


**MISCELLANEOUS PLANNING ITEM
 PLANNING AND DEVELOPMENT REPORT TO COUNCIL
 DIRECT CONTROL DISTRICT #32 – DEVELOPMENT PERMIT APPLICATION
 March 4, 2026**

DEVELOPMENT PERMIT	FILE NO. 26D 004
	DATE APPLICATION DEEMED COMPLETE: January 15, 2026
	LEGAL DESCRIPTION: Ptn. NW 11-21-1 W5M
	LANDOWNER: Mancal Properties Development Inc
	APPLICANT: Alberta Kennel Club
PROPOSAL: Development Permit application for a Development Permit to allow for an annual Special Event, being the Summer Classic; an all-breed dog show which is to be hosted by the Alberta Kennel Club on the subject property.	
DIVISION NO: 5	COUNCILLOR: Alan Alger
FILE MANAGER: Pierre-David Karolyi	

EXECUTIVE SUMMARY:

Location of Subject Lands:

The subject parcel, which is currently owned by Mancal Properties Development Inc is located approximately 4 kilometers northwest of the current municipal boundary for the Town of Okotoks, as well as adjacent to Highway 552 West to the west and 306 Avenue West to the north. It is accessed on the north side by 306 Avenue West.

Background:

The Alberta Kennel Club have held their annual long weekend Summer Classic on a different property, the Okotoks Agricultural Society lands, in August of both 2024 and 2025, under development permits 24D 081 and 24D 247, with the most recent permit allowing the event to occur annually and on a permanent basis within that property.

PURPOSE OF APPLICATION:

The master development permit for the subject parcel (19D 083) does not include approval for a Special Event having the scope of the proposed *Summer Classic*.

Following successful *Summer Classic* events at the Okotoks Agricultural Society property, the Alberta Kennel Club is seeking approval for the Special Event to occur annually (once each summer) on a permanent basis on the subject property.

Special Events is a Discretionary Use under Direct Control District #32 (see Appendix C).

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

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

SITE CONSIDERATIONS:

Event area

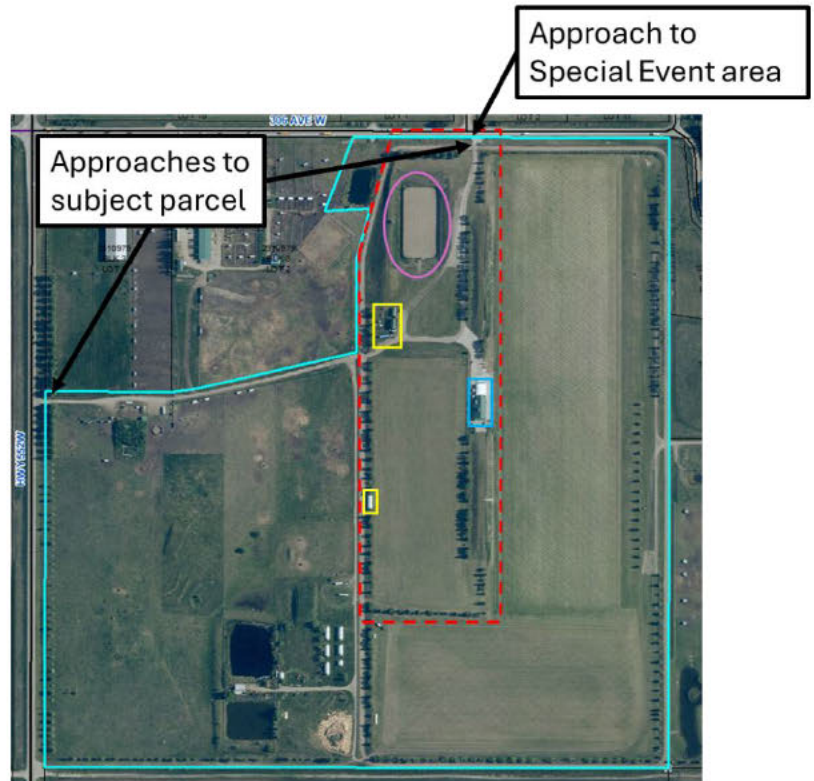
The event will be limited to the approximately 26 acres delineated in red.

Existing Access

The subject parcel (outlined in light blue) has at least 2 separate approved approaches, one for 306 Ave W and the other for Highway 552 W.

Existing Facilities

Existing Facilities on the parcel include the Ranch house and Ranch house tent (outlined in blue), a sand ring (outlined in pink) and four out-buildings (outlined in yellow), none of which are being used for the event.



EVENT PARTICULARS:

The development permit application requests approval to allow for an annual special event - the *Summer Classic*, an all-breed dog show to be hosted by the Alberta Kennel Club on the subject parcel.

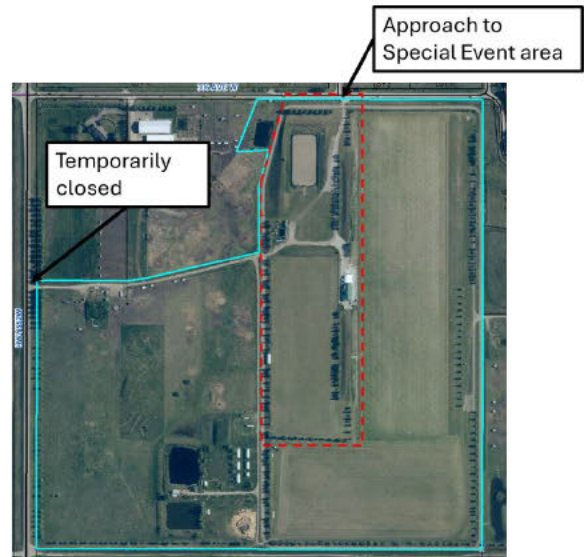
- The event is proposed to be held over a 4-day period that is usually scheduled for the August long weekend of each year, running from approximately 8:00am to 7:00pm daily.
- Based upon historical attendance, the event expects approximately 1,300 people and 1000 dogs attending each day.
- Set-up for an event may occur up to five days in advance. The County's standard practice is to provide the event organizer 2 days following the event for takedown.
- Event activities are to include Conformation Shows, Obedience Trials, Rally-Obedience Trials, and Agility Trials, that are to occur within temporary structures and fenced open-air rings.
- Dry camping is proposed to provide overnight accommodation for exhibitors and registered participants, approximately 110 or more camping sites (comprised of RV's, Motorhomes, Tent Trailers, Pull Trailers, or Tents) being made available. A shower trailer will be rented and placed on the parcel for use by those staying overnight. Porta Potties will also be rented and placed on site for use by all, and portable water stations will be used to provide potable water for humans and dogs.
- Approximately 190 outside spaces are to be provided for day tenting (not overnight) for the exhibitors and participants.
- Additional temporary tents of various sizes will also be set-up on the parcel for use by the paramedic, vendors, judges, event operations and for the show rings.
- A Sea Can and cargo trailers are to be placed at this site to be used as office spaces and

for the storage of show equipment for the Applicant. The Applicant will run power to the trailers for the duration of the event.

- Outdoor amplification devices will be used for making daily announcements.
- Hired security, paramedic and concession are to be on-site daily.

Access and Parking: Currently there are 2 existing approaches off of Highway 552 West and 306th Avenue West providing access to the event area (shown outlined in red). For the event, the most westerly approach will be temporarily closed off and the northern approach is intended to provide the main access into the property. The application identifies a total of 593 potential parking stalls, and the Applicant is exploring the availability of additional off-site parking. The Applicant is familiar that additional approvals may be required for ancillary use of area lands.

The Applicant will be providing both RV and day parking marshals to ensure that patrons are parking correctly and within designated spaces only.



Written submission outlining the details of the event, and the event site plan as provided by the applicant is included under *Appendix B*.

POLICY:

Land Use Bylaw 60/2014 (LUB)

Direct Control District #32 (DC#32) is included under *Appendix C of this report*. The purpose and intent of this district is to allow the operation of agricultural societies, and accessory community recreational facilities providing services and facilities for the agricultural related, recreational, tourism, or social needs of the community. This district recognizes the need for the community associations and agricultural societies to operate as a viable business thus allowing a multitude of uses accessory to the principal use of the sites.

Special Events is listed as a Discretionary Use in DC#32 and is defined in the LUB as, “shall mean any event or activity, whether indoors or outdoors, which is held at any place within the County and to which members of the public are invited or admitted, whether or not an admission fee is charged, but shall not include family gatherings, community-sponsored events such as Christmas parties, breakfasts, card parties, or other similar social functions.

As per Section 9.26 of the LUB, no person shall operate, maintain, hold, conduct, promote or advertise a Special Event in the County unless he or she has first obtained a Development Permit and special event permit from the County in respect of such activity and the Special Event must be in accordance with Bylaw 11/97 for the regulation of “Special Events”.

