



Agenda

Council Meeting | Friday, January 24, 2025 | 9:00 AM | Council Chambers

Page

A. CALL TO ORDER

B. ADOPTION OF AGENDA

C. ADOPTION OF MINUTES

3 - 9

1. **County Council Meeting Minutes**
[Council Meeting - 19 Dec 2024 - Minutes](#)

D. DELEGATIONS

1. **9:00 a.m. - MLA Grant Hunter**

E. SUBDIVISION APPLICATIONS

10 - 23

1. **Subdivision Application #2024-0-139 – Frache - SE1/4 1-9-21-W4M**
[Subdivision Application #2024-0-139 – Frache - SE1/4 1-9-21-W4M](#)

24 - 33

2. **Subdivision Application #2024-0-144 Lafarge Canada - Lot 2, Block 1, Plan 0914202 and portion of SE1/4 31-9-21-W4M**
[Subdivision Application #2024-0-144 Lafarge Canada - Lot 2, Block 1, Plan 0914202 and portion of SE1/4 31-9-21-W4M](#)

F. PUBLIC HEARINGS - 10:00 A.M.

34 - 61

1. **Bylaw 24-021 - Re-designate a portion of SE 6-8-20-W4 from Rural Agriculture to Grouped Country Residential- Public Hearing**
[Bylaw 24-021 - Re-designate a portion of the SE 6-8-20-W4 from Rural Agriculture to Grouped Country Residential - Public Hearing](#)

G. DEPARTMENT REPORTS

G.1. DEVELOPMENT & INFRASTRUCTURE

62 - 70

- G.1.1. **Bylaw 25-002 - 2025 Utility Rate Bylaw**
[Bylaw 25-002 - 2025 Utility Rate Bylaw](#)

71 - 75 G.1.2. **Capital Projects Update**
[Capital Projects Update](#)

G.2. CORPORATE SERVICES

76 - 78 G.2.1. **Southern 4H Region Speaker Lunch Sponsor - Farming Smarter Conference**
[Southern 4H Region Speaker Lunch Sponsor - Farming Smarter Conference](#)

79 - 81 G.2.2. **Oldman Watershed Council Funding Request**
[Oldman Watershed Council Funding Request](#)

82 - 92 G.2.3. **Bylaw 25-001 - Schedule of Fees Bylaw**
[Bylaw 25-001 - Schedule of Fees Bylaw](#)

G.3. ADMINISTRATION

93 - 95 G.3.1. **Health Professional Attraction & Retention Committee Funding Request**
[Health Professional Attraction & Retention Committee Funding Request](#)

H. CORRESPONDENCE

96 - 97 1. **Southern Alberta Chinese Association - Spring Celebration of the Year of the Snake**
[SACA Invitation](#)
[Poster](#)

I. COUNTY COUNCIL AND COMMITTEE UPDATES

98 - 102 1. **Lethbridge County Council Attendance Update - December 2024**
[Lethbridge County Council Attendance Update - December 2024](#)

J. NEW BUSINESS

K. CLOSED SESSION

1. **Southern Alberta Energy from Waste Association (SAEWA) (FOIP Section 16 - Disclosure harmful to business interests of a third party)**
2. **CAO Report - C. Beck (FOIP Sections 16, 17, 23 and 24)**

L. ADJOURN



Minutes

Council Meeting | Thursday, December 19, 2024 | 9:00 AM | Council Chambers

The Council Meeting of Lethbridge County was called to order on Thursday, December 19, 2024, at 9:00 AM, in the Council Chambers, with the following members present:

PRESENT:

- Reeve Tory Campbell
- Deputy Reeve John Kuerbis
- Councillor Lorne Hickey
- Councillor Mark Sayers
- Councillor Kevin Slomp
- Councillor Klaas VanderVeen
- Councillor Morris Zeinstra
- Chief Administrative Officer Cole Beck
- Director, Development & Infrastructure Devon Thiele
- Director, Corporate Services Hailey Pinksen
- Director, Operations Ryan Thomson
- Director, People & Culture Jared Zeller
- Executive Assistant Candice Robison
- Manager, Planning & Development Hilary Janzen
- Senior Planner Steve Harty
- Municipal Intern, Planning Hannah Laberge

A. CALL TO ORDER

Reeve Tory Campbell called the meeting to order at 9:02 a.m.

