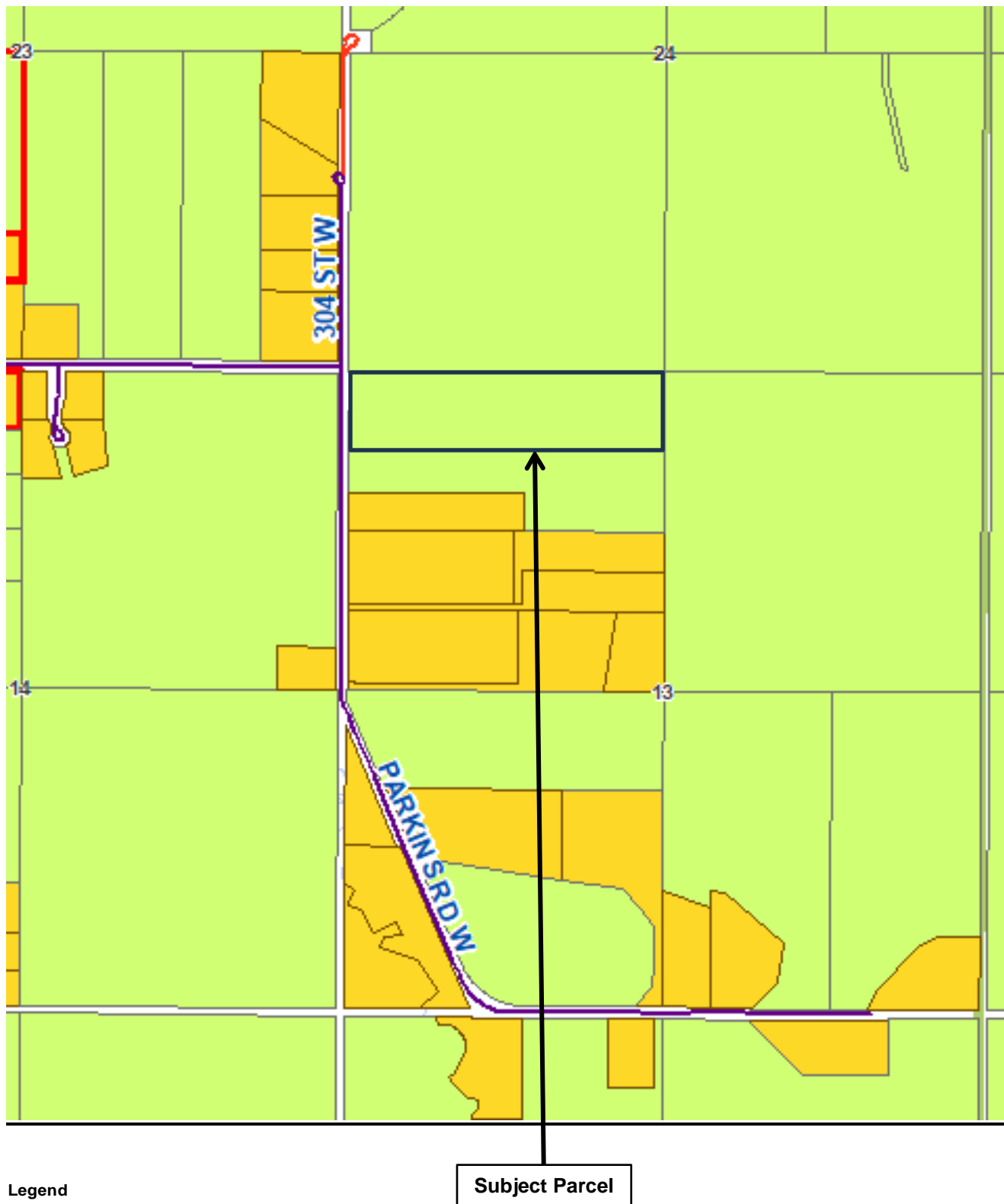
**PROPOSED LAND USES (REDESIGNATION) AND PROPERTY LINES (FUTURE
BOUNDARY ADJUSTMENT AND SUBDIVISION)**

APPENDIX C: PROPOSED BYLAW

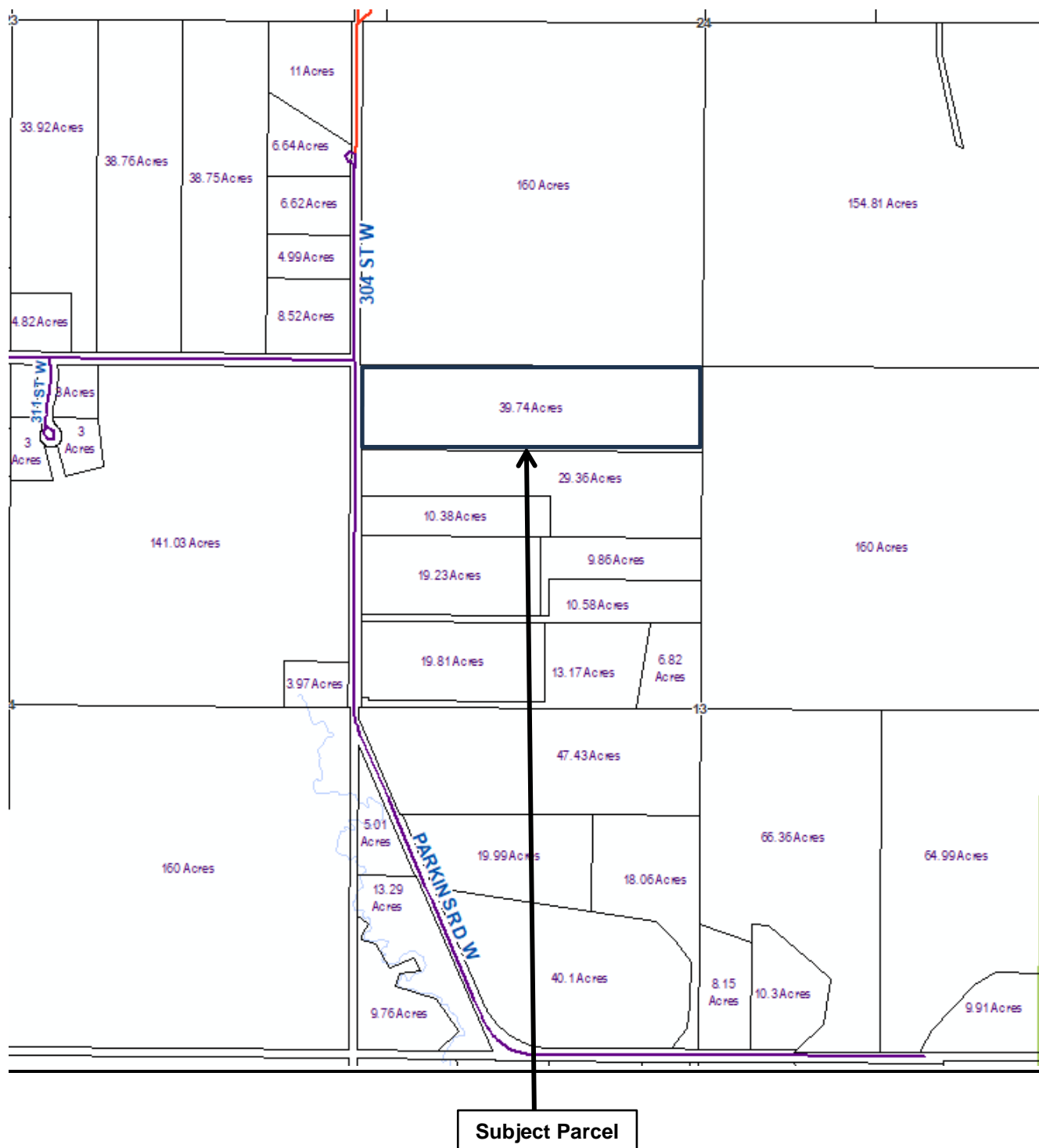
APPENDIX A: LOCATION MAP



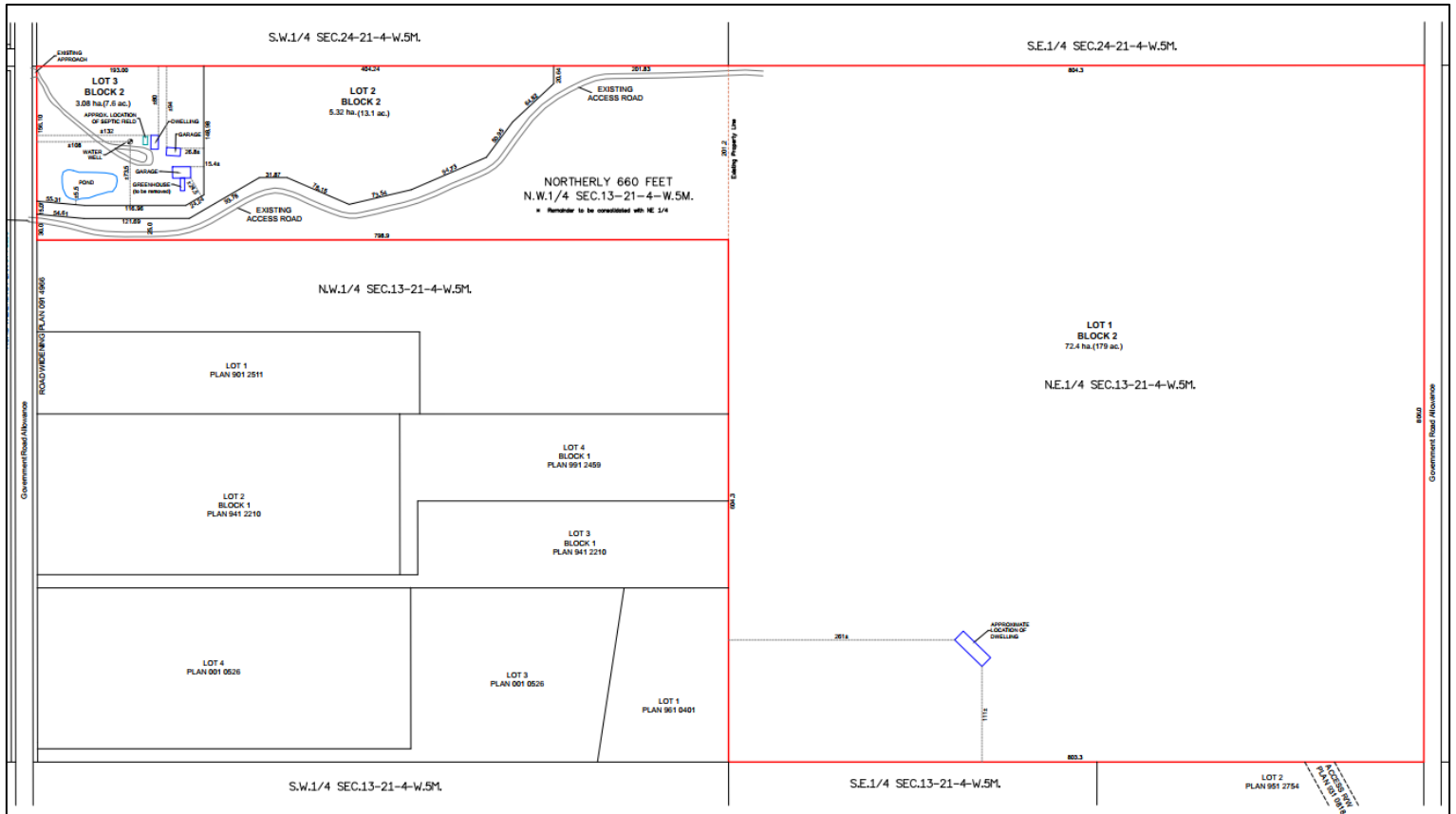
APPENDIX A: LAND USE MAP



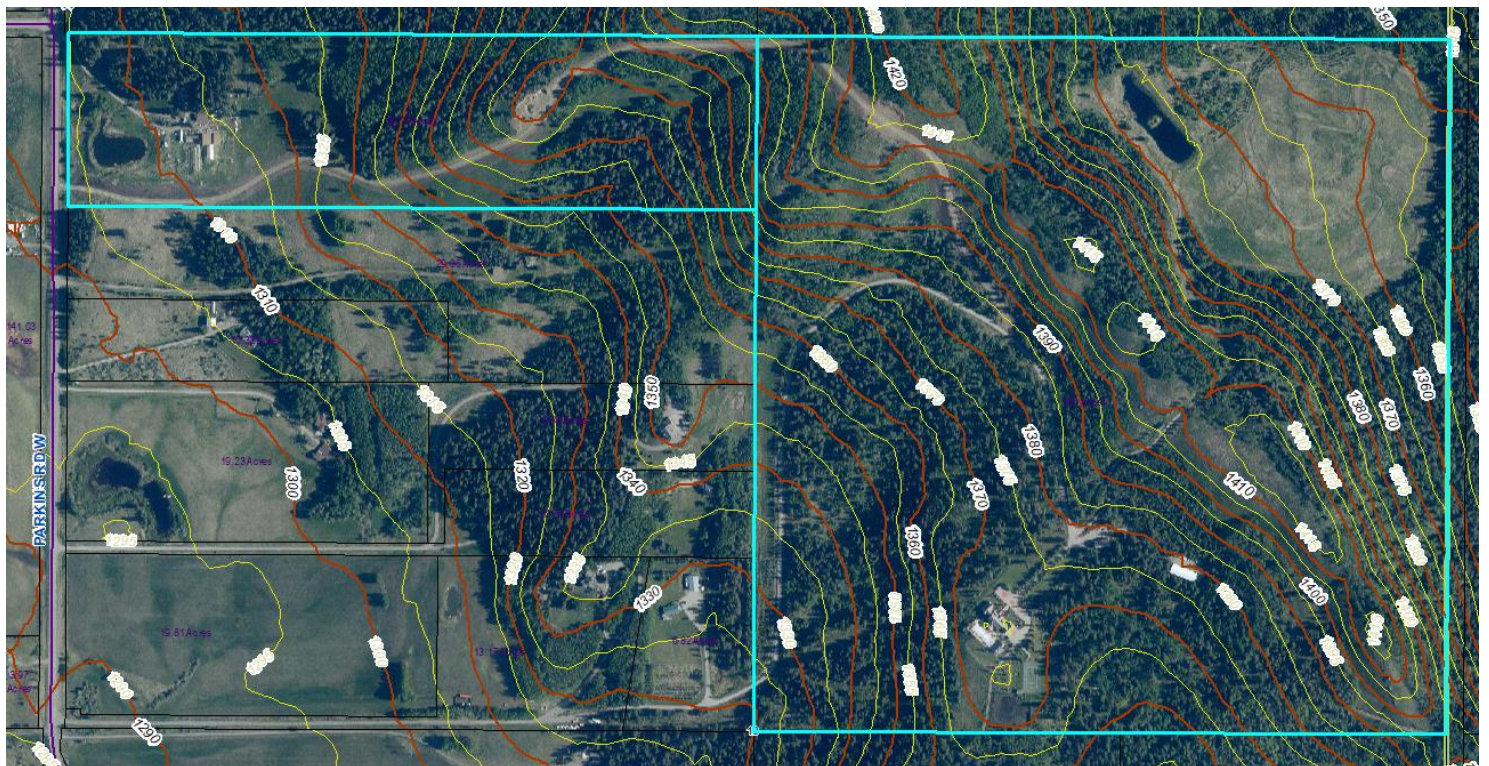
APPENDIX A: HALF MILE MAP – PARCEL SIZES



