



MUNICIPAL DISTRICT OF BIGHORN NO. 8

SPECIAL COUNCIL MEETING

Members of the Public may watch the Live Stream of this meeting on the MD of Bighorn [YouTube Channel](#)

Members of the Public may participate by:

*Microsoft Teams
Microsoft Teams Meeting ID: 221 450 855 540 468
Passcode: wT3w7hL2*

Monday, June 15, 2026 - 6:00 PM

CALL TO ORDER

- A. **APPROVAL OF AGENDA**
- B. **NEW BUSINESS**

Pg. 3 1. Public Hearing Bylaw 11-26 – Business Licence Bylaw

ADJOURNMENT



MUNICIPAL DISTRICT OF BIGHORN NO. 8

PUBLIC HEARING **BYLAW 11-26, as amended** *MD of Bighorn Business Licence Bylaw*

Location: MD of Bighorn No. 8 Council Chambers

Date: Monday, June 15, 2026

Time 6:00PM

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Seniors Fun Walk at Riverfront Park set to kick off Town's Seniors Week

RILEY STOVKA

June 1 to 7 is Seniors Week in Cochrane, an annual week-long celebration that sees the Town of Cochrane and its partnered community groups organize events that are meant to recognize and celebrate the seniors in town.

Residents of all ages will be able to enjoy events planned by the Family and Community Support Services (FCSS), Cochrane Lions Club, Two Pharmacy, MacKay's Ice Cream, among many others. The Town says the week will be an opportunity to honour the contributions and achievements of senior residents, "highlighting their role in shaping our town's rich history and future."

To jump start the week of festivities, a Seniors Fun Walk has been organized by the Town's Seniors Advisory Board. The event, held on May 30 at 1:00 pm at Riverfront Park, is a complimentary event to Seniors Week, inviting all residents to enjoy a walk in one of Cochrane's most cherished public parks.

"This is a chance to bring seniors and residents together," said Town councillor Paul Singh, one of the organizers of the Seniors Fun Walk. "We're trying to amplify Seniors Week and the lasting contributions that seniors make to our community."

Singh said the walk is not necessarily just for seniors; people of all ages are invited to participate in the walk. The last minute addition of the Seniors Fun Walk was made so residents can have another opportunity to get together and acknowledge the role that seniors play in the community.

"It's crucial to have these seniors, the key knowledge keepers in our community, and to celebrate them," Singh said.

The Town has been celebrating Seniors Week for

nearly four decades, which has allowed the events to grow and include more community organizations involved in the hosting of the events. Next year, Singh said he's hoping the Seniors Fun Walk will be more of a feature event, a gathering that is seen as the official kick off to the full week of seniors celebrations.

"The Town is putting on great events, but this [walk] is about enjoying good company and enjoying the community, supporting active living and the natural beauty of our town," Singh said.

The Seniors Fun Walk begins at 1:00 pm at Riverfront Park on May 30. A full schedule of Seniors Week events taking place from June 1 to 7 is available at the Town of Cochrane website. There are events happening continuously throughout the week, while some are specially featured on certain days, and some require either a small fee, or pre-registration.



The Seniors Fun Walk begins at 1:00 pm at Riverfront Park on May 30.

METRO CREATIVE CONNECTION

Two Pharmacy

CONTINUED FROM PAGE 11

Two Pharmacy has also organized free daily delivery for seniors who buy from the store, which Kimmitt said is a way for the business to support seniors by not forcing them to drive to the store, and is more convenient for some seniors who might find it difficult to make the trek to Grande Boulevard.

For Kimmitt and the rest of the staff at Two Pharmacy, supporting seniors in the community is a mark of pride for the business. There is a focus on ensuring customers—seniors or otherwise—are taken care of, which is a big focus of the strengthening of the roots, in Community Roots.

"If you strengthen the roots of the community, the whole community gets stronger," Kimmitt said. "Anything that supports that, we're always game for it."

Two Pharmacy will continue to support and empower seniors in the community. According to Kimmitt, they don't have any plans to stop that flow of support anytime soon. Indeed, the opposite is true.

"Seniors are the foundation of this community," Kimmitt said. "They're the ones who built this community and created everything that we get to enjoy here in Cochrane. This is just our way to show some appreciation for what they have done for us."

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Banff Bisons, Bilbys go undefeated at Aussie footy tournament amid late tension

SHREEJIT SHELAR

BANFF – The Banff Bisons and Bilbys evaded every tackle on and off the pitch.

The local Australian football club swept the annual tournament at Sundance Park in Banff on Saturday (May 23), winning every game. While the Bisons controlled much of the scoresheet, the day ended on a heated note, with the Calgary Kangaroos leaving before the finals could wrap up.

Before that late disruption, Banff set the tone early with a successful run across all divisions.

The men's Team 2 opened against Calgary Team 2, with the home side holding their composure for an 89–14 win.

Banff's Team 1 followed with a stronger test against Calgary's top side, coming away 56–41 winners in a more physical contest.

"It was a pretty good game because everyone's great here," said the Banff Bisons player Callum Sawyer.

"Honestly, I think everyone's not super fit, it's across the board. Everyone's just here and it's pretty social, but it's also very competitive. It was a bit

windy, which was a bit difficult at some points, but other than that everyone's just down there to have a good time."

Sawyer said the group's success comes less from structured training and more from natural ability carried over from other sports.

"We don't really train that hard," he said. "It's just natural ability from other sports, to be honest. We just come together and have a good day."

Meanwhile, the Banff Bilbys, an Australian football women's team also delivered a decisive result, defeating Calgary 76-18.

Bilbys player Leuk Nelson-Marsden said the mix of experience levels has helped shape the team's culture.

"Probably half the team has played footy before and half the team hasn't, which is really fun," she said. "We just try to support each other, have fun, teach each other rules, make it up as we go."

For the finals, the men's team sealed the perfect run with a 61–29 victory over the Okanagan Roosters. The Bisons and Bilbys controlled the match with strong ball movement and composed play, completing a five-game sweep on the day.

Sawyer said Calgary proved to be the toughest test earlier in the tournament, noting the physicality of the matchup.

"I thought Calgary gave us a really good run first," said the Bisons player. "They were really big. I was struggling with that aspect. I haven't had physical contact for a while in a sport like that. They were big boys, but they were good at footy. So, it was a good go."

Late tension, early exit and apology to follow

The tournament moved into its later stages, scheduling tensions emerged as results began shaping the final fixtures.

The Kangaroos had completed their morning matches, but both of their teams ended up on the lower side of the standings, leaving them waiting for placement games later in the day.

Discussions emerged about adjusting the schedule to allow an earlier match-up against the Roosters, which declined the request, citing the need to preserve energy for later matches, including the final.

As the Kangaroos were unwilling to wait for the scheduled placement structure, disagreements developed over how remaining fixtures should proceed while games continued on the field.

Before the final and closing presentation was completed, the Kangaroos left the tournament grounds.

They also took the trophy, which Banff had won, back to Calgary before the event had wrapped up.

The trophy remains with them and has not been returned as of the *Outlook's* publication deadline.

On Sunday (May 24), the Kangaroos issued a public apology on Facebook, acknowledging their conduct at the tournament.

In the statement, the club said their behaviour – including leaving before the final match and failing to remain for the closing presentation – "fell way short" of expected standards of sportsmanship and respect.

"We recognize that yesterday's [May 23] actions damaged that trust," the statement read. "Respect, accountability, and sportsmanship must always come first. Yesterday we fell short of those core values."

The club apologized to the Bisons, Roosters, volunteers, and organizers involved, and said they would reflect internally on how to move forward.

The *Outlook* contacted Calgary Kangaroos president Erik Brzezinski for comment, but the club declined to comment on the tournament.

The statement also referenced the importance of the relationship between the two clubs and the broader footy community, noting efforts to rebuild trust following the incident.

Audrey Pring, the president of AFL Banff and tournament organizer, responded by acknowledging the apology and noting the importance of maintaining the relationship between the clubs and the broader footy community moving forward.

"We appreciate the public apology and acknowledge that the Roos are taking accountability for the unfolding of events. We look forward to continuing our strong relationship with sportsmanship, respect and integrity," she said.

For her, the day was both a sporting success and a significant challenge behind the scenes, as she managed the event largely on her own.

"Being a one man show is hard," she said.

Pring said the demands of running the tournament without additional support made it difficult to manage logistics and on-field responsibilities simultaneously.

Despite the off-field disruption, Pring said momentum for Australian rules football in the Bow Valley would continue, with fixtures planned in Kelowna and Calgary later in the season.



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Carstairs, county talk annexation, water access

BY Dan Singleton, MVP Staff

CARSTAIRS - Proposed revisions to the the Town of Carstairs and Mountain View County's intermunicipal development plan (IDP) include an annexation proposal and additional consideration for extension of municipal water and wastewater services into the county.

The IDP is a high-level planning document that establishes parameters for the development of lands and coordination of infrastructure and service delivery in and around Carstairs.

A number of changes and additions are being proposed to the IDP.

Annexation of several sections of land from the county into Carstairs is proposed. They include north of the town's existing northern boundary west of Highway 2A to Township Road 304 and in the east, east of the town's easterly boundary to Range Road 12 south of Highway 581.

The proposed annexation lands "reference those areas outlined in a Town-oriented growth analysis and represent the mutually agreed upon lands suitable for

future, market-driven annexation," an addition to the Plan Area section states.

A proposed addition to the Land Use sub-section says the proposed annexation lands "are intended to accommodate the Town's immediate growth needs."

Use and development of the area identified as annexation lands are to be based on the current designations under the county's land use bylaw that is in place as of the date the IDP is adopted.

An addition being proposed to the Infrastructure subsection of the Land Use and Growth Management section states: "The County may request connection to municipal water and wastewater services for development purposes.

"Prior to the execution of any sub-agreement or financial commitment, the Town and County acknowledge that the regulatory approval of the Mountain View Regional Water Services Commission constitutes a mandatory prerequisite.

"Any connection is also subject to the standards of Alberta Environment, availability of capacity, and full cost recovery from the applicant."

Another addition proposed to the same sub-section

states: "The County may apply to the Town for connection to municipal water and wastewater services for new, or existing, developments that would like to gain require access to these services, when available, at the landowner's cost."

An update proposed to the Economic Development sub-section states: "The Town and County may consider the extension of municipal water service from the future Town boundary to the Highway 581/QEII interchange to support regional economic development initiatives.

"Any application for connection to Town water and/ or wastewater shall require the development of a sub-agreement and is subject to the requirements of the Mountain View Regional Water Services Commission and Alberta Environment. Any extension shall be at the applicant's expense."

The two municipalities planned to host an open house at the Carstairs Community Hall June 2 for the public to review the proposed changes and ask questions.

Redesignation of former high school lands proposed

BY Dan Singleton, MVP Staff

DIDSBURY - A public hearing will be held on June 23 regarding a proposed land use amendment for the former high school lands near the Didsbury Museum.

During the May 26, council set the hearing date and gave first reading to proposed amendment.

"The property was recently purchased and will be redeveloped for residential purposes," said chief administrative officer Michael Simpson. "The lot is currently zoned IS: institutional district, and will require redesignation to R2: residential district - general."

The property involved is located at 2134 - 22 Street. It was formerly owned by the Town of Didsbury.

Vacant for many years, the lot is surrounded by residential lots and the redevelopment of this lot will not negatively impact adjacent uses, he said.

Last year, Didsbury resident Kathleen Windsor asked council to consider leaving the whole 3.17-acre site as a municipally-owned park.


Windsor presented letters of support for keeping the property as a public park from the Didsbury Museum, Westglen School, Ross Ford Elementary School and the Didsbury Municipal Library.

The land use zone of the property must be changed to allow for the residential development, he said.

"The Town (of Didsbury) agreed to assist the new landowner with the redesignation of the property to allow for the redevelopment of the lot," he said.