REFERRAL CIRCULATIONS:

REFEREE	COMMENTS
INTERNAL	
Public Works	<ul style="list-style-type: none"> • All parking associated with the event shall be contained on the subject property. • The Organizer assumes responsibility for the traffic control and transport, parking control, and maintaining unobstructed ingress and egress for emergency access to the subject area and lands. No parking or stacking vehicles on municipal road surfaces is permitted. • Based on the numbers provided in the application, traffic control personnel will be required to manage intersection 306 Ave/HWY552 and entry/exit points, especially during peak arrival/departure. • 306 Avenue W is banned at 90%
Municipal Fire Services	<ul style="list-style-type: none"> • Address of property is to be posted. • Ensure access for Fire department apparatus as per the National Fire Code 2023 Div. B Sec 2.5.1 • Fire Safety Plan is to be posted as per the National Fire Code 2023 Div. B Sec. 2.8.2. • Doors and means of egress as per the National Fire Code 2023 Div. B Sec. 2.7.1 • Commercial Cooking Equipment exhaust and fire protection systems shall be designed and installed as per the National Fire Code 2023 Div. B Sec 2.6.1. • Emergency & Exit Lighting shall be Tested, Inspected and Maintained as per National Fire Code 2023 Div. B Sec. 2.7.3. • Fire inspection of building and site required prior to event required
EXTERNAL	
Alberta Transportation & Economic Corridors (ATEC)	Transportation and Economic Corridors delivered a permit exemption as the project is expected to have little to no impact on the highway.
Alberta Health Services - Environmental Public Health (AHS-EPH)	AHS did not have any concerns with the information provided. The applicant is reminded to complete and submit the Special Event Organizer Notification including a list of all vendors planning to attend, at least thirty (30) days prior to the proposed event.
PUBLIC	
Mail Out	The applicants made use of the County's mail out system for a half-mile radius and a total of 27 letters. Two responses were received. <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 application before Council is for a development permit to allow for one annual Special Event - the Summer Classic, hosted by the Alberta Kennel Club; to be held over the course of no greater than a 4-day period on Ptn. NW 11-21-1 W5M.

OPTIONS FOR COUNCIL CONSIDERATION:

OPTION #1 – APPROVAL

The suggested motion for Option #1 is as follows:

Moved that Development Permit 26D 004 to allow for one annual Special Event - the Summer Classic, hosted by the Alberta Kennel Club; to be held over the course of no greater than a 4-day period on Ptn. NW 11-21-1 W5M be approved as follows:

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

1. Does Council acknowledge that this approval allows the applicants the ability to forego having to obtain an independent Special Event License prior to conducting each annual event?

OPTIONS FOR COUNCIL CONSIDERATION:

This approval allows for a one Special Event - the Summer Classic (Event) – an Alberta Kennel Club hosted all-breed dog show, to be held over the course of no greater than a 4-day period annually, on *Ptn. NW 11-21-1 W5M*, in accordance with the application for Development Permit and the plans as accepted by the Development Authority to be appropriate, and subject to the following conditions.

SUGGESTED CONDITIONS OF APPROVAL FOR COUNCIL'S CONSIDERATION

Council may wish to impose any of the following conditions or any additional or revised conditions.

CONDITIONS OF APPROVAL:

Please note that the following requirements must be complied with at all times. Failure to complete and/or adhere with the conditions of approval will see the Development Permit deemed null and void.

1. The Event shall be conducted and maintained in accordance with all conditions of approval and requirements, and as per the plans that have been acknowledged by the Development Authority to be appropriate. Additions to, or revisions to the development and use approved herein may occur only upon obtaining appropriate independent approvals;
2. A copy of an executed security contract with a private firm shall be provided to a municipal Development Officer at least 14 days prior to the start of any annual Event;
3. The Event organizer shall maintain acceptable liability insurance from the date of commencement of set up or assembly for the Event until the date of completion of all related activities. Such coverage shall include and protect the municipality against claims for all damages or injury, including death to any person or persons and for damage to any property of the municipality or any other public or private property resulting from any act omission on the part of the Event organizer or any of his or her servants or agents. Such insurance shall name the County as additional insured. Proof of insurance must be provided to a municipal Development Officer at least 14 days prior to the start of any annual Event;
4. Temporary structures that are to be used in conjunction with the event shall be installed by licensed and insured contractors. It is the hosting organization's responsibility to ensure that

use, occupancy, and supply of any structures complies with the requirements of the Alberta Building and Fire Codes at all times.

Temporary event structures shall be installed no earlier than 5 days prior to the Event and must be wholly removed from the parcel within 72 hours of the completion of the Event;

5. The maximum number of Event attendees over the four-day period shall not exceed 1,300 daily;
6. Public attendance to the Event site is limited to between the hours of 8:00 AM and 7:00 PM;
7. The use of amplification devices for the purposes of the Event, including testing of the same, shall be limited to between the hours of 8:00 AM and 7:00 PM;
8. The Event organizer shall submit an Emergency Response Plan specific to the event, to the satisfaction of the Director of Emergency Management;
9. The applicants are required to obtain a permit from the Ministry of Transportation and Economic Corridors. This application can be submitted through the RPATH portal at <https://roadsideplanning.alberta.ca> and may be subject to additional requirements;
10. It is the Event Organizer's responsibility to ensure that the dogs in attendance are kept indoors between the hours of 9:00pm and 7:00am daily, unless under the immediate control of the owner, or an authorized representative, at all times;
11. The Foothills Fire Department Fire Inspector is to be contacted to schedule the required fire inspection prior to the Special Event;
12. Onsite, un-serviced camping (dry camping) has been included within this permit, accessory to the event activities only. Use of the property in this manner does not constitute approval for a campground, nor identify any area of the property as a campground as defined within the Land Use Bylaw. Any use of fire pits on the property must comply with Foothills Fire Services, at all times;
13. It is the responsibility of the Event Organizer to confirm, comply, and be responsible for requirements and any associated costs related to services of the Royal Canadian Mounted Police, local law enforcement, and fire protection services, including but not limited to, any requirements for enhanced policing services, and at all times maintaining and employing an up-to-date Emergency Action Plan and Event Operations Plan. The applicants are responsible for any costs incurred resulting from said requirements, or on-site attendance by these agencies;
14. The Event Organizer is responsible for the provision of adequate emergency and/or medical services for the duration of activities associated with this Event;
15. The Event Organizer is responsible for ensuring adequate on-site waste disposal and recycling containers. Waste collection and disposal at an authorized facility is at the Event organizer's expense. All waste materials are to be handled and disposed of under guidelines provided by governing Provincial regulatory bodies, at an approved waste disposal and/ or recycling site. There shall be no long-term storage of waste materials on the property, nor burning of waste materials on the property;
16. The Event and any associated activities and/or supporting functions must be wholly contained within the boundaries of the legally titled property. The Event organizer assumes full responsibility for any required implementation and cost of traffic control and transport, parking control, and maintaining unobstructed ingress and egress for emergency access to the subject property and area lands. Crowd control and site security is the responsibility of the Event organizer. On-site attendance at any given time over the course of any scheduled day is required to be limited by the capacity of available on-site parking, and site safety and security.

ADVISORY REQUIREMENTS:

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

1. For the purposes of this Event, the Organizer is considered to be the Alberta Kennel Club;
2. This approval is in addition to approvals previously issued for the property and does not replace any previously issued permits;
3. All food and beverage trucks (mobile sales vehicles) are required to have current Alberta Health Services approvals and a Fire Inspection from the Foothills Fire Department;
4. Activities related to the Event: such as, but not limited to, set up and take down, and any activities occurring outside of approved hours of public attendance, shall be subject to the Community Standards Bylaw and the Dark Sky Bylaw;
5. The development and use of the land are to comply with the requirements of the applicable Building, Safety and Fire Codes at all times;
6. The Organizer must meet all requirements of Alberta Health Services and Alberta Transportation and Economic Corridors;
7. The Event and any associated activities and/or supporting functions must adhere to the accepted Emergency Response Plan at all times.
8. Signage, whether directional or for advertising purposes, required for this Event must be submitted and approved by Foothills County and/or Alberta Transportation and Economic Corridors. No signage is permitted beyond the boundary of the lot without applicable approval;
9. The issuance of a development permit by Foothills County does not relieve the applicants of the responsibility of complying with all other applicable municipal bylaws and requirements, nor excuse violation of any Provincial or federal regulation or act which may affect use of the land;
10. The applicant agrees to indemnify and hold harmless Foothills County, its employees and agents from any and all claims, demands, or actions and costs whatsoever may arise, directly or indirectly from any done, or omitted to be done in the construction, maintenance, alteration or operation(s) of the approved development. In addition, the applicant will carry insurance to cover general liability including bodily injury and property damage to a third party;
11. The Organizer shall be responsible for payment of any professional costs, including legal fees that may be incurred by the County with respect to the development approved under this permit.

OPTION #2: POSTPONE A DECISION ON THE APPLICATION

Should Council have concerns regarding certain aspects of the application or feel that they require additional information in order to render a decision, Council may choose to postpone a decision on the application in order to obtain additional information from the applicant **OR** to hold a Public Meeting at which the landowner and/or applicant is in attendance.

The suggested motion for Option #2 is as follows:

Moved that Council postpone making a decision on Development Permit application 26D 004 until such time as the applicant has provided (the requested information) for Council's consideration.