Reeve Campbell read the following land acknowledgement:

In the true spirit of reconciliation, we acknowledge all those who call this land home now and for thousands of years in the past. May we respect each other and find understanding together and recognize the benefits that this land provides to all of us.

B. ADOPTION OF AGENDA

693-2024 Councillor VanderVeen MOVED that the December 19, 2024 Lethbridge County Council Meeting Agenda be adopted as amended.

CARRIED

C. ADOPTION OF MINUTES

C.1. County Council Meeting Minutes

694-2024 Deputy Reeve Kuerbis MOVED that the November 21, 2024 Lethbridge County Council Minutes be adopted as presented.

CARRIED

E. DEPARTMENT REPORTS

E.1. MUNICIPAL DEVELOPMENT & INFRASTRUCTURE

E.1.1. Bylaw 24-021 - Re-designate a portion of SE 6-8-20-W4 from Rural Agriculture to Grouped Country Residential- First Reading

695-2024 Deputy Reeve Kuerbis MOVED that Bylaw 24-021 be read a first time.

CARRIED

E.1.1. Development Permit Application 2024-181 (Mubtala Auto Sales)

696-2024 Deputy Reeve Kuerbis MOVED that Development Permit Application 2024-181 be approved as drafted. CARRIED

E.2. ADMINISTRATION

E.2.1. 2025 Agricultural Service Board Conference - Councillor Registration

697-2024 Deputy Reeve Kuerbis MOVED that Council authorize any member of the Agricultural Service Board including Members-at-Large wishing to attend the 2025 Provincial ASB Conference in Edmonton scheduled for January 20th to 22nd, 2025, to be registered and fees to be paid by Lethbridge County. CARRIED

698-2024 Councillor Hickey MOVED that the January Council meeting date be changed from January 23, 2025 to January 24, 2025 CARRIED

E.2.2. Council Policy Amendments

699-2024 Councillor Sayers That Council approves the below policies as presented:
1. Policy 155 - Council Travel Expenses
2. Policy 183 - Council Remuneration
3. Policy 186 - Committee Members at Large Remuneration and Expenses CARRIED

Reeve Campbell recessed the meeting at 9:51 a.m.
Reeve Campbell reconvened the meeting at 10:00 a.m.

D. PUBLIC HEARINGS - 10:00 a.m.

Reeve Campbell called a recess to the Council Meeting, for the Public Hearing for Bylaw 24-018 at 10:00 a.m.

D.1. Bylaw 24-018 - Re-designate a portion of SE 13-8-21-W4 from Urban Fringe to Rural General Industrial- Public Hearing

695-2024 Councillor VanderVeen MOVED that the Public Hearing for Bylaw 24-018 commence at 10:01 a.m. CARRIED

The Manager, Planning and Development reviewed Bylaw 24-018.

Reeve Campbell asked if anyone wished to speak in favour or opposition of Bylaw 24-018.

Hunter Heggie, the applicant spoke in favor of Bylaw 24-018.

Reeve Campbell asked if anyone wished to speak in favour or opposition of Bylaw 24-018.

No further comments were made.

696-2024 Councillor Sayers MOVED that the Public Hearing for Bylaw 24-018 adjourn at 10:08 a.m. CARRIED

Reeve Campbell reconvened the regular meeting at 10:08 a.m.