The lot currently has a municipal reserve interest caveat and the municipal reserves is no longer required for the property, he said.

"The caveat describes a municipal reserve interest for a very small area of the parcel, being 0.094 hectares or approximately seven per cent of the lot in an indeterminate location on the parcel," he said.



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AFSC rethinking honey insurance programs offered to Alberta beekeepers

TIM KALINOWSKI

The closing date to apply for 2026 honey insurance from Agriculture Financial Services Corporation (AFSC) recently passed on April 30. And while the 2026 uptake numbers aren't in yet, Jesse Cole, Manager of Annual Insurance Products at AFSC, expected them to be fairly low.

It is the same pattern which has held true for several years now, said Cole.

"We have two insurance products for bees and honey," he explained. "The first one is our bee overwintering program, which guarantees against death loss on a hive basis. And then we have a honey insurance program, like an actual honey production insurance program, that insures the honey that's coming off of the hive."

In 2025, only 24 producers took advantage of the AFSC's overwintering program and 37 on the produc-

tion side. For context, there are approximately 1,600 beekeepers in province, according to Government of Alberta statistics.

So why so low? Cole believes there are a few main reasons. The broader AgriStability program covers general honey sales and also some elements of honey production. Secondly, the small pool of beekeepers taking advantage of the AFSC programs can lead to higher premiums. And thirdly, AFSC's insurance is geared more toward the production side of things and not so much the price side of the honey itself.

"It's not super popular," Cole admitted, referring to the AFSC honey insurance overall. "Like I would not call these popular programs, either of them. So, and that has to do, I think, like we've been talking with the honey producers like the Alberta Beekeepers Commission and producers about that in the last few years trying to figure out how we get that participation rate higher."



Alberta's honey insurance programs continue to see remarkably low participation rates among the province's beekeepers.

FILE PHOTO/ GREAT WEST MEDIA

Cole said what's great about the AFSC honey insurance options is they cover things like overwintering deaths in bee colonies, drought losses, wildfire impacts, loss of hives due to predatory animals like bears, which do like to knock over colonies for the honey, and major parasitic infections like varroa mites, which have been wreaking havoc on the honey industry in recent years.

"There's right in our manual here, it says diseases or pests that cannot be controlled by industry accepted farm management practices. So that would be, you know, standard practice on varroa, or whatever disease you have in there. If it's something that you can't control, you can't manage, or you've tried to do the best thing, best management practice, that should be covered."

Cole said in comparison to other provinces for bee and honey coverage Alberta ranks among the best with its two programs on offer. Combined with what AgriStability offers on the honey price side, Alberta beekeepers are comprehensively covered.

However, Cole admitted, the honey industry is a complex one with many types of perils potentially impacting it. Because of drought and overwintering deaths in the past five years, ASFC has been consistently paying out more than it has been taking in with premiums.

"Our losses were \$5.7 million in 2025 for honey," he said. "In comparison, our premiums were about \$4 million ... We have to go back to 2018 in the honey program to see a year when we didn't pay out more than we took in."

Cole says with uptake on honey insurance lower than AFSC would like it to be, the corporation has increasingly been looking nationally for solutions which combine efforts among the provinces.

"We're talking with a lot of other provinces on honey insurance and bee overwintering products," Cole confirmed. "Some provinces have both, and some provinces only have honey (production) insurance. Some provinces have none of them, none of the above. Even though we have two in Alberta, the participation rates are fairly low, but across Canada, they're quite low as well."

"We might have to go in a new direction," he admitted.

tkalinowski@greatwest.ca



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*This notice was prepared in Accordance with *Bylaw 02/21 Council Procedural Bylaw (Section 11)* and *Bylaw 11-25 Amendment to Bylaw 02/21 and the Municipal Government Act (MGA) - Section 216.4(2) and Sections 606(2); 606(5) and 606(6)*

Canmore junior A coach raises concerns over hockey league's revised playoff format

SHREEJIT SHELAR

CANMORE – “I have mixed feelings on it”

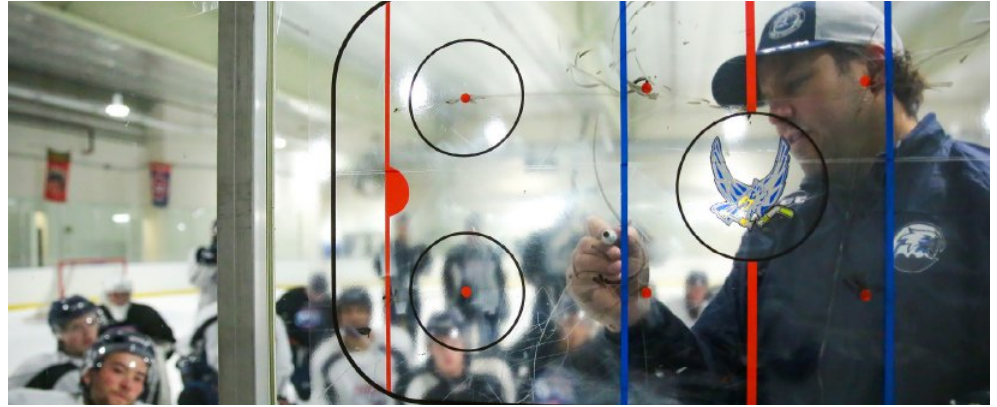
That was the reaction of Andrew Milne, Canmore Eagles general manager and head coach, after the Alberta Junior Hockey League (AJHL) approved a new playoff format for the 2026-27 season that will reshape the road to the league championship.

The AJHL announced the changes following its annual general meeting in Olds on May 27-28, alongside the return of the AJHL All-Star Game in January 2027.

Under the new format, teams will be seeded one through 10 for the playoffs. Teams ranked seventh through 10th will compete in best-of-five play-in series, while the top six teams will receive first-round byes. The remaining eight teams will then be reseeded one to eight for the quarterfinals, with all subsequent rounds played in best-of-seven series.

The league said the changes are designed to create more meaningful regular-season games and reward regular-season success.

However, Milne said he remains concerned about increased travel and the potential loss of divisional playoff rivalries, such as with the Calgary Canucks and



Canmore Eagles Head Coach Andrew Milne explains a drill at practice during the team's training camp at the Canmore Recreation Centre.

RMO FILE PHOTO

Drumheller Dragons, which generated strong attendance and fan interest in both markets.

“I think, obviously, I like the tradition of the division and the ability to have that rivalry,” said Milne. “I think it’s great for hockey when a team in your division is playing in the playoffs.”

Milne also argued that divisional playoff matchups help create rivalries and make it easier for fans to follow their teams on the road.

“In my opinion, it’s beneficial if we play opponents within our division because that allows for some competitive rivalry not just throughout the season but also in the playoffs,” he said. “It allows our buildings to be full. It allows fans in the AJHL to travel to watch their teams play.”

While the AJHL says the new format is intended to reward regular-season success, Milne questioned whether the changes will achieve that goal.

He noted that the balance of power between the North and South divisions has shifted from year to year and suggested the league may be reacting too quickly to recent trends.

“I don’t think it does,” said Milne when asked whether the new format better rewards teams that perform consistently throughout the regular season. “Two years ago, the South was a powerhouse. Last year, the North was stronger. We react from year to year as opposed to giving it some consistency.”

Milne also questioned how the new format could affect fans’ ability to follow their teams during the playoffs.

“They want to watch their team play and they want to watch hockey,” he said. “You sacrifice that when you’re playing the North versus the South Division finals, but throughout that they should have the opportunity to travel locally and watch.”

Despite understanding the league’s rationale, Milne said increased travel remains one of his biggest concerns.

“I’m not a big fan of the travel in the playoffs seeding out of the division,” he said. “It just means that there’s potential for more travel, and we lived that firsthand a couple years ago when we played Fort McMurray [Oil Barons] in the first round, and then we played Lloydminster [Bobcats], and then we played Whitecourt [Wolverines].”

“So it’s not great for the financial position, but it was a league decision that we got outvoted on.”

Furthermore, the return of the All-Star Game next season will showcase the league’s top-performing players and provide additional exposure and recognition throughout the season.

Despite concerns about travel, finances and rivalry, Milne said he understands the competitive intent behind the changes and applauded the league for the same.

“You’ve got to play the best of the best anyway to win an AJHL title,” he said. “To me, it doesn’t matter in terms of competitiveness. But it’s definitely the travel that is the challenge. The advantage may be there, but it’s all a gamble.”

“The gamble is that you get the opponents you need financially in the first round, second round and third round. And if you don’t, then you’re going to be gambling on the financials anyway,” added Milne.

The *Outlook* reached out to AJHL for comment but did not receive a response before publication deadline.



MUNICIPAL DISTRICT OF BIGHORN NO. 8

NOTICE OF NON-STATUTORY PUBLIC HEARING BYLAW 11-26

PUBLIC HEARING DETAILS:

Proposal: Adoption of a new **Business Licence Bylaw (Bylaw 11-26)** to establish a Municipal licensing and registry program.

Purpose: Bylaw 11-26 proposes a Business Licensing Program to identify local business activity, support economic development, and maintain community standards. Strategically integrated with the MD’s new Land Use Bylaw, the program is also intended to reduce the requirement of Development Permit renewals for residential businesses through a streamlined annual business licence process. This initiative has been shaped by community feedback and Council consultation to help ensure a balanced approach to local business needs.

A copy of Bylaw 11-26 is available to view on the MD of Bighorn website - Agenda Centre or at the Municipal Office (address below). The Public Hearing will provide the public with an opportunity to address Council through verbal or written submissions.

PUBLIC HEARING DETAILS

Date: Monday, June 15th 2026. **Start Time:** 6:00 PM

Location: MD of Bighorn Council Chambers, 2 Heart Mountain Drive, Exshaw, AB

Virtual Access: Microsoft Teams Meeting ID: 221 450 855 540 468 Passcode: wT3w7hL2

Live Stream: <https://www.youtube.com/@mdbighorn8953/streams>

Agenda Package: Will be available to view or download from June 11, 2026 via www.mdbighorn.ca/AgendaCenter



BACKGROUND & PARTICIPATION

On **May 12, 2026**, Council provided First Reading to Bylaw 11-26, as amended.

Meeting Recording: <https://www.youtube.com/live/qUKQfh2oLk?si=cWVWilenmHrgfu6dP&t=4192> Timestamp: 1:09:50 (start of discussion). The proposed Bylaw 11-26, as amended, is now available to review on the MD’s Website.

Navigate to Services > Development Services > Business Licensing Program

Written Comments / Submissions: Email planning@mdbighorn.ca or mail to Box 310, Exshaw, AB, T0L 2C0.

Written Comments / Submissions must be received by 5:00 PM on Monday, June 15, 2026, to be provided to Council at the commencement of the Public Hearing. All submissions provided by Tuesday, June 9, 2026, will be included in the Agenda Package available for Public view and download from June 11, 2026.

Individuals may speak for up to 5 minutes; representatives of a group may speak for 10 minutes.

* Your response to this notice is considered consent to the public distribution of your submission (including personal information) as part of the public record.

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Industrial park religious gatherings

BY Doug Collie, MVP Staff

OLDS — A public hearing will be held June 22 at 1 p.m. in town council chambers for a proposal to allow religious assembly in a light industrial park.

Town council made that decision during its May 25 meeting. The pre-

cise location was given as Lot 5, Block 1, Plan 8010797.

The idea would be to pass a bylaw making the change.

The public hearing was the recommendation of town administrative staff, municipal planner Kyle Sloan said during a May 25 appearance before town council.

“We do think it is prudent that we allow the applicant to speak to council in support of this proposed bylaw amendment, at the same time, as well as hearing from neighbours and residents, and anybody else who might be affected,” Sloan said.

He said that public hearing would also be a good time to bring forward

concerns about the proposal that have been voiced by other town departments.