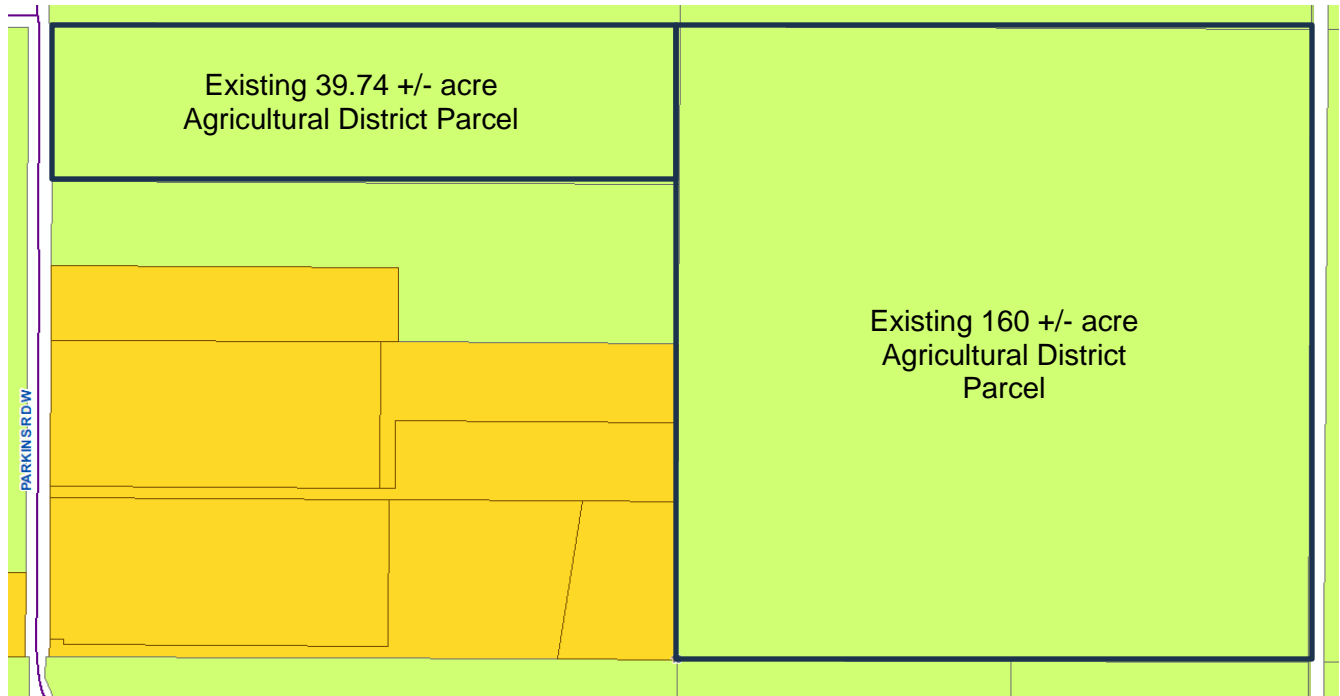
APPENDIX A: SITE PLAN



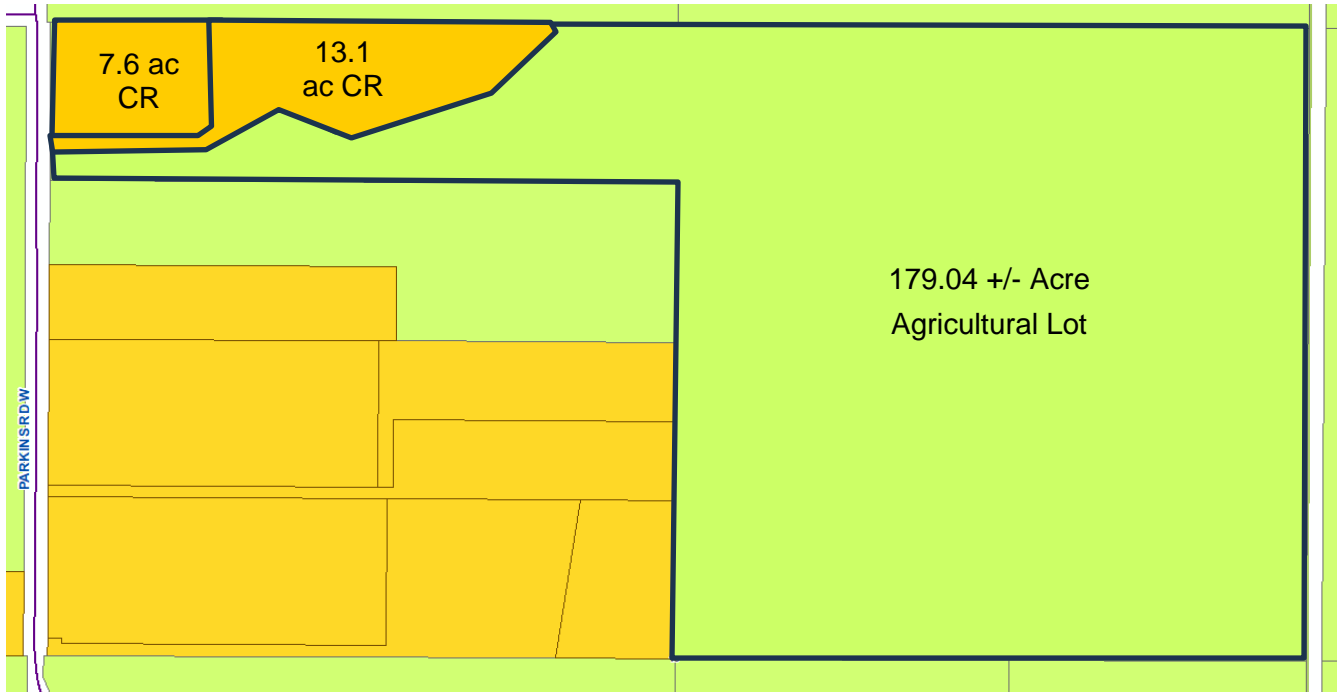
APPENDIX A: ORTHO PHOTO



APPENDIX B: CURRENT LAND USES & PROPERTY LINES



APPENDIX B: PROPOSED LAND USES (REDESIGNATION) AND PROPERTY LINES (FUTURE BOUNDARY ADJUSTMENT AND SUBDIVISION)



APPENDIX C: 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 the redesignation of a 20.7 +/- acre portion on Ptn. NW 13-21-04 W5M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one new 7.6 +/- acre Country Residential lot, and one new 13.1 +/- acre Country Residential lot with an approximate 19.04 +/- acre Agricultural District balance parcel and a future boundary adjustment whereby the 19.04 +/- acres from Ptn. NW 13-21-04 W5M is consolidated into the adjacent 160.0 +/- acre Agricultural District parcel on Ptn. NE 13-21-04 W5M.

NOW THEREFORE THE COUNCIL ENACTS AS FOLLOWS:

1. Land Use Map No. 2104 is amended by redesignating a 20.7 +/- acre portion on Ptn. NW 13-21-04 W5M from Agricultural District to Country Residential District, in order to allow for the future subdivision of one new 7.6 +/- acre Country Residential lot, and one new 13.1 +/- acre Country Residential lot with an approximate 19.04 +/- acre Agricultural District balance parcel and a future boundary adjustment whereby the 19.04 +/- acres from Ptn. NW 13-21-04 W5M is consolidated into the adjacent 160.0 +/- acre Agricultural District parcel on Ptn. NE 13-21-04 W5M
2. This Bylaw shall have effect on the date of its third reading and upon being signed.

FIRST READING:

Reeve

CAO

SECOND READING:

Reeve

CAO

THIRD READING:

Reeve

CAO

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

ASSESSMENT DEPARTMENT

ANNUAL REPORT

2024 Assessment Year

Prepared by Teresa Lemon AMAA

IMPORTANT DATES AND TIMES FRAMES

- DECEMBER 31 is the condition date. The condition date is the date on which the condition of the property is recorded for property assessment purposes.
- FEBRUARY 28 is the date the Assessment Roll must be completed by.
- JULY 01 date is a fixed point in time at which assessment values are based
- 60 DAYS FOR COMPLAINT- Complaints must be filed in writing on or before the deadline shown on the assessment notice.

2023 ASSESSMENT ROLL TAXED IN 2024 TAX YEAR

- Notices were mailed June 5, 2024
- Complaint period – 203 inquiries
- 18 Property complaints
 - 2 complaints were heard by the Local Assessment Review Board
 - 1 complaint heard to Composite Assessment Review Board

WORKLOAD

Tasks	2020	2021	2022	2023	2024
Re-inspections	1727	1576	1308	1149	773
Building Permits	259	385	390	348	272
New Parcels	50	61	106	101	98
Complaint Period Inquiries				109	203
Assessment Review Boards(s)	10	7	5	11	18
Development Permits	177	229	257	173	198
Callbacks for Progressive Development	537	496	563	306	366
Sales	420	547	616	685	370
Market Estimates (Cash-In-Lieu)	30	35	41	105	38
Total	3210	3336	3286	2987	2336

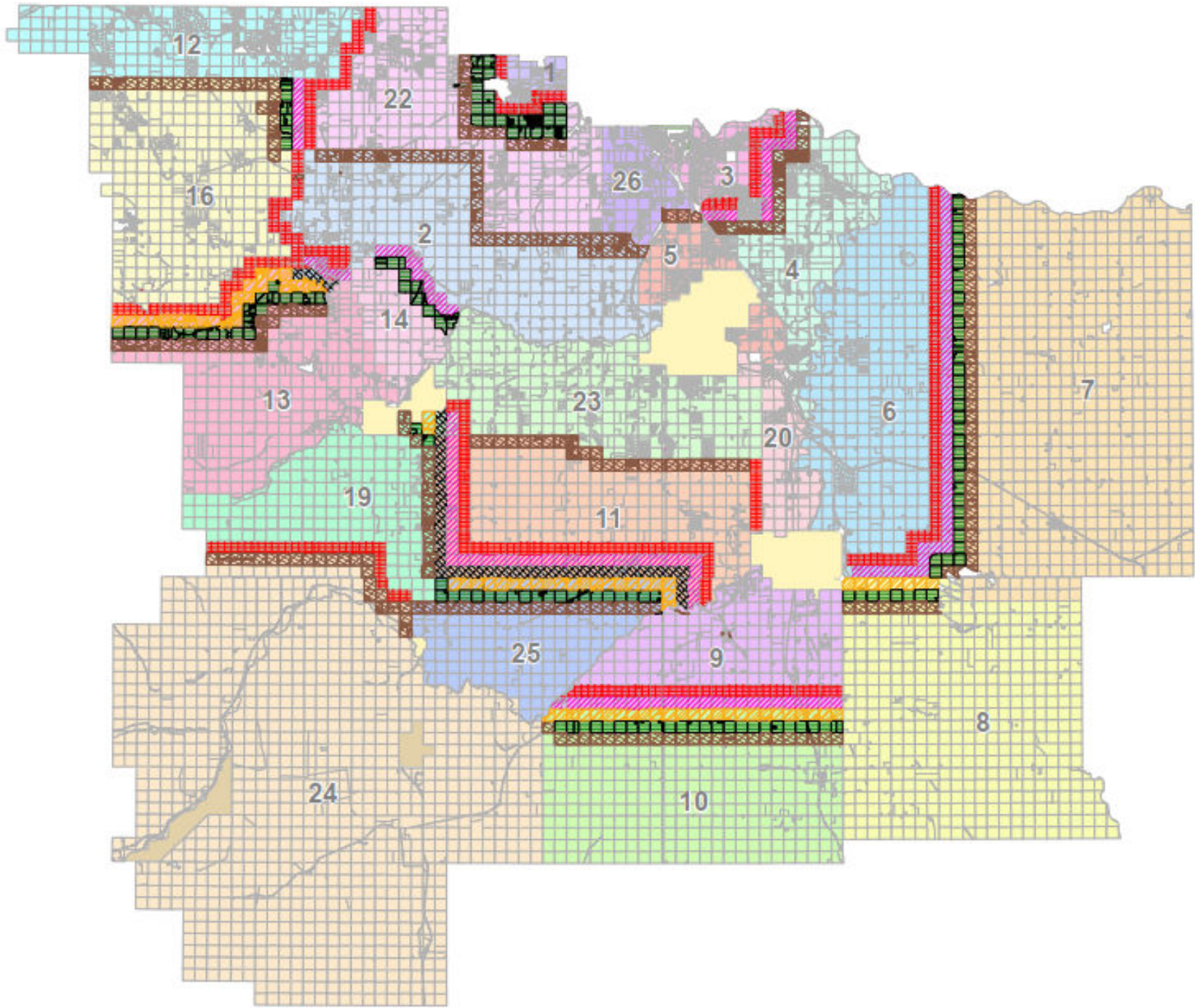
TAXABLE CHANGES IN ASSESSMENT YEARS

	2020	2021	2022	2023	2024
Taxable Growth	1.20%	1.70%	2.33%	2.38%	1.72%
Taxable Inflation	-2.91%	5.38%	6.10%	12.66%	6.98%
Linear	1.25%	1.65%	4.56%	8.01%	31.05%
Designated Industrial Property	43.00%	3.16%	5.1%	2.99%	6.9%
Machinery & Equipment	2.60%	0.12%	4.3%	0.73%	5.93%

ASSESSMENT ROLL 2024 FOR TAXATION IN 2025

Asmt Code	Property Description	Mill Code	Tax Status	GrandTotal Previous	GrandTotal New	GrandTotal Growth	GrandTotal Inflation	Grand Total Growth % Change	Grand Total Inflation % Change	Total % Change
1	Farmland	Farm	T	130,816,590	130,742,260	-74,330	-	-0.1%	0.0%	-0.06%
2	Farmland-Grazing Lease	Farm	T	6,088,120	6,083,820	-4,300	-	-0.1%	0.0%	-0.07%
Total Farmland				136,904,710	136,826,080	-78,630	-	-0.06%	0.00%	-0.06%
11	Residential Improved	Res	T	8,752,222,910	9,573,435,590	154,751,830	666,460,850	1.8%	7.6%	9.38%
12	Residential Improved	Res	T	26,159,340	26,122,170	-37,170	534,130	-2.2%	2.0%	-0.14%
13	Residential Vacant	Res	T	103,948,830	108,363,880	4,415,050	7,299,290	2.8%	7.0%	4.25%
Total Residential				8,882,331,080	9,707,921,640	151,296,290	674,294,270	1.70%	7.59%	9.29%
21	NonResidential Recreation	Non Res	T	101,064,040	104,831,820	3,767,780	778,000	4.5%	-0.8%	3.73%
22	NonResidential Commercial	Non Res	T	155,152,450	168,923,730	13,771,280	382,570	8.6%	0.2%	8.88%
24	NonResidential Vacant	Non Res	T	12,507,930	12,707,780	199,850	195,860	0.0%	1.6%	1.60%
31	NonResidential Industrial	Non Res	T	376,979,230	375,108,550	-1,870,680	703,340	-0.7%	0.2%	-0.50%
58	NonResidential Oilfield	N/A	T	2,011,090	1,918,040	-93,050	39,540	-6.6%	2.0%	-4.63%
Total NonResidential				647,714,740	663,489,920	15,725,180	543,310	2.35%	0.08%	2.44%
Total Taxable				9,666,950,530	10,508,237,640	166,449,530	674,837,580	1.72%	6.98%	8.70%
56	Machinery & Equipment	M&E	T	90,758,970	96,141,340	5,382,370	9,468,650	-4.50%	10.43%	5.93%
61	Federal-Residential-Grant in Lieu	Res	G	463,200	482,480	19,280	19,280	0.0%	4.2%	
62	Federal-Farm-Grant in Lieu	Farm	G	60,510	60,510	-	-	0.0%	0.0%	
63	Federal-Non Residential-Grant in Lieu	Non Res	G	3,481,770	3,398,650	-83,120	83,120	0.0%	-2.4%	
67	Provincial-Farm-Grant in Lieu	Farm	G	70,640	70,640	-	-	0.0%	0.0%	
Total Grant				4,076,120	4,012,280	-63,840	-63,840	0.00%	-1.57%	
17	Inactive Farm Buildings-Exempt	N/A	E	340,700,950	327,239,400	-13,461,550	6,225,280	-2.1%	-1.8%	
72	Cemeteries-Exempt	N/A	E	228,140	228,100	-40	40	0.0%	0.0%	
73	Regional Airport-Exempt	N/A	E	1,703,300	1,743,400	40,100	40,100	0.0%	2.4%	
75	Ducks Unlimited-Exempt	N/A	E	6,731,460	6,731,460	-	-	0.0%	0.0%	
76	Rural Assessment Policy-Exempt	N/A	E	64,920,600	65,572,390	651,790	34,770	1.0%	0.1%	
77	Schools-Exempt	N/A	E	94,741,440	93,955,550	-785,890	810,790	0.0%	-0.9%	
78	University-Exempt	N/A	E	1,782,050	1,822,950	40,900	40,900	0.0%	2.3%	
79	Other Municipality-Exempt	N/A	E	91,465,760	93,286,000	1,820,240	546,110	1.4%	0.6%	
81	Federal Gov't Other-Exempt	N/A	E	517,230	562,610	45,380	48,000	-0.5%	9.3%	
83	Provincial Gov't Transportation-Exempt	N/A	E	4,409,120	4,291,890	-117,230	59,750	-4.0%	1.4%	
84	Provincial Gov't Parks-Exempt	N/A	E	6,853,210	7,324,190	470,980	470,980	0.0%	6.9%	
85	Provincial Gravel Pits-Exempt	N/A	E	7,189,380	7,085,700	-103,680	360	-1.4%	0.0%	
86	Provincial Gov't Other-Exempt	N/A	E	15,176,840	17,356,470	2,179,630	1,544,720	4.2%	10.2%	
87	Provincial Gov't Farm-Exempt	N/A	E	800	3,320	2,520	-	315.0%	0.0%	
88	Tax Recover-Exempt	N/A	E	2,232,950	2,115,680	-117,270	55,950	-7.8%	2.5%	
90	Municipal Reserve-Exempt	Non Res	E	68,275,110	74,326,020	6,050,910	4,987,060	1.6%	7.3%	
91	Farmland -MuniReserveExempt	N/A	E	9,820	9,820	-	-	0.0%	0.0%	
92	Municipal Gravel Pit-Exempt	N/A	E	7,636,660	7,272,160	-364,500	-	-4.8%	0.0%	
93	Municipal Gov't Parks-Exempt	N/A	E	6,147,410	6,419,050	271,640	220,180	0.8%	3.6%	
94	Municipal Landfill-Exempt	N/A	E	4,275,350	4,490,910	215,560	215,560	0.0%	5.0%	
95	Public Utility Lots-Exempt	N/A	E	3,688,550	3,645,630	-42,920	9,070	-0.9%	-0.2%	
96	Environmental Reserve-Exempt	N/A	E	10,139,740	10,319,830	180,090	43,940	1.3%	0.4%	
97	Churches-Exempt	N/A	E	20,618,050	20,482,820	-135,230	673,900	2.6%	-3.3%	
98	Non-Profit-Exempt	N/A	E	38,390,230	38,755,000	364,770	406,030	-0.1%	1.1%	
Total Exempt				797,834,150	795,040,350	-2,793,800	994,610	-0.47%	0.12%	

2024 Market and Transition Zone Map
(2024 Assessment for 2025 Tax Year)



Market Transition Zone

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Market Zone

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Area Specific
Hamlets, Subdivisions,
Golf Courses, etc.