706-2024 Councillor Hickey MOVED hat Bylaw 24-018 be read a second time. CARRIED

697-2024 Deputy Reeve Kuerbis MOVED that Bylaw 24-018 be read a third time. CARRIED

Reeve Campbell called a recess to the Council Meeting, for the Public Hearing for Bylaw 24-019 at 10:10 a.m.

D.2. Bylaw 24-019 - Repeal Bylaw 18-010 being the Coulee View Area Structure Plan - Public Hearing

698-2024 Councillor Slomp MOVED that the Public Hearing for Bylaw 24-019 commence at 10:11 a.m. CARRIED

The Manager, Planning and Development reviewed Bylaw 24-019.

Reeve Campbell asked if anyone wished to speak in favour or opposition of Bylaw 24-019.

Katelyn Olsen, the applicant spoke in favor of Bylaw 24-019.

Reeve Campbell asked if anyone wished to speak in favour or opposition of Bylaw 24-019.

No further comments were made.

699-2024 Councillor VanderVeen MOVED that the Public Hearing for Bylaw 24-019 adjourn at 10:17 a.m. CARRIED

Reeve Campbell reconvened the regular meeting at 10:17 a.m.

707-2024 Deputy Reeve Kuerbis MOVED that Bylaw 24-019 be read a second time. CARRIED

700-2024 Councillor Hickey MOVED that Bylaw 24-019 be read a third time. CARRIED

Reeve Campbell called a recess to the Council Meeting, for the Public Hearing for Bylaw 24-020 at 10:10 a.m.

D.3. Bylaw 24-020 - Re-designate Plan 0210532 Block 2 Lot 2 from Grouped Country Residential to Urban Fringe - Public Hearing

701-2024 Deputy Reeve Kuerbis MOVED that the Public Hearing for Bylaw 24-020 commence at 10:20 a.m. CARRIED

The Manager, Planning and Development reviewed Bylaw 24-020.

Reeve Campbell asked if anyone wished to speak in favour or opposition of Bylaw 24-020.

No further comments were made.

702-2024 Councillor Zeinstra MOVED that the Public Hearing for Bylaw 24-020 adjourn at 10:24 a.m. CARRIED

Reeve Campbell reconvened the regular meeting at 10:24 a.m.

708-2024 Deputy Reeve Kuerbis MOVED that Bylaw 24-020 be read a second time. CARRIED

703-2024 Councillor Hickey MOVED that Bylaw 24-020 be read a third time. CARRIED

B. DEPARTMENT REPORTS

E.2. ADMINISTRATION

E.2.3. Administration Policy Changes

700-2024 Councillor VanderVeen MOVED that Council rescind the current Policy 114 - Administration Personnel Policy.

CARRIED

701-2024 Deputy Reeve Kuerbis MOVED that Council approve the implementation of the new Policy 189 - Human Resources as presented.

CARRIED

702-2024 Councillor Slomp MOVED that Council approve the proposed revisions to Policy 175 - Council Administration Protocol as presented.

CARRIED

E.2.4. Rural Intermunicipal Collaboration Framework Agreements

703-2024 Deputy Reeve Kuerbis MOVED that Council accept the recommendation of the Lethbridge County and Municipal District of Taber Chief Administrative Officers that a review of the Intermunicipal Collaboration Framework Agreement has been undertaken as directed by the municipal Councils in accordance with Section 708.32 of the Municipal Government Act and, that the Agreement remains valid in its current format with no changes being required at this time with the next review of the ICF agreement scheduled for 2031.

CARRIED

693-2024 Councillor VanderVeen MOVED that Council accept the recommendation of the Lethbridge County and Municipal District of Willow Creek Chief Administrative Officers that a review of the Intermunicipal Collaboration Framework Agreement has been undertaken as directed by the municipal Councils in accordance with Section 708.32 of the Municipal Government Act and, that the Agreement remains valid in its current format with no changes being required at this time with the next review of the ICF agreement scheduled for 2031.