Council voted unanimously on a motion to set the time and date for the public hearing.

Councillors voiced no concerns or questions about the matter.

June 22 public hearing set regarding plan for 58 housing units

BY Doug Collie, MVP Staff

OLDS — A public hearing will be held June 22 at 1p.m. in Olds council chambers on a proposal to rezone a chunk of land at 65th Avenue and 53rd Street to accommodate 58 housing units.

The development would feature bungalows, detached and semi-detached homes and two-storey stacked townhomes.

Council gave the bylaw, which would allow the zoning change, first reading during its May 25 meeting, setting up the public hearing.

The official address of the land is 5360 65th Avenue.

The bylaw, if approved, would rezone the land from traditional neighbourhood district to mixed use node.

“The current concept includes a mix of bungalow, detached and semi-detached homes, along with two-storey stacked townhome buildings with eight units each,” a Request for Decision (RFD) in council’s agenda package says.


“The latter is not allowed in the RTD district and thus provides the impetus for the application to rezone.”

“Rezoning this site to mixed-use node would help facilitate some stacked townhomes,” municipal planner Kyle Sloan told council.

“In our new land use bylaw, stacked town homes fit under the definition of dwelling multi-family or dwelling multi-unit, whereas side-by-side unstacked town homes would fit the row house definition. So this would allow for some stacked town homes.

“But again, in the early concept plans that we’re looking at with the developer, we’re only talking about two-story buildings for the site and we look forward to having more of a conversation at a public hearing.”

THE CROSSFIELD FARMERS' MARKET
RODEO WEEKEND FARMERS MARKET
JUNE 13, 12-4
 Crossfield Community Centre
 900 Mountain Ave
 Sponsored by the Crossfield AG Society



MUNICIPAL DISTRICT OF BIGHORN NO. 8

NOTICE OF NON-STATUTORY PUBLIC HEARING BYLAW 11-26

PUBLIC HEARING DETAILS:

Proposal: Adoption of a new **Business Licence Bylaw (Bylaw 11-26)** to establish a Municipal licensing and registry program.

Purpose: Bylaw 11-26 proposes a Business Licensing Program to identify local business activity, support economic development, and maintain community standards. Strategically integrated with the MD’s new Land Use Bylaw, the program is also intended to reduce the requirement of Development Permit renewals for residential businesses through a streamlined annual business licence process. This initiative has been shaped by community feedback and Council consultation to help ensure a balanced approach to local business needs.

A copy of Bylaw 11-26 is available to view on the MD of Bighorn website - Agenda Centre or at the Municipal Office (address below). The Public Hearing will provide the public with an opportunity to address Council through verbal or written submissions.

PUBLIC HEARING DETAILS:

Date: Monday, June 15th 2026. **Start Time:** 6:00 PM
Location: MD of Bighorn Council Chambers, 2 Heart Mountain Drive, Exshaw, AB
Virtual Access: Microsoft Teams Meeting ID: 221 450 855 540 468 **Passcode:** wT3w7hL2
Live Stream: <https://www.youtube.com/@mdbighorn8953/streams>
Agenda Package: Will be available to view or download from June 11, 2026 via www.mdbighorn.ca/AgendaCenter

BACKGROUND & PARTICIPATION

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Meeting Recording: <https://www.youtube.com/live/qlKQfbz0Lk2?si=cWWilennHrqlU6dP&t=4192> **Timestamp:** 1:09:50 (start of discussion). The proposed Bylaw 11-26, as amended, is now available to review on the MD’s Website.

Navigate to Services > Development Services > Business Licensing Program

Written Comments / Submissions: Email planning@mdbighorn.ca or mail to Box 310, Exshaw, AB, T0L 2C0.

Written Comments / Submissions must be received by 5:00 PM on Monday, June 15, 2026, to be provided to Council at the commencement of the Public Hearing. All submissions provided by Tuesday, June 9, 2026, will be included in the Agenda Package available for Public view and download from June 11, 2026.

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CONTACT US

Questions? Contact **Planning & Development Services** Phone: 403-673-3611 or Email: planning@mdbighorn.ca

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Municipal District of Bighorn

★ Favorites · June 8 at 9:35 AM · 🌐



PUBLIC HEARING NOTICE – Bylaw 11-26

MD of Bighorn No. 8 invites you to a Public Hearing regarding Bylaw 11-26 (Business Licence Bylaw).

Details:

- Date: Monday June 15th, 2026
- Time: 6:00 PM
- Location: MD of Bighorn Council Chambers, 2 Heart Mountain Drive, Exshaw, AB
- Virtual Access: Microsoft Teams Meeting ID: 221 450 855 540 468 Passcode: wT3w 7hL2
- Live Stream: <https://www.youtube.com/@mdbighorn8953/streams>

You can view the Bylaw here: <https://www.mdbighorn.ca/807/Business-Licensing-Program>

How to Participate:

- Attend in person or online
- Written Comments / Submissions must be received by 5:00 PM on Monday, June 15, 2026, to be provided to Council at the commencement of the Public Hearing. All submissions provided by Tuesday, June 9, 2026, will be included in the Agenda Package.

Email: planning@mdbighorn.ca

Mail: Box 310, Exshaw, AB, T0L 0C0

- Speak at the hearing (5 minutes per person / 10 minutes for group representatives)

Agenda available online from June 11, 2026 at www.mdbighorn.ca/AgendaCenter

Questions?

Contact Planning & Development Services at 403-673-3611 or planning@mdbighorn.ca

More details can be found in the image below. [See less](#)



MUNICIPAL DISTRICT OF BIGHORN NO. 8

**NOTICE OF NON-STATUTORY
PUBLIC HEARING BYLAW 11-26**

PUBLIC HEARING DETAILS:

Proposal: Adoption of a new **Business Licence Bylaw (Bylaw 11-26)** to establish a Municipal licensing and registry program.

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Business Licensing Program

Introducing: Proposed Business Licence Program

Project Status Update: First Reading Provided (May 12, 2026)

On May 12, 2026, Council granted First Reading to the Bylaw 11-26, as amended - the MD of Bighorn Business Licence Bylaw.

The draft bylaw has evolved through public engagement and Council consultation to ensure it effectively balances the MD's goals for economic data collection with the community's desire for red tape reduction.

Bylaw Evolution

All versions of the draft bylaw and associated Council discussions available:

- **Current Version: Bylaw 11-26, as Amended** (including edits requested by Council on May 12, 2026 prior to receiving first Reading and proposed Fee Schedule.
[\[View Proposed Bylaw 11-26, as amended HERE\]](#) and [\[View Proposed Fee Schedule Here\]](#)
- Bylaw 11-26 (As Presented on May 12, 2026): Presented at Council with Request for First Reading
[\[View May 12, 2026 Special Council Meeting Agenda Package - Item G.1, Page 53\]](#)
- Initial Draft (April 23, 2026): Presented at a Special Council Meeting for preliminary review.
[\[View April 23, 2026 Special Council Meeting Agenda Package - Item B.2, Page 107\]](#)

Contact Us Planning & Development

Physical Address

2 Heart Mountain
Drive
Exshaw, AB T0L 2C0

[Directory](#)

Upcoming Public Hearing

Council has scheduled a Non-Statutory Public Hearing to gather community input before considering Second and Third readings.

Date: Monday, June 15, 2026

Time: 6:00 PM

Location: MD of Bighorn Council Chambers (2 Heart Mountain Drive, Exshaw, AB)

Participation: Written submissions received by Tuesday, June 9, 2026, will be included in the Agenda Package available for public view and download from June 11, 2026. Submissions received after that date, will be provided to Council at the commencement of the Public Hearing. **Write or Email:** PO Box 310, Exshaw AB T0L 2C0 or planning@mdbighorn.ca

Why a Business Licence Program?

The Municipal District of Bighorn is looking for better ways to support a sustainable, safe, and thriving business community. A new Business Licensing Program is being proposed to help ensure that commercial activities across the MD meet regulatory requirements and operate in a manner that protects residents, visitors, and the natural environment we all value.

What is the Business Licensing Program?

The new Business Licensing Program is an MD-led initiative that would require businesses operating within the municipality to obtain a Business Licence to operate. The program would help the MD maintain accurate business records, support effective economic development, and ensure compliance with applicable bylaws and provincial regulations.

Launch Timeline

If approved by Council, the program is anticipated to launch on January 1, 2027. Throughout 2026, Administration will be developing an easy-to-use process and systems to ensure a smooth transition for business owners.

Benefits of Business Licence Requirements for Small Businesses

Legitimacy and Credibility

A Business Licence shows the business is operating in compliance with municipal bylaws. This increases customer confidence and supports a professional business image.

Fair Competition

Licensing ensures all businesses follow the same rules, protecting legitimate operators from competition by unlicensed operators.

Public Safety and Risk Reduction

Licences ensure required inspections (fire, building, or health) are completed, safeguarding customers and employees.

Access to Support

The MD's long-term intent is to include all licensed businesses in a **Local Business Directory** and use program data to support broader economic development initiatives.

Development Permit Vs. Business Licence

What's the Difference?

While both are part of doing business in the MD, they serve different purposes:

Feature	Development Permit (Use of Land)	Business Licence (Operation of Business)
Focus	Regulates what is built and where .	Regulates who is operating and how .
Goal	Ensures compliance with zoning, setbacks, and land-use compatibility.	Ensures accountability, safety, and adherence to community standards.
Frequency	May require periodic renewals.	Issued and renewed annually .

Legislative Authority

The MD's authority to implement this registry is granted by the Alberta Municipal Government Act (MGA):

General Jurisdiction (Section 7): Authority to pass bylaws respecting "businesses, business activities and persons engaged in business."

Specific Licensing Powers (Section 8): Authority to establish a system of licences, set fees (which may be higher for non-residents), and set conditions for granting or suspending licences.

Questions? Contact Planning & Development Services at 403-673-3611 or email planning@mdbighorn.ca

FAQs

- [Who needs a business Licence?](#)
- [If I already have a Development Permit \(DP\) for my business, do I still need a Business Licence?](#)
- [Who should I contact first for a new business within the MD?](#)
- [If I change or modify my business do I need a new Development Permit?](#)
- [Is the process for renewing a Development Permit the same as renewing a Business Licence?](#)

[View All](#)

[Employment Opportunities](#)

[Site Map](#)

[Mission](#)

[Council Intranet](#)

[MPC Intranet](#)

 Government Websites by [CivicPlus®](#)

ELECTRONIC ROAD-SIDE SIGNAGE

June 8, 2026 – June 15, 2026

Note: Messaging was not posted earlier than June 8th due to Important Flood-related messaging

Posted in five (5) locations: Exshaw, Lac des Arcs, Benchlands, Jamieson Road and Dead Man's Flats





MUNICIPAL DISTRICT OF BIGHORN NO.8

BYLAW 11-26

BEING A BYLAW OF THE MUNICIPAL DISTRICT OF BIGHORN NO. 8 IN THE PROVINCE OF ALBERTA, BEING A BYLAW FOR THE PURPOSE OF ESTABLISHING REGULATIONS FOR THE LICENSING OF BUSINESSES.

