



AGENDA
SPECIAL MEETING OF THE BARRHEAD TOWN COUNCIL
THURSDAY, July 24, 2025 AT 12:00 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

Barrhead.....a quality community.....giving a quality lifestyle

1. Endorsement of the Agreement to a Special Council Meeting
2. Call to Order
3. New Business
 - (a) Legal Matter (Correspondence) – Section 19 Access to Information Act.
 - (b) RFD – FCSS Land Use Bylaw Amendment Application
4. Adjourn

REQUEST FOR DECISION

To: Town Council

From: Jenny Bruns

Date: July 24, 2025

Re: FCSS Land Use Bylaw Amendment Application

1.0 PURPOSE:

For Council to consider an application to amend the Land Use Bylaw 04-2015 and add Quasi-Public Use as a discretionary use within the M-I Industrial District and add Community and Support Services to the examples within the definition of Quasi-Public Use.

2.0 BACKGROUND AND DISCUSSION:

Barrhead & District FCSS has placed an offer to purchase property, being Lot 13 & 14, Block 2, Plan 5325NY within the Industrial Park. The current zoning does not allow for this particular use. Family & Community Support Services provides a variety of counselling, support programs, aging in place and family development services, along with the food bank and transportation programs, to name a few. The comparable use of Quasi-Public Use would have to be added to the District, and the definition amended to include Community and Support Services. This requires an amendment to the Land Use Bylaw.

“QUASI-PUBLIC USE” means a development which is used for the meeting, social or recreational activities of its members, which may or may not include the general public. Typical quasi-public uses include commercial schools, indoor and outdoor recreational facilities, hospitals, lodges or clubs, cemeteries, galleries, museums, and libraries plus any use which may be described as an eating and drinking establishment, when designed in conjunction with the above uses.

This process includes First reading of Council, a Public Hearing prior to second and third reading, and subsequent successful passing of second and third readings after the public hearing has been held.

Council must determine if this is an appropriate use within the Industrial Park. Municipal Planning Services has provided a Planners Report to outline how the proposed application aligns with our planning documents as follows.

- **Land Use Bylaw 04-2015:**

Quasi-Public use is not normally classified as a type of “General Industrial Use” and therefore may be inconsistent with the purpose of the District. The district reads:

This District is to be used for general industrial purposes that don't cause any objectionable or dangerous conditions beyond the boundary of the District in which the site is located.

- **Municipal Development Plan 04-2010** Section 8.0 Industrial Land Use states:

1) To foster greater economic diversification through increasing the attractiveness of Barrhead for future industrial development, the Town shall:

b) Work with developers to ensure that an adequate supply of land is available for a full range of industrial uses;

5) To ensure that the industrial lands within the Town are developed in a manner that is beneficial to the overall community and adjoining land uses, the Town shall:

b) consider potential impacts of proposed development within the vicinity of industrial parcels that may impact the development potential of industrial lands through factors such as separation distances and emergency issues.

The proposed amendment could have potential impacts on adjacent industrial parcels by enabling a use that is incompatible with adjacent industrial uses. It is unlikely that there will be off-site impacts from the Quasi-Public use proposed on the site however, there could be off site impacts from adjacent industrial lots (noise, dust, odour, traffic) that may affect a quasi-public use in this location.

Therefore, in the opinion of the Town's planner, the proposed amendment may be inconsistent with some applicable policies in the Town's MDP.

3.0 ALTERNATIVES:

3.1 Council may deny the amendment application with reasons.

3.2 Council may pass first reading and direct administration to hold a public hearing. (Council must set the public hearing date by motion if they wish to proceed. Administration recommends August 26, 2025 at 5:30 pm at the Town Council Chambers).

3.3 Council may choose to table the item to gather further information.

4.0 FINANCIAL IMPLICATIONS:

As Family & Community Support Services are exempt from paying taxes, the Town would lose industrial assessment in this location. Current taxes are collected in the amount of \$14,289.19, which would be lost if the land use changes to community support services.