CARRIED

694-2024 Councillor Sayers MOVED that Council of the accept the recommendation of the Lethbridge County and Vulcan County Chief Administrative Officers that a review of the Intermunicipal Collaboration Framework Agreement has been undertaken as directed by the municipal Councils in accordance with Section 708.32 of the Municipal Government Act and, that the Agreement remains valid in its current format with no changes being required at this time with the next review of the ICF agreement scheduled for 2031.

CARRIED

695-2024 Councillor Slomp MOVED that Council accept the recommendation of the Lethbridge County and Cardston County Chief Administrative Officers that a review of the Intermunicipal Collaboration Framework Agreement has been undertaken as directed by the municipal Councils in accordance with Section 708.32 of the Municipal Government Act and, that the Agreement remains valid in its current format with no changes being required at this time with the next review of the ICF agreement scheduled for 2031.

CARRIED

696-2024 Councillor VanderVeen MOVED that Council accept the recommendation of the Lethbridge County and County of Warner Chief Administrative Officers that a review of the Intermunicipal Collaboration Framework Agreement has been undertaken as directed by the municipal Councils in accordance with Section 708.32 of the Municipal Government Act and, that the Agreement remains valid in its current format with no changes being required at this time with the next review of the ICF agreement scheduled for 2031.

CARRIED

E.2.5. Appointment of Returning Officer and Substitute Returning Officer for the 2025 Municipal Election

704-2024 Deputy Reeve Kuerbis MOVED that Candice Robison, Executive Assistant, CAO & Council, be appointed as the Returning Officer for the October, 2025 Lethbridge County municipal election.

CARRIED

697-2024 Councillor Sayers MOVED that Mattie Watson, Communications and Marketing Strategist, be appointed as the Substitute Returning Officer for the October, 2025 Lethbridge County municipal election.

CARRIED

E.2.6. Municipal Election Matters & Bylaw 24-022

705-2024 Deputy Reeve Kuerbis MOVED that Bylaw 24-022 - Municipal Elections Bylaw be read a first time.

CARRIED

698-2024 Councillor Sayers MOVED that Bylaw 24-022 - Municipal Elections Bylaw be read a second time.

CARRIED

699-2024 Councillor Slomp MOVED that Council consider reading Bylaw 24-022 - Municipal Elections Bylaw a third time.

CARRIED

700-2024 Councillor Hickey MOVED that Bylaw 24-022 - Municipal Elections Bylaw be read a third time.

CARRIED

F. CORRESPONDENCE

F.1. Land & Property Rights Tribunal

Council reviewed correspondence from the Land & Property Rights Tribunal regarding the Town of Nobleford's annexation.

F.2. Minister McIver Christmas Card

Council reviewed Minister McIver's Christmas Card.

F.3. Oldman Watershed Council Greetings

Council reviewed the holiday greetings from Oldman Watershed Council.

F.4. Lethbridge Polytechnic Greetings

Council reviewed the holiday greetings from Lethbridge Polytechnic.

G. COUNTY COUNCIL AND COMMITTEE UPDATES

G.1. Council reviewed the highlights from the Lethbridge County Council Attendance Update for November 2024.

Division 1

Councillor Lorne Hickey

November 1 MD of Willow Creek Legacy Land Banquet
November 4-7 RMA Fall Convention
November 21 Lethbridge County Council Meeting
November 22 Green Acres Finance Committee Meeting

November 27 Green Acres Board Meeting
November 27 Pemican Lodge Christmas Party
November 28 Agri-Food Innovation Expo

Division 2

Reeve Tory Campbell

November 1 Media Scrum, Emergency Management Partnership
November 4-7 RMA Fall Convention
November 5-7 Teams Lethbridge Mission, EDL
November 11 Coaldale Remembrance Day Ceremony
November 12 Online FCSS Interview
November 12 Meeting with CAO and County Resident
November 12 Rotary Club Lethbridge East Presentation
November 13 Lethbridge Chamber Luncheon
November 13 Affordability Roundtable, Minister of Affordability and Utilities
November 21 Lethbridge County Council Meeting
November 27 Agri-Food Innovation Expo
November 29 Canada's Outstanding Young Farmers Gala