WHEREAS pursuant to the provisions of the *Municipal Government Act*, RSA 2000, C. M-26 and amendments thereto, Council may pass a Bylaw for the purpose of controlling and regulating Businesses, Business activities, and persons engaged in Business;

WHEREAS pursuant to Section 7 of the *Municipal Government Act*, a Council may pass bylaws for municipal purposes respecting the enforcement of bylaws made under the *Municipal Government Act* or any other enactment including any or all matters listed therein;

WHEREAS pursuant to Section 8 of the *Municipal Government Act*, a Council may in a bylaw passed under this Division:

- a) regulate or prohibit;
- b) deal with any development, activity, industry, business or thing in different ways, divide each of them into classes and deal with each class in different ways;
- c) provide for a system of licences, permits or approvals, including any or all of the following:
 - i. establishing fees for licences, permits and approvals, including fees for licences, permits and approvals that may be in the nature of a reasonable tax for the activity authorized or for the purpose of raising revenue;
 - ii. establishing fees for licences, permits and approvals that are higher for persons or businesses who do not reside or maintain a place of business in the municipality;
 - iii. prohibiting any development, activity, industry, business or thing until a licence, permit or approval has been granted;
 - iv. providing that terms and conditions may be imposed on any licence, permit or approval, the nature of the terms and conditions and who may impose them;
 - v. setting out the conditions that must be met before a licence, permit or approval is granted or renewed the nature of the conditions and who may impose them;
 - vi. providing for the duration of licences, permits and approvals and their suspension or cancellation for failure to comply with a term or condition or the bylaw or for any other reason specified in the bylaw; and
- d) provide for an appeal, the body that is to decide the appeal and related matters; and

NOW THEREFORE Council of the Municipal District of Bighorn No.8 in the Province of Alberta, duly assembled, adopts the Municipal District of Bighorn No.8 Business Licence Bylaw.

READ a First time this 12th day of May 2026.

NON-STATUTORY Public Hearing held this _____ day of _____ 2026.

READ a Second time this _____ day of _____ 2026.

READ a Third and final time this _____ day of _____ 2026.

SIGNED AND PASSED this _____ day of _____ 2026.

CHIEF ADMINISTRATIVE OFFICER

REEVE

DRAFT

1. ENACTMENT

1.1 Title of this Bylaw

This bylaw shall be known as and may be cited as the “Municipal District of Bighorn Business Licence Bylaw”.

1.2 Purpose of this Bylaw

- 1.2.1** The purpose of this bylaw is to create a registry of Businesses operating in the Municipal District of Bighorn in order to identify and understand Business activity in the Municipality;
- 1.2.2** To provide for the licensing control and regulating any business within the Municipality, along with the related fees and penalties; and
- 1.2.3** To allocate the revenues generated from Business Licence fees to a general Economic Development Revenue Account to off-set related human resource costs.

1.3 Effective Date

- 1.3.1** This bylaw comes into force and takes effect upon January 1, 2027.

2. DEFINITIONS

2.1 In this bylaw, the following words, terms, and phrases, wherever they occur have the meaning assigned to them as follows:

- 2.1.1** “Advertise” or “Advertisement” means to promote, describe or publicize merchandise or services in a public forum including but not limited to commercial vehicles, newspapers, flyers, radio, television, fax communications or internet communications however created and distributed;
- 2.1.2** “Agent” means a person hired to represent another person or a commercial Business;
- 2.1.3** “Applicant” means a person or legal entity applying for a Business Licence or the renewal of a Business Licence in accordance with this bylaw;
- 2.1.4** “Application” means a written application submitted to the Municipality for a Business Licence or a renewal of a Business Licence, in accordance with this bylaw;
- 2.1.5** “Bed and Breakfast” has the same meaning as set out in the Municipality’s Land Use Bylaw;

- 2.1.6** “Builder” or “Developer” means a Business primarily engaged in the creation of new multiple residential, or commercial and/or industrial structures, or the management of land subdivision projects.
- 2.1.7** “Business” means:
- a) a commercial, merchandising, marketing or industrial activity or undertaking that invoices for goods or services;
 - b) a profession, trade, occupation, calling or employment; or
 - c) an activity providing goods or services, whether or not for profit and however organized or formed, including a co-operative or association of persons;
- 2.1.8** “Business Premises” means a fixed or temporary location, building, structure, land, or part thereof from where a Business is allowed as a use under the Municipality’s Land Use Bylaw, and is carried on within the Municipality;
- 2.1.9** “Business Registry” means a list of all Businesses that have been issued a Business Licence within the Municipality;
- 2.1.10** “Business Licence” means a licence issued by the Municipality in accordance with this bylaw;
- 2.1.11** “Business Licence Officer” means a person hired by the Municipality to administer and issue Business Licences and designated as a Bylaw Enforcement Officer by the Chief Administrative Officer;
- 2.1.12** “Development Permit” has the same meaning as set out in the *Municipal Government Act*;
- 2.1.13** “Carry On” means conduct, operate, perform, keep, hold, occupy, deal in, or use, for gain, whether as principal or Agent;
- 2.1.14** “General Contractor” means a person or Business who manages erection, alteration, construction, or repair of buildings or structures, and who typically retains and supervises Sub-Contractors to perform specific trades.
- 2.1.15** “Gross Annual Revenue” means the total revenue earned by a Business before any deductions;
- 2.1.16** “Hawker” and / or “Peddler” means any person who, whether as principal or Agent, goes from door to door selling or offering for sale any merchandise or service, or both, to any person and who is not a wholesale or retail dealer in that merchandise or service, and who does not have a permanent place of Business within the Municipality;

- 2.1.17** “Home-Based Business – Major” has the same meaning as set out in the Municipality’s Land Use Bylaw;
- 2.1.18** “Home-Based Business – Minor” has the same meaning as set out in the Municipality’s Land Use Bylaw;
- 2.1.19** “Independent Contractors” means a person contracted to perform work for another entity as a non-employee. This does not include Industrial Maintenance Rider;
- 2.1.20** “Industrial Maintenance Rider” means an annual fee paid by an industrial or natural resource extraction Business holding a valid Business Licence, which allows up-to one-hundred (100) Sub-Contractors or tradespersons to perform work on the Licensee’s Business Premises for a maximum of eight (8) weeks per calendar year during a declared maintenance window, without such Sub-Contractors or tradespersons being required to obtain an individual Business Licence.
- 2.1.21** “Inter-Municipal Services Agreement” means a formal agreement between the Municipality and another jurisdiction to recognise and regulate regional business activity;
- 2.1.22** “Licensee” means the holder of a valid Business Licence from the Municipality;
- 2.1.23** “Micro-Business” means a Business earning less than \$30,000 (Thirty-Thousand Dollars) a year in Gross Annual Revenue;
- 2.1.24** “Municipality” means the Municipal District of Bighorn No.8;
- 2.1.25** “Non-Profit Organization” means a registered charity or an organization that exists solely to provide programs and services that are of public benefit;
- 2.1.26** “Non-Resident Business” means a Business that carries on activities, in whole or in part, within the Municipality, but:
- a) does not maintain a permanent place of Business within the Municipality; or
 - b) does not maintain a permanent place of Business in a neighbouring jurisdiction where that jurisdiction has an Inter-Municipal Services Agreement with the Municipality.
- 2.1.27** “Owner” means an individual, group, or entity that owns and operates a Business within the Municipality, and profits from the net gain of the Business;
- 2.1.28** “Peace Officer” has the same meaning as set out in the *Peace Officer Act*;

- 2.1.29** “Regional Business” means any businesses based within the Town of Canmore, performing work in the Municipality. The regional Business Licence rates are set in accordance with the Inter-Municipal Services Agreement between the Municipality and the Town of Canmore, which is subject to change without notice;
- 2.1.30** “Rental Platform” means an online service or marketplace that facilitates the listing, discovery, and booking of rental properties, such as Short-Term Rentals, for periods of time typically ranging from a single night to thirty (30) consecutive nights;
- 2.1.31** “Resident Business” means a Business that:
- a) maintains a permanent place of Business within the boundaries of the Municipality; or
 - b) maintains a permanent place of Business in a neighbouring jurisdiction where that jurisdiction has an Inter-Municipal Services Agreement with the Municipality.
- 2.1.32** “Sub-Contractor” means a person hired by a General Contractor to provide goods or services in relation to a particular trade, or a specific portion of a larger project;
- 2.1.33** “Short Term Rental (STR)” has the same meaning as set out in the Municipality’s Land Use Bylaw;
- 2.1.34** “Special Event” means any one-time or reoccurring event held outdoors in whole or in part that utilizes Municipal property or privately-owned property, which increases the volume of vehicular traffic and parking requirements due to event attendees, including but not limited to carnivals, festivals, weddings, commercial or industrial fairs, races, or similar events that are temporary in nature and held for a short period of time and subject to a Special Event Permit;
- 2.1.35** “Umbrella Rider” means an annual fee paid by a Resident Business with a valid Business Licence to allow one (1) or more other Businesses to be carried out on the same Licensee’s Business Premises for a maximum of five (5) consecutive days without the other Business having to purchase a separate Business License;
- 2.1.36** “Visitor Accommodation – Major” has the same meaning as set out in the Municipality’s Land Use Bylaw;
- 2.1.37** “Visitor Accommodation – Minor” has the same meaning as set out in the Municipality’s Land Use Bylaw;

- 2.1.38** “Vendor” means any person who, whether as a principal or Agent, offers or exposes for sale to any other person, processed or unprocessed foodstuffs, services, or retail items from:
- a) a push-cart, wagon, or other wheeled or skidded vehicle;
 - b) a mobile preparation unit (i.e. food truck); or
 - c) a stall, booth, table or space;
- 2.1.39** “Violation Tag” means a municipal tag or similar document issued by a Business Licence Officer or a Peace Officer in relation to an offence under this bylaw; and
- 2.1.40** “Violation Ticket” means a ticket issued by a Business Licence Officer pursuant to the Municipality’s applicable Directive or a Peace Officer pursuant to the *Provincial Offences Procedures Act*, as amended, and the regulations thereunder.

3. BYLAW PROVISIONS

3.1 Conformity with this Bylaw

- 3.1.1** Every Owner shall obtain a valid Business Licence and pay the fees prescribed in the Fee Schedule Bylaw, as amended, prior to carrying on any Business transaction, conducting any work, or providing services within the Municipality.
- 3.1.2** In addition to the requirements of this bylaw, an Owner must comply with all applicable Federal, Provincial and other Municipal legislation.
- 3.1.3** The issuance of a Business Licence to an Owner is contingent upon the Municipality first issuing a valid Development Permit approval in accordance with the Land Use Bylaw.
- 3.1.4** Where an Owner is operating more than one (1) Business from the same premises, the Owner shall obtain a separate Business Licence for each Business.
- 3.1.5** Where two (2) or more Owners are operating separate Businesses from the same Business Premises, each Owner shall obtain a separate Business Licence for each Business.
- 3.1.6** An Owner of a Business shall obtain a Business Licence for each physical location or Business Premises where the Business is operated within the Municipality, and a separate fee shall be paid for each location’s Business Licence in accordance with the Fee Schedule Bylaw, as amended.

- 3.1.7** An Owner who operates a Short-Term Rental with a valid Development Permit shall obtain a separate Business Licence for each Short-Term Rental location, and pay a separate fee for each Business Licence.
- 3.1.8** All Business Owners, General Contractors, Independent Contractors, and Non-Resident Businesses that operate a Business or perform Business-related activities within the Municipality shall obtain and maintain a valid Business Licence.
- 3.1.9** All General Contractors are responsible for ensuring all Sub-Contractors hired to support a construction project within the Municipality hold a valid Business License.
- 3.1.10** Non-Resident Businesses shall obtain a Business Licence to conduct Business within the Municipality.
- 3.1.11** The Business Licence Officer shall not issue a Business Licence to a Hawker, Peddler, or Vendor for the purpose of selling food products or edibles of any nature unless and until, the food products have been approved with a permit issued by the appropriate authority. Proof of this approval shall be submitted with the Business Licence application.
- 3.1.12** The operation of a Vendor shall only be permitted on private property with the written consent of the registered landowner or their representative.
- 3.1.13** The use of municipal streets, sidewalks, lanes, or public parking lots by vendors for vehicle-based product sales is subject to approval by the Business Licence Officer.
- 3.1.14** A Business Licence shall not be transferred from one Owner to another, and a new Business Licence shall be required upon transfer of Business ownership.
- 3.1.15** When a Business has been transferred from one Owner to another, the Applicant must provide evidence of a transfer or assignment of the interests of the existing Licensee or of the location of the Business.