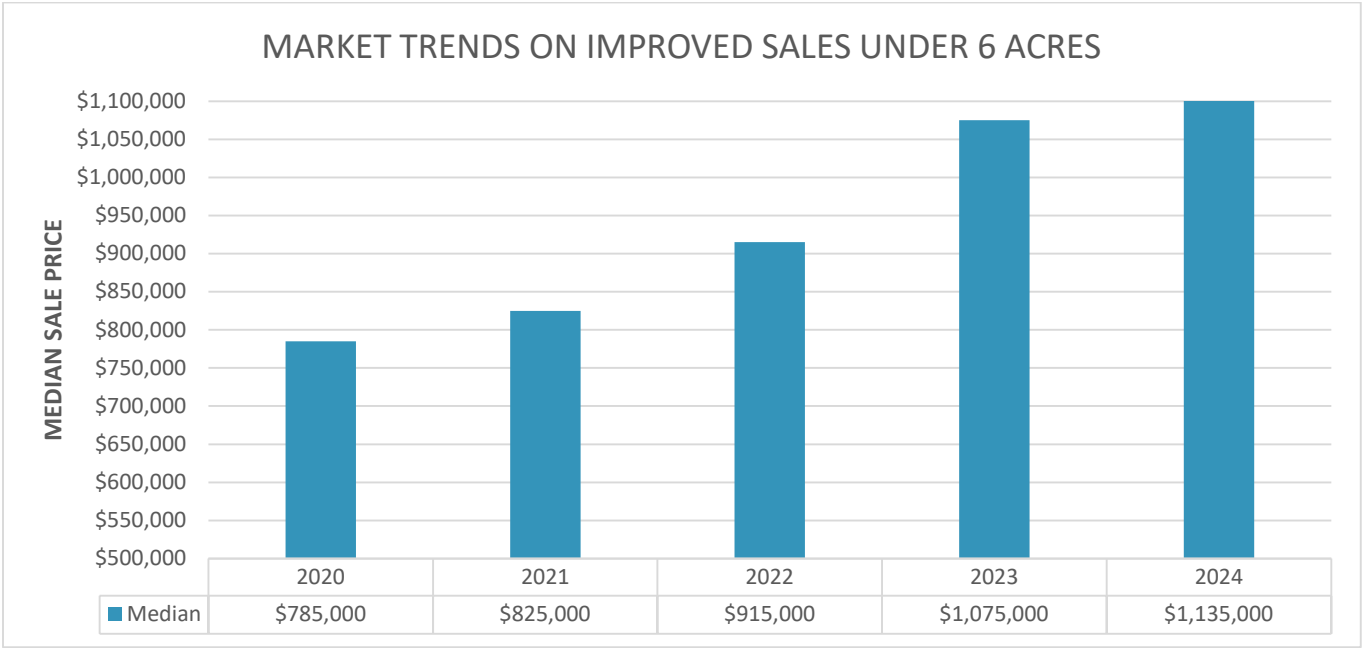
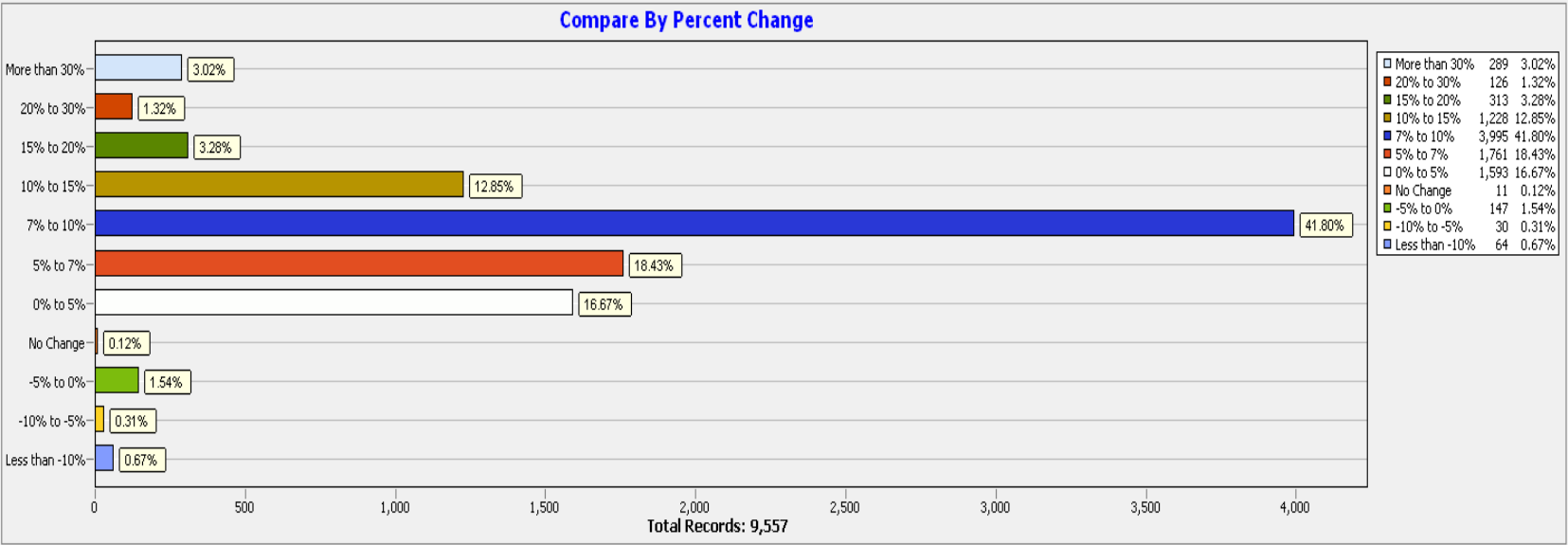
The 2024 Market and Transition Zone Map
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Data Sources include Municipal Records and Aerials.
This map is for graphic representation purposes only.

BREAKDOWN OF GROWTH AND INFLATION BY MARKET AREAS														
Location	Total Previous	Total New	Grand Total Inflation	Grand Total Growth	2024 Total Growth%	2024 Total Inflation	2023 Total Growth	2023 Total Inflation	2022 Total Growth	2022 Total Inflation	2021 Total Growth	2021 Total Inflation	2020 Total Growth	2020 Total Inflation
Mrkt Zone 1	248972570.	277181280.	16521050.	11687660.	4.69%	6.64%	4.69%	6.64%	2.78%	7.81%	0.46%	2.33%	1.5%	-3.0%
Mrkt Zone 2	657,695,420	717,287,750	51,859,400	7,732,930	1.18%	7.89%	1.18%	7.89%	2.16%	6.07%	1.52%	7.16%	1.0%	-2.9%
Mrkt Zone 3	587,354,910	632,651,400	36,422,080	8,874,410	1.51%	6.20%	1.51%	6.20%	3.37%	5.57%	1.95%	7.44%	1.3%	-4.6%
Mrkt Zone 4	569,568,990	618,661,650	38,949,580	10,143,080	1.78%	6.84%	1.78%	6.84%	2.53%	6.08%	3.06%	6.27%	1.0%	-3.3%
Mrkt Zone 5	403,043,170	449,202,870	32,338,330	13,821,370	3.43%	8.02%	3.43%	8.02%	2.43%	4.50%	3.96%	6.26%	1.0%	-2.9%
Mrkt Zone 6	217,580,970	235,331,000	14,385,560	3,364,470	1.55%	6.61%	1.55%	6.61%	1.56%	7.75%	-0.73%	4.06%	1.2%	-2.9%
Mrkt Zone 7	138,016,680	145,875,130	6,330,950	1,527,500	1.11%	4.59%	1.11%	4.59%	2.64%	5.31%	1.81%	2.92%	0.9%	-3.4%
Mrkt Zone 8	76,452,410	81,700,600	3,706,950	1,541,240	2.02%	4.85%	2.02%	4.85%	1.75%	5.67%	0.86%	2.07%	0.5%	-2.9%
Mrkt Zone 9	154,424,090	162,636,050	10,179,890	-1,967,930	-1.27%	6.59%	-1.27%	6.59%	1.76%	5.43%	3.47%	3.00%	1.9%	-2.2%
Mrkt Zone 10	87,857,220	93,593,310	4,245,600	1,490,490	1.70%	4.83%	1.70%	4.83%	2.85%	6.76%	6.43%	3.48%	1.7%	-2.5%
Mrkt Zone 11	223,142,850	241,985,570	15,557,800	3,284,920	1.47%	6.97%	1.47%	6.97%	1.82%	5.54%	1.45%	4.10%	0.4%	-2.7%
Mrkt Zone 12	523,864,820	576,094,980	43,870,680	8,359,480	1.60%	8.37%	1.60%	8.37%	2.34%	5.61%	2.29%	4.87%	2.1%	-3.1%
Mrkt Zone 13	244,563,150	275,765,840	27,558,540	3,644,150	1.49%	11.27%	1.49%	11.27%	1.63%	5.73%	2.36%	7.53%	3.6%	-3.0%
Mrkt Zone 14	45,843,200	54,035,930	6,041,470	2,151,260	4.69%	13.18%	4.69%	13.18%	2.52%	5.01%	2.31%	3.69%	3.1%	-2.1%
Mrkt Zone 16	467,868,970	514,531,830	35,247,070	11,415,790	2.44%	7.53%	2.44%	7.53%	2.14%	9.45%	2.10%	6.96%	1.5%	-2.7%
Mrkt Zone 19	66,774,430	71,916,980	3,459,080	1,683,470	2.52%	5.18%	2.52%	5.18%	1.08%	4.95%	0.94%	4.88%	-1.1%	-2.5%
Mrkt Zone 20	40,898,310	43,825,200	2,632,470	294,420	0.72%	6.44%	0.72%	6.44%	1.65%	5.47%	0.24%	3.86%	0.0%	-2.3%
Mrkt Zone 22	731,979,840	805,754,890	62,365,870	11,409,180	1.56%	8.52%	1.56%	8.52%	1.80%	5.35%	1.69%	4.19%	1.6%	-2.8%
Mrkt Zone 23	661,439,460	725,598,390	54,087,100	10,071,830	1.52%	8.18%	1.52%	8.18%	2.54%	7.94%	2.44%	5.15%	1.8%	-3.1%
Mrkt Zone 24	54,811,110	58,516,010	3,447,270	257,630	0.47%	6.29%	0.47%	6.29%	0.21%	5.19%	0.53%	1.53%	0.4%	-2.3%
Mrkt Zone 25	68,860,590	72,767,510	3,042,340	864,580	1.26%	4.42%	1.26%	4.42%	1.72%	4.05%	4.53%	2.92%	2.0%	-2.2%
Mrkt Zone 26	414,129,870	437,386,900	20,776,910	2,480,120	0.60%	5.02%	0.60%	5.02%	1.88%	6.18%	1.21%	6.28%	1.9%	-3.7%

BREAKDOWN OF GROWTH AND INFLATION BY MARKET AREAS

Location	Total Previous	Total New	Grand Total Inflation	Grand Total Growth	2024 Total Growth%	2024 Total Inflation	2023 Total Growth	2023 Total Inflation	2022 Total Growth	2022 Total Inflation	2021 Total Growth	2021 Total Inflation	2020 Total Growth	2020 Total Inflation
Heritage Pointe	161,589,920	176,076,830	14,331,440	155,470	0.10%	8.87%	0.13%	13.71%	0.18%	5.30%	0.27%	4.69%	0.6%	-2.8%
Ravencrest	71,013,360	77,685,810	5,715,550	956,900	1.35%	8.05%	1.79%	13.76%	1.53%	5.55%	0.45%	7.12%	0.8%	-1.8%
Silver Tip	52,138,390	58,263,540	7,514,790	-1,389,640	-2.67%	14.41%	0.65%	17.97%	0.29%	5.54%	0.38%	2.85%	0.7%	-2.9%
Heritage Lake	571,393,480	612,863,310	40,172,090	1,297,740	0.23%	7.03%	0.23%	12.21%	0.39%	5.62%	0.28%	9.61%	0.5%	-4.4%
The Rancho	47,239,930	51,055,340	3,507,210	308,200	0.65%	7.42%	0.07%	8.93%	0.00%	5.67%	-0.26%	-6.98%	0.1%	-5.6%
Artesia	324,132,050	354,885,810	21,634,350	9,119,410	2.81%	6.67%	7.60%	22.29%	13.02%	1.23%	8.24%	2.35%	4.6%	-4.8%
Square Butte	37,794,060	42,870,760	3,882,280	1,194,420	3.16%	10.27%	2.01%	11.78%	8.93%	4.96%	4.22%	8.05%	0.0%	-3.6%
Priddis Greens	78,995,070	92,554,080	13,354,220	204,790	0.26%	16.91%	0.95%	16.82%	-1.24%	3.93%	1.06%	3.84%	0.6%	-4.4%
Hawks Landing	144,860,710	160,508,110	15,247,700	399,700	0.28%	10.53%	-1.92%	12.86%	4.85%	1.86%	1.86%	4.85%	0.2%	-3.0%
Cottonwood	16,327,870	17,686,060	1,338,190	0	0.00%	8.20%	0.14%	19.75%	0.53%	5.38%	0.06%	10.55%	0.5%	-1.9%
Pinehurst	41,863,980	54,121,280	4,115,550	8,141,750	19.45%	9.83%	0.44%	11.41%	1.10%	5.71%	0.25%	1.36%	1.2%	-2.5%
Norris Coulee/Deer Creek	258,018,270	287,435,940	22,241,340	7,176,330	2.78%	8.62%	3.65%	12.89%	3.26%	6.82%	3.01%	4.50%	1.7%	-5.8%
Millarville Landing	11,317,850	12,173,160	855,310	0	0.00%	7.56%	-7.38%	9.43%	0.21%	5.64%	0.03%	2.75%	-0.1%	-2.8%
Country Lane RV Park	22,918,760	25,421,490	1,935,340	567,390	2.48%	8.44%	3.02%	9.96%	-0.17%	-2.28%	3.39%	14.41%	2.9%	-2.9%
Green Haven Estates	73,858,570	90,775,280	8,793,450	8,123,260	11.00%	11.91%	19.19%	15.41%	17.26%	6.07%	14.25%	4.56%	2.9%	-0.3%
Aldersyde	10,061,750	11,556,510	803,340	691,420	6.87%	7.98%	2.88%	14.35%	0.61%	5.63%	0.62%	6.26%	7.1%	-3.0%
Naphtha	4,218,820	4,720,110	241,840	259,450	6.15%	5.73%	0.34%	11.99%	0.00%	4.96%	2.32%	6.63%	2.0%	-2.4%
Hartell	408,740	419,880	11,140	0	0.00%	2.73%	0.00%	10.70%	0.00%	7.32%	0.06%	5.03%	3.2%	-2.1%
Priddis	30,941,010	31,845,360	807,040	97,310	0.31%	2.61%	3.37%	10.47%	1.94%	5.36%	-6.21%	17.03%	-0.1%	-2.6%
DeWinton	9,273,520	9,686,550	413,030	0	0.00%	4.45%	0.57%	11.48%	0.48%	6.34%	1.51%	2.91%	0.6%	-2.6%
Millarville	6,401,900	7,042,990	470,570	170,520	2.66%	7.35%	0.00%	12.38%	-1.27%	5.26%	0.99%	4.27%	0.0%	-2.6%
Cayley	54,089,060	61,037,150	3,925,220	3,022,870	5.59%	7.26%	4.58%	13.09%	2.57%	9.46%	1.57%	7.18%	0.6%	-3.3%
Blackie	37,631,530	39,877,890	2,123,870	122,490	0.33%	5.64%	0.12%	12.07%	1.17%	5.72%	0.78%	6.67%	1.4%	-5.6%