At their discretion, Council may request that a Public Meeting be held respecting this application for Development Permit.

APPENDICES:

APPENDIX A: MAP SET

Map 1: Location Map

Map 2: Ortho Photo

APPENDIX B:

Applicant's Written Proposal Re: Special Event and the Special Event Site Plan

APPENDIX C:

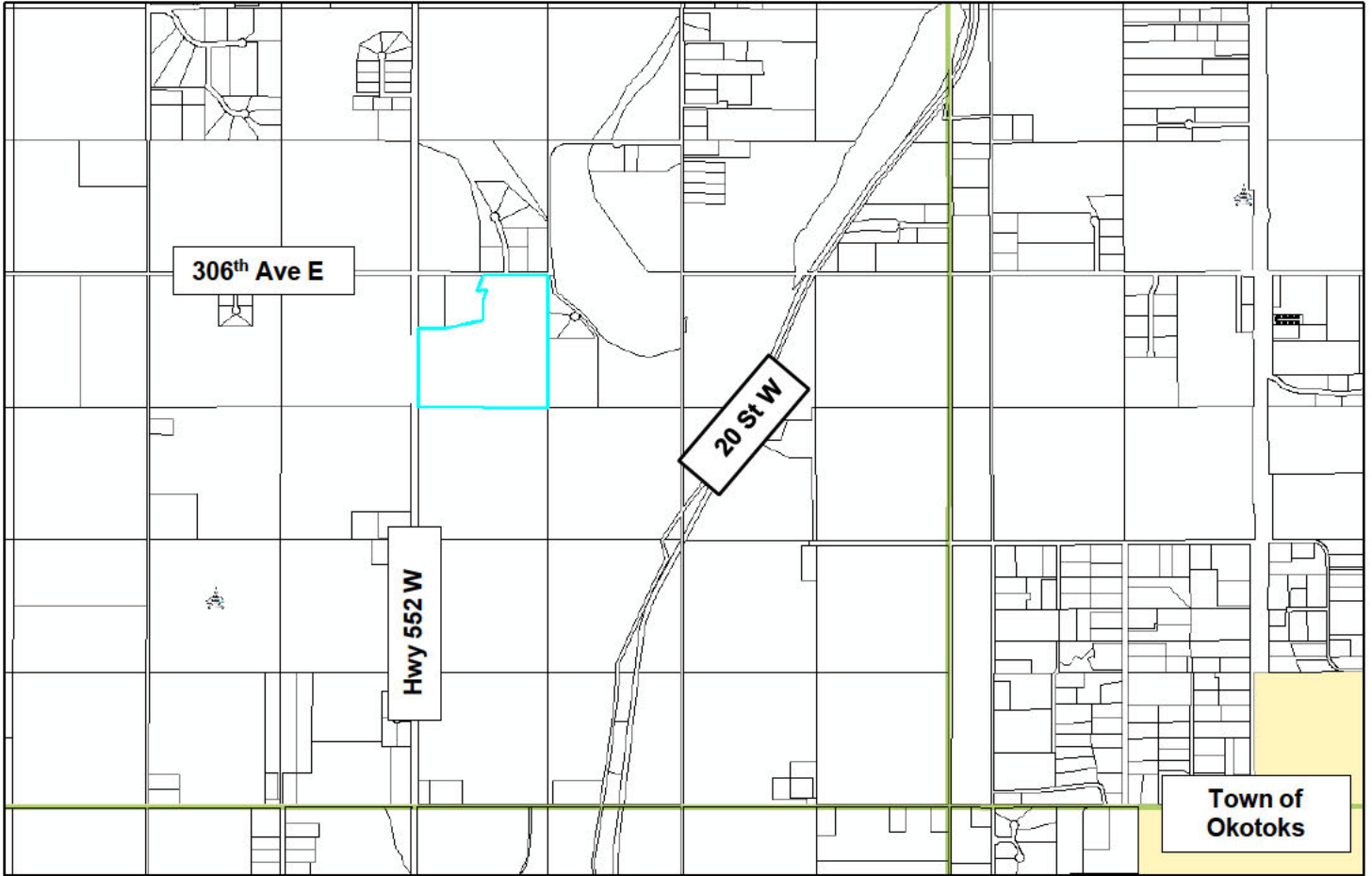
Direct Control District #32_

APPENDIX D:

Applicant's Mail Out Letter

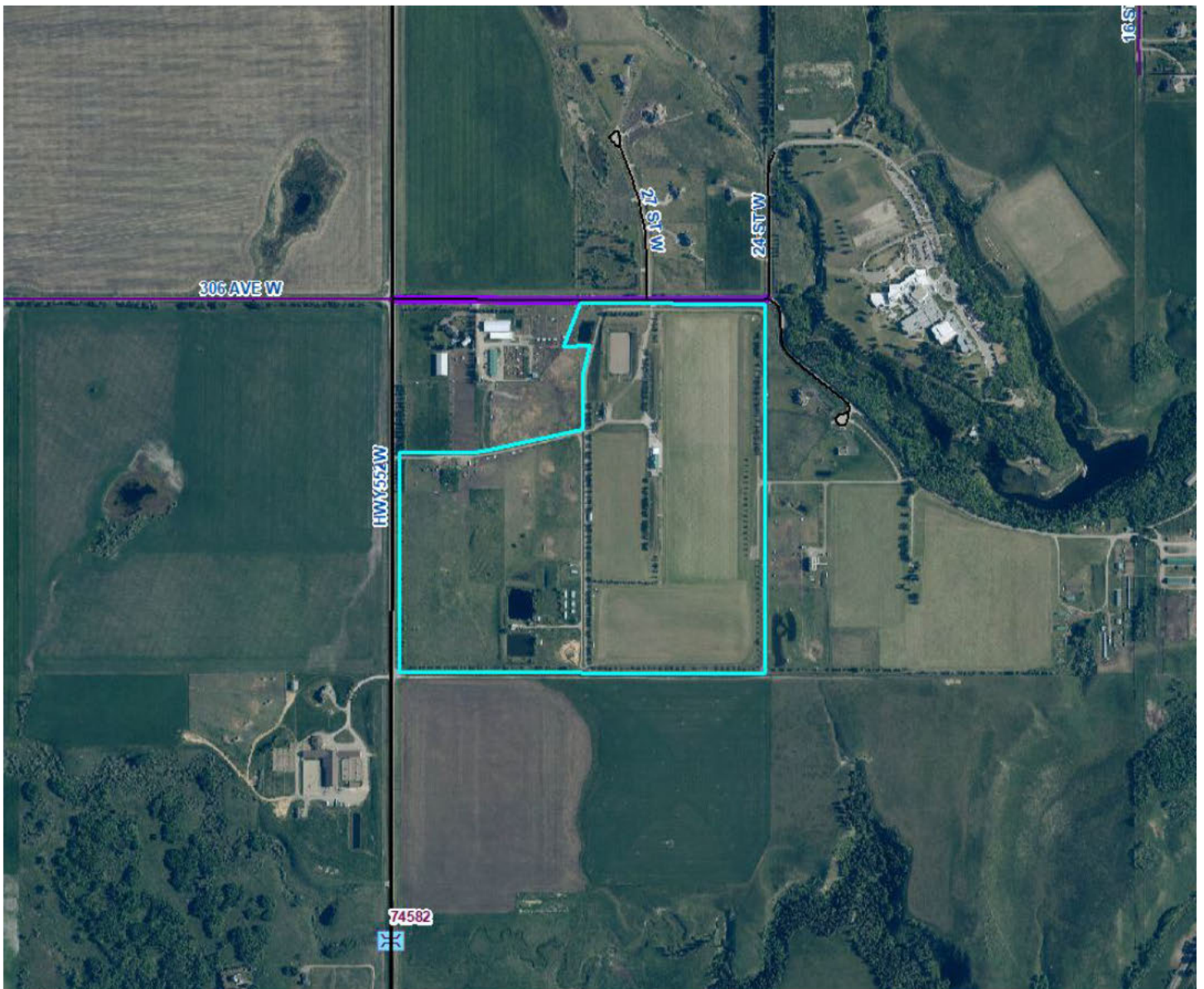
Received Mail Out Responses

APPENDIX A: MAP 1 - LOCATION MAP



SUBJECT PARCEL: SHOWN OUTLINED IN BLUE

APPENDIX A: MAP 2 - ORTHO PHOTO



SUBJECT PARCEL: SHOWN OUTLINED IN BLUE

APPENDIX B: Applicant's Written Proposal Re: Special Event

The Municipal District of Foothills No. 31 SPECIAL EVENTS

Prepared on December 22, 2025 (updated January 11, 2026)

Alberta Kennel Club (AKC) Request for a Special Event Permit for our dog show which will be hosted at the Calgary Polo Club (CPC) July 31-August 3, 2026. We are requesting annual Special Events Development Permit to host our annual dog show at the new venue. We would like to have our existing annual permit 24D 247 remain active as well please for the Okotoks Agricultural Society, **this is if we have to relocate our show in future years.**

Per communication with Brenda Bartnik, we will be providing payment of \$500.00 for this Development Permit, our Treasurer, Marian Heinze will be delivering this to the county office on or around December 22, 2025. **This should have been received at the office.**

For total transparency purposes we did not seek a new venue, we were approached the Lessors of the Ranch House at the Calgary Polo Club. We met with the President and Treasurer of the OAS on Thursday, December 11, 2025, and had an open discussion with them. Although disappointed in our decision to relocate they are supportive and the Alberta Kennel Club knows they are welcome to host any future shows on the OAS grounds. We have requested a reference letter from the group, and should they decide to provide us with a reference letter this will come later, their upcoming meeting is January 7, 2026, and this is one of the agenda items they will discuss.