3.2 Application and Responsibilities

- 3.2.1** An Applicant for a Business Licence shall complete an application on the approved form, providing such information as the form shall require and any such additional information the Business Licence Officer may reasonably require.
- 3.2.2** For Businesses applying under an Inter-Municipal Services Agreement, the Applicant must:
- a) Meet the requirements outlined in subsection 3.2.1; and

- b) Provide the Municipality with *proof of residence* within the participating jurisdiction (e.g., a copy of a driver's licence with civic address listed, a residential lease agreement, or an Alberta Land Title document printed within the last thirty [30] days);
- 3.2.3** The Owner of a Business is responsible for notifying the Business Licence Officer of any changes to the Business, including the location of the Business Premises, mailing address, primary contact, Business Owner, Business name, contact information or website address, and paying any fees in accordance with this bylaw.
- 3.2.4** The Owner of a Business is responsible for notifying the Business Licence Officer if the Business ceases to operate within the Municipality and is subject to paying any outstanding Business Licence fees prior to the Business Licence being cancelled.
- 3.2.5** Business Owners with a public-facing Business Premises or construction site within the Municipality shall display a valid Business Licence in a conspicuous location where it is visible to patrons.
- 3.2.6** Independent Contractors, Sub-Contractors, Tradespersons, Non-Resident Businesses, Hawkers/Peddlers and Vendors shall maintain a physical or digital copy of their valid Business Licence on their person, or within their vehicle or apparatus from which the Business is conducted, and shall produce the Business Licence upon request by a Peace Officer or a member of the public.
- 3.2.7** An operator of a Short-Term Rental, Bed and Breakfast, and Visitor Accommodations approved under the Municipality's Land Use Bylaw shall include the Business Licence number in all Advertising, including on any Rental Platforms, and such Business Licence number must be immediately visible to patrons of the Business and any member of the public.
- 3.2.8** Businesses that do not require a Development Permit may be issued a Business Licence that is subject to conditions imposed by the Municipality.
- 3.2.9** Any Owner of a Short-Term Rental – Minor or Short-Term Rental – Major shall, at the time of annual Business Licence renewal, complete and submit a Statutory Declaration on the approved form confirming that the property from which the Short-Term Rental is operated is the Owner's primary residence, as defined in the Municipality's Land Use Bylaw.

3.3 Expiry and Renewal of Business Licences

- 3.3.1** Except as otherwise provided in this Bylaw, all Business Licences issued pursuant to this Bylaw shall expire at midnight on December 31st of the calendar year for which the Business Licence was issued.

- 3.3.2** A Temporary Business Licence shall expire at midnight on the expiry date specified on the Temporary Business Licence.
- 3.3.3** Notwithstanding subsection 3.3.1, Business Licences held by Contractors and Sub-Contractors may be eligible for annual automatic Business Licence renewal, subject to the following requirements:
- a) any changes to the Business, including but not limited to the location of the Business Premises, mailing address, primary contact, Business Owner, Business name, contact information, or website address, have been provided to the Business Licence Officer prior to December 31st;
 - b) all applicable fees in accordance with this Bylaw have been paid by December 31st; and
 - c) the Contractor or Sub-Contractor has not had a Business Licence suspended or cancelled by the Business Licence Officer within the previous three (3) years.
- 3.3.4** Nothing in this section limits the authority of the Business Licence Officer to refuse, suspend, cancel, or impose conditions on a Business Licence in accordance with this Bylaw.

3.4 Exemptions

- 3.4.1** No Business Licence shall be required for:
- a) any Business operated by the Municipality, any other Municipal Government, the Government of Alberta, or the Government of Canada;
 - b) any school division, a provincially regulated childcare provider, or a Day Care facility approved under the Municipality's Land Use Bylaw (either private or public);
 - c) any health authority;
 - d) any Non-Profit Organization, including any public community events hosted by a Non-Profit Organization;
 - e) any Business operated by a minor;
 - f) any Special Event hosted by a Business on privately-owned land who already has a valid Business Licence within the Municipality;
 - g) any Business which is excluded from the requirements of this bylaw by an Act of the Legislature; the onus of proof of which lies on the Business, including but not limited to the *Health Professions Act*, *Veterinary Professions Act*, *Legal Professions Act*; and the *Chartered Accountants Act*;
 - h) Any Sub-Contractor or tradesperson entering the Municipality for the sole purpose of performing routine maintenance or annual shutdown repairs

at an existing Natural Resource Extraction or Industrial facility for a period not exceeding eight (8) weeks per calendar year, provided that the facility holds a valid Business Licence with an Industrial Maintenance Rider in place.

4. DUTIES OF A BUSINESS LICENCE OFFICER

4.1 The Business Licence Officer shall:

4.1.1 Receive and consider applications for a Business Licence;

4.1.2 Issue annual Business Licences with or without conditions;

4.1.3 Administer and enforce the requirements of this bylaw;

4.1.4 Conduct periodic or annual inspections of Business Premises to ensure reasonable and ongoing compliance with this bylaw;

4.1.5 Maintain appropriate annual records pertaining to Business Licencing, including any infractions of this bylaw; and

4.1.6 Refuse to grant a Business Licence, revoke or suspend any Business Licence if there are just and reasonable grounds for the refusal of the application, the revocation or suspension of the Business Licence, subject to the right of the Agent, Applicant, or Owner to appeal the refusal, revocation, or suspension to Council.

4.2 The Business Licence Officer may refuse to grant a Business Licence or renew a Business Licence if:

4.2.1 The Agent, Applicant, or Owner is in breach of this bylaw or another Municipality bylaw, or any applicable municipal, provincial, or federal statute or regulation; and/or

4.2.2 The Agent, Applicant, or Owner does not hold valid municipal, provincial or federal permits, approvals, licences, clearances or insurances as required by the relevant municipal, provincial or federal bylaws, statutes or regulations.

4.3 Where a Business Licence is refused, revoked, or suspended, the Business License Office shall notify the Agent, Applicant, or Owner immediately in writing outlining the reasons why and the details for their right to appeal.

5. LICENCE FEES

5.1 A Business Licence or the renewal of a Business Licence shall not be issued by the Business Licence Officer until the fees set out in Fee Schedule Bylaw, as amended, are received by the Municipality.

- 5.2** Any Agent, Applicant, or Owner that renews an existing Business Licence, or that commences Business on or after January 1st and on or before June 30th each calendar year shall pay 100% of the applicable annual Business Licence fee in accordance with the Fee Schedule Bylaw, as amended.
- 5.3** Any Agent, Applicant, or Owner that renews an existing Business Licence, or that commences Business on or after July 1st and on or before September 30th each year shall pay 50% of the applicable annual Business Licence fee in accordance with the Fee Schedule Bylaw, as amended.
- 5.4** Any Agent, Applicant, or Owner that renews an existing Business Licence, or that commences Business on or after October 1st each year shall pay 25% of the applicable annual Business Licence fee in accordance with the Fee Schedule Bylaw, as amended.
- 5.5** Any Business that completes a Business License application confirming a Gross Annual Revenue of less than \$30,000 (Thirty-Thousand Dollars), the Agent, Applicant, or Owner is eligible to pay the Micro-Business licence fee in accordance with the Fee Schedule Bylaw, as amended.
- 5.6** Any Business exempted from this bylaw may voluntarily obtain a Business Licence by completing the application form and paying the applicable fee in accordance with the Fee Schedule Bylaw, as amended.
- 5.7** All Business Licence fees shall be paid at the time of application submission, or within 30 (thirty) calendar days if invoiced by the Municipality.
- 5.8** Business Licence fees are non-refundable once a Business Licence has been issued or renewed, except where:
- 5.8.1** Any Agent, Applicant, or Owner has paid for a Business Licence while awaiting approval for a Development Permit, and that Development Permit is refused by the Development Authority.

5.9 Transitional Licence Fee Exemption

- 5.9.1** To fulfill the purpose of creating a complete Business Registry, every Resident Business operating under a valid, time-limited Development Permit for a Home-Based Business (Minor or Major), Bed and Breakfast, or Short-Term Rental [previously Visitor Accommodation Suite] shall apply for and obtain a Business Licence in accordance with this Bylaw.
- 5.9.2** Notwithstanding Sections 5.1 and 5.2, a Business Licence issued to a Business described in Subsection 5.9.1 shall be issued at no cost for the duration of the current time-limited Development Permit.
- 5.9.3** The temporary Business Licence fee exemption provided in Subsection 5.9.2 shall expire upon the end date of the existing time-limited

Development Permit. Once the Development Permit is replaced by a permanent Development Permit under the Land Use Bylaw, the Owner shall be subject to the annual Business Licence fee as prescribed in the Fee Schedule Bylaw, as amended.

5.9.4 For the avoidance of doubt, this temporary Business Licence fee exemption applies only to the land uses listed within Subsection 5.9.1. All other Businesses holding time-limited Development Permits, are not exempt and shall pay the applicable fees at the time of the application.

6. INSPECTION/VIOLATIONS/PENALTIES

6.1 Any person who contravenes a provision of this bylaw is guilty of an offence and shall be liable for a penalty of:

6.1.1 \$250.00 for a first offence;

6.1.2 \$500.00 for a second offence; and

6.1.3 \$1,000.00 for third or subsequent offences;

6.1.4 plus the applicable Business Licence fee in accordance with this bylaw and the Fee Schedule Bylaw, as amended.

6.2 Any Owner who provides false information to the Municipality for the purpose of qualifying for a Micro-Business Licence fee shall be liable for a minimum penalty of \$1,500.00, plus the applicable Business Licence fee in accordance with the Fee Schedule Bylaw, as amended.

6.3 The Business License Officer accompanied by a Peace Officer shall at all reasonable times have the right to enter upon any Business Premises under the provisions of this bylaw for the purpose of inspection or for the purpose of ascertaining compliance with the provisions of this bylaw.

6.4 The Business License Officer is hereby authorized and empowered to issue a Violation Tag to any person who the Business Licence Officer has reasonable and probable grounds to believe has contravened any provision of the bylaw.

6.5 A Violation Tag may be issued to such person:

6.5.1 Personally;

6.5.2 By mailing a copy to such person at their last known address; or

6.5.3 By email to their last known email address on file.

6.6 The Violation Tag shall be in a form approved by the Peace Officer and shall state:

6.6.1 The name of the defendant;

6.6.2 The nature of the offence;

- 6.6.3** The appropriate penalty for the offence as specified in this bylaw;
- 6.6.4** State the penalty shall be paid within 30 (thirty) calendar days of the issuance of the Violation Tag; and
- 6.6.5** Any other information as may be required by the Business Licence Officer or Peace Officer.
- 6.7** Where a contravention of this bylaw is of a continuing nature, further Violation Tags may be issued by the Business Licence Officer, provided however, that no more than one (1) Violation Tag shall be issued for each day that the contravention continues.
- 6.8** Where a Violation Tag is issued, the person to whom the Violation Tag is issued may, in lieu of being prosecuted for the offence, pay to the Municipality the penalty specified on the Violation Tag.
- 6.9** Notwithstanding, Section 6.5, a Business Licence Officer or Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to the *Provincial Offences Procedures Act*, as amended, to any person who a Business Licence Officer or Peace Officer has reasonable grounds to believe has contravened any provision of this bylaw.
- 6.10** Where the penalty specified on a Violation Tag has not been paid within the prescribed time a Business Licence Officer or Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*, as amended.
- 6.11** In addition to issuing a Violation Tag or Violation Ticket, a Peace Officer, or the Business Licence Officer may revoke the Business Licence if, in the Peace Officer's or the Business Licence Officer's determination:
- 6.11.1** The Business was improperly licensed;
- 6.11.2** The requirements of this bylaw have not been complied with;
- 6.11.3** The Business has changed to the extent that a renewal Application for the Business Licence would be refused; or
- 6.11.4** The Business is in contravention of other Municipality bylaw(s), National Building or Fire Codes – Alberta Editions, health regulations or any other federal, provincial, or municipal requirement(s).