Improved Residential Assessment Value Changes





2024 PROPERTY ASSESSMENTS FOR 2025 TAXES

Enclosed you will find the combined Assessment and Tax notice for each property that you own in Foothills County. Please take time to review each notice carefully. Concerns regarding your assessment (not taxes) can be addressed by contacting the Assessment Department:

Email: assessment@foothillscountyab.ca

After discussion with a property assessor a complaint may be filed if you still disagree with the assessment. A complaint must be filed by the Final Date for Complaint with the Assessment Review Board Clerk. Complaint matters and forms can be found at www.foothillscountyab.ca

For further assistance contact the Assessment Review Board Clerk at:

Email: appeals@foothillscountyab.ca

Foothills County Phone: 403-652-2341 or 403-931-1905

The market value assessment used to calculate your 2025 taxes is based on a July 1, 2024 valuation date. On average, residential property assessment values experienced an increase of 8%; however some areas may experience something different.

Property owners can find information on our website including answers to many assessment-related questions. Those who feel their property assessment does not reflect market value as of the valuation date, or see incorrect information on their notice, should contact the Assessment Department as soon as possible.

An assessed person is entitled to see or receive information about the person's property in accordance with section 299 of the Municipal Government Act or a summary of an assessment in accordance with section 300 of the Act, or both.



Chart represents year over year market change of sale price trends between July 1 valuation dates to the current valuation date of July 1, 2024.

MEMBERS OF THE ASSESSMENT DEPARTMENT

Appointed Assessor – Teresa Lemon, AMAA

Assessor-Julie Keen, AMAA

Assessor-Devyn Murray, AMAA

Assessor – Michael Brennan

Assessor – Magdalena Irzyk, AMAA

Technician- Courtney Russell

MISCELLANEOUS PLANNING ITEM
PLANNING AND DEVELOPMENT REPORT TO COUNCIL
Subdivision Naming Application and Road Naming Application
May 14, 2025

COUNCIL DECISION RE: REQUEST TO NAME A NEW SUBDIVISION AND NEW INTERNAL SUBDIVISION ROAD	
	APPLICANT: Kristi Beunder of Township Planning + Design Inc.
	LANDOWNER/DEVELOPER: 1651993 Alberta Ltd./Scott Lower
	PROPOSED SUBDIVISION NAME: Grey Fox Estates
	PROPOSED ROAD NAME: Grey Fox Place East
LOCATION: The new subdivision and internal road are within a portion of NE 21-21-29 W4, which is located directly south and east of Highway 552E and directly west and adjacent to 32 nd Street East, approximately 300m northeast of the Highway 552E/Highway 2 overpass.	
PROPOSAL: Part #1: To name the new subdivision as <i>Grey Fox Estates</i> Part #2: To name the new internal subdivision road as <i>Grey Fox Place East</i>	
DIVISION NO: 7	COUNCILLOR: RD McHugh
REPORT PREPARED BY: Samantha Payne	

PURPOSE OF REQUEST

An application was received from Kristi Beunder of Township Planning + Design Inc. on behalf of the landowner 1651993 Alberta Ltd. to name a new subdivision as *Grey Fox Estates* and the associated new internal subdivision road as *Grey Fox Place East*.

Only the road naming proposal was required to be submitted as a condition of the subdivision approval that created this new subdivision and new road.

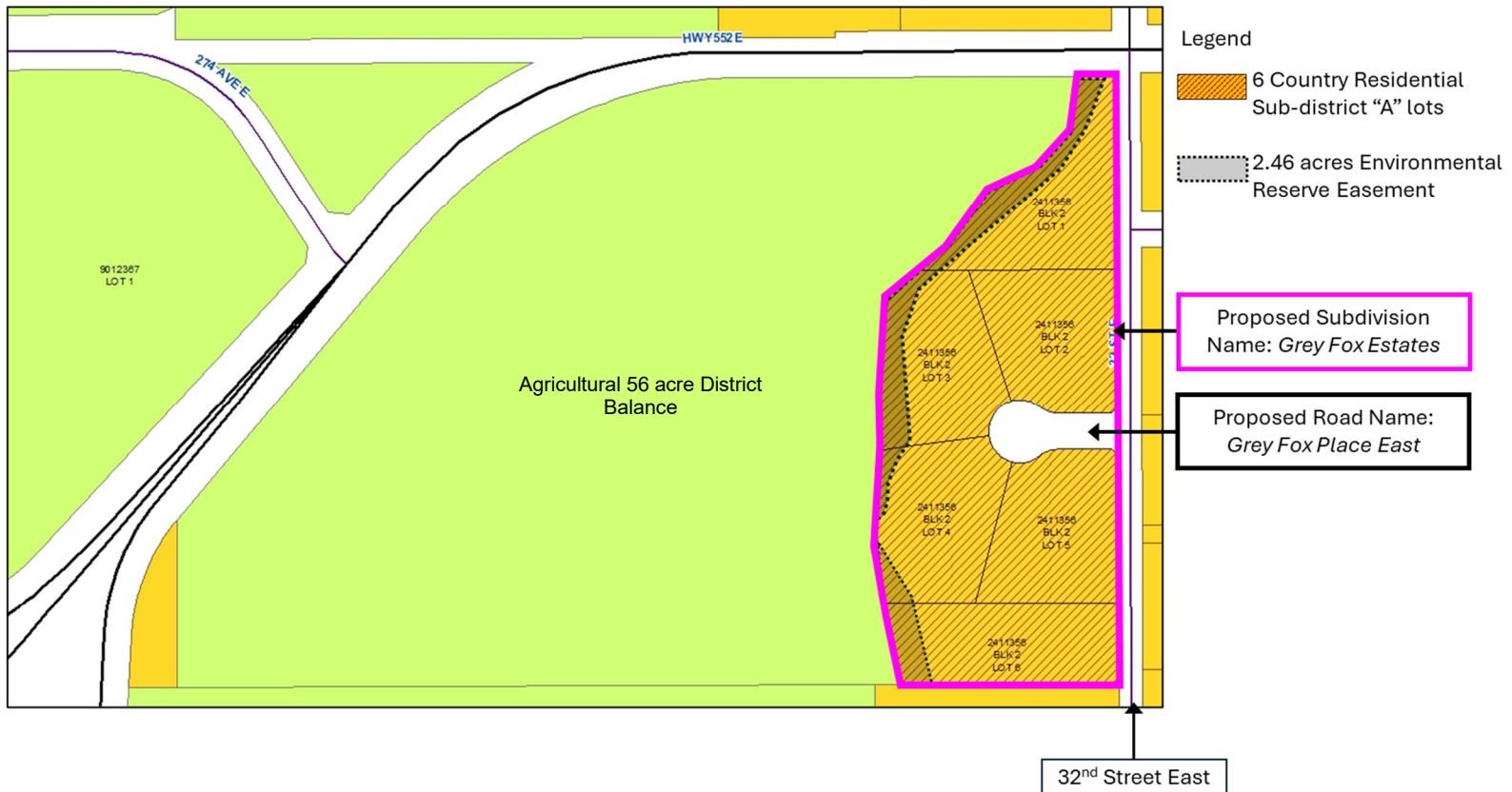
The written request from the applicant is included under Appendix B of this report.

BACKGROUND

On **November 22, 2023** Council approved this subdivision, which included six 3.27+/- acre to 3.28+/- acre Country Residential Sub-District “A” lots, with approximately 2.43+/- acres of Environmental Reserve Easement registered over portions of Lots 1, 3, 4, and 6, and a 65.58+/- acre Agricultural District balance parcel.

This subdivision was completed and then registered on July 9, 2024. A map showing the registered subdivision with proposed subdivision name and road name is included on the following page.

Registered Subdivision Map with Proposed Subdivision Name and Proposed Road Name



CIRCULATION REFERRALS

The application was circulated to all necessary internal departments and external agencies. The responses received are summarized in the table below.

CIRCULATION REFERRALS	
REFEREE	COMMENTS
INTERNAL	
GIS/Mapping	<p>GIS is supportive of the subdivision name of <i>Grey Fox Estates</i>.</p> <p>If the internal road was numbered instead of named, 22 existing mailing addresses would be impacted.</p> <p>GIS is supportive of the internal road name of <i>Grey Fox Place East</i>, due to the number of impacted addresses.</p>
Foothills Fire	No concerns
Foothills Enforcement	No concerns
EXTERNAL	
Rocky View County	No objections

REQUEST OF COUNCIL

PART #1: PROPOSED SUBDIVISION NAME

Council is respectfully requested to review the subdivision naming proposal and may wish to consider one of the following options:

Option 1 – Approval:

Council may choose to approve the subdivision name for the new subdivision located within N 21-21-29 W4; Plan 2411356, Block 2, Lots 1 to 6 as *Grey Fox Estates*.

Option 2 – Refusal:

Council may choose to refuse the subdivision name for the new subdivision located within N 21-21-29 W4; Plan 2411356, Block 2, Lots 1 to 6 as *Grey Fox Estates*.

PART #2: PROPOSED ROAD NAME

Council is respectfully requested to review the road naming proposal and may wish to consider one of the following options:

Option 1 – Approval:

Council may choose to approve the road name for the new internal subdivision road located within a portion of N 21-21-29 W4 as *Grey Fox Place East*.

Option 2 – Refusal:

Council may choose to refuse the proposed road name of *Grey Fox Place East* for the new internal subdivision road located within a portion of N 21-21-29 W4.

APPENDICES

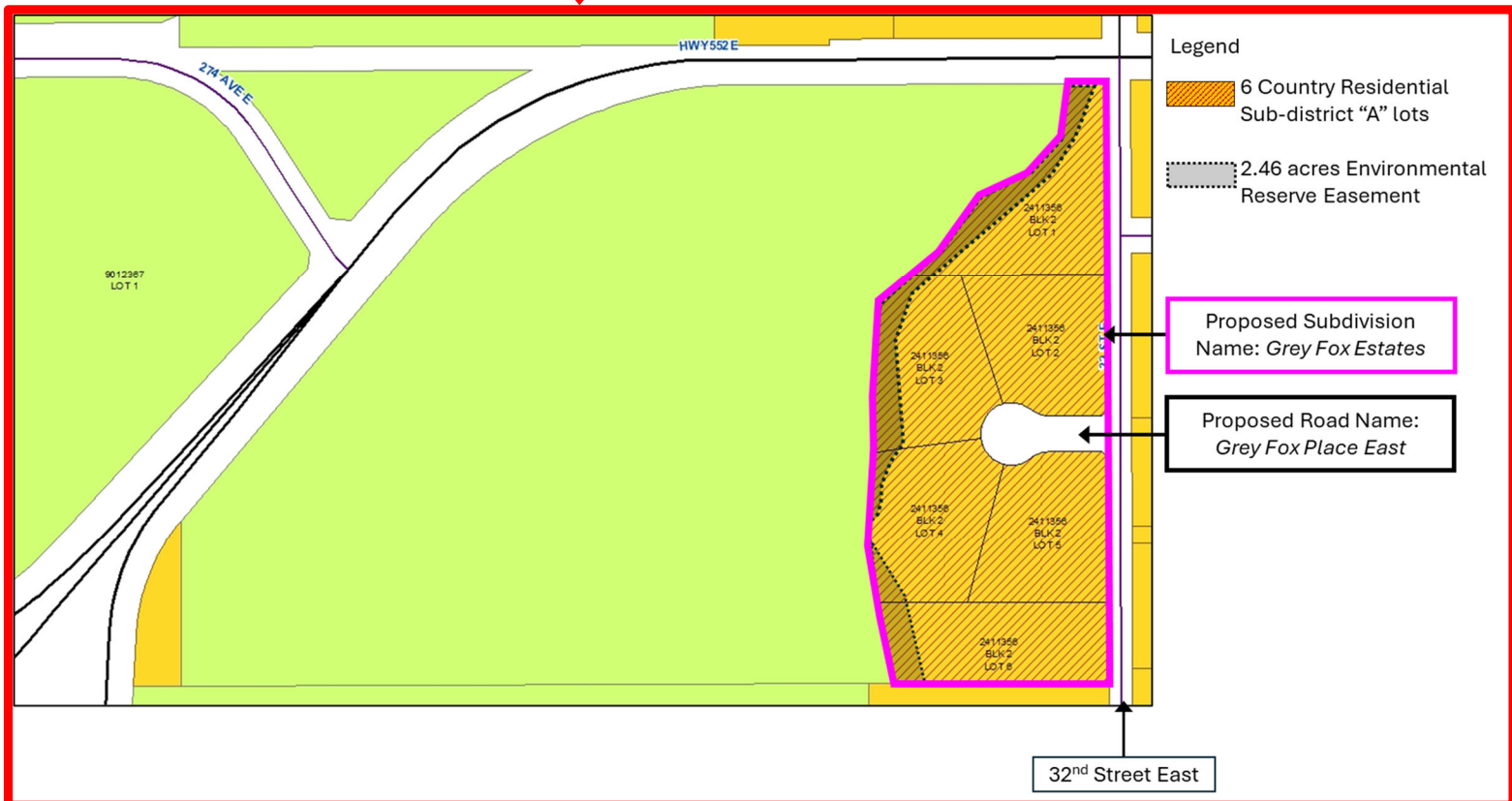
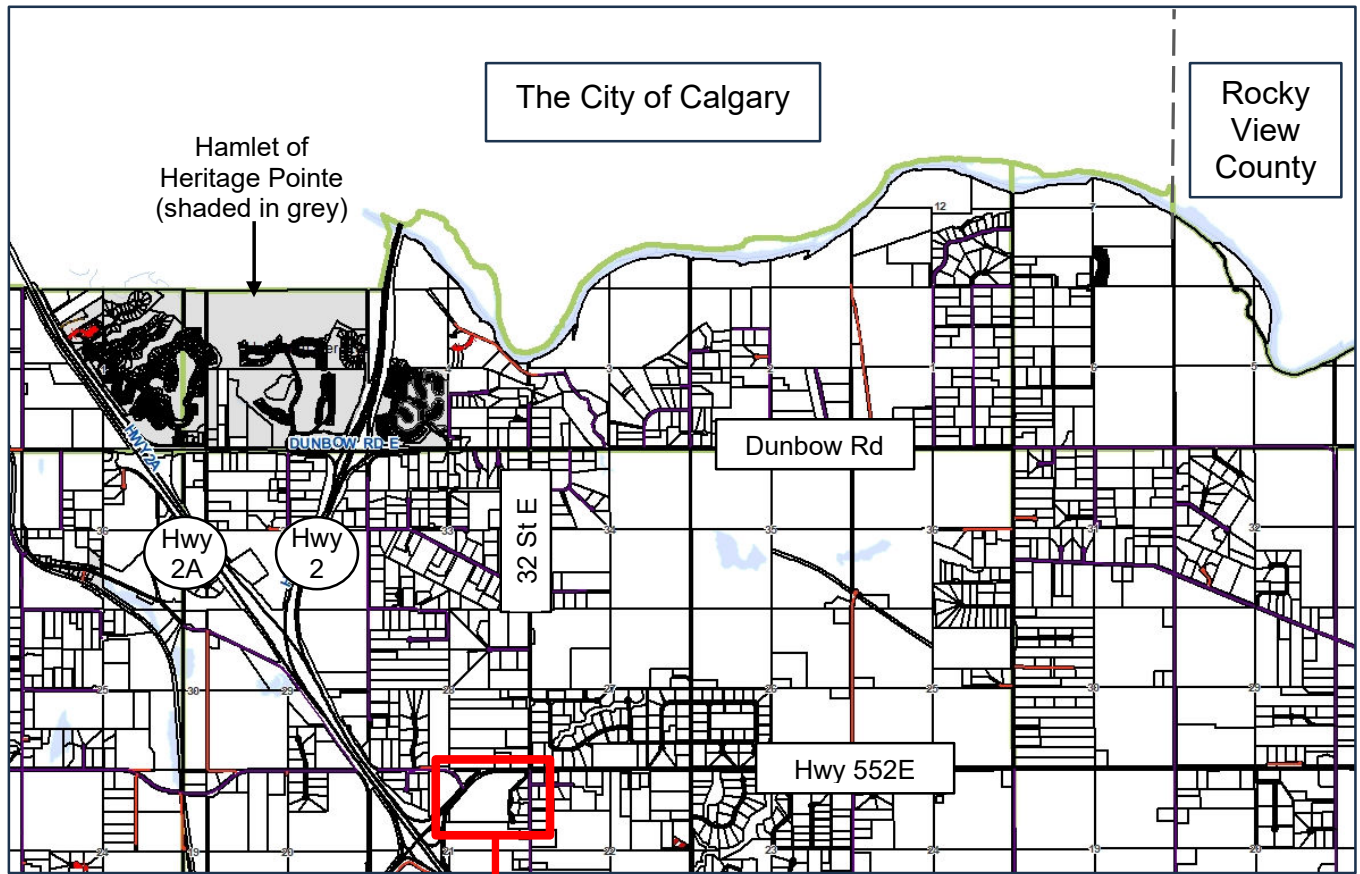
APPENDIX A:

Location Map

APPENDIX B:

Applicant's Written Request

APPENDIX A: LOCATION MAP



APPENDIX B: APPLICANT'S WRITTEN REQUEST

110-259 Midpark Way SE
Calgary, AB T2X 1M2

Phone: 403.880.8921
TWPplanning.com



Foothills County
Box 5605
High River, AB
T1V 1M7

March 13, 2025

ATTN: Reeve Miller and Members of Council

RE: Application for Subdivision Naming and Road Naming – as listed below for NE 21-21-29 W4M
Landowners: Scott Lower, 1651993 Alberta Ltd.

Dear Reeve Miller and Members of Council,

This letter seeks approval to dedicate this subdivision as Grey Fox Estates within the Foothills County, we also seek approval for a road name of Grey Fox Place East.

Grey Fox Estates is comprised of one small internal cul-de-sac servicing 4 Country Residential parcels (please refer to the attached figure).

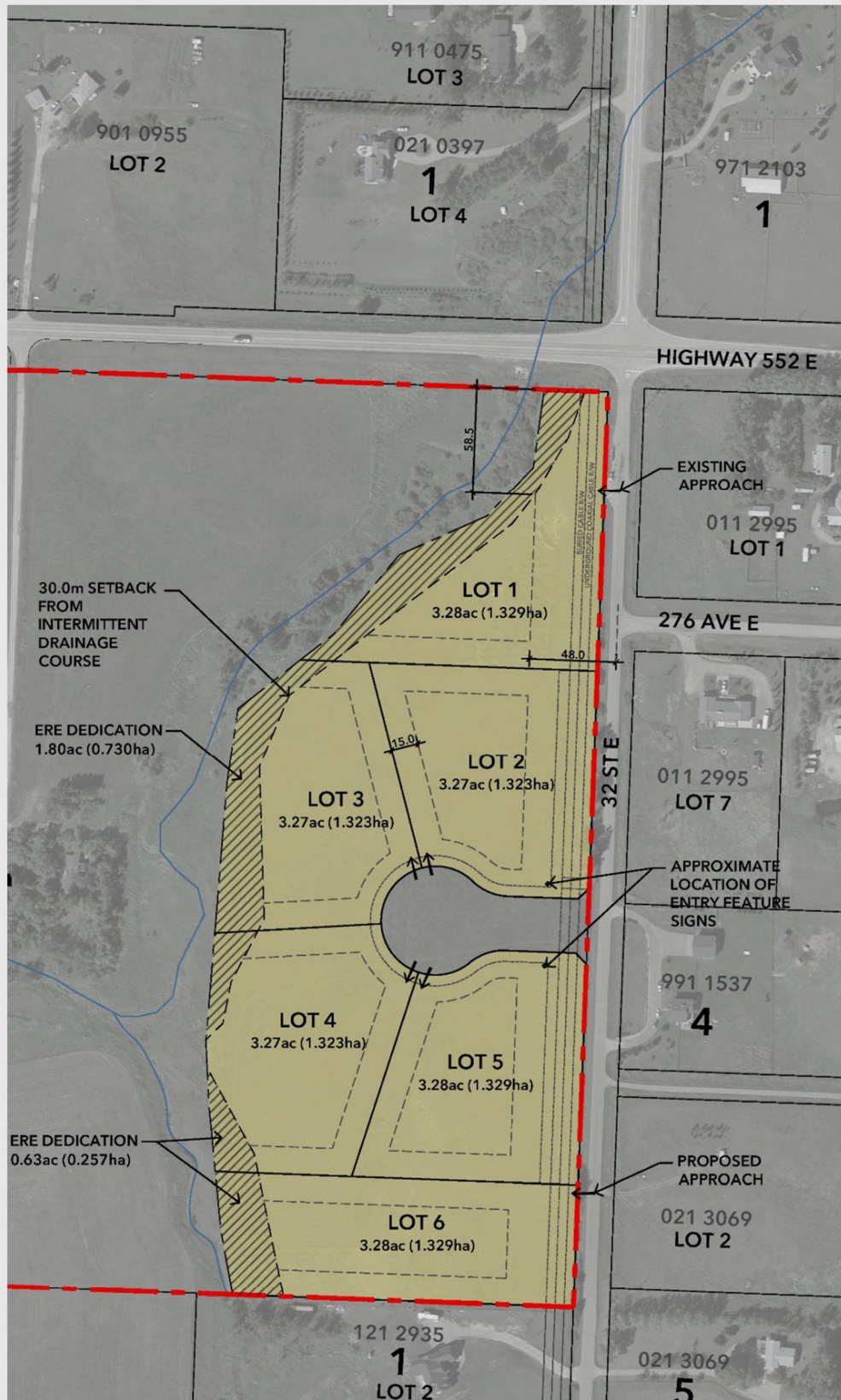
Thank you for your consideration of our request. Should you have any questions or concerns please do not hesitate to contact the undersigned.

Sincerely,
Township Planning + Design Inc.


A handwritten signature in black ink, appearing to read "Kristi Beunder", with a long horizontal stroke extending to the right.

Kristi Beunder, B.A., M.E.Des.
RPP MCIP
Senior Planner / Principal

Cc: Scott Lower, 1651993 Alberta Ltd.



**MISCELLANEOUS PLANNING ITEM
PLANNING AND DEVELOPMENT REPORT TO COUNCIL
DEVELOPMENT PERMIT APPLICATION
May 14, 2025**

APPLICATION INFORMATION		FILE NO. 25D045
	DATE APPLICATION DEEMED COMPLETE: March 19, 2025	
	LEGAL DESCRIPTION: Plan 0715294; Unit 1; Ptn. S 6-22-29 W4M	
	AREA OF SUBJECT LANDS: 470 sq. m.	
	LANDOWNER: Comic Traders Holdings Ltd.	
	APPLICANT: Steven Furguson	
PROPOSAL: Development Permit application for a Direct Control District #11 (DC#11) parcel to allow for the use of the existing development as a Retail and Wholesale Outlet.		
DIVISION NO: 6		COUNCILLOR: Don Waldorf
FILE MANAGER: Aamani Sidhu		

EXECUTIVE SUMMARY:

Location of Subject Lands

The subject property is situated at the northwest corner of the Heritage Pointe Commercial Site, within the Hamlet of Heritage Pointe. It is located directly east of Heritage Lake Drive and directly north of Pine Creek Road and Dunbow Road East. The site lies within 500 metres of the intersection of Highway 2A and Dunbow Road West.

Summary of Proposal

This is a Development Permit application for a Direct Control District #11 (DC#11) parcel located at Plan 0715294; Unit 1; Ptn. S 6-22-29 W4M to allow the operation of a Retail and Wholesale Outlet. The proposed use is for a comic book retail store that will support both in-person and online retail operations.

Background

Existing development on this condominium-titled property consists of a 9,722 sq. ft. commercial building comprising six bays. As per the DC district regulations, any occupants of bays not specifically addressed in the original decision must apply for individual development permits to ensure compliance with the district's intent. This development was approved as part of Phase 3 of the Village Centre project in 2006.

Previous approvals for Plan 0715294, Unit 1, Ptn. S 6-22-29 W4M (the subject parcel) include:

- 2020: Approval for the operation of a retail store on the top floor of the condominium unit, specifically for a western wear retail business.
- 2015: Approval for a Day Care Facility, which later relocated to another site.

PURPOSE OF APPLICATION:

As Council is the Development Approving Authority for Direct Control District lands, they may decide on a Development Permit application, or may delegate the Authority, with directions that it considers appropriate.

Council may require a Public Meeting prior to deciding on any application within the Direct Control District.

Summary of Proposal

Approval of the following use is being requested on the subject 470 sq. m. Direct Control District #11 parcel located on Plan 0715294, Unit 1, Ptn. S 6-22-29 W4M: Retail and Wholesale Outlet.

1. The applicant is requesting approval to operate a comic book retail and wholesale outlet on the subject 470 m² parcel within Direct Control District #11.
2. The business will serve as both a packing center (Monday to Friday, 9 AM–5 PM) and a retail store (Wednesday to Sunday, 12 PM–6 PM).
3. Interior modifications will include mounting slat walls on the east and west walls, removing existing mirrors, along with the addition of retail fixtures.
4. Window tinting and security camera installation are planned.
5. Site plans (found under Appendix A) show the main floor will include toy racks, display cabinets, comic tables, workstations, and desks. The basement will be primarily used for storage.
6. There will be no exterior changes to the structure.
7. A small sticker sign will be placed in the window for identification.
8. Parking demand will be minimal, with a maximum of two stalls needed for staff, who will be shuttled from the company's city location in Lake Bonavista. Customer traffic is expected to be low (1–2 customers per day), as the majority of sales are online.
9. A shared loading area, serving four businesses, will be used for deliveries.
10. No additional exterior lighting is proposed.
11. A garbage disposal system for the site is already in place.

SITE CONSIDERATIONS:

Access:

Common access to the Commercial Site is provided from Pine Creek Road, a paved municipal road surface.

Common Areas:

Common areas of the Commercial Site contain surface parking and landscaping features.

Servicing Considerations:

Properties in this area are provided water and wastewater servicing by Corix Utilities, also known as Blue Stem.

Predicted Off-Site Impacts:

None recognized.

POLICY CONSIDERATIONS:

The application is **generally consistent with** the requirements and recommendations included within the existing statutory documents. The application to allow for Retail and Wholesale Outlet use on the subject property is supported by:

- Municipal Development Plan 2010 – *Commercial Development & Location*
- Growth Management Strategy – *Planning for Commercial Development*
- Heritage Pointe Area Structure Plan – *Retail/Commercial*
- Land Use Bylaw 60/2014 – *Definitions & Discretionary Uses*

The applicant has provided parking rationale within the application and identifies minimal use of parking stalls by staff and customers to illustrate that the proposal will meet the requirements of section 9.19 of the Land Use Bylaw.

- Should there be a single point in time during which the Commercial Site were at full occupancy for all involved units, in all Phases at one time, the Parking Requirements for the cumulative sum of all units would not be met; however as of this time, there have been no reported issues with respect to lack of parking or over-crowding at the Commercial Site.
- As per this section of the Land Use Bylaw, Council may request a Parking Assessment, or alternately, as stated under 9.19.19 - ***The Development Authority has discretion to amend the parking requirements if deemed necessary. The parking requirements are meant as a guideline.***

Land Use Bylaw 60/2014

18.11 Direct Control District #11 (DC11): See Appendix C for details

18.11.1 Purpose and Intent

- *The purpose and intent of this district is to allow for a wide range of commercial uses consistent with the Heritage Pointe Area Structure Plan and Direct Control by the Council over the development on the following lands (Heritage Pointe Commercial Site):*

In Township 22, Range 29, West 4 Meridian: Portion of Fractional South Half Section 6; In Township 22, Range 1, West 5 Meridian: Portion of South East Quarter of Section 1 Total of 3.61 acres.

18.11.3 Discretionary Use: Retail and Wholesale Outlets

18.11.4 Requirements

18.11.4.1 *Standards of the development shall be at the discretion of Council.*

Definitions for all uses can be found under section 2.5 of the Land Use Bylaw.

- **RETAIL STORE** means the use of a building or a portion thereof for the sale or display of merchandise to the public and includes the storage of merchandise on or about the premises in quantities sufficient only to supply the establishment but does not include grocery store, liquor sales, or cannabis sales.

- **WHOLESALE** the sale of commodities to retailers or jobbers and shall include the sale of commodities for the purpose of carrying on any trade or business even if the said trade of business is the consumer or end user of the commodity.

CIRCULATION REFERRALS	
REFEREE	COMMENTS
INTERNAL	
Public Works	No changes proposed or required.
Building & Safety Codes	No response was received.
Municipal Fire Services	No response was received.
EXTERNAL	
Alberta Transportation (ATEC)	<p>Transportation and Economic Corridors offers the following comments and observations with respect to the proposed development(s);</p> <ul style="list-style-type: none"> • Pursuant to section 618.3(1) of the Municipal Government Act (MGA), the department expects that the municipality will comply with any applicable items related to provincial highways in an ALSA plan if applicable. • Pursuant to 618.4(1) of the MGA, the department expects that the municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, in accordance with Policy 7 of the Provincial Land Use Policies. <p>Transportation and Economic Corridors has the following additional comments and/or requirements with respect to this proposal:</p> <ol style="list-style-type: none"> 1. The proposed development is exempted from the requirement of a permit pursuant to Section 25 of the Highways Development and Protection Regulation. This exemption is subject to the provisions of Sections 11-23 and Sections 55-59 of the Highways Development and Protection Act (Chapter H-8.5, RSA, 2004) and amendments thereto, and Sections 8-15, Sections 24-25, and Sections 35-36 of the Highways Development and Protection Regulation (Alberta Regulation 326/2009) and amendments thereto. 2. Transportation and Economic Corridors accepts no responsibility for the noise or other impacts of highway traffic upon any development or occupants thereof. Noise impacts and the need for attenuation should be thoroughly assessed. The applicant is advised that provisions for noise attenuation and/or visual screening are the sole responsibility of the landowner. 3. All highway accesses are to be considered temporary. No compensation shall be payable to the Permittee or their assigns or successors when Transportation and Economic Corridors (or their assigns) removes, alters, or relocates the temporary access or if highway access is removed or relocated, and indirect access is provided via a municipal road. 4. This exemption, and associated terms and conditions, apply to the development referenced herein at the location shown, and any new or additional development activity must obtain approval from Transportation and Economic Corridors.

CIRCULATION REFERRALS

	<ol style="list-style-type: none"> 5. The landowner shall indemnify and hold harmless the Minister and his employees and agents from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly, from anything done or omitted to be done in the construction, maintenance, operation, or alteration of the work described. 6. Any peripheral lighting (yard lights/area lighting) that may be considered a distraction to the motoring public or deemed to create a traffic hazard will not be permitted. 7. The landowner (or a designated representative) is responsible for obtaining any other necessary municipal, provincial, or federal approvals.
Corix Utilities (Blue Stem)	No response was received.
City of Calgary	The City of Calgary has no comments regarding Application #25D 045 for the proposed Retail and Wholesale Outlet.
PUBLIC	<i>Public notification/referral does not occur with respect to Development Permits on Direct Control District lands unless review of the application involves a Public Meeting.</i>

SUMMARY

The request before Council is for approval of Development Permit application 25D 045 to allow for the operation of a Retail and Wholesale Outlet on Plan 0715294, Unit 1; Ptn. S 6-22-29 W4M.