Update: January 11, 2026, we have not received a response from

I have reached out to Alberta Transportation on December 20, 2025, regarding HWY 522 and await a response from them.

Update as of January 9, 2026 email from Ivan Sawtell, Field Support Technologist of Alberta, Transportation & Economic Corridors, Government of Alberta

"I had quick look and if you are not interfering with traffic on Highway 552 I do not believe you would require a permit from us. Just go by the special events guide Transportation publishes."

Upon reviewing the Special our event would be under the "Guide for Miscellaneous Events" of which only portions would apply as the property is not directly adjacent to a Highway. An RPATH application will be done to ensure that we have covered our bases.

We are endeavoring to find out who the landowners are around the property (within ½ mile of the CPC), we hope to reach out to them to advise of our Development Permit Application and to provide them with as much reassurance as possible that our club and exhibitors are a very respectful group and understand that potential evening noise can be a concern. Our club and our exhibitors to follow our current permit requirements that no dogs be left unattended between the hours of 9 pm and **6:00 am**. There aren't any parties that occur into the wee hours of the morning, generally those who stay in RVs on the property are housed within their RV's or are visiting outside of their units, from our groups many years of experience, the majority are lights out by 11 pm.

Updated as of January 11, 2026

The Alberta Kennel Club is preparing a communication for landowners and this communication will be put into a sealed, stamped envelope and given to the Foothills County office on Monday, January 12, 2026 for mailing to approximately 25 landowners within ½ radius of the Calgary Polo Club facility.

The Alberta Kennel Club is a registered Not for Profit Society since 1924 (please see attached Certificate of Incorporation in the Province of Alberta for 1924, 1936 and 1970, our incorporation number is 792. The Alberta Kennel Club has been an accredited Club under the Canadian Kennel Club since 1904; our club number is 0005. The AKC is one of the five oldest kennel clubs in Canada. We are one of the largest outdoor shows in Canada.

The Alberta Kennel Club (AKC) hosts an all-breed dog show "Summer Classic" yearly over the August long weekend that includes Conformation Shows (Purebred dogs only), Obedience Trials, Rally-Obedience Trials, Agility Trials and Scent Detection Trials (the latter performance events are open mixed breed dogs as well as purebred dogs. We were hosts in 2025 to 28 Associated Breed Club/Group Specialties over the 4-day weekend.

Please refer to the attached Development Permit application for requested contact/address/email and phone number information for the Alberta Kennel Club.

Please refer to the detailed draft Proposed Layout concept of our event contained within our Special Event Development Permit application.

THE OBJECTIVES OF THE ALBERTA KENNEL CLUB SHALL BE:

- Conduct sanctioned and approved events under the rules of the Canadian Kennel Club and to abide by the principles of the CKC Code of Ethics;
- Do all in its power to protect and advance the interest of CKC recognized breeds and to encourage sportsmanlike competition at Conformation, Obedience, Rally-obedience, Agility Shows and other;
- CKC sanctioned events.
- Operate on a non-profit basis and ensure that any resulting surplus shall not be used to the benefit of any member of the Club;
- Promote and foster communication, fellowship, and mutual helpfulness among the members of the club;
- Manage, lease, sell, mortgage, dispose of, or otherwise deal with the property of the Club;
- Empower and authorize members of the Club to adopt these objects and by-laws, and from time to time, to revise such by-laws as may be required to conduct these objects.

The AKC hires an international judging panel which in large part the reason for the success of our shows. We attract many exhibitors from all over the world to compete over our 4-day weekend.

The AKC show is run on volunteer power except for the 2-4 hired helpers we hire for the weekend; they act as general laborers over the weekend. The Alberta Kennel Club prides itself in leaving the facilities nice and clean both during and following our event. The OAS can attest to this that the AKC left the grounds in impeccable condition following our show August 1-4, 2025, albeit the tremendous amount of rain that we experienced in the month of July and subsequently approximately half the Polocrosse field experienced ankle-deep water

even with the efforts of the OAS team running 3 sump pumps for 2 entire days to try and get rid of the water. The Alberta Kennel Club quickly put out notifications on all our social media platforms that we would not allow carts of any kind on the field; the exception of course was mobility scooters/wheel chairs for those individuals with mobility issues were permitted. We purchased and placed plywood along the south east end of the field where our vendors were and used with permission all available plywood from the OAS to cover high traffic areas in order to keep from excessive damage to the field.

We host four to five events separate events (the 5th being infrastructure availability), plus numerous individual breed, and group specialties events over the weekend. In 2025 we had over 5,525 entries in multiple events and associated specialties over the weekend (this can be the same dog competing multiple times over the weekend, does not depict the number of dogs entered)

We require space for **approximately 110** (RV's, Motorhome, Tent Trailers, Pull Trailers, or tents) on the Facility map these are depicted as the golden rod and blue rectangles. Our guests are used to dry camping, whether a mowed grass field, hard packed gravel, or asphalt – we are a hardy bunch! **At this time, we can only predict a maximum of 110 RV units until we are able to do a proper measure of the field we wish to utilize.**

Anticipated approximate maximum number of dogs in show/on site at any given time? Standards governing the behavior of animals at the event (and the keeping of the animals after hours)? How will grooming refuse and animal waste be dealt with?

Estimate number of dogs competing during the day in all events (Conformation, Rally, Rally-Obedience & Agility – all contained on the grass field) is 800 dogs/day, **we don't have a maximum number of dogs that can compete in a day, this could be 1,000/day.** This number is based on our number from our 2025 show. We are hoping to have approximately the same daily number but can not guarantee solid numbers at this time.

All dogs participating at our shows must not exhibit any aggressive behaviour towards humans or other dogs, this is something we do not tolerate. The purposes of Conformation dog shows is to promote the purebred dog fancy. Our shows are governed under the Canadian Kennel Club Show Rules and Regulations. Any dog that poses a threat to any human or another dog will be asked by our Show Superintendent to leave the premise immediately.

Likewise, no animals are to be mistreated or neglected, we approach this as very serious offence which individuals can have an official complaint put against them by our "Bench Committee" at the show which then goes to the Canadian Kennel Club along with a cheque to place the complaint. In severe cases we do not hesitate to contact law enforcement and bylaw. Mistreatment of animals is not tolerated!

Dogs whose owners have an RV spot will be housed with their owners over night. No dogs will be left on the premise unattended. Dogs are also not to be left in vehicles at anytime during the day in the hot sun, infractions will be dealt with severely and where it is necessary we would call the local animal bylaw to attend to any issues should they arise.

Exhibitor/Participant grooming areas are to be cleaned by those individuals as they vacate the property at the end of the shows. Everyone is expected to always have poop bags on them, offenders who are caught not picking up face immediate expulsion from the show and premise. We are renting 5-yard bins for garbage, will have garbage cans around the property for easy disposal of dog feces.

As the show giving club, we ensure that the grounds (all areas are free of dog feces, garbage, excess coat hair as well as any garbage) are cleaned, we do a final inspection once our shows come to an end, our equipment is put away, and we are ready to vacate the premises.

Competition Areas:

For the past number of years, we have utilized 16-19 rings (average size 50' x 60' to 100' x 100'). You will note on the PDF draft facility plan that there are 15 competition rings. We utilize pole and marquis tents that we rent through Modern Rentals. At the Calgary Polo Club (CPC), we are looking to utilize the entire field that is west of the Ranch House Restaurant as well as parking that starts on the North entrance. The Ranch House is allotted approximately 175, (we have allocated 24 spots as Handicapped Parking) parking spots with their lease with the Mancal Properties Development Inc, we will be reaching out to the Mancal Group if successful with our permit application to secure additional parking for our exhibitors and the public, we hope to gain 347 in the main area and 71 spots on the birm area.

Calgary Polo Club Field (West side of the Ranch House (Polo Academy Field))

Conformation events 4, All Breed, 4 Limited Theme Shows, Breed Club/Group specialties, Rally and Obedience Trials and Agility Trials Day Tents, Vendors, total of 15 competition rings. We utilize white fencing with blue stanchions; garden stakes to hold the fencing in place and this provides minor impact to the grass area (they are about six" long). Size of rings are 60' x 50', 70' x 60,' 70' x 70' and 100' x 100' in size, 3 of the rings would have a 140'x60' pole tent, 8 of the rings would have a 2 – 30' x 30' tents with a 20' x 30' tent in-between on the outer areas of the rings (please refer to the attached PDF). These tents will provide ample shade for our dogs and exhibitors over the weekend.