7. APPEALS

- 7.1** If the Business Licence Officer refuses to issue a Business Licence, cancels or suspends a Business Licence, or imposes a condition on a Business Licence, an Applicant or Owner may appeal the decision of the Business Licence Officer to Council.

- 7.2** An appeal must be made in writing on the prescribed appeal form, be accompanied with the appeal fee in accordance with this bylaw, and delivered to the Municipality within fourteen (14) calendar days of the date the Business Licence Officer issues the decision.
- 7.3** Council for the Municipality will schedule a Special Council meeting to hear the appeal and must render a decision on the appeal within thirty (30) calendar days of receipt of a complete appeal submission in accordance with this bylaw.
- 7.4** Council may uphold, vary, or reverse the decision of the Business Licence Officer by Resolution, and the Business Licence Officer shall provide the Resolution of Council in writing to the Applicant or Owner within twenty-four (24) hours of the decision being rendered.

DRAFT

Proposed Fee Schedule – this would be an Amendment Bylaw to the Fee Schedule Bylaw:

Business Licence Category	Business Licence Fee	
Accommodation		
Bed & Breakfast	\$75.00	
Short-Term Rental / Visitor Accommodation (per Unit)	\$100.00	
Hotel / Motel (50-100 Units)	\$250.00	
Hotel / Motel (100+ Units)	\$400.00	
Agricultural Business	\$25.00	
Builder / Developer	Resident / Regional Fee	\$400.00 (Non- Resident)
Contractor / Sub-Contractor / Tradesperson	Resident / Regional Fee	\$250 (Non-Resident)
Industrial / Natural Resource Extraction	\$1,000.00	
Industrial Maintenance Rider	\$1,000.00	
Micro-Business	\$40.00	
Resident / Regional Business (excluding Micro-Business)	\$150.00	
Special Event (per permit)	\$150.00	
Temporary Business Licence (maximum of 2 days)	\$25.00	
Temporary Business Licence, Seasonal (maximum of 6 months)	50% of the applicable Business Licence fee to a maximum of \$100.00	
Umbrella Rider	50% of the applicable Business Licence fee to a maximum of \$250.00	
Voluntary Registration for an Exempt Business	\$40.00	
Other Fees		
Business Licence Appeal Fee	\$100.00	
Duplicate Business Licence Certificate	\$25.00	
Bylaw Contraventions:		
First Offence	Applicable Business Licence Fee + \$250.00	
Second Offence	Applicable Business Licence Fee + \$500.00	
Third or Subsequent Offence	Applicable Business Licence Fee + \$1,000.00	
False information for the purpose of qualifying for a Micro-Business	Applicable Business Licence Fee + \$1,500.00	



MD OF BIGHORN NO. 8 BUSINESS LICENCE BYLAW

NON-STATUTORY PUBLIC HEARING – BYLAW 11-26

June 15, 2026, at 6:00PM

MD of Bighorn Council Chambers

Legislative Authority & Foundation

This bylaw is established under **Sections 7 and 8 of the *Municipal Government Act (MGA)***

These Sections grant the MD the legal authority to:

- Control and regulate businesses and business activities.
- Create classes of businesses and deal with them in different ways.
- Establish a system of licences and permits.
- Set fees for the purpose of raising revenue or to offset the costs of the program (i.e. human resources, software)



Background & Process Timeline

- **2023** – Council and Administration began identifying the need to introduce a municipal business licensing program.
- **2024** – Council directed Administration to develop a Business Licensing Program in conjunction with the comprehensive review of the Land Use Bylaw (LUB) to ensure both systems were strategically aligned.
- **March-April 2026** – Public Engagement (Survey & Open Houses), Stakeholder meetings / outreach
- **March 24, 2026** – Administration introduced the potential program structure and received early direction for the draft bylaw at the GPC meeting
- **April 23, 2026** – Administration presented a first draft of Bylaw 11-26 at a Special Council Meeting, received feedback from Council to alter the draft
- **May 12, 2026** – Bylaw 11-26 received First Reading as amended at a Regular Council meeting
- **Current Stage** – Non-Statutory Public Hearing

Public Hearing Advertisements

In Accordance with *Bylaw 02/21*
Council Procedural Bylaw (Section 11)
and *Bylaw 11-25 Amendment to Bylaw*
02/21 and the *Municipal Government*
Act (MGA) – Section 216.4(2) and
Sections 606(2); 606(5) and 606(6)

This non-statutory Public Hearing was advertised in three (3) local newspapers for two (2) consecutive weeks; shared on the MD's social media platform and Website, and posted on electronic roadside signs throughout the Municipality.



Alignment with the Land Use Bylaw (LUB)

The Problem:

- The current LUB (Bylaw 09-z/18) requires Annual or multi-year Development Permit (DP) renewals for multiple types of land uses (businesses).

The Solution:

- Integrating the new Business Licence Bylaw with the new LUB to reduce "red tape" and enhance more effective ongoing compliance.

How to get there:

- Replacing most DP renewal requirements with a streamlined annual Business Licence process. The annual Business Licence serves as a proactive ongoing "check-up" for LUB compliance.

Inter-Municipal Services Agreement

The MD maintains a 10-year **Memorandum of Agreement for Business Registry Services** with the Town of Canmore, valid until February 28, 2032.

Under proposed Bylaw 11-26, a "*Resident Business*" includes any operation based within the MD or within a jurisdiction that has an Inter-Municipal Services Agreement (i.e. Canmore).

Regional Business Benefits:

MD-based businesses conducting work in Canmore are considered "Resident Businesses" under Canmore's bylaw and pay the same [lower] fees as Canmore residents rather than be assessed as non-resident any paying a higher Business Licence fee.

Similarly, Canmore-based businesses performing work in the MD would be classified as a "Regional Business" and would pay the MD's resident fee (\$150.00), which is the same as Canmore's "Resident Business" fee.

Digital-First Approach

Registry Benefits:

Beyond licensing, an online Business Registry enables data collection to track economic growth, identify business gaps, and communicate future opportunities directly to Business owners within the MD's new database.

Digital Licensing:

90.63% of survey respondents requested an "easy online application."

Administration is planning to issue Business Licences digitally by default. This ensures Businesses can display a digital copy on a phone or print their own Licence at no cost. The \$25.00 fee only applies if a physical copy is requested from the MD.



Purpose & Benefits: Public Priorities

Survey Data ranked "*Community Standards*" and "*Public Safety*" as priorities for a new Business Licensing Program

While the administrative goal is to create a Business Registry, the bylaw is specifically designed to address these public priorities.

The program also supports the public's desire for "*Fair Business Competition*", ensuring all businesses meet the same baseline requirements regardless of their location.



Purpose & Benefits: Safety Standards

The proposed bylaw grants the Business Licence Officer authority to conduct inspections to ensure businesses remain safe for public use.

These inspections ensure ongoing compliance with Municipal Bylaws, and National Safety Codes.

Inspections are a tool to provide the community with confidence that Businesses are operating safely and ensure conditions are sanitary for staff and public enjoyment.



Purpose & Benefits: Proactive Compliance

The annual Business Licence serves as a proactive "check-up" to ensure businesses continue meeting the requirements of their original Development Permits (DPs).

This model moves away from the current system of annual or multi-year DP renewals.

Once a permanent Development Permit is issued under the new Land Use Bylaw, the Business Licence becomes the primary tool for maintaining compliance proactively.

Rather than relying solely on complaints, this annual check-in allows the MD to identify and resolve potential issues proactively and collaboratively.

Section 1. ENACTMENT

Section 1. introduces the Bylaw name, purpose, effective date, and touches on the priorities the proposed bylaw has been developed around:

Economic Development

Collecting data to understand local business types, identify gaps, and contact owners regarding grant opportunities or public engagement

Public Health & Safety

Focusing on "higher-risk" or "public-facing" businesses to ensure safe and sanitary conditions for public use and enjoyment

Consumer Confidence

Ensuring services meet the requirements of the Development Authority and the Land Use Bylaw

Section 2. DEFINITIONS

Section 2. ensures consistent interpretation of the bylaw by defining exactly what words, terms and phrases mean throughout the proposed bylaw

Types of Businesses

Examples:

Resident vs.
Non-Resident,
Micro-Business, and
Vendor

Roles

Examples:

Agent,
Applicant,
Owner, and
Sub-Contractor

Special Terms

Examples:

Industrial Maintenance
Rider,
Umbrella Rider, and
Business Registry

Alignment with proposed Land Use Bylaw 10/26 - Where possible, definitions are tied to the Land Use Bylaw (*i.e. Short-Term Rentals, Home-Based Businesses*)

Section 3. GENERAL PROVISIONS & RESPONSIBILITIES

Section 3. outlines the rules for operating a business in the MD under the proposed new bylaw

- 3.1** States that every business must be licensed prior to conducting work and must comply with a valid Development Permit, where necessary.
- 3.2** Provides application requirements, the duty to notify the MD of changes, and display requirements for physical and digital Business Licences.
- 3.3** Outlines the standard lifecycle of a municipal Business Licence and introduces a streamlined renewal process for specific types of businesses.
- 3.4** Lists who is exempt from requiring a Business Licence, such as government bodies, non-profits, and businesses operated by minors.

Section 4. DUTIES OF A BUSINESS LICENCE OFFICER

Section 4. outlines the authority granted to the Business Licence Officer

Primary Duties:

- Receiving and processing applications.
- Issuing Business Licences (with or without specific conditions).
- Conducting inspections to ensure businesses remain safe and compliant.
- Refusing, suspending, or revoking Business Licences if there are "*just and reasonable grounds*" to do so.

The "Business Licence Officer" is not a new position and Administration are not requesting additional staff to facilitate this new program. The new Business Licence program will be managed by the existing Planning & Development Compliance Officer.

Section 5. LICENCE FEES

Section 5. details how and when licence fees are due and paid

Includes provisions for prorating fees (50% after July 1st; 25% after October 1st) to support seasonal businesses or late-year startups.

(Section 5.9) Contains the **Transitional Licence Fee Exemption**. This ensures businesses with active, time-limited Development Permits issued under Land Use Bylaw 09-z/18 are not charged for a Business Licence until their current DP expires*

*Covered in more detail on a Slide #23
"Amendments Prior to First Reading" Question #4.

Sections 6. & 7. COMPLIANCE & APPEALS

Section 6. INSPECTION/VIOLATIONS/PENALTIES:

Establishes the penalty structure for non-compliance with the proposed bylaw (i.e. \$250 for a first offence) and the MD's right to inspect business premises.

Section 7. APPEALS:

Provides a transparent mechanism for business owners to challenge a decision of the Business Licence Officer with an appeal to Council.

Changes from Draft to First Reading

Prior to proposed Bylaw 11-26 receiving First Reading on May 12, 2026, Administration presented Council with several strategic options and questions regarding the structure, fees, and implementation of the licensing program. These options were designed to address concerns raised in previous public discussions with Council and GPC and to ensure the program aligns with the MD's goals.