OPTIONS FOR COUNCIL CONSIDERATION:

OPTION #1 – APPROVAL

The suggested motion for Option #1 is as follows:

Moved that Development Permit 25D 045 to allow the operation of a Retail and Wholesale Outlet on Plan 0715294, Unit 1; Ptn. S 6-22-29 W4M be approved subject to the following conditions:

APPROVAL DESCRIPTION

This approval allows for the operation of a Retail and Wholesale Outlet on Plan 0715294, Unit 1; Ptn. S 6-22-29 W4M in accordance with the application for Development Permit and the plans as accepted by the Development Authority to be appropriate, subject to the following conditions:

SUGGESTED PRE-RELEASE CONDITIONS

*Pre-release Conditions must be fulfilled before the Development Permit will be signed and released. Unless a time extension is issued under agreement between the Development Authority and the Applicants, **failure to complete the pre-release condition on or before October 14, 2025, will see this approval be deemed null and void.***

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

1. The applicant is required to submit a refundable security deposit in the amount of \$1,000 in order to ensure compliance with the Alberta Building and Fire Codes for the proposed use and occupancy of the development. This security will be refunded at such time that final confirmation for occupancy of the structure is provided by the County's Safety Codes Officer and the Foothills Fire Inspector.

SUGGESTED CONDITIONS OF APPROVAL

*The following requirements must be completed within twenty-four (24) months from the date the Development Permit is signed and issued unless a time extension is approved under agreement between the Development Authority and the Applicant(s). **Failure to complete the conditions of approval will see the Development Permit be deemed null and void.***

1. The applicant shall maintain the development in accordance with all conditions of approval and plans that have been acknowledged by the municipality to be appropriate. Any revisions and/or additions to the use of this land shall not proceed unless appropriate approvals and permits have been obtained;
2. The applicants are required to obtain all necessary building, plumbing, gas, septic, and electrical permits and inspections applicable to use and occupancy of the existing development used in conjunction with the business;
3. Business operations and involved related use (ie: parking/loading) shall at all times be wholly located within the boundaries of the legally titled unit and its associated common area;
4. The applicant is required to maintain an annual business license with Foothills County;
5. Prior to occupancy, the applicant shall contact the Foothills Fire Department in order to arrange for a fire inspection, and shall ensure that the unit is clearly marked with appropriate municipal addressing; Please contact the County's GIS department to fulfill this requirement;
6. An Emergency Response Plan is required to be submitted for review and acceptance by the County;
7. Fascia signage similar to the composite signage currently found within the Heritage Pointe Commercial Site is permitted for each vendor. Prior to installation of any signage on the subject property, detailed sign dimensions and location specifications shall be provided for review and acceptance by Foothills County;
8. It is the landowner's responsibility to provide notification to the Development Authority upon completion of the development, including all listed conditions of approval;
9. The applicant shall be responsible for payment of any professional costs including legal fees that may be incurred by the County with respect to implementation of this permit.

ADVISORY CONDITIONS

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

1. The development shall be maintained in accordance with all conditions of approval and plans as accepted by the County to be appropriate. Additions to, or revisions to the development and use approved herein may occur only upon obtaining appropriate independent approvals;
2. Development is to comply with the requirements of the applicable Building, Safety, and Fire Codes at all times;
3. All installations of exterior lighting shall adhere to the guidelines and technical specifications as outlined within the County's Dark Sky Bylaw;
4. Days and hours of operation for the packing centre are permitted to Friday, 9 AM–5 PM and as a retail store permitted Wednesday to Sunday, 12 PM–6 PM.
5. The applicant shall maintain an annual business license with Foothill County;
6. All garbage and recycling materials shall be stored in weather-proof and animal-proof containers that are required to be visibly screened from adjacent lands;
7. The issuance of a development permit from the County does not relieve the applicant of the responsibility of complying with all other relevant municipal bylaws and requirements, nor excuse violation of any provincial or federal regulation or act which may affect use of the land.

Notes:

1. Contravention of any of the above conditions and/or requirements will result in this permit being considered null and void.
2. This Development Permit shall thereafter be null and void if the development or use is abandoned for a period of six months.
3. The conditions of this Development Permit must be met and adhered to at all times. Fines and/or Enforcement action may occur if operating outside of the Development Permit.

OPTION #2 – REFUSE

Should Council not support the application, they may wish to consider the following motion of refusal:

Moved that Development Permit 25D 045 to allow the operation of a Retail and Wholesale Outlet on Plan 0715294, Unit 1; Ptn. S 6-22-29 W4M be refused.

APPENDICES

APPENDIX A: MAP SET

MAP 1 – ORTHO

MAP 2 – LOCATION

MAP 3 - LAND USE

MAP 4 - SITE PLAN (MAIN FLOOR)

MAP 5 – SITE PLAN (BASEMENT)

APPENDIX B: SUPPLEMENTARY MATERIALS

APPENDIX C: LAND USE BYLAW

DC#11 DISTRICT

APPENDIX A: MAP SET

MAP 1 – ORTHO



S 06-22-29 W4M; Plan 0715294 Unit 1



Legend
Townships
Hamlet
Parcels

Document Path: C:\p\PlanningData\MDP_Planing.mxd

Date Printed: 2025-03-12

1:278

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Data Sources include Municipal Records and Atlas/IS.
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APPENDIX A: MAP SET

MAP 2 – LOCATION



MAP 3 – LAND USE MAP

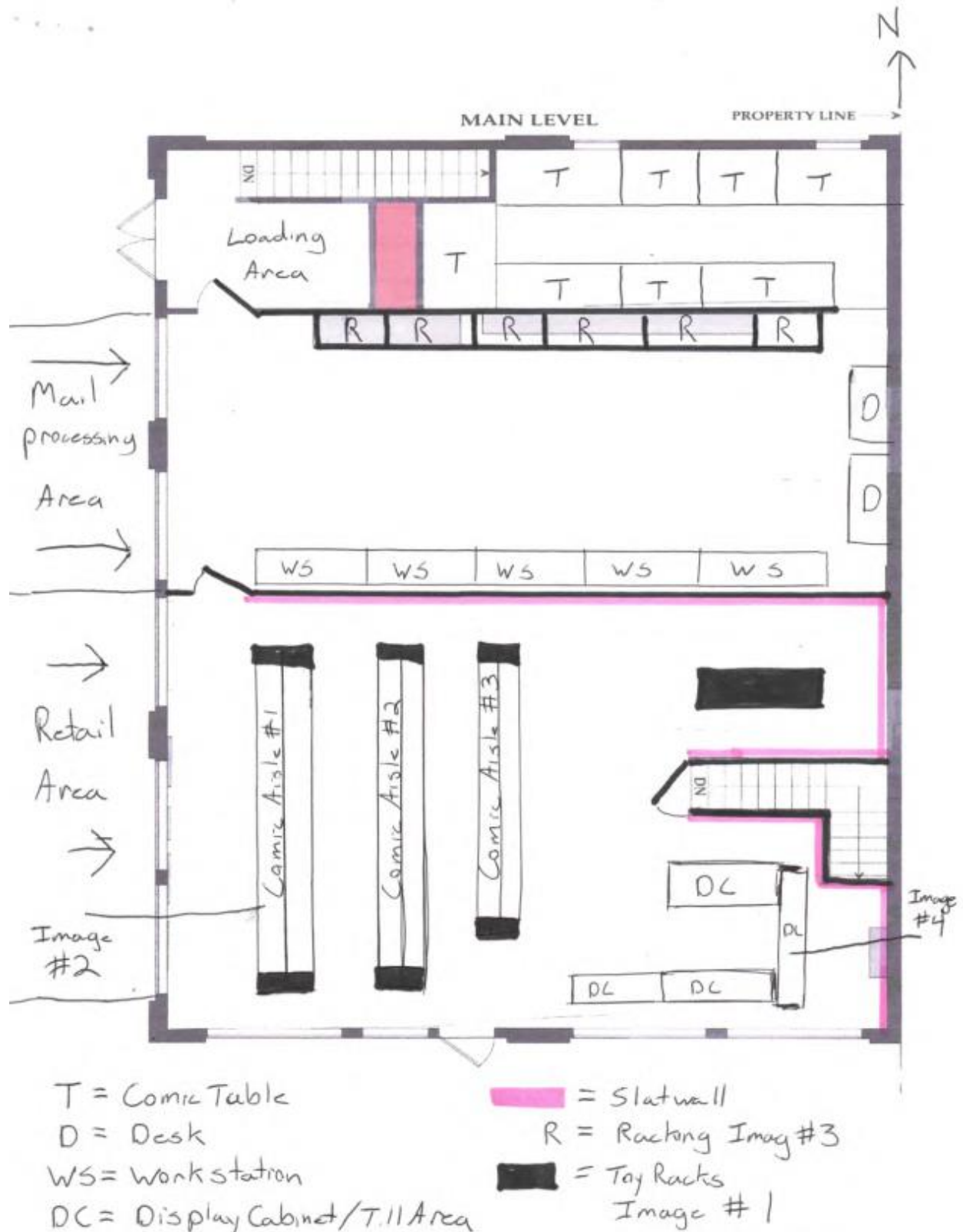


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Data Sources include Municipal Records and AtlasIS.
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APPENDIX A: MAP SET

MAP 4 – SITE PLAN (MAIN LEVEL)

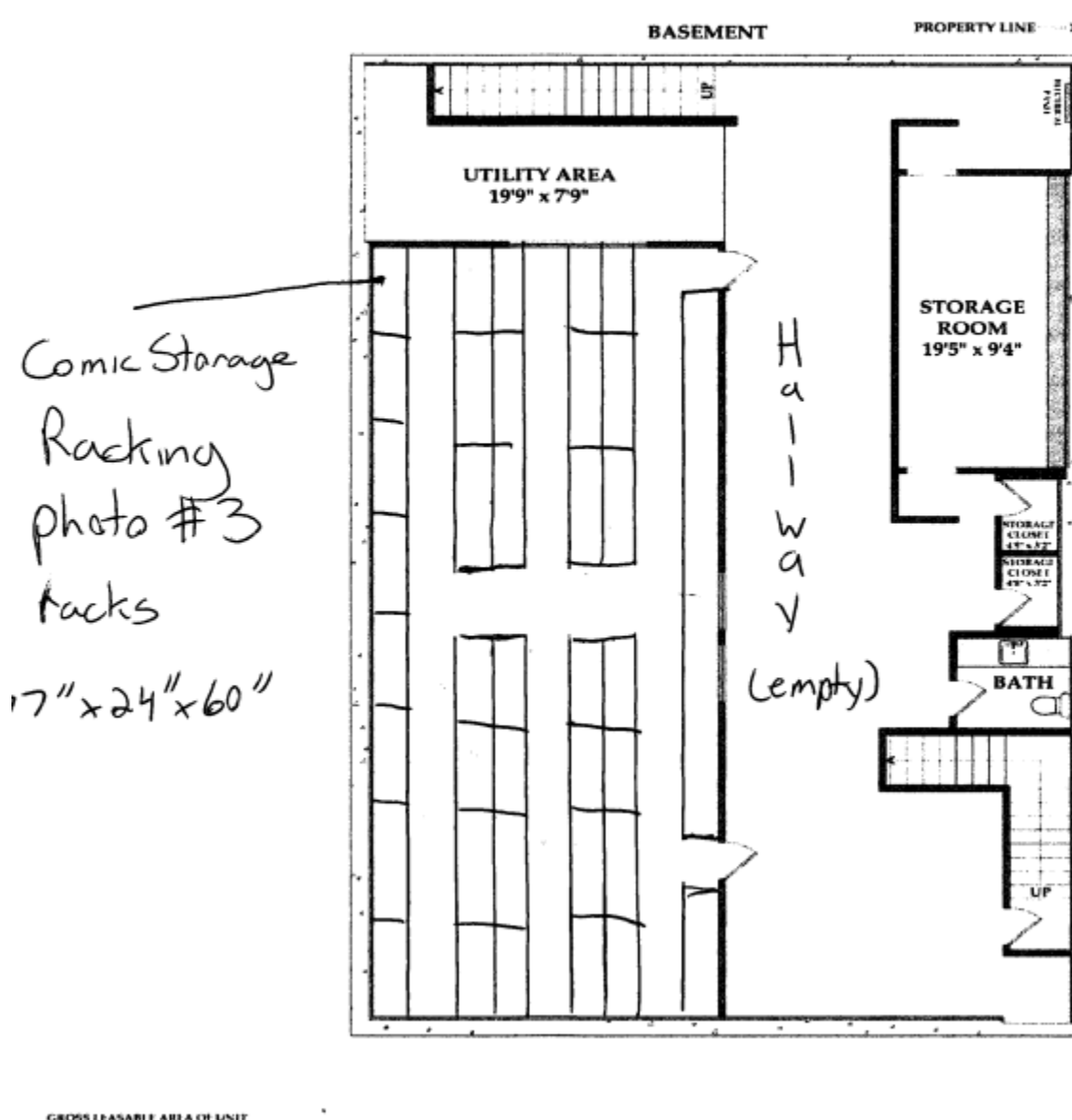


APPENDIX A: MAP SET

MAP 5 – SITE PLAN (BASEMENT)

GROSS LEASABLE AREA (GLA) - 5,292.32 Sq.Ft. / 491.66 m²

CUSTOMER: SUSAN PENLEY // REMAX CENTRAL CALGARY



APPENDIX B: SUPPLEMENTARY MATERIALS

PARKING AND LOADING PLAN

Parking plan and Loading plan

Part 1 parking plan

Staff----Our staff don't drive and all live by our Lake Bonavista site

At 9 am every day a portion of our staff will be shuttled to south location using our shuttle van

The staff that do drive might use max 2 stalls per day and will be instructed to park in south corner of the lot away from store fronts

Customers----- will park out in front of store

Our business is 95% online and were the largest exporter of Comics in Canada

Almost all our customers are US based

We do not expect much for traffic 1-2 customers max , we aren't even going to have signs other than a sticker on the glass at the front door



Part 2 Loading unloading delivery vehicles

As per photo there is a loading area at the side of the building

This is where deliveries for all 4 businesses in the building are dropped off

We keep this area clear and there is a loading zone sign behind the car in the photo

You can see solid steel double door behind the car that's where our deliveries will go into the building

The room on the other side of the door is large enough for 4 pallets to be delivered

It is marked loading area on the new maps



To the left of where the car is are the garbage bins and recycling bins there in a enclosed brick box these are shared by all tenants of the building