The Town also has limited industrial lands available for development and the implications for economic development are far greater leaving the land as industrial.

Further, as FCSS settles in, the demand for an increase in service levels may be anticipated in the demand for sidewalks, dust control, etc.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None.

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Ability of vulnerable populations to access FCSS in this location (walkability).
High potential for financial loss to FCSS if the sale does not proceed as anticipated.

8.0 ATTACHMENTS:

Municipal Planning Services Ltd. - Planners Report

9.0 RECOMMENDATION:

That Council deny the application to amend the Land Use Bylaw as it does not comply with the Municipal Development Plan or the Land Use Bylaw.

RECOMMENDED MOTION (Public):

That Council deny the application to amend the Land Use Bylaw to include Quasi-Public Use within the MI- Industrial District, and add community and support services to the definition of Quasi Public Use, as it does not comply with the Municipal Development Plan or the Land Use Bylaw.

(original signed by the CAO)
Collin Steffes, CAO

Planners Report

Report for 1st Reading of Bylaw 07-2025

Proposed Amendment to the Town of Barrhead

Land Use Bylaw 04-2015



Town of Barrhead
Meeting of Council
TBD

BYLAW NO.:

Bylaw #07-2025

PROPOSED BYLAW:

An application to amend the Town of Barrhead Land Use Bylaw 04-2015 (LUB) was submitted to the Town of Barrhead (the Town) by an agency within the Town. The amendment was proposed to allow for a Quasi-Public Use (FCSS) to be developed on Lot 13 & 14, Block 2, Plan 5325NY.

The application proposes to amend **Section 12 M1 - Industrial** of the LUB and applies to all lands within the Town to include “Quasi-Public Use” as a discretionary use in the M1 District.

This amendment is being proposed to facilitate the development of community outreach services, counselling and support programs, non-profit administrative offices, and educational and skills-based workshops. The attached Schedule A includes the letter from the applicant regarding their development.

BACKGROUND:

In early June 2025, the owner of Lot 13 & 14, Block 2, Plan 5325NY, inquired with the Town regarding developing a Quasi-Public Use within their lot that is currently in the Industrial District. The community services proposed include, but is not limited to, a food bank, seniors programming, youth drop-in, counselling, and healthy parents programming. This type of development would fall under the definition for “Quasi-Public Use” which is neither permitted nor discretionary in the M1 – Industrial district.

“Quasi-Public Use” means a development which is used for the meeting, social or recreational activities of its members, which may or may not include the general public. Typical quasi-public uses include commercial schools, indoor and outdoor recreational facilities, hospitals, lodges or clubs, cemeteries, galleries, museums, and libraries plus any use which may be described as an eating and drinking establishment, when designed in conjunction with the above uses.

The proposed amendment would facilitate the development of quasi-public uses, in appropriate locations within the M1 – Industrial district. As proposed, the use would be discretionary in the district, which would enable the Development Authority to approve or refuse a future application based on the suitability of the proposed location.

PLANNING CONSIDERATIONS

The subject site is adjacent to a UFA Cardlock, an Automotive Repair Shop, an RCMP office, and the Barrhead Neighbourhood Inn. Concerns were raised with the application regarding a safe walking path for the youth and other vulnerable members of the community utilizing the community services which were addressed by the Applicant in the attached Schedule A.

The general purpose of the M1 – Industrial district is to enable the development of “general industrial uses that don’t cause any objectionable or dangerous conditions beyond the boundary of the district in which the site is located”.

“Quasi-Public Use” are not normally classified as a type of “General Industrial Use” and therefore may not be consistent with the purpose of the district.

The applicants have proposed the LUB amendment to enable the development of a “Quasi-Public Use – FCSS Facility” on the lot. If the LUB amendment is **not** approved, then the development authority will be unable to approve a development permit for a quasi- public use in this location.

It is not anticipated that there will be negative offsite impacts associated with Quasi-Public Uses in the industrial district relating dust, noise, lighting or odour that could negatively impact adjacent industrial uses or municipal infrastructure.