Amendments Prior to First Reading – 1

1. Does Council have questions, comments, or concerns about Administration’s proposed amendments to Sub-sections:

	Bylaw Section	Administration's Proposed Amendments Prior to 1st Reading of Bylaw 11-26	Council Feedback
1.a.	1.2.3	<i>To allocate the revenues generated from Business Licence fees to a general Economic Development Revenue Account to off-set related human resource costs OR the Economic Development Reserve and utilized as determined by Council.</i>	None
1.b.	3.1.1, 3.1.3, 3.1.13;	Removed negative language "No Owner / Vendor shall" and replaced with "Every Owner shall"	None
1.c.	3.2.2	Insert " <i>printed within the last thirty [30] days</i>);"	None
1.d.	3.2.5, 3.2.6	Insert " <i>public facing</i> "; Amend to include provision for maintaining " <i>physical or digital copy</i> " of Licence for mobile vendors	None
1.e.	7.3	Insert " <i>schedule a Special Council meeting to hear the appeal and must</i> "	None

Amendments Prior to First Reading – 2

2. Council were provided with a table comparing Bylaws and Regulations of other Municipalities regarding Agricultural Business Regulations and asked:

	Administration's Questions for Amendments Prior to 1st Reading of Bylaw 11-26	Council Feedback
2.a.	New 3.4.1.h) Proposes to exempt large agricultural operations (per the AOPA definition) from requiring a Business Licence.	The majority of Council opted to remove proposed new Sub-section 3.4.1.h) and not exempt Ag uses *Details on next slide*
2.b.	Does Council wish to exempt agricultural production activities (i.e. producing honey), but require Business Licences for agri-business sales? (i.e. selling honey)	No consensus nor majority from Council on this question
2.c.	Apply a \$25.00 Agricultural Business fee or the standard \$150.00 Regional/Resident fee?	Council opted to amend the Fee for Ag-business to \$25.00
2.d.	Provide any additional changes to how agricultural businesses are regulated under the proposed bylaw	Advised Admin to reinstate BL requirement for Ag and see what we hear through the PH process.

Administration Proposed Prior to 1st Reading

3.4.1.h) removed

3.4 Exemptions

3.4.1 No Business Licence shall be required for:

h) agricultural operations, as defined by the Agricultural Operation Practices Act, provided that this exemption shall not apply to:

i. the direct sale of goods, produce, or merchandise to the public from the premises in accordance with federal and provincial approvals;

ii. value added agriculture uses that require a Development Permit, in accordance with the MD's Land Use Bylaw; or

iii. activities intended to attract members of the public to the premises for commercial tourism, hospitality, or paid recreational purposes;

Amendments Prior to First Reading – 1

3. For the Sub-Contractors or tradespersons who exclusively perform routine maintenance during annual shutdowns for Natural Resource Extraction and Industrial facilities:

	Administration's Questions for Amendments Prior to 1st Reading of Bylaw 11-26	Council Feedback
3.a)	Does Council wish to exempt Sub-Contractors or tradespersons from requiring a Business Licence as per Administration's proposed Sub-section 3.4.1.i).? or	No
3.b)	Does Council wish to introduce a new definition of " <i>Industrial Maintenance Rider</i> " [new Subsection 2.1.20] or	Yes
3.c)	Does Council wish to remove this exemption all together, and require all Sub-Contractors and tradespersons who perform routine maintenance / shutdown repairs exclusively to obtain a Business Licence and pay the applicable annual fee?	No

Amendments Prior to First Reading – 2

Prior to First Reading Council were asked:

	Administration's Questions for Amendments Prior to 1st Reading of Bylaw 11-26	Council Feedback
4.	Does Council support a "Transitional Licence Fee Exemption" for business owners currently operating under time-limited Development Permits (DPs)?	Yes *Details on next slide*
5.	Are there any other amendments Council would like to see to proposed Business Licence Bylaw 11-26 before the request for First Reading as amended is considered by Council?	None *Addressed in responses to previous questions
6.	Is the proposed fee structure appropriate and simple enough to start?	Yes

Transitioning to Business Licence Fees ("Double-Dipping")

Council and Administration identified a concern where businesses might be charged twice - for a DP renewal and a Business Licence.

Section 5.9 was added to prevent this

Some businesses (STRs, B&Bs, Home-Based Businesses) currently pay \$175 - \$200 for 3-year Development Permit renewals.

Section 5.9 shall ensure owners of active, time-limited DPs will receive their annual Business Licence at no cost (\$0) for the remainder of their current Development Permit's duration.

Annual BL fees will only begin once the existing time-limited DP is replaced by a permanent Development Permit under the new Land Use Bylaw. This ensures a fair transition and respects fees already paid by local operators.

Amendments Prior to First Reading – 3

7. Should the MD implement an annual fee, a one-time fee, or a promotional period?

	Administration's Questions for Amendments Prior to 1st Reading of Bylaw 11-26	Council Feedback
7.a.	One-time Business Licence fee – collected once and annual renewals are issued without additional fees.	No
7.b.	No Business Licence fee for the first year or several months when the Bylaw is in place (promotional period) to get as many businesses signed up to the new registry as possible, then implement the annual Business Licence fee thereafter.	Yes 6-Month Promotional Period
7.c.	Commence with annual Business Licence fees, and reduce annual fees for renewals – for example \$150.00 for the first year, then \$75.00 per year thereafter for annual renewals.	No

Referrals & Circulation

Administration referred the proposed Bylaw 11-26 to Internal Departments and External Agencies as listed on the following slide



Referrals & Responses

✓ = Response Received

Internal Departments & Committees		Nearby and Adjacent Municipalities		Community Associations	
	Infrastructure Services (Operations)		Rocky View County		Exshaw Community Association
✓	Community & Protective Services	✓	Mountain View County		Dead Man's Flats Community Association
✓	Corporate Services		Town of Canmore - Economic Dev.		Harvie Heights Community Association
✓	Agriculture & Parks Department		Kananaskis I.D. No. 5		Lac des Arcs Community Association
✓	Agriculture & Environment Services Advisory Board (AESAB)		Stoney Tribal Administration		West Jumping Pound Community Association
Government Agencies			Clearwater County		Benchlands Community Association
✓	Alberta Health Services		ID No. 9 (Banff National Park)	Stakeholders	
	All-Seasons Resorts Branch	✓	Summer Village of Ghost Lake	✓	Amrize (formerly Lafarge)
	Alberta Environment & Parks (AEP)		Summer Village of Waiparous		Baymag Plant
Services & Utilities			Town of Banff		Graymont Western Canada Plant
✓	Telus Network Planning				
	Shaw Cable				

Post-First Reading Referral Response Agricultural Services & Environmental Advisory Board (ASEAB)

ASEAB Referral Response Summary:

The ASEAB submitted a formal response stating that requiring primary producers to hold a municipal licence is "redundant and duplicative".

Their response stated that the MD already identifies agricultural land via property taxes; health and safety is managed through Provincial and Federal Premises IDs, RFID tags, and the *Agricultural Operation Practices Act (AOPA)*.

The ASEAB identified potential confusion for subcontractors working on agricultural operations and a lack of alignment with other rural municipalities that do not typically license primary producers.

Post-First Reading Referral Response

Agricultural Services & Environmental Advisory Board (ASEAB)

Potential Paths Forward:

The current version of Bylaw 11-26 requires a licence for Agricultural Businesses with a nominal \$25.00 fee. Following this Public Hearing, Council may choose to further discuss and amend the proposed bylaw further to:

- a) Reinstate the Agricultural Exemption (original Section 3.4.1.h).
- b) Revise or remove the proposed fee schedule for primary producers.
- c) Refine definitions in Section 2 to clearly distinguish primary production from commercial agri-business (e.g., tourism or direct sales)

**Administration notes that Option c) may not be necessary, given the reference to AOPA, which includes a definition for these Uses*

Post-First Reading Referral Response

Amrize

Amrize's Referral Response Summary:

Amrize provided an explanation on how the "Industrial Maintenance Rider" [as currently written] written does not work for their operation, and Amrize have proposed an alternative as follows:

"Expand the Industrial Maintenance Rider to address operational realities, we request that the MD expand the Industrial Maintenance Rider by removing the 8-week and 100-person limits, allowing the \$1,000 rider to cover all contractors working on our site year-round."

Post-First Reading Referral Response

Amrize

The current version of Bylaw 11-26 states:

2.1.20 “Industrial Maintenance Rider” means an annual fee paid by an industrial or natural resource extraction Business holding a valid Business Licence, which allows up-to one-hundred (100) Sub-Contractors or tradespersons to perform work on the Licensee’s Business Premises for a maximum of eight (8) weeks per calendar year during a declared maintenance window, without such Sub-Contractors or tradespersons being required to obtain an individual Business Licence.

3.4.1.h) No Business Licence shall be required for:

Any Sub-Contractor or tradesperson entering the Municipality for the sole purpose of performing routine maintenance or annual shutdown repairs at an existing Natural Resource Extraction or Industrial facility for a period not exceeding eight (8) weeks per calendar year, provided that the facility holds a valid Business Licence with an Industrial Maintenance Rider in place.

Administration will further discuss and consider bringing amendment options forward before the request for **Second Reading.*



Administration Proposed Amendments Prior to Second Reading

Administration will be proposing minor amendments prior to a request for Second Reading of Bylaw 11-26

Statutory Declaration

Administrative Edit to 3.2.9 Prior to Request for Second Reading

Prior to giving First Reading of the Bylaw, Council added Sub-section 3.2.9

*“Any Owner of a **Short-Term Rental – Minor** or **Short-Term Rental – Major** shall, at the time of annual Business Licence renewal, complete and submit a Statutory Declaration, on the approved form, confirming that the property from which the Short-Term Rental is operated is the Owner’s primary residence, as defined in the Municipality’s Land Use Bylaw.”*

*Administration recommends Council **remove "or Short-Term Rental – Major"**. The LUB defines "SHORT-TERM RENTAL - MAJOR" as a rental that "may be operated by a person(s) who does not declare the residence as their primary residence".*

Utility Company Exemption

Proposed Amendment to Section 3.4.1 Prior to Request for Second Reading

Add a new sub-section to Section 3.4.1 (Exemptions) to **explicitly exempt third-party utility companies** from Business Licence requirements.

This would apply to major infrastructure and service providers, including but not limited to: *Fortis, ATCO, Telus / Shaw*

Rationale for Exemption:

These companies are primarily governed by Provincial legislation and existing Agreements that already regulate their access to municipal rights-of-way and operational standards. This exemption would prevent duplication of oversight.

Ensures that infrastructure maintenance and emergency repairs are not impacted by administrative requirements.

Proposed Amendment to Bylaw 12-25 MD of Bighorn Fee Schedule Bylaw

Established under Sections 7 and 8 of the *Municipal Government Act*, allowing Council to set fees for revenue or to offset the costs of business regulation.

Revenue shall be allocated to a general **Economic Development Revenue Account** to offset existing human resource costs required to manage the registry and program.

For a complete list of all proposed categories and costs, please refer to the attachment in the Public Hearing Agenda Package titled ["Proposed Fee Schedule"](#)

Next Steps & Timeline

TODAY

Public Hearing to gather additional community and stakeholder input to inform the final draft of the proposed bylaw.

UPCOMING

Administration will request Council to provide Second and Third Readings of proposed Bylaw 11-26, and an Amendment to Bylaw 12-25, to incorporate the associated Business Licence Fee Schedule.

EFFECTIVE DATE

The bylaw and program is scheduled to become effective and officially launch on January 1, 2027

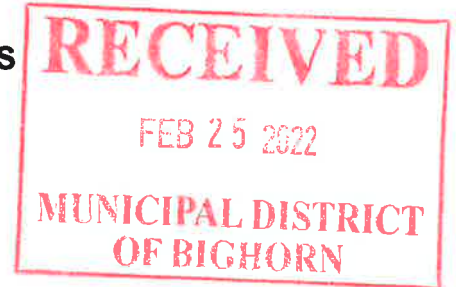
Ahead of this date, Administration will work on developing the Application Process and required forms



MD OF BIGHORN NO. 8 BYLAW 11-26 BUSINESS LICENCE BYLAW

QUESTIONS?

**MEMORANDUM OF AGREEMENT
FOR BUSINESS REGISTRY SERVICES**



BETWEEN

THE TOWN OF CANMORE
(hereinafter referred to as “the Town”)

AND

THE MUNICIPAL DISTRICT OF BIGHORN #8
(hereinafter referred to as “the M.D.”)