There is also a no parking loading zone sign on the gate for the garbage bins

Parking aerial view of building 1

Comic Traders portion of building marked with black sharpie


Loading area marked with


Customer parking stall shared with 3 other businesses marked with

Staff parking preferred



This is the full area view of the entire parking area for all business

Preferred shared staff spots are marked with 

Preferred customer spots are marked with 



APPENDIX B: SUPPLEMENTARY MATERIALS

APPLICATION LETTER

COMIC TRADERS APPLICATION

1. HAND DRAWN SITE PLAN INCLUDED
2. DESCRIPTION OF BUSINESS
COMICTRADERS BUYS AND SELLS NEW 90% AND USED 10% COMIC BOOKS AS WELL AS SOME COLLECTABLE TOYS (PHOTOS OF EXISTING 1200SQ FOOT LOCATION INCLUDED), 90% OF OUR BUSINESS IS ONLINE SALES FROM OUR WEBSITE AT COMICTRADERS.CA. OUR SITE IS 5400 SQ FEET. 2700 SQUARE FEET WILL BE USED AS A RETAIL STORE AND STUDIO FOR OUR ONLINE SHOW, THE TOP LEVEL. 2700 SQ FOOT BASEMENT WILL BE USED TO STORE MERCHANDISE AS WELL AS A PACKING CENTER FOR MAIL. COMIC TRADERS PACK AND SHIPS 100 ORDERS PER DAY AVERAGE. ONCE PACKED WE DROP THE PACKAGES OFF AT THE POST OFFICE 1 A DAY. OUR PACKING CENTER RUNS 5 DAYS A WEEK MONDAY TO FRIDAY 9-5 AND HAS 3 EMPLOYEES. OUR RETAIL STORE WILL BE OPEN 5 DAYS A WEEK, WEDNESDAY TO SUNDAY NOON TO 6 PM.
3. BUSINESS WILL BE ENTIRELY RUN FROM SITE.
4. THE ENTIRE BUSINESS WILL BE LOCATED INSIDE THE CONDO UNIT
5. N/A NO NEW BUILDINGS WILL BE BUILT
6. COMICTRADERS EMPLOYS 4 FULLTIME AND TWO PARTIME EMPLOYEES
7. COMICTRADERS SELLS COMICS 90% OF SALES ARE ONLINE THE 90% IS PACKED AND SHIPPED 10% OF SALES ARE WALK IN CUSTOMERS
8. CONDO UNIT HAS A REAR DOUBLE DOOR ALL SHIPMENTS 1-2 INCOMING AND 5 OUT GOING WILL LOAD INTO A SMALL VAN THROUGH THE REAR DOOR. COMIC TRADERS HAS A VAN WE PICK UP AND DROP OFF ALL OUR OWN SHIPMENTS.
9. N/A CONDO LOT IS IN AN EXISTING STRIP MALL
10. VEHICLE GENERATION, STAFF WILL HAVE UP TO 4 VEHICLES ON SITE, COMICTRADERS HAS 1 VAN, AND WE DO NOT EXPECT A LOT OF WALK IN TRAFFIC, HOWEVER WE COULD HAVE 5-10 VISITERS PER DAY.
11. WE ARE AWARE THERE ARE PARKING ISSUES IN THE LOT, COMICTRADERS HAS 12 SPOTS DIRECTLY IN FRONT OF OUR CONDO HOWEVER WE DON'T EXPECT TO NEED MORE THAN 5 AT A TIME, IF PARKING IS A SERIOUS ISSUE WE MAY HAVE STAFF PARK OFFSITE AND SHUTTLE THEM TO WORK DAILY.
12. N/A BUILDING IS EXISTING
13. ALL DELIVERIES AND SHIPMENTS (2 INCOMING 5 OUTGOING WEEKLY) ARE DONE WITH OUR VAN

14. HOURS, OUR PACKING CENTER RUNS 5 DAYS A WEEK MONDAY TO FRIDAY 9-5 AND HAS 3 EMPLOYEES. OUR RETAIL STORE WILL BE OPEN 5 DAYS A WEEK, WEDNESDAY TO SUNDAY NOON TO 6 PM.
15. WATER USAGE, NEXT TO ZERO, JUST STANDARD WASHROOM USAGE
16. GARBAGE AND RECYCLING SITES FOR PROPERTY ARE ALREADY INPLACE, HOWEVER COMICTRADERS PRODUCES ALMOST NO GARGAGE AT ALL , ALL OUR INCOMING SHIPMENTS COME IN REUSABLE BOXES , WE REUSE ALL BOXES,
17. N/A
18. N/A NOT DANGEROUS GOODS ON SITE
19. N/A
20. N/A NO EVENTS ONSITE (HOWEVER IT IS A RETAIL STORE WE WILL OCCASIONALLY HAVE A SALE LIKE BOXING DAY ETC, BUT NOTHING UNUSUAL 90% OF OUR BUSINESS IS ONLINE SO OUR EVENTS ARE ONLINE VIRTUAL EVENTS)
21. N/A SITE ALREADY GRADED
22. N/A SITE ALREADY GRADED
23. N/A LANSCAPING EXISTING
24. N/A NO NEW LIGHTING EXISTING STRIP MALL
25. N/A NO SIGNAGE
26. N/A STORM WATER EXISTING
27. N/A
28. N/A APPLICANT PURCHASED CONDO UNIT SEPT,20 2024

APPENDIX C: LAND USE BYLAW

DC#11 DISTRICT

18.11 DIRECT CONTROL DISTRICT #11 (DC11)

DC#11

18.11.1 PURPOSE AND INTENT

The purpose and intent of this district is to allow for a wide range of commercial uses consistent with the Heritage Pointe Area Structure Plan and Direct Control by the Council over the development on the following lands (Heritage Pointe Commercial Site):

In Township 22, Range 29, West 4 Meridian:
Portion of Fractional South Half Section 6;
In Township 22, Range 1, West 5 Meridian:
Portion of South East Quarter of Section 1
Total of 3.61 acres

18.11.2 PERMITTED USES

Convenience / Grocery Store
Public Works
Restaurants
Service Station
Signs not requiring a development permit
Solar Power System, Private (Not requiring a Development Permit)

18.11.3 DISCRETIONARY USES

Accessory Uses
Appliance Service and Repair
Auto Sales and Service
Business Offices (i.e. – Veterinarian, Medical Doctor, Dentist, Lawyer, Small Business Centre)
Cannabis Retail Store
Community services (i.e. Fitness Facility, Library, Recycle)
Country Recreational Centre / Lodge
Day Care Center
Dwelling, Single Family
Farm Equipment and Sales
Hotel / Motel
Public Quasi Public Installations and Facilities
Retail and Wholesale Outlets (i.e. Post Office, Dry Cleaner, Beauty Salon/Spa, Coffee Shop, Liquor Store, Video Store, Art Market)
Signs requiring a Development Permit
Solar Power System, Private (Requiring a Development Permit)

18.11.4 REQUIREMENTS

18.11.4.1 Standards of the development shall be at the discretion of Council.

18.11.5 MINIMUM REQUIREMENTS

18.11.5.1 Area of Lot:

- a. Area shown on Certificate of Title; or
- b. Area allowed for by bylaw amending this section.

18.11.5.2 Minimum Yard Setback Requirements:

- a. Front Yard Setback:
 - i. 4m (13.12 ft.) from an Internal Subdivision Road – Property Line
 - ii. 38m (124.67 ft.) from the centre line 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 Setback:
 - i. 1.5m (4.92 ft.) from property line
- c. Rear Yard Setback
 - i. 6m (19.69 ft.) from property line

18.11.6 MAXIMUM LIMITS

18.11.6.1 Number of Lots

- a. At the discretion of Council

18.11.6.2 Height of Buildings:


- a. 12m (39.37 ft.) or
- b. If higher than 12m, at the discretion of Council

18.11.6.3 Coverage of Lot:

- a. 60%

18.11.7 PROCEDURE

- 18.11.7.1 Notwithstanding the procedure established for development permit applications in Section 4 and Section 5, an application for development permit in respect of lands referred to in Section 8.11.1 shall be referred by the Development Officer to the Council for its approval or refusal.
- 18.11.7.2 Notwithstanding the procedure established for the issuance of development permits in Section 5, the Council shall decide on all applications for development permits with respect to lands referred to in Section 18.11.1. The council may approve a development permit application with or without conditions or may reuse an application for development permit.
- 18.11.7.3 There is no appeal to the Development Appeal Board from a decision of the Council on an application for a development permit in respect of the lands referred to in Section 18.11.1.

DEPARTMENT: Corporate Services	
	TOPIC: Changes to Personal and Family Day Accrual Cycle
REPORT PRESENTED BY: Reginald Hammond, Director of Corporate Services/CFO	

PURPOSE OF REQUEST

The purpose of this report is to formally request Council's approval to amend the current Personal Leave Policy, specifically the cycle of annual personal days and family days from the existing July-June schedule to a calendar year or fiscal year alignment. This change aims to enhance operational efficiency, streamline leave management processes and align entitlements with broader organizational practices.

BACKGROUND

Currently, the Personal Leave Policy runs on a July to June cycle. As our organization has grown, it has become increasingly apparent that aligning personal leave with the calendar year or fiscal year would promote greater consistency and efficiency.

In recent years, feedback from staff has highlighted that the mid-year renewal of personal leave can lead to confusion and misalignment with other organizational benefits, such as annual performance reviews.

REQUEST OF COUNCIL

Proposed Motion: That the annual personal days and family days leave cycle be changed from July-June to align with the calendar year, effective at the start of the next calendar year with a transition period from July to December 2025."


This motion seeks to facilitate a transition that will not only modernize our leave policy but also reflect our organization's commitment to meeting the evolving needs of our employees.

Benefits for this change include:

- *Alignment with organizational practices*
- *Improved Clarity for Employees*
- *Streamlined Administration*

APPENDICES

None

COUNCIL ADMINISTRATIVE REPORT Department: Foothills Fire Department TITLE: Safety Codes B2C2 Officer (Term Position)		
Author: Rick Saulnier Presenter: Rick Saulnier	DATE: May 14, 2025	
ATTACHMENTS:		

Purpose:

This proposal outlines the recommendation to temporarily reassign a Firefighter to a 6-month term with option to extend, to primarily focus on First Due, developing preplans and launching the community connect module, which are two separate modules in the system that end up working together if there is a call. The project will enhance operational efficiency, provide comprehensive risk assessments, and improve overall preparedness across Foothills Fire Department (FFD) stations and mutual aid partners. The on-call duty officer rotation and operational workload support for the current leadership team will also be additional duties.

Community Connect Module

First Due Community Connect re-imagines the way that residents and business owners can be actively engaged to build their own life-safety profiles in a simple to use online portal - with information to be used alongside First Due data during the time of dispatch.

Pre-Incident Planning Modules within Community Connect

The development of preplans will ensure that all FFD stations and mutual aid partners can access standardized, up-to-date, and actionable response strategies during emergency incidents. This collaborative approach will streamline response times, reduce confusion, and improve safety by providing all personnel with critical information before responding to calls. These preplans will be designed to cater to different incident types, risks, and building types throughout Foothills County. Presently, there are 597 businesses in Foothills County.

Community Connect Details

- **Life Safety**
 - Residents can enter details about their homes – who lives there, and how to contact them during an emergency.

- **Access & Functional Needs Registry**
 - Capture functional needs of residents like medical conditions, mobility concerns, and other critical information to ensure safety and security for every occupant.
- **Pets & Livestock**
 - Ensure no animals are left behind during an emergency. Using Community Connect, residents can enter important information about their pets, including photos and veterinary contact information.
- **Burn Permitting**
 - Residents can apply and your agency can approve a burn permit with just a few clicks. Our fire department presently uses a third-party vendor for burn permit software. We have not renewed our contract with this company from 2022 but still utilize it although it is outdated.
- **Smoke Alarm Installations**
 - Residents can request a smoke alarm test or inspection with ease, taking your community smoke alarm program to the next level.
- **Contact & Occupancy Management**
 - Business owners and managers can enter details about their commercial properties, including building features, business information, and contact information. Multiple properties can be managed under one account.
- **Access and Utilities**
 - Owners can document building access information, including the locations of elevators, stairwells, key boxes, and utility shutoffs.
- **HAZMAT**
 - Add a note detailing any hazardous materials on premise so crews know before they go.
- **Fire Systems**
 - Document on-premises fire protection systems to assist responders' property awareness and preparedness.
- **Upload Attachments**
 - Business owners can upload attachments with relevant data and images about their property.
- **Schedule Inspections**
 - Schedule an inspection or reinspection directly from Community Connect.
- **Emergency Communications**

- Keep our citizens informed during an incident.
- **Data During Response**
 - Our crews will have the critical information they need to keep safe during an incident.
- **A Dedicated Website**
 - Your own customized home for Community Connect online, built for our organization with a message from our team to our community to inspire continual signups.
- **Content Updates**
 - Regular social media content updates highlighting safety topics that resonate with your community.

Further Benefits

1. Fire Underwriting Survey (FUS):

The Fire Underwriting Survey (FUS) studies are critical in determining fire insurance ratings for communities. One of the key factors in meeting these requirements is the development of detailed, accurate pre-plans for various properties and areas. By reassigning a Firefighter to focus on this task, Foothills Fire Department will ensure compliance with FUS standards, which may positively impact the insurance ratings for some Foothills County residents, potentially leading to lower insurance premiums in their community.

2. On-Call Duty Officer

Emergency services are currently provided by the Fire Department on a 24-hour basis. The Fire Department acknowledges the critical nature of providing assistance to the County. The chief staff or leadership team also provide the duty officer support. Duty officers provide an on-call service for the fire department and are obligated to be available to manage a variety of job-related activities and emergencies outside of the "normal organizational working hours." Due to the current gap in the three-week rotation, this term position will also be used to cover the on-call for the two chief staff members, who typically rotate on a one-week on, two-week off schedule.

The Fire Fighter will also be able to fill in for Heritage Pointe officer staff when they are on holidays or ill.

Financial Implications:

The Firefighter who will be re-assigned to this project will be temporarily assigned to a Captain (Tier 3) pay scale for the duration of the 6-month term. This represents a financial operational implication of \$58,250 over the course of the term, reflecting the added responsibilities and leadership operational support required for this project. The financial implication, \$58,250 can be covered by our current operational budget.

Recommendation to Fire Board

A motion from the Rural Fire Board was made with the following recommendation to Council. Recommend seeking Council's approval to authorize this proposal, Safety Codes B2C2 Officer (term position) at a cost of \$58,250.

COUNCIL ADMINISTRATIVE REPORT
Department: Community Services – Municipal Energy Services



TITLE: Approval for award of the take-over and management of Foothills County's Building Automation System (BAS) as well as BAS expansion project at SSSR to AK Brown Ltd.

Author: Adeniyi Adeaga, Manager of Municipal Energy Services.


DATE: May 14, 2025

Purpose: To seek Council authorization for Administration to award the take-over and management of Foothills County's Building Automation System (BAS) as well as BAS expansion project at SSSR to AK Brown Ltd.

Background: On 11th December 2024, Council awarded the Energy Efficiency/CHP systems portion of the GICB funded project for construction. BAS upgrade and expansion at SSSR for the control of the CHP as well as existing HVAC system was an integral part of the scope for the GICB funding agreement. Subsequently, the existing BAS management vendor (Guest Automation) was approached to provide quote for the upgrade work at SSSR. The quote received exceeded the County's threshold for public tender. An RFP for the take-over of the BAS infrastructure and the upgrade at SSSR was posted on APC. Two proposals were received and evaluated.

Recommendation:

The Energy Manager recommends that Council authorize Administration to award the take-over and management of Foothills County's Building Automation System (BAS) as well as BAS expansion project at SSSR to AK Brown Ltd at an amount not exceeding \$88,000. Please note that this amount includes the \$85,015 from the bid submitted by AK Brown and a contingency of \$2,985.

<p align="center">COUNCIL ADMINISTRATIVE REPORT</p> <p align="center">Department: Community Services – Municipal Energy Services</p>		
<p>TITLE: Council authorization for Administration to award the installation of 40kW Rooftop Solar PV System at SSSR to EVOLVSolar.</p>		
<p>Author: Adeniyi Adeaga, Manager of Municipal Energy Services.</p>		<p>DATE: May 14, 2025</p>

Purpose: To seek Council authorization for Administration to award the installation of the GICB/MCCAC funded 40kW Solar PV System at SSSR to EVOLVSolar.

Background: On 6th March 2024, Council approved the request from GICB to include small solar PV system on the SSSR SE & SW facing lower roof as part of the Energy Efficiency/CHP/BAS-Upgrade project. Consequently, on 11th December 2024, Council awarded the Energy Efficiency/CHP systems portion of the project for construction.