Division 3

Councillor Mark Sayers

November 4-7 RMA Fall Convention
November 11 Coaldale Remembrance Day Ceremony
November 21 Lethbridge County Council Meeting

Division 4

Deputy Reeve John Kuerbis

November 4-7 RMA Fall Convention
November 4 EOEP Course
November 11 Royal Canadian Legion Remembrance Day/Wreath Ceremony
November 12 Weekly meeting with Community Futures Executive Director
November 13 Chamber of Commerce lunch with Danielle Smith & John Middleton-Hope
November 19 Weekly meeting with Community Futures Executive Director
November 21 Lethbridge County Council Meeting
November 22 Community Futures South Region Manager & Chair Meeting
November 23 Community Futures Pan West Chair Meeting
November 27 Community Futures Monthly Board Meeting
November 29 Canada's Outstanding Young Farmers Gala

Division 5

Councillor Kevin Slomp

November 4-7 RMA Fall Convention
November 13 Conversation with Dan Smith
November 21 Lethbridge County Council Meeting
November 25 Councillor Orientation
November 27 Agri-Food Innovation Expo
November 29 Canada's Outstanding Young Farmers Gala

Division 6

Councillor Klaas VanderVeen

November 1 Ag Society Dinner
November 2 Shaughnessy Community Association Fundraising Auction
November 4-7 RMA Fall Convention
November 11 Picture Butte Remembrance Day Ceremony
November 19-20 Cypress County Ag Society Conference
November 21 Lethbridge County Council Meeting
November 29 SAEWA Meeting

Division 7

Councillor Morris Zeinstra

November 1 MD of Willow Creek Legacy Land Banquet
November 4-7 RMA Fall Convention
November 11 Picture Butte Remembrance Day Ceremony
November 21 Lethbridge County Council Meeting
November 29 Prairie Tractor

I. CLOSED SESSION

I.1. - CAO Report - C. Beck (FOIP Sections 16, 17, 23 and 24)

704-2024 Councillor Hickey MOVED that the Lethbridge County Council Meeting move into Closed Session, pursuant to Section 197 of the Municipal Government Act, the time being 11:16 a.m. for the discussion on the following:

I.1 - CAO Report - C. Beck (FOIP Section 16, 17, 23 and 24)

Present during the Closed Session:
Lethbridge County Council
Chief Administrative Officer
Senior Management
Administrative Staff
CARRIED

705-2024 Councillor Sayers MOVED that the Lethbridge County Council Meeting move out of the closed session at 12:19 p.m.

CARRIED

J. ADJOURN

706-2024 Councillor Zeinstra MOVED that the Lethbridge County Council Meeting adjourn at 12:20 p.m.
CARRIED

Reeve

CAO

AGENDA ITEM REPORT



Title: Subdivision Application #2024-0-139 – Frache
- SE1/4 1-9-21-W4M
Meeting: Council Meeting - 24 Jan 2025
Department: ORRSC
Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Manager, Planning & Development	Approved - 26 Nov 2024
Devon Thiele, Director, Development & Infrastructure	Approved - 26 Nov 2024
Cole Beck, Chief Administrative Officer	Approved - 27 Nov 2024

STRATEGIC ALIGNMENT:

 <input type="checkbox"/>	 <input type="checkbox"/>	 <input type="checkbox"/>	 <input checked="" type="checkbox"/>
Goverance	Relationships	Region	Prosperity

EXECUTIVE SUMMARY:

The application is to create two lots, 2.99 and 4.30 acres in size, from two titles 11.65 & 27.84 acres each respectively in size, for grouped country residential use. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2024-0-139 be approved subject to the conditions as outlined in the draft resolution.