However, enabling quasi-public uses in the M1 District will reduce the amount of industrial land available for future industrial developments within the community which could have implications for economic development and future taxation opportunities.

Section 12 M1 - Industrial currently provides for the following use classes:

USES	CLASS
ACCESSORY BUILDING OR USE	P
BULK FUEL STORAGE AND SALE	D
MANUFACTURING SERVICES	P
MINI STORAGE	D
MOVING OR CARTAGE	P
NATURAL RESOURCE PROCESSING	P
OUTDOOR SALES AND SERVICE	P
PUBLIC USE	P
PUBLIC UTILITY BUILDING	P
PUBLIC UTILITY	P
RETAIL SERVICES	P
SALVAGE YARD	D
SERVICE STATION	P
SHIPPING CONTAINER	D
SURVEILLANCE SUITE	D

The application proposes to amend **Section 12 M1 - Industrial** to include:

USES	CLASS
QUASI-PUBLIC USE	D

The proposed site is not affected by an Intermunicipal Development Plan.

Town of Barrhead Municipal Development Plan Bylaw 05-2019

The proposed amendment was reviewed for consistency with the following applicable MDP policies:

3.0 Community Vision

3.11 Community Services, Open Spaces and Parks

Barrhead is committed to providing a wide range of community services to enhance the quality of life in the community. Community services and facilities serve a major role in attracting investors and new residents to the Town. This role can be enhanced through effective management and when required, expansion of services and facilities in the community.

The Town will strive to maintain current level of services and facilities within the community and participate where feasible in the development of additional community service assets.

8.0 Industrial Land Use

1) To foster greater economic diversification through increasing the attractiveness of Barrhead for future industrial development, the Town shall:

- b) Work with developers to ensure that an adequate supply of land is available for a full range of industrial uses;

5) To ensure that the industrial lands within the Town are developed in a manner that is beneficial to the overall community and adjoining land uses, the Town shall:

- b) consider potential impacts of proposed development within the vicinity of industrial parcels that may impact the development potential of industrial lands through factors such as separation distances and emergency issues.

The proposed amendment could have potential impacts on adjacent industrial parcels by enabling a use that is incompatible with adjacent industrial uses. It is unlikely that there will be off site impacts from the Quasi-Public use proposed on the site however, there could be off site impacts from adjacent industrial lots (noise, dust, odour, traffic) that may affect a quasi-public use in this location.

Therefore, in the opinion of the Town's planner, the proposed amendment may be inconsistent with some applicable policies in the Town's MDP.

The proposed site is not affected by an Area Structure Plan.

RECOMMENDATION:

That Council give consideration to first reading to proposed Bylaw and schedule a Public Hearing to consider public testimony regarding the proposed amendment to the LUB.

ATTACHMENTS:

Schedule A – Applicant Letter

SUBMITTED BY:

Jane Dauphinee | RPP, MCIP
Senior Planner, Municipal Planning Services

Carley Weeks | BSc
Planner, Municipal Planning Services

APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW

FEE: \$800.00

I/We hereby make application to amend the Land Use Bylaw.

Applicant: Barrhead & District ECSS Society

Address: 5103 - 51 ST

Barrhead AB T7N 1A5

Phone: _____

Owner of Land: Sylvan Development Ltd.
(if different from above)

Address PO Box 3160

Phone: Spruce Grove T7X 3A5

Lot 13 & 14, Block 2, Plan 5325N4

Civic Address: 6102 48 ST Barrhead AB

Amendment Proposed:

FROM: M1

TO: M1 - Adding Quasi-Public Use to District

Reasons in Support of Application for Amendment:

See Attached

2025-06-27
Date


Signature



To Whom It May Concern,

Barrhead & District Family and Community Support Services (FCSS) Society respectfully submits this formal request for an amendment to the Land Use Bylaw to include **"Quasi-Public Use"** as a **discretionary use** within the **M1 – Industrial** zoning district.