We have approximately 190 outside spaces available for reserved Day tenting (not overnight), these can be identified as the salmon-colored squares on the Facility Plan.

Conversations with Landowners surrounding the grounds:

We are in the process of trying to compile property owner names so that we can reach out to them regarding our development permit and seeking their support of our annual dog show. If the county has any of these land owner contacts and could share with our group it would be greatly appreciated. (refer to Page 1 and 2 of this document as we are following the process provided by the county for the mailings.)

Date of Events and Hours of Operation:

July 31 to August 3, 2026 – we will begin preliminary set up on July 26th, Modern Rentals will be on the grounds on July 28 and 29th to set up the required tents, an AKC volunteer to be in attendance during set up. Alberta Kennel Club volunteers and three to four hired staff will arrive on July 29th at approximately 9:00 am, set up wraps up on July 30th.

Our events run from approximately 8 am to 7 pm daily. Final events each day may vary (could be a bit later) depending on our entire entry, and scheduling of our show. Traditionally our official events are completed each day between 6:00 to 6:30 pm.

Daily Attendance:

We expect to have approximately 1300 people per day – comprises approximately 830 competitors per day, judges, volunteers per day, hired security per day (around 50 people total of this grouping), also includes a potential 200 to 300 public patrons attending to watch each day. We are investigating options for additional parking aside from the leased grounds and once our permit is successful will reach out to the Mancal

Properties Group to discuss. **Current Permit allows for 1300 people per day (including competitors, judges, volunteers, security) plus public.**

Financials:

We have included in our attachments a copy of our financials for the year ending 2024.

Insurance:

The AKC carries a \$5,000,000.00 Insurance Policy through BFL Canada risk and Insurance Services Inc. Please see attached Certificate of Insurance from 2025 that depicts both Foothills County and the Okotoks Agricultural Society. This would be updated to reflect the Calgary Polo Club/Mancal Properties Development Inc (whichever is required) and submitted once received.

Sponsorship:

At the time of writing, we have not secured any sponsorship dollars for 2026. We are currently working on the resurrection of our Alberta Kennel Club Winter Classic to be held at the AG Centre of the Stampede Grounds (February 27, 28 & March 1, 2026) We have a new Sponsorship/Advertising Chair who is currently working to secure winter show sponsors/advertisers first and once our winter show is completed is hoping secure sponsors/advertisers for our AKC Summer Classic outdoor show. We unfortunately do not follow under any Provincial Grants, nor do we qualify for an Alberta Gaming Licence to host Casinos, Bingos or 50/50, dog groups for some reason do not qualify under Provincial Regulations.

Security:

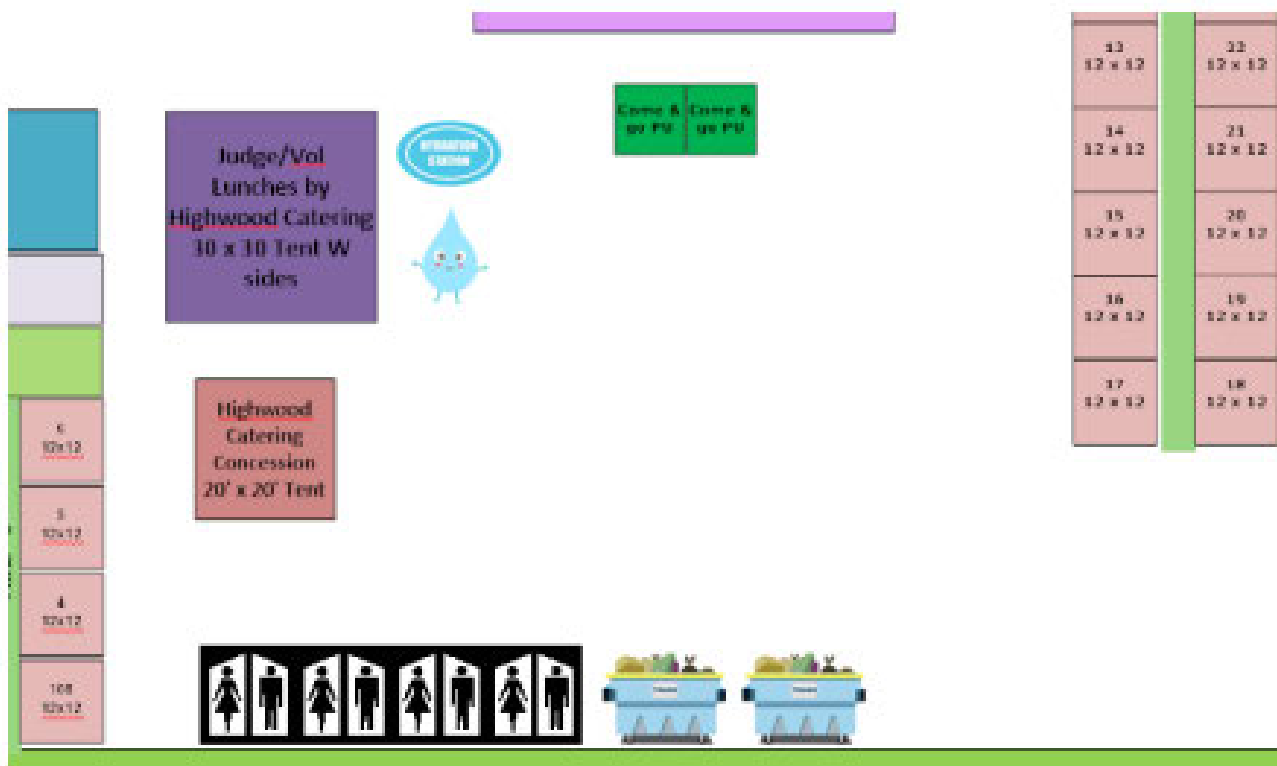
We will once again be working with Salus Protection Services for 2026. They will be hired for throughout the day Friday to Monday between the hours of 8 am and 5 pm daily. We will have one security guard from 11 pm to 6 am, once again. They will provide us with parking attendants as well as this worked very well in 2025, We would have between 3-5 from Friday to Sunday and approximately 3 on the Monday. These paid parking attendants are in conjunction with our AKC parking volunteers. Given the dynamics of this new property we feel we will likely need fewer parking attendants but at this time feel it is wise to stay status quo with what we did in 2025.

Paramedic:

We will have a paramedic on site daily from the hours of 8 am to 5 pm daily, Friday to Monday. We have utilized Mahikan Medical Services www.Mahikanmedical.ca since 2021 and are extremely happy with their services that they provide to anyone who sustains an injury or just requires a band aid for a blister. Dee Stoesz is the owner, number is 403-968-3474.

Concession:

Highwood Catering Inc will once again be our official caterer and concession holder at our 2026 AKC Summer Classic. We will not be utilizing food trucks. Approval from AHS would also be sought once again. **They will also be providing catering to our judges – please see snippet below (also outlined in the updated Facility plan)** **We are not using the Ranchhouse, all events, food, etc will be held on the field we are renting.**



Water for Patrons and Dogs:

As an accredited club of the Canadian Kennel Club, and under the rules of the Conformation Show Rules and regulations we are required to have fresh water on hand for the dogs. We will be securing the services of Big Rock Water Hauling to provide their Hydration Stations for our 2026 show. – Hydration stations have been placed on the facility map at this time, one the north side next to the judge/volunteer tent and one on the south side next to the Vendor Booths. Filling of these will be by Big Rock Water Hauling.

Porta Potties, Garbage & Recycling:

We are working with T & T Disposal Services once again in 2026. They will be providing us with 5 x 4 yard waste bins, 8 x Blue Recycle Bins (for beverage containers). T & T will empty the yard bins on Friday and Monday (morning) of our show in 2026 to ensure that all refuse is contained within the yard bins. Our hired helpers empty the recycle bins daily. We will need to secure an area of the empties this year and will potentially reach out to the Polo School to see if they would like to collect these and then take them to a can recycle facility to help them financially. This is of course to be determined and discussed once our application has been approved.

T & T Disposal Services will also be supplying us with 12 regular porta potties, 2 handicapped porta potties and hand washing units (1 per 2 porta potties). They will be providing a daily clean for us as well.

Shower Trailer:

This will be used for the patrons that are staying on the grounds over the weekend. We will be renting our Shower Trailer from Rightway Sanitation Services in 2026 www.rightwaysanitation.com We have the potential to use the power from the Ranch House, this is to be determined upon approval. Alternatively, we will have a portable generator through Cooper Equipment Rentals for power to the shower trailer. We have the

~~potential to use the water from the Ranch House; in the event this isn't a viable solution we will use Big Rock Water Hauling Service will once again provide us with a 1200-gallon cistern and will provide daily emptying of the grey/black water from the shower trailer. Both Big Rock and Cooper Rentals were excellent companies to work with in 2024 and 2025 but we will not require Cooper Rentals in 2026.~~ The unit will be housed tentatively on the south side of the Ranch House ~~along the treeline (refer to updated facility map) —more logistics to be discussed once our development permit is approved.~~ **We will be utilizing the Ranch House water and electricity for the shower trailer.**

Guests who will be utilizing an RV on the grounds over the weekend, each guest will be taken to a space to park their RV and will be advised that both their RV and tow vehicle (if applicable) is to stay within the confines of their generous sized space or will be asked to park in the parking area portion of the grounds.