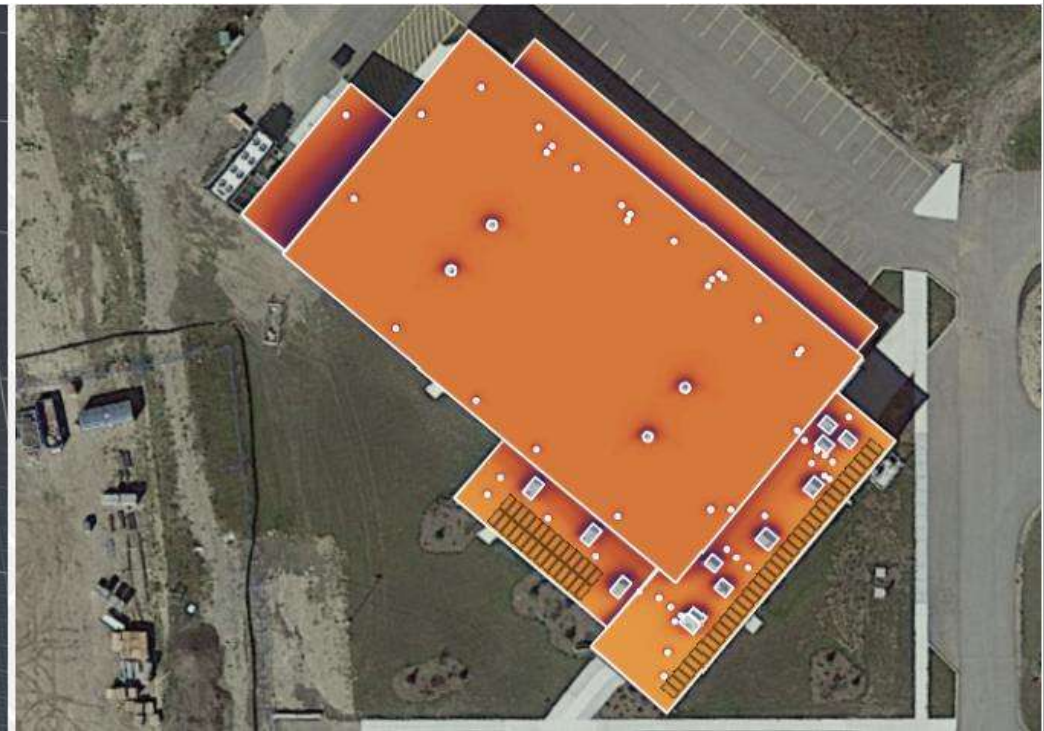
King Engineering completed the solar PV system design as well as the roof structural analysis, and the installation project RFP was posted to APC website. Eight proponents attended the mandatory site tour and submitted proposals. The proposals were evaluated by Manager Adeaga, SSSR Facility Coordinator Thibault and Manager Murphy.

Recommendation:

The Energy Manager recommends that Council authorize Administration to award the installation of 40kW Rooftop Solar PV System at SSSR to EVOLVSolar at an amount not exceeding \$81,000. Please note that this amount includes the \$78,722 from the bid submitted by EVOLVSolar and a contingency of \$2,278.

.	Project Scope	Awarded Contractor	Awarded Cost (\$)	Disbursed Contingency (\$)	Total (\$)
1	Consultant for preparation of RFP and project support.	K2 Engineering Ltd.	7,560.00	0.00	7,560.00
2	Design Engineering Consultant and Project Manager for CHP/MUA/BAS/RTU Installation.	King Engineering	95,000.00	5,000.00	100,000.00
3	Installation Contractor of new ice-plant adiabatic condenser.	Startec Refr. Services	247,000.00	0.00	247,000.00
4	Installation Contractor for new CHP/MUA systems.	AK Brown Ltd.	1,058,000.00	0.00	1,058,000.00
5	Installation Contractor for 40kW Solar PV System.	EVOLVSolar	78,722.00	0.00	78,722.00
6	Installation Contractor for DCV Retrofit into 11 RTUs and BAS Upgrade.	AK Brown Ltd.	85,015.00	0.00	85,015.00
	Total =		1,571,297.00	5,000.00	1,576,297.00

GICB Project Financial Update	
GICB Approved Project Cost Estimate (\$)	1,609,382.50
Actual Total Project Cost (\$)	1,576,297.00
Maximum GICB Grant Contribution (\$)	1,173,377.00
MCCAC Grant Contribution (\$)	78,155.00
Combined GICB & MCCAC Total Grant (\$)	1,251,532.00
Net Project Cost (\$)	324,765.00
Installation Contract for new ice-plant adiabatic condenser (\$)	247,000.00
Net Project Contribution from Foothills County (\$)	77,765.00
Energy Cost Savings (\$/Yr.)	72,000.00





Miscellaneous Municipal Item
REPORT TO COUNCIL
Municipal Reserve License – Bid Result
May 14, 2025

Letter of Request information		File: PL1929-14SW
LEGAL DESCRIPTION: Municipal Reserve located within SW 14-19-29 W4M; Plan 1910534, Blk 3, Lot 1MR containing 15 acres more or less.		
LANDOWNER: Foothills County		
PROPOSAL: Municipal Reserve License – Bid Results		
DIVISION NO: 1	COUNCILLOR: Rob Siewert	
FILE MANAGER: Municipal Lands Administrator, Donna Fowler		

LOCATION

The Municipal Reserve parcel is located approximately 0.7 km northwest of the Town of High River, along HWY 543 E and 48 St E.

BACKGROUND

History:

In 2010, Foothills County sent a letter to Barry King giving him permission to remove hay from the MR parcel for that current haying season (1 year). He was informed that at the expiry of that one year term, he would need to complete the necessary application and procedural steps to obtain a license with the County.

A formal licence agreement between Barry King and Foothills County was never established but according to the applicant, they have been haying and maintaining the MR parcel for several years.

February 25, 2025:

Barry King submitted a letter, to request Councils consideration to renew the license for an additional 5 years.

April 2, 2025:

After reviewing the applicants request, Council directed administration to proceed with advertising to accept bids to license the 15 acre Municipal Reserve parcel.

The Notice of Intent was mailed to adjacent landowners, published in two editions of the Western Wheel (April 16 & 23, 2025) and was advertised on our website.

Two submissions were received, and are attached as Appendix B for your reference:

1) Barry King

- \$1,500/Year (\$100 per acre)
- Homestead is approx. one mile south of the MR Parcel within SW 11-19-29W4.
- Cultivation and Stewardship.
- Parcel is fertilized every other year.

2) Mike Macklin

- \$750.00/Year (\$50 per acre)
- Homestead is approx. one mile south of the MR Parcel within SE 10-19-29W4.
- Cultivation and Stewardship
- Fertilize the parcel every spring.

REQUEST OF COUNCIL

Council may wish to consider the following options:

Option A:

To direct administration to proceed with entering into a Licensing Agreement with Barry King for the 15 acre subject parcel, being legally described as Plan 1910534, Blk 3, Lot 1MR within SW 14-19-29 W4M, for cultivation and stewardship with the following terms:

Proposed Term: _____ years

Yearly Licensing Fee: \$1,500

Purpose: Cultivation and Stewardship

Proposed Management Plan: Weed Management

Access will not be denied.

Option B:

To direct administration to proceed with entering into a Licensing Agreement with Mike Macklin for the 15 acre subject parcel, being legally described as Plan 1910534, Blk 3, Lot 1MR within SW 14-19-29 W4M, for cultivation and stewardship with the following terms:

Proposed Term: _____ years

Yearly Licensing Fee: \$750.00

Purpose: Cultivation and Stewardship.

Proposed Management Plan: Weed Management

Access will not be denied.

Option C: Postpone to allow administration to gather further information.

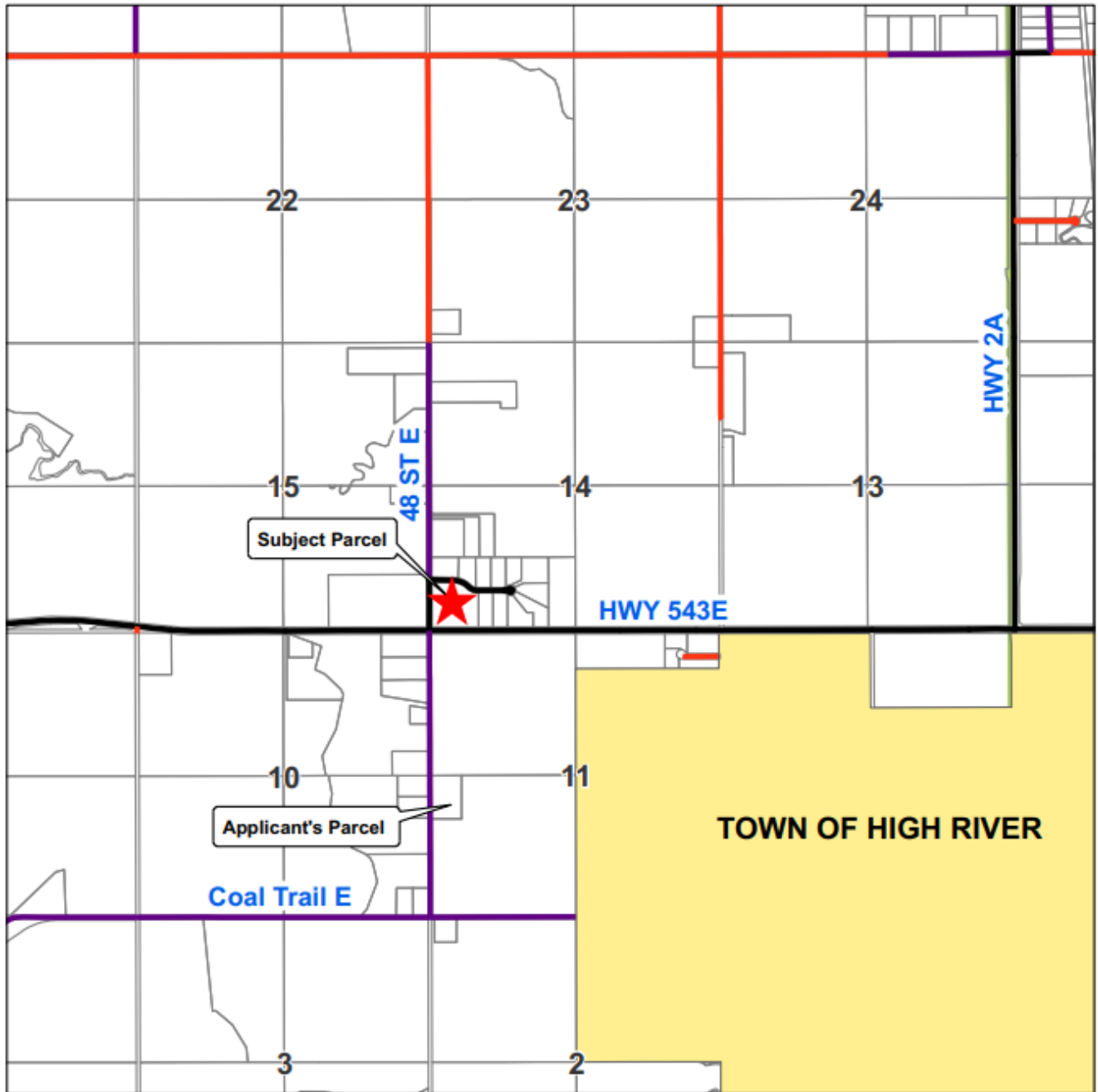
Option D: Refuse all requests, at this time.

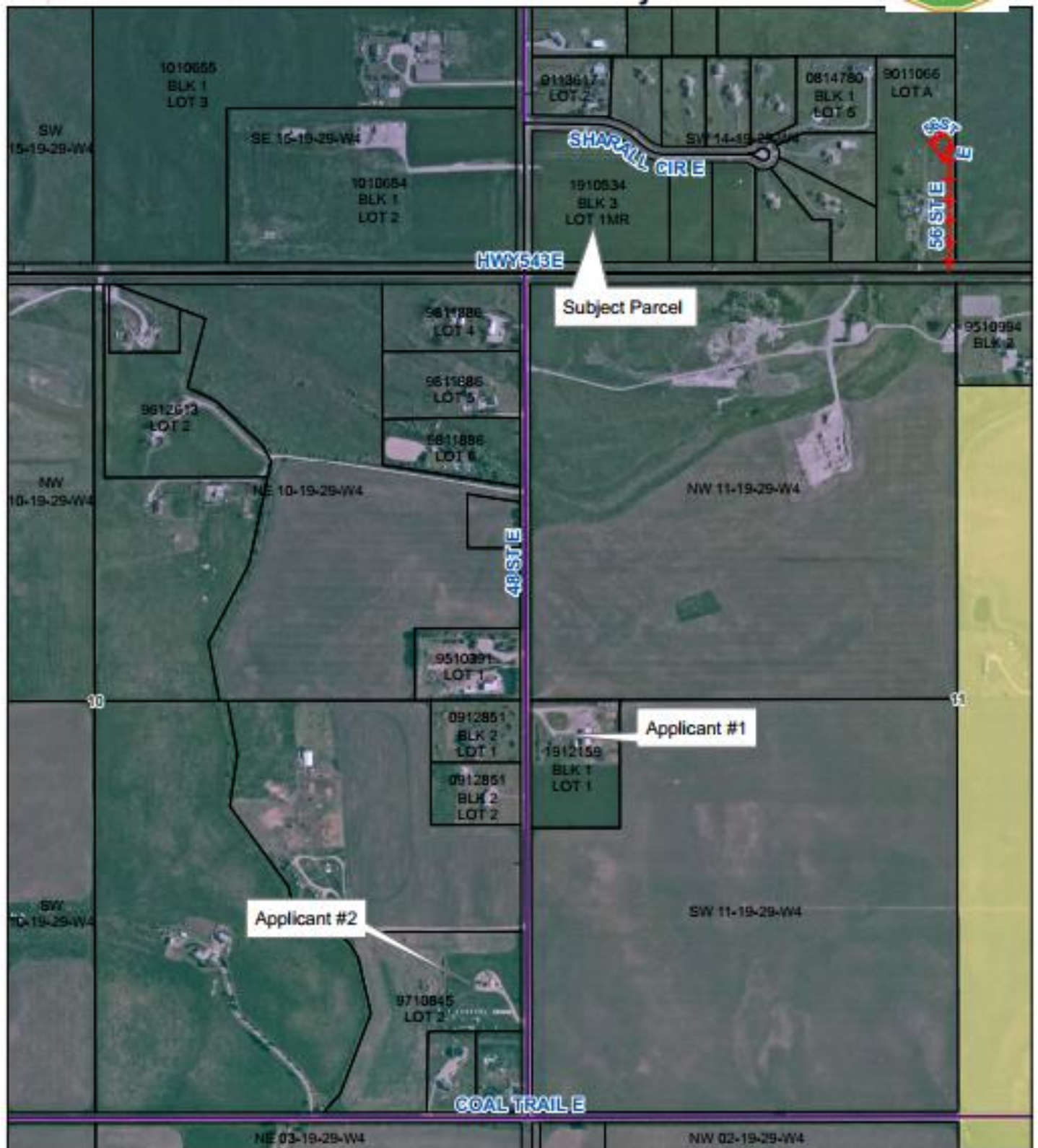
APPENDICES

APPENDIX A - Location Maps

APPENDIX B- Bid Letters – B. King & M. Macklin

APPENDIX A:
LOCATION MAP





APPENDIX B: Bid Letters

1) B. King

2) M. Macklin

1

Nicole Poffenroth

From: Nicole Poffenroth
Sent: May 5, 2025 12:41 PM
To: Nicole Poffenroth
Subject: FW: Ptn: SW 14-19-29 W4M Re: MR License

From: [REDACTED]
Sent: April 22, 2025 11:42 AM
To: Donna Fowler <Donna.Fowler@FoothillsCountyAB.ca>
Subject: Ptn: SW 14-19-29 W4M Re: MR License

You don't often get email from [REDACTED] [Learn why this is important](#)

Thank you Donna,

RE: License of Municipal Reserve - Ptn: SW 14-19-29-W4M

I, Barry King / King and Sons Ranches, am interested in the license to cultivate / steward the 14.99 +/- acres Municipal Reserve, being legally described as Plan 1910534, Block 3, Lot 1MR within Ptn SW 14-19-29 W4M for the next 5 years, inclusive 2025 - 2029 growing seasons, for the purpose of haying and bailing. I am offering \$1500/year, payable annually on May 1.

The land has been seeded many years ago and produces a good crop of hay that is essentially weed-free. It has been fertilized approximately every other year and I would continue with this as necessary.

Sincerely,

Barry King

King and Sons Ranches

[REDACTED]

Donna Fowler

From: Mike Macklin [REDACTED]
Sent: April 29, 2025 3:46 PM
To: Donna Fowler
Subject: Municipal Reserve SW 14-19-29 W4M

15 Ac at \$50/ Ac= \$750.00/yr

Field has been in hay and I would leave it as hay.

Legal Address of Parcel SW 14-19-29 W4M

My Legal Address is SE 10-19-29 W4M One Mile south. I will also be haying the field directly west of this parcel.

My management plan would be to fertilize in spring to obtain the best hay crop possible. Crop would be harvested in August.

My desired term would be at least 3 years but 5 would be most favor full and allow the best payback for input costs.

Thank You for your consideration of my application. Mike Macklin [REDACTED]

Any questions or concerns, please contact me.

[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.