WHEREAS the Town has enacted Bylaw 2015-02, the Business Registry License Bylaw which may be amended from time to time;

AND WHEREAS pursuant to Bylaw 2015-02, revenue generated from licensing fees shall be dedicated to economic development;

AND WHEREAS the Town and the M.D. acknowledge the interdependency and value of regional economic development;

AND WHEREAS both parties have identified a number of opportunities for inter-municipal cooperation;

NOW THEREFORE, in consideration of the terms, conditions and covenants contained herein, the parties hereby agree as follows:

1. Any M.D. based business conducting operations within the Town shall be considered to be a “Resident Business” as defined in the Town’s Business Registry License Bylaw and shall be assessed Business Registry License Fees in accordance with Resident Business License Fees.
2. Any Town registered business conducting operations within the M.D. shall be considered a resident business and shall be assessed fees in accordance with resident rates if the M.D. should enact their own business registry or business licensing program in the future.
3. This Agreement shall be valid for ten (10) years from the date of signing and shall be subject to an annual review by the Inter-municipal Committee made up of representatives from the Town and M.D..
4. Either party may terminate this Agreement by providing six month’s written notice of its desire to do so.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the 28th day of February, 2022.

THE TOWN OF CANMORE



Mayor




Chief Administrative Officer

THE MUNICIPAL DISTRICT OF BIGHORN #8



Reeve



Chief Administrative Officer

- (a) “affected person” means, in Part 2, a person or municipality determined in accordance with the regulations to be an affected person;
- (a.1) “agricultural land” means
- (i) land the use of which for agriculture is either a permitted or discretionary use under the land use bylaw of the municipality or Metis settlement in which the land is situated or is permitted pursuant to section 643 of the *Municipal Government Act*,
 - (ii) land that is subject to an approval, registration or authorization, or
 - (iii) land described in an ALSA regional plan, or in a conservation easement, conservation directive or TDC scheme as those terms are defined in the *Alberta Land Stewardship Act*, that is protected, conserved or enhanced as agricultural land or land for agricultural purposes;
- (b) “agricultural operation” means an agricultural activity conducted on agricultural land for gain or reward or in the hope or expectation of gain or reward, and includes
- (i) the cultivation of land,
 - (ii) the raising of livestock, including diversified livestock animals within the meaning of the *Livestock Industry Diversification Act* and poultry,
 - (iii) the raising of fur-bearing animals, pheasants or fish,
 - (iv) the production of agricultural field crops,
 - (v) the production of fruit, vegetables, sod, trees, shrubs and other specialty horticultural crops,
 - (vi) the production of eggs and milk,
 - (vii) the production of honey,
 - (viii) the operation of agricultural machinery and equipment, including irrigation pumps,
 - (ix) the application of fertilizers, insecticides, pesticides, fungicides and herbicides, including application by ground and aerial spraying, for agricultural purposes,

- (x) the collection, transportation, storage, application, use, transfer and disposal of manure, organic materials and compost, and
 - (xi) the abandonment and reclamation of confined feeding operations and manure storage facilities;
- (b.1) “apply manure, organic materials or compost” means to spread manure, organic materials or compost on agricultural land, or to spread manure, organic materials or compost on and to incorporate or inject manure, organic materials or compost into agricultural land;
 - (b.2) “approval” means an approval under Part 2;
 - (b.3) “approval officer” means a person appointed as an approval officer under Part 2;
 - (b.4) “authorization” means an authorization under Part 2;
 - (b.5) “Board” means the Natural Resources Conservation Board;
 - (b.51) “compost” means a solid mature product resulting from composting but does not include compost to which the *Fertilizers Act* (Canada) applies;
 - (b.52) “composting” means a controlled process of aerobic decomposition of organic matter that includes a thermophilic phase;
 - (b.53) repealed 2025 c4 s2;
 - (b.6) “confined feeding operation” means fenced or enclosed land or buildings where livestock are confined for the purpose of growing, sustaining, finishing or breeding by means other than grazing and any other building or structure directly related to that purpose but does not include residences, livestock seasonal feeding and bedding sites, equestrian stables, auction markets, race tracks or exhibition grounds;
 - (b.7) “development permit” means a development permit issued pursuant to Part 17 of the *Municipal Government Act*;
 - (b.701) “digestate” means any liquid or solid material formed as a by-product resulting from anaerobic digestion using organic materials and proportions of those materials permitted by the regulations;
 - (b.71) “family member”, in relation to a shareholder, sole proprietor or partner, means



Municipal District of Bighorn No. 8

No. 2 Heart Mountain Drive, P.O. Box 310, Exshaw, Alberta T0L 2C0

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Website: www.mdbighorn.ca

PUBLIC HEARING – BYLAW NO. 11-26 AS AMENDED, LAND USE BYLAW

SUMMARY OF WRITTEN SUBMISSIONS FOR PUBLIC HEARING BYLAW NO. 10-26, AS AMENDED

The MD of Bighorn received **ONE (1)** written submission in response to the Notice of Public Hearing Bylaw No. 11-26, as amended.

Here is the list of submissions received as of June 10, 2026 at 4:30 PM:

Submission	Name	Date of Submission	Position on Proposed Bylaw	Resident of:
1.	Laurie Francis	1-JUN-2026	Opposed	Lac des Arcs

Submissions received on or after June 11, 2026 will be provided to Council at the commencement of the Public Hearing on June 15, 2026.

From: Laurie Francis <[REDACTED]>

Sent: Monday, June 1, 2026 7:49 AM

To: Lisa Rosvold <lisa.rosvold@mdbighorn.ca>; Steve Fitzmorris <steve.fitzmorris@mdbighorn.ca>; Rick Tuza <rick.tuza@mdbighorn.ca>; Jen Smith <jen.smith@mdbighorn.ca>; Alice James <alice.james@mdbighorn.ca>

Cc: Administration Office <[REDACTED]>; Council <council@mdbighorn.ca>

Subject: RE: Opposition to Proposed Business Licence Bylaw 11-26

To Reeve and Council,

I am writing to express my opposition to Bylaw 11-26 and the proposed Business Licensing Program.

As a resident and taxpayer, I understand the importance of responsible governance and reasonable regulation. However, I do not believe this bylaw provides sufficient value to local businesses, local taxpayers, or the broader community to justify the additional costs, administrative burden, and enforcement powers it creates.

Many businesses operating within the MD of Bighorn already comply with extensive provincial and federal requirements, including WCB coverage, commercial insurance, GST registration, occupational certifications, health and safety regulations, and existing development permit requirements. These businesses already contribute to the municipality through property taxes and other fees.

The proposed business licensing system appears to duplicate information already available through existing regulatory frameworks while creating another layer of administration funded by local businesses. The bylaw itself states that licence revenues will help offset municipal staffing and administrative costs. This raises concerns that the program is becoming another form of taxation rather than a service that provides measurable value to those paying for it.

I am also concerned about the inconsistency of the proposed fee structure. Large industrial operators can purchase an Industrial Maintenance Rider that allows up to one hundred subcontractors or tradespeople to enter and work within the municipality during maintenance periods under a single permit. If the stated purpose of the bylaw is to build an accurate business registry and understand business activity within the municipality, this exemption appears to undermine that objective. The municipality will still not have a complete picture of who is working within its boundaries, while local businesses and individual tradespeople face additional licensing requirements and fees.

This creates the perception that large corporations receive flexibility while smaller local businesses carry a disproportionate share of the administrative burden.

Equally concerning is the relationship between the municipality and many local businesses. Over the years, numerous business owners and residents have expressed frustration regarding the level of support received from the administration. It is difficult to support additional layers of regulation when many residents have experienced delays in communication, difficulty obtaining assistance, or have been told that municipal resources are stretched because the municipality is busy, understaffed, or relies heavily on outsourced services.

Local businesses are often the first to support this community. They hire local residents, purchase local supplies, contribute to local organizations, and help sustain the municipal tax base. These businesses are already investing directly into the success of the MD of Bighorn. Rather than creating additional fees and compliance requirements, the municipality should focus on strengthening relationships with local business owners, improving service levels, supporting local economic activity, and ensuring existing responsibilities are being effectively delivered.

I remain unconvinced that the proposed Business Licensing Program will generate benefits that outweigh its costs. Instead, it appears to expand data collection, administrative oversight, and enforcement authority while creating additional financial and regulatory burdens for businesses already contributing to our community.

For these reasons, I respectfully request that Council reject Bylaw 11-26 in its current form or substantially revise it to reduce costs, eliminate unnecessary duplication, and better demonstrate how the program will benefit the residents and businesses who will ultimately be required to fund it.

Respectfully submitted,

Laurie and Keith Francis

Bow Kor Excavating Ltd.

Exshaw, AB



PUBLIC HEARING PROCEDURES

1. **Motion to go into Public Hearing:** The Chair will call for a motion from Council to go into the Public Hearing, for the proposed bylaw/resolution.
** Chairman calls the Hearing to order. Housekeeping issues relating to the fact that this meeting is conducted through video conference rather than in-person:
 - If participating by way of telephone or video, please state your name when you begin speaking either in support or opposition to the proposed bylaw/resolution;
 - Please mute your microphone or phone when not speaking to minimize background noise; and
 - Please avoid interrupting or speaking over anyone.
2. **Outline of Public Hearing Procedures:** The Chair will outline the Public Hearing procedures. Providing that a person or persons have indicated their intent to speak to the proposed bylaw/resolution, the Public Hearing Procedures will be as per #3 - #9 below. In situations where no person has indicated an intent to speak to the proposed bylaw/resolution, the Public Hearing Procedures will commence at #10 below.
3. **Introduction by Administration:** A member or members of M.D. Administration will introduce the proposed bylaw/resolution, provide information on the notice of Public Hearing (how and where the Hearing was advertised; notification of affected landowners, government departments, if applicable; etc.), and indicate what correspondence/submissions have been received in response to the notices provided. After Administration's introduction is complete, any Councillor may ask Administration relevant questions.
4. **Introduction by Applicant:** Should there be an Applicant for the bylaw/resolution, the Applicant will be provided with a maximum of twenty (20) minutes to present their application. After the Applicant's introduction is presented, any Councillor may ask the Applicant relevant questions.
5. **In Favour:** The Chair will then call for anyone present who wishes to speak in favour of the proposed bylaw/resolution. Persons speaking on their own behalf may speak for a maximum of five (5) minutes; persons speaking as a spokesperson for a group or petition may speak for a maximum of ten (10) minutes. Those speaking in favour must be unconditionally in support of the proposed bylaw/resolution: anyone supporting with conditions will be deemed to be in opposition to the proposed bylaw/resolution. After any presentation in favour is concluded, any Councillor may ask the speaker relevant questions.
6. **In Opposition:** The Chair will then call for anyone present who wishes to speak in opposition to the proposed bylaw/resolution. Persons speaking on their own behalf may speak for a maximum of five (5) minutes; persons speaking as a spokesperson for a group or petition may speak for a maximum of ten (10) minutes. After any presentation in opposition is concluded, any Councillor may ask the speaker relevant questions
7. **Rebuttal by Applicant:** The Applicant will be given an opportunity to provide rebuttal comments to those points raised by those who spoke in opposition. Rebuttal comments are restricted to addressing new points raised by those who spoke in opposition. After any rebuttal presentation is concluded, any Councillor may ask the speaker relevant questions
8. **Final Questions of Administration:** Councillors may ask any final relevant questions of Administration.
9. **Closure of the Public Hearing:** The Chair will then close the Public Hearing, noting that Council will not accept any further written or oral submissions on the bylaw/resolution.
10. **No one present to speak:** If, at the commencement of the Public Hearing, if no person indicates an intent to speak to Council, the following procedures will be followed:
 - Council may hear an introduction from Administration.
 - Councillors may ask Administration relevant questions.
 - The Chair then closes the Public Hearing.