Day Parking on OAS Grounds:

Day Parking Come and Go Parking - for exhibitors and public. Approximately 557 Day parking (24 will be designated Handicapped). **Please refer to the map for positioning on the property.**

Accessing the Calgary Polo Club (CPC) Grounds:

- Entering from the West on 306 Avenue West

We are utilizing 25' roads between the RV's so that we can ensure emergency vehicles would be able to get through without issue.

RV and Day Parking Marshals – Parking Control:

The Alberta Kennel Club will be providing both RV and Day Parking Marshals (Friday to Monday), along with parking marshals from Salus Protection Services to ensure that patrons are parking correctly and within their space only. Parking Marshals will work together to usher patrons onto the grounds. Exhibitors will take priority in the day parking area. If we are unable to accommodate public patrons, we will have to turn them away.

Traffic Strategy Plan:

We may need to develop a new Traffic Strategy Plan for this new location. Currently waiting for a response from Alberta Transportation with regard to HWY 522, 306 West is a county road and does not fall under Alberta Transportation, they consider this a county road and does not fall under them.

Currently submitting an RPATH that falls under the Special Events Guide published online by Alberta Transportation. <https://open.alberta.ca/dataset/0b1b237c-cb31-4ab9-b46e-c066041a79e2/resource/050d9438-c763-43da-b48f-51fb2126fcbb/download/tec-special-events-guide-edition3-2025-07.pdf>

RV Parking on CPC Grounds:

RV Parking Spots for the Weekend around the field, 110 RV Spots (hope to gain a few more pending a measure other than dimensions from Google Earth) (25' x 50' and 25' x 40' – all straight spots, easy to mark out and manage) Includes 10 Handicapped RV Spots (these spots to be determined at a later date). **Please refer to the map for tentative positioning around the property.**

We state clearly in our Premium List and subsequent judging schedule that RV Parking is "dry camping" only. Exhibitors/participants must bring their units full of fresh water, and they dump their wastewater at a proper facility upon vacating the property. We do not offer wastewater removal or fresh water fills for any RV. For electricity the utilization of generators is used. For Motorhomes that have built in generators it has been mandatory at our shows that they must vent their exhaust pipes up so that fumes do not go into their neighbors RV spot.

Only exhibitors/participants entered in the show are allowed to have their RV's for overnight accommodations. This is not open to the public.

Afterhours Events:

Our show days run from approximately 8 am to 7 pm in the evening, rarely does our scheduled day go beyond but in rare occurrences can (ie a judge took longer than anticipate judging their allotment of dogs – we count 25 dogs/hour, some judges take longer some are faster). Anything after hours would be those folks in RV's that have small get togethers within their RV space. Some of the associated clubs who we host over the weekend may have a get together (dinner) under one of the tents on the competition field.

We are looking at having an after show get together on Saturday evening, this would build community with the exhibitors, this was a practice many years ago whereby the club, exhibitors and judges got together. We would like to combine this with a live auction (something Alberta Gaming does permit). We anticipate conclusion by 10:00 pm or earlier, at that time of year we have daylight until approximately 9:30 pm.

This will be located on the field and we will utilize our ring tents/rings to host this outdoor evening event. We will be renting BBQ's and having side dishes such as baked potatoes, salads and desserts (catered by Highwood Catering) participants will bring their own meat to cook on the rented BBQ's.

Communication:

We have an AKC member who has a sound system that we can utilize in 2026, with this facility and all events/exhibitors being housed on one field this will be easier to communicate with everyone.

The AKC also owns their own walkie talkies for communication, as well we utilize our personal cell phones.

Dog Bathing Area:

We require a bathing area for dogs, we have four portable dog baths that we utilize, location of these is still to be determined.

Vendors/Booths:

These will be located on the field east of the competition rings. We are also hosts to vendors number to be determined; in 2025 we had 19 vendors including sponsors. We hope to sell approximately 410' of space utilizing Modern Rental Tents.

Golf Carts:

We are renting approximately 15 golf carts (10 x 2 passenger, 4 x Cargo and 1 x 6-person golf cart through Bugle Forklift Sales & Rentals Ltd. These carts will be utilized by our RV Parking Marshal volunteers, for move in commencing in the evening of July 29 and all day on July 30, 2026. Following set up, golf carts will be used by our parking marshals that we will have for directing patrons to the day parking area.

Admission to our Show:

As a volunteer organization who are unable to fundraise through the AGCL as stated previously, we rely on a public gate to help pay for our shows. Our admission costs are as follows:

ADMISSION (CASH or ETRANSFER ONLY):

\$10 Adults

\$5 Youth (12-17 years old)

\$5 Seniors over 65 years old

FREE - children under 12 years old

Proposed Signage:

We are looking to utilize signage on the property for flow of traffic, where our show trailer is situated, this would be located on the property. We will be advertising our event in both Calgary and the City of Okotoks to promote our event in 2026.

We do have facility site plans available at our show desk over the weekend for anyone wanting to have a "lay of the land" we also provide these in our Judging schedule, on our website albertakennelclub.org, through our Facebook Pages (we have 2 very active FB pages, one designated to participants, the other designated for Public as well as our exhibitors who chose to be on both pages), Instagram Page and X social media accounts. We anticipate to do radio advertising as well in 2026; as well provide press releases to the media and have been fortunate in previous years to have our shows make the "News."

Emergency Response Plan:

Please refer to our draft Emergency Response Plan that was created and approved by the County in 2025. It has been updated to reflect our 2026 dates as well as the new location, updated facility map to be inserted once completed.

Please see updated ERP attached in the email (Will require Traffic Strategy Plan added).

AKC SEA Can and Cargo Trailer:

The AKC owns a SEA Can and 16-foot Cargo trailer, we anticipate use a tent next to our Show desk for the AKC office, or alternatively utilize our Cargo trailer for the office, it would be in close proximity to our AKC Desk.

To date we have secured either signed contracts, in process contracts or email confirmations for the following suppliers for our shows:

- T & S Waste Disposal – Porta Potties with Hand sanitizing water stations and Yard Bins and Bottle/Can Recycle Bins (In process)
- Bugle Forklift Sales & Rentals Ltd.– Golf carts for volunteers, parking marshal and security use (In process)
- Salus Protection Services – Security 8 am to 6 pm daily and 11 pm to 6 am nightly. The later will begin on July 31, 2025. Also providing parking attendants from 6 am to 4 pm daily (Friday to Monday) (In process – dates confirmed for 2026)
- Rightway Sanitation Services – Shower Trailer (signed)
- Big Rock Water Hauling (In process)
- ~~Cooper Equipment Rentals (In process)~~
- Mahikan Medical – Paramedic Services – will be located on the Polocrosse Field (email confirmation)

- Highwood Catering Inc. – Catering for our judges and running a daily concession by the Sand Ring for exhibitors/participants/public (who may come to our shows) (confirmed)
- Modern Rentals Tent Company (formerly Great Events Rentals) await our quote. they have been our supplier for over 15 years. (in process)

Respectfully submitted by:

Tina Gaudet

Co-Facilities Chairperson

Alberta Kennel Club



**IMPORTANT INFORMATION FOR ACCESSING
THE 2026 AKC SUMMER CLASSIC
Foothills County Permit (Insert New Permit #)**

The 2026 AKC Summer Classic is operating under
Foothills County Special Event Development Permit (Insert New Permit #)

Please refer to the following maps and instructions for access to the show grounds.

*Please proceed to the entrance of the Calgary Polo Club (CPC) Ranch House Grounds
from 306 Ave W to be escorted to your RV/Day Parking space*

Thursday, July 30, 2026 – 8 am to 10 pm – RV Arrival

Thursday, July 30, 2026 – 2 pm to 10 pm Day Parking Benching Setup

*If you cannot enter the grounds because of traffic into the show site,
Foothills County and the Calgary Polo Club (Ranch House) have requested that
vehicles NOT stop to wait on 306 Ave W.*

The road is not wide enough to permit waiting.