As a provider of essential community services, FCSS is exploring opportunities to locate programs within light industrial areas in order to access cost-effective, functional space. Our services—ranging from family and youth support to education and outreach—are low-impact and community-focused, making them well-suited to underutilized properties in M1 zones, which includes:

- Community outreach services
- Counselling and support programs
- Non-profit administrative offices
- Educational and skills-based workshop

Ensuring accessibility and safety for our participants is a top priority. In planning for this location, we are committed to:

- Identifying **safe routes** to the site, avoiding heavy traffic or industrial congestion
- Working with our transportation program and community partners
- **Providing transportation** for individuals and families who may not have access to reliable transportation, ensuring they can safely attend our programs

All programming will take place entirely within the site, and we are committed to maintaining minimal disruption to neighboring businesses. We understand that adjacent industrial users, such as UFA and others, may have concerns regarding traffic flow, safety, and land use compatibility. In response to these concerns:

- The impacts typically associated with industrial zones—such as noise, dust, and odour—are **very minimal** in this area.
- Our use is **comparable in impact to the hotel, restaurant, banquet facilities, outdoor courtyard and pub located directly across the street**, which operate with patrons and activity around the clock.
- **All services will be delivered on-site, with no spillover into public or neighboring areas**
- **Alternate traffic routes** will be promoted to reduce potential congestion
- A **comprehensive emergency plan** will be developed to address safety, evacuation, and communication protocols
- This offers a safer location with the close proximity of RCMP, fire department, and other essential emergency services.



We believe the addition of "Quasi-Public Use" to the M1 zone would:

- Enable the adaptive reuse of underutilized industrial buildings
- Maintain compatibility with existing industrial land uses
- Support the municipality's strategic goals for inclusive and resilient communities
- Increase the flexibility of industrial zoning to accommodate evolving community needs

We respectfully propose the following amendment:

That "Quasi-Public Use" be added as a discretionary use within the M1 – Industrial District.

If applicable, we suggest the following working definition:

"Quasi-Public Use" means a use operated by a public, non-profit, or community-based organization providing services or facilities to the general public, including community support centers, training and educational programs, or social service offices.

We welcome the opportunity to collaborate with Planning staff and provide any further information required to support this request.

Thank you for your time and consideration.



5014 50 Ave
Box 4189
Barrhead AB T7N 1A2
(780) 674-3301
town@barrhead.ca
www.barrhead.ca

RECEIPT OF PAYMENT

Barrhead Family & Community Su
Box 4616
Barrhead, AB T7N1A5
Canada

Receipt Number: 43560
Tax Number: 108124876RT0001
Date: June 30, 2025
Initials: JJ

Type	Account / Ref. #	Description	Amount	Tax	Amount Paid	Balance Remaining
------	------------------	-------------	--------	-----	-------------	-------------------

General	DEVAP	Amendment Appl.	\$800.00	\$0.00	\$800.00	N/A
---------	-------	-----------------	----------	--------	----------	-----

Subtotal:	\$800.00
Taxes:	\$0.00
Total Receipt:	\$800.00
Visa:	\$800.00

Credit Card: Visa

Total Amount Received:	\$800.00
Rounding:	\$0.00
Amount Returned:	\$0.00



2 →



SECTION 12 M1 - INDUSTRIAL

GENERAL PURPOSE



This District is to be used for general industrial purposes that don't cause any objectionable or dangerous conditions beyond the boundary of the District in which the site is located.

USES	CLASS*	USE SPECIFIC REGULATION**
ACCESSORY BUILDING OR USE	P	
BULK FUEL STORAGE AND SALE	D	SECTION 19: PETROLEUM FACILITIES
MANUFACTURING SERVICES	P	
MINI STORAGE	D	
MOVING OR CARTAGE	P	
NATURAL RESOURCE PROCESSING	P	
OUTDOOR SALES AND SERVICE	P	
PUBLIC USE	P	
PUBLIC UTILITY BUILDING	P	
PUBLIC UTILITY	P	
RETAIL SERVICES	P	
SALVAGE YARD	D	
SERVICE STATION	P	SECTION 19: PETROLEUM FACILITIES
SHIPPING CONTAINER	D	section 26: SHIPPING CONTAINERS
SURVEILLANCE SUITE	D	SECTION 28: SURVEILLANCE SUITES