*Parking is not first come, first served. Your space is assigned to you by the parking/security
volunteers. Please be patient, we will get you parked.*

*The Alberta Kennel Club, its Board of Directors, staff, volunteers, contract employees and agents are not
responsible for any damage to any party arising from the entry or egress to the Calgary Polo Club Grounds (the
Grounds) or from any activity taking place at the Grounds.*

THE FOOTHILLS COUNTY COUNCIL REQUESTS THAT EXHIBITORS APPROACH AND ENTER THE CALGARY POLO CLUB GROUNDS WITH THE FOLLOWING INSTRUCTIONS:
(Map images provided)

1. ARRIVING AT THE CALGARY POLO CLUB GROUNDS FROM THE NORTH



WHEN APPROACHING FROM THE NORTH

1. Heading South on AB-2 S (1.5 KM) or AB-2A S
2. Take exit 227 toward De Winton/Heritage Pointe (700 m)
3. Merge onto 242 Ave W/Dunbow Rd (3.1 km)
4. Turn left onto 16 St W/Range Rd 11 (1 km)
5. Follow 250 Ave W/Township Rd 215A to 32 St W/Hwy 552 W/AB-552 (1.8 km)
6. Turn left onto 32 St W/Hwy 552 W/AB-552 (5.7 km)
7. Continue on 306 Ave W/Township Rd 212 to the Calgary Polo Club (Ranch House) (850 m)

2. LEAVING THE CALGARY POLO CLUB GROUNDS TO THE NORTH



WHEN EXITING TO THE NORTH

1. Exit the Calgary Polo Club (Ranch House) grounds and turn left on 306 Ave W/Township Rd 212 (850 m)
2. Turn right onto 32 St W/Hwy 552 W/AB-552 (5.7 km)
3. Merge onto AB-2A S (1.8 km)
4. Get on AB-2N (2.6 km)
5. Turn left onto 242 Ave W/Dunbow Rd and continue to follow Dunbow Rd (2.3 km)
6. Turn left to merge onto AB-2 N toward Calgary
7. Drive to AB-2 N in Calgary (22.8 km)
8. Merge onto AB-2 N (16.2 km)
9. Keep left to stay on AB-2 N (6.7 m)

3. ARRIVING AT THE CALGARY POLO CLUB GROUNDS FROM THE SOUTH

WHEN APPROACHING FROM THE SOUTH



1. Take AB-2A N to Elizabeth St/AB-549 W in Okotoks (12.2 km)
2. Head northwest on AB-2 N (1.6 km)
3. Take exit 209 toward Black Diamond/Turner Valley/Aldersyde/High River (700 m)
4. Use the left lane to take the AB-7 W ramp to Okotoks (170 m)
5. Turn left onto AB-7 W (1 km)
6. Use any lane to turn right onto Hwy 7 E/AB-2A N/AB-7 W (signs for Okotoks/Black Diamond/Turner Valley) (5.9 km)
7. Turn right onto AB-2A N (2.8 km)
8. Follow AB-549 W and 32 St W/Hwy 552 W/AB-552 to your destination (10.3 km)
9. Continue on 306 Ave W/Township Rd 212 to the Calgary Polo Club (Ranch House) (850 m)

4. LEAVING THE CALGARY POLO CLUB GROUNDS TO THE SOUTH



1. Exit left onto 306 Ave W/Township Rd 212 to the Calgary Polo Club (Ranch House) (850 m)
2. Turn left onto 32 St W/Hwy 552 W/AB-552 (3.2 km)
3. Continue onto AB-549 E (6.1 km)
4. Turn right onto Northridge Dr S/AB-2A S - Continue to follow AB-2A S (2.7 km)
5. Turn left onto Hwy 7 E/AB-2A S/AB-7 E, Continue to follow AB-2A S (7.8 km)

24 HOUR VETERINARY CLINICS:

<p>Alpine 24/7 Pet Hospital 5707 Macleod Trail SW, Calgary, AB T2H 0J7 ☎ 403-212-4008 www.alpine247.ca 🕒 Open 24 hours, 7 days a week Approximately 35–40 minutes from Okotoks</p>	<p>CARE Centre (VCA Canada) 7140 – 12th Street SE, Calgary, AB T2H 2Y4 ☎ 403-520-8387 www.vcacanada.com/carecentre 🕒 Open 24 hours, 7 days a week Approximately 35–40 minutes from Okotoks</p>
<p>Trinity Hills 24 Hour Pet Hospital 240 Na'a Plaza SW, Calgary, AB T3H 6A4 ☎ 403-233-2888 www.thph.ca 🕒 Open 24 hours, 7 days a week Approximately 45–50 minutes from Okotoks</p>	<p>Western Veterinary Specialist & Emergency Centre (VCA Canada) 1802 10 Avenue SW, Calgary, AB T3C 0J8 ☎ 403-770-1340 www.vcacanada.com/western 🕒 Open 24 hours, 7 days a week Approximately 45–50 minutes from Okotoks</p>

18.32 DIRECT CONTROL DISTRICT #32 (DC 32) AGRICULTURAL SOCIETIES

DC#32

18.32.1 PURPOSE AND INTENT

To allow the operation of agricultural societies, and accessory community recreational facilities providing services and facilities for the agricultural related, recreational, tourism, or social needs of the community.

This district recognizes the need for the community associations and agricultural societies to operate as a viable business thus allowing a multitude of uses accessory to the principal use of the sites. This district will allow for the Direct Control by Council over development on the following lands:

High River Agricultural Society

- Ptn. NE 12-19-29-W4, North 1402.5' (80.28 acres)

Millarville Racing and Agricultural Society

- Plan 1310854, Block 2, Lot 1, NE 12-21-03-W5 (65.31 acres)
- Plan 5354HR, Parcel A, NE 12-21-03-W5 (10.42 acres)

Okotoks Agricultural Society

- Plan 0214196, Block 11, Lot 1, NW 09-21-29-W4 (18.97 acres)

18.32.2 PERMITTED USES

Accessory Buildings not requiring a development permit

Accessory Uses to the Agricultural Society (i.e. Washrooms, parking, storage and/or maintenance facilities)

Administration Offices for Agricultural Society

Agricultural, General

Arena, Commercial (as part of the Agricultural Society only)

Arena, Limited Public (as part of the Agricultural Society only)

Assembly use

Community buildings and facilities

Dwellings, Single Family

Dwelling, Manufactured Home

Dwelling, Mobile home on lots 80 acres or greater in size

Home Office

Park

Private Amenity Space (accessory to the primary Agricultural Society use on site)

Public Works

Signs not requiring a development permit

Solar Power System, Private (Not requiring a Development Permit)

18.32.3 DISCRETIONARY USES

- Accessory Building (Requiring a development permit)
- Agricultural, Intensive use (accessory to the primary Agricultural Society use on site)
- Agricultural Support Services
- Animal Boarding Services
- Auctioneering Services
- Auctioneering Services, Livestock
- Business Offices
- Campground, Minor - (accessory to the primary Agricultural Society use on site)
- Commercial Business
- Conference Centre
- Cultural Facilities (accessory to the primary Agricultural Society use on site)
- Dwelling, Mobile Home on lots less than 80 acres in size
- Dwelling, Moved On
- Dwelling Temporary
- Food Service, (accessory to the primary Agricultural Society use on site)
- Home based business Type I - only on parcels with a residence
- Home based business Type II - only on parcels with a residence
- Library and Exhibit (accessory to the primary Agricultural Society use on site)
- Lot Grading
- Man-made water bodies, privates requiring a permit
- Outdoor Storage (accessory to the primary Agricultural Society use on site)
- Public Market
- Public or Quasi Public Installations and Facilities
- Recreation, indoor
- Recreation, outdoor
- Retail store (accessory to the primary Agricultural Society use on site)
- Signs requiring a development permit
- Secondary Suite, Detached
- Secondary Suite, Principal
- Solar Power System, Private (Requiring a Development Permit)
- Special Events
- Temporary (short-term) Manure Storage
- Utility Services, Minor

18.32.4 LAND USE REQUIREMENTS

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

18.32.5 DEVELOPMENT REQUIREMENTS

18.32.5.1 Maximum Height of Structures:

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

18.32.5.2 Maximum Lot Coverage

- a. No building or group of buildings including their accessory buildings and impervious surfaces shall cover more than sixty (60) percent of the lot area.

18.32.5.3 Maximum Floor Area of Arena Building:

- a. The maximum allowable size of the Arena Building for an Arena, Commercial, or Arena, Limited Public shall be at the discretion of Council.

18.32.5.4 Maximum Dwelling Unit Density

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

18.32.5.5 Minimum Yard Setback Requirements:

- a. **Front Yard Setback:**
 - i. 15m (49.21 ft.) from the right of way of an Internal Subdivision Road.
 - ii. 48m (157.48ft.) from the centre line of a Municipal Road.
 - iii. 64m (209.97 ft.) from the 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.
 - v. Or as determined by Council.
- b. **Side Yard Setback:**
 - i. 15m (49.21 ft.) from property line.
 - ii. Or as determined by Council.
- c. **Rear Yard Setback:**
 - i. 15m (49.21 ft.) from property line.
 - ii. Or as determined by Council.
- d. If the title to a lot is subject to a caveat in respect of a land dedication or an agreement for the acquisition of land for road widening purposes, the dedicated area or area of future road widening shall be considered the future property boundary for which setback distances set out shall apply.

18.32.5.6 Corner Parcel Restrictions:

- a. In accordance with Sections 9.27.9 - 9.27.12.

18.32.5.7 Other Minimum Setback Requirements:

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

- b. The Approving Authority may require a greater building setback for any use which, in the opinion of the Approving Authority, may interfere with the amenity of adjacent uses.

18.32.5.8 Minimum habitable area per Dwelling, (except for Dwelling, temporary):

- a. 100 m² (1,077 sq. ft.)

18.32.6 SPECIAL PROVISIONS

18.32.6.1 The number of non-resident employees working on site for an Arena, Commercial shall be at the discretion of Council.

18.32.6.2 The maximum number of Business Visits per day for Arena, Commercial shall be at the discretion of Council.

18.32.6.3 Any minor home business or occupation must be conducted within a dwelling and/or accessory building(s) or on a parcel on which a dwelling is located and where one or more residents of the parcel is the owner or part owner of the occupation or business.

18.32.6.4 Any minor home business shall not occupy more than 50% of the gross floor area of the principle dwelling plus the area of accessory structures.

18.32.6.5 Outdoor Storage:

- a. On parcels 10 acres and larger, exterior storage may be allowed if, in the opinion of the Approving Authority, the exterior storage is adequately screened.
- b. a maximum of 5 vehicles or equipment may be stored outdoors.

18.32.6.6 Manure Management:

- a. Applicants for Arena, Commercial or Arena, shall provide a manure management plan to the satisfaction of Council as a part of the development permit application for their facility unless requested to do so by Council as part of the Land Use Bylaw amendment application.

18.32.6.7 Development Permit:

- a. To ensure that each Agricultural Society is permitted to operate in the same manner as they have been historically and to clearly provide direction to each society going into the future, a Development Permit is required for each Agricultural Society parcel or parcels outlining the uses and activities that will be included on the site to allow. An additional Development Permit will be required for any new uses that occur on site that are not in accordance with the regular Development Permit approval.

18.32.6.8 Emergency Response Plan:

- a. Each site will be required to have an Emergency Response Plan, approved by the Director of Emergency Management and Council that deals with each use approved for the site. New uses approved will require an addendum or additional Emergency Response Plan to accommodate for that use as per the discretion of the Director of Emergency Management.

18.32.6.9 Special Events:

- a. Special events will be approved at the discretion of Council that are above and beyond the approved Development Permit.

18.32.6.10 Safety and Fire Code Requirements:

- a. Applicants shall be required to provide proof of compliance or the ability to become compliant with all Provincial Safety Code and Fire Code requirements as part of the development permit application for their facility unless requested to do so by Council as part of the Land Use Bylaw amendment application.

18.32.6.11 Landscaping and Screening:

- a. Landscaping shall be completed in accordance with the Municipal Screening Standards (Appendix G of this Bylaw).
- b. Levels and methods of screening of the site shall be completed in accordance with the Municipal Screening Standards (Appendix G of this Bylaw).

18.32.6.12 Nuisance:

- a. No offensive noise, vibration, smoke, dust, odor, heat, glare, electrical or radio disturbance detectable beyond the boundary of the lot.

18.32.6.13 Camping:

- a. Campground, minor may be allowed, accessory to the principal use of the site, at the discretion of the approving authority.
- b. Campground, major is neither permitted nor discretionary under this district.
- c. Whether camping is approved in support of regular events or special events on site, shall be at the discretion of Council and will be outlined in the Development Permit. Council may also specify:
 - i. The maximum number of camping units permitted per event.
 - ii. The maximum length of stay; and
 - iii. Number of events where camping shall be permitted annually.

18.32.6.14 The Approving Authority, may, as a condition of issuing a Development Permit impose any condition that addresses a relevant planning and development matter, including but not limited to:

- a. Location and maximum size of Arena building to be constructed.
- b. Development setbacks.
- c. Hours of operation.
- d. Number of non-resident employees.
- e. Number of vehicle visits per day.
- f. Number of Animal units permitted on the property.
- g. Size and number of structures permitted on site.
- h. Number of events or contests permitted annually.
- i. Requirements for evacuation and emergency response plans.
- j. Upgrades on municipal roads.
- k. Mitigation of impacts on municipal roads.
- l. Compliance reporting requirements.

- m. Noise.
- n. Buffering.
- o. Lighting.
- p. Outdoor storage.
- q. Parking requirements.
- r. Screening of facilities.
- s. Proof of compliance with fire and safety codes inspections of the facility.
- t. Manure Storage provisions.
- u. Any other condition that Council deems necessary.

18.32.6.15 Design Guidelines:

- a. All development located within the Highway 2A Industrial Area structure plan (H2AI Area Structure Plan) area shall comply with the Highway 2A Corridor Design Guidelines (2021), as may be amended, or replaced by Council from time to time.

18.32.6.16 Lighting:

- a. All lighting must be in accordance with Section 9.15 of this Land use bylaw and with the Municipal Dark Sky Bylaw.

18.32.6.17 Lot Drainage:

- a. A Development agreement shall be entered into for lot grading to the satisfaction of the Director, Public Works and Engineering.
- b. Lot grading and drainage shall be in accordance with Section 9.17 of the Land use bylaw.

18.32.7 PROCEDURE

18.32.7.1 Notwithstanding the procedure established for development permit applications in Section 4, an application for development permit in respect of lands referred to in Section 18.32.1 shall be referred by the Development Officer to the Council for its approval or refusal.

18.32.7.2 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 18.32.1. The council may approve a development permit application with or without conditions or may refuse an application for development permit.

18.32.7.3 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 18.32.1.

18.32.8 DEFINITIONS PERTINENT TO THIS REGULATION WHICH WILL BE ADDED TO SECTION 2.5
DEFINITIONS

Administration Office means a specific building or rooms within a building providing for the day-to-day business operation of a facility or primary use on a parcel and may include kitchen and washroom facilities for staff use.

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

APPENDIX D: Applicant's Mail Out Letter



January 12, 2026

Dear Homeowner/Business Owner,

RE: The Municipal District of Foothills No. 31, Special Events Application Submission Request for Support by the Alberta Kennel Club

Location: Calgary Polo Club, Quarter NW, Section 11, Township 21, Range 01, West of the 5th Meridian (Field west of the Ranch House – Calgary Polo Club Academy)

The Alberta Kennel Club (AKC) has submitted a request for a Special Event Permit for our annual dog show to be hosted at the Calgary Polo Club (CPC) July 31-August 3, 2026. We kindly ask for your support in our new endeavour to host our shows on these beautiful grounds.

The Alberta Kennel Club (AKC) is a registered Not for Profit Society since 1924. The Alberta Kennel Club has been an accredited Club under the Canadian Kennel Club since 1904; we are one of the five oldest kennel clubs in Canada and host one of the largest outdoor shows in the country, welcoming judges and exhibitors from around the world.

We have hosted our annual dog show at Spruce Meadows from 2010 to 2023, and at the Okotoks Agricultural Society in 2024 and 2025. We pride ourselves on delivering an enjoyable experience for exhibitors and the public. As a group of dedicated volunteers, we take great care with the properties we use, ensuring a minimal post-event footprint.

- **The Summer Classic** to take place July 31–August 3, 2026, at the Calgary Polo Club.
- **Event schedule & activities:**
 - Conformation Shows (purebred dogs only)
 - Obedience Trials (open to mixed breed and purebred dogs)
 - Rally-Obedience Trials (open to mixed breed and purebred dogs)
 - Agility Trials (open to mixed breed and purebred dogs)
- **Daily hours:** 8 am to 5 pm
- **Quiet hours:** 11 pm to 6 am
- **No generators permitted:** between 11 pm and 6 am
- **Dog supervision:** Dogs are not to be left unattended in the evening between 9 pm and 6 am
- **Public are welcome to enjoy seeing the dogs and talk to breeders about the different breeds (187 in total)**

To ensure a safe and positive experience, we hire a security company and parking personnel to work alongside AKC volunteers. Roadways will remain clear, and attendees will be guided to designated parking areas.

Our event brings visitors to the area, supporting local businesses and fostering community spirit. We are committed to minimizing disruption by enforcing quiet hours and ensuring responsible parking and waste management.

We kindly ask you to provide a letter of support for our Special Event Permit application. If you have any questions or concerns, please contact me at or [REDACTED]

Best regards,

Tina Gaudet

Tina Gaudet

Facilities Co-Chairperson

Alberta Kennel Club

APPENDIX D: Received Mail Out Responses

Brian de Kock & Matthew Tate



January 16, 2026

Tina Gaudet



Re: The County of Foothills No. 31. Special Events Application Submission Request for Support by the Alberta Kennel Club

Hi Tina;

Regarding your application submission request for the event mentioned above, we support your request to hold this event July 31 to August 3, 2026, with the understanding that you will honor your commitments regarding noise, parking and keeping roads clear.

Regards,



Brian de Kock



Matthew Tate



STRATHCONA-TWEEDSMUIR SCHOOL

Head of School

January 16, 2026

Alberta Kennel Club
[REDACTED]

Dear Ms. Gaudet,

Thank you for your letter of January 12 requesting our support of the Alberta Kennel Club's Special Events Application in relation to the Summer Classic scheduled to take place from July 31 to August 3, 2026, at the Calgary Polo Club.

We appreciate you reaching out and are pleased to acknowledge your request. The Alberta Kennel Club's annual dog shows are well-established and respected events, and we recognize the planning and coordination required to deliver an event of this scale successfully.

Please accept this letter as confirmation of our awareness of the application and our support of the Alberta Kennel Club's submission for the Summer Classic. We wish you every success as you move forward with the planning and approval process for the 2026 event.

Should you require any additional information or clarification, please do not hesitate to contact me.

Sincerely,

Carol Grant-Watt
Head of School