*"P" denotes a Permitted Use while "D" denotes a Discretionary Use

**Special Regulations are provided in Part VIII of this Bylaw.

DISTRICT REGULATIONS	REQUIREMENTS
Yard (Parcel Minimum)	
Front	6.0 metres (19.7 ft)
Side:	5.5 metres (18 ft)
2 nd Internal Side yard	1.5 m (5 ft)
Rear	4.9 metres (16 ft)
Flanking	5.5 metres (18 ft)



Barrhead...A Quality Community...With A Quality Lifestyle

Parcel Area (Minimum)	929.5 m ² (1.0 ac.)
-----------------------	--------------------------------

Parcel Dimensions: (Minimum)

Width	30.48 m (100 ft)
Building Height (Maximum)	Discretion of Development Authority

Parcel Coverage (Maximum)	90%
---------------------------	-----

*** Minimum floor areas does not include attached garages, decks or other outdoor amenity spaces.

COMMON APPLICABLE REGULATIONS (PART VII)

SECTION 1: ACCESSORY BUILDINGS	SECTION 18: LANEWAY ACCESS
SECTION 2: AMENITY AREAS	SECTION 22: OUTSIDE STORAGE / DISPLAY
SECTION 4: BUILDING HEIGHT	SECTION 24: PRINCIPAL BUILDINGS OR USE
SECTION 10: DWELLING UNITS ON A PARCEL	SECTION 25: PROJECTIONS INTO YARDS
SECTION 14: FENCING AND SCREENING	SECTION 27: RELOCATION OF BUILDINGS
SECTION 17: LANDSCAPING	SECTION 30: ZERO-SIDE YARD REQUIREMENTS

OTHER REQUIREMENTS

All land uses approved under this Land Use District must comply with all other applicable provisions of this Bylaw, including, but not limited to: Part VII: General Regulations, Part VIII: Use Specific Regulations, Part IX: Parking Requirements and Part X: Signage Requirements.

SUPPLEMENTAL REGULATIONS

- 1) Where the proposed use is determined by the Town of Barrhead to have the ability to generate substances that can adversely impact drainage works through pollution or other means, the Development Authority may require the Developer to ensure that all surface run-off other than from outside storage areas, landscaping and amenity areas be directed towards a sump or other containment within the parcel.



Barrhead...A Quality Community...With A Quality Lifestyle

- 2) The Development Authority may require a Phase I Environmental Assessment to be completed and acted upon prior to allowing for the conversion from one industrial use to another.

TOWN OF BARRHEAD

BYLAW NO. 07-2025

A BYLAW OF THE COUNCIL OF THE TOWN OF BARRHEAD, IN THE PROVINCE OF ALBERTA, TO AMEND LAND USE BYLAW 04-2015.

WHEREAS pursuant to Section 640(1) of the *Municipal Government Act*, RSA 2000, c. M-26, Council approved land use bylaw; and

WHEREAS Council wishes to add a use to the M1 - Industrial Use District;

NOW THEREFORE, the Council of the Town of Barrhead, duly assembled, and under the authority of the *Municipal Government Act*, enacts as follows:

- 1.0 That Bylaw 04-2015 be amended to include Quasi-Public Use within the MI- Industrial District, and add community and support services to the definition of Quasi Public Use.
- 2.0 That this Bylaw, once passed and signed, shall form part of Bylaw 04-2015, the Land Use Bylaw.
- 3.0 That this Bylaw shall take effect on the day of the final passing thereof.

Read a first time this ____ day of _____, 2025

TOWN OF BARRHEAD

Mayor, David McKenzie

Collin Steffes, CAO

Read a second time this ____ day of _____, 2025

TOWN OF BARRHEAD

Mayor, David McKenzie

Collin Steffes, CAO

Read a third time this ____ day of _____, 2025

TOWN OF BARRHEAD

Mayor, David McKenzie

Collin Steffes, CAO