REASON(S) FOR RECOMMENDATION(S):

The subdivision meets the GCR land use district standards, the provincial Subdivision and Development Regulations, the ASP Bylaw No. 23-021, and the municipal subdivision policies as stated in the Land Use Bylaw.

PREVIOUS COUNCIL DIRECTION / POLICY:

- County Council redesignated the land to the 'Grouped Country Residential - GCR'land use district (Bylaw No. 23-022) in August 2024.
- Council approved an Area Structure Plan (Country Side ASP Bylaw No. 23-021) that was prepared in support of the redesignation and subdivision proposal.
- LUB No. 24-007 contains the GCR subdivision criteria and district standards which the proposal complies with, and the lots meet and exceed the bylaw's minimum 2.0-acre size.
- The land is within the IDP area with the City of Lethbridge. With an adopted ASP in place, the proposal does not conflict with any applicable IDP policies.

BACKGROUND INFORMATION:

The parcel is located 2-½ miles east of the City of Lethbridge boundary and just north of Highway 512, immediately east of the Pater Subdivision.

The Country Side ASP (Bylaw No. 23-021) allows for this GCR subdivision. The remnant northern land is designated as Direct Control (DC) and is intended for mixed-use of residential with light-industrial business. (The DC land will be subdivided through a separate application process.) As a result of this initial subdivision the remnant north portion of the east title will become orphaned, thus the two remnant portions of the titles must be consolidated together into one residual title.

The west proposed Lot 1 is vacant while the east lot (Lot 2) contains a dwelling. The proposed dividing property line aligns with the ASP plan. Water is provided by the rural water co-op and sewage is managed by private on-site system north of the dwelling, and the new vacant lot is proposed to be serviced in the same manner. Both lots have an approach to Highway 512. The ASP outlines that the west lot is to remove the direct access and relocate it to the west internal road (Range Road 210A) into the Pater subdivision and AT also required this. A storm water management plan was included in the ASP and this proposal is included as part of the overall drainage plan. The two GCR lots will drain runoff into smaller onsite storage ponds with excess flows directed via swales to the adjacent north lots for combined storage. Drainage easement right-of-ways must be registered with the subdivision to protect these areas for this purpose. A geotechnical engineering report and soils analysis was undertaken at the ASP stage.

Overall, the proposal conforms to the Country Side ASP Bylaw No. 23-021. The application also meets the criteria of the County’s Land Use Bylaw in regard to the subdivision of land designated as grouped country residential. The application was circulated to the required external agencies with no concerns expressed and no utility easements are requested (at time of agenda report). AT has granted a conditional approval subject to the one access to Highway 512 being removed and the dedication by caveat of a 30m wide service road along the two parcels frontage to Highway 512.

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve, and the parcel would remain as is.

Pros:

- there are no advantages to denying the subdivision as it meets the subdivision criteria of the County and the adopted ASP.

Cons:

- this would undermine the County’s planning processes and contradict Council adopting an ASP for the proposal.

FINANCIAL IMPACT:

None direct, but the County will benefit from a municipal reserve payment of approximately \$14,580.

LEVEL OF PUBLIC PARTICIPATION:

Inform
 Consult
 Involve
 Collaborate
 Empower

ATTACHMENTS:

[5A Lethbridge County 2024-0-139 Approval Diagrams 2024-0-139](#)

RESOLUTION

2024-0-139

Lethbridge County **Country Residential** subdivision of SE1/4 1-9-21-W4M

THAT the Country Residential subdivision of SE1/4 1-9-21-W4M (Certificate of Title No. 211 110 525, 211 110 525 +1), to create two (2) lots, 2.99 and 4.30 acres (1.21 and 1.74 ha) in size, from two titles 11.65 & 27.84 acres (4.71 & 11.23 ha) each respectively in size, for grouped country residential use; BE APPROVED subject to the following:

RESERVE: The 10% reserve requirement, pursuant to Sections 666 and 667 of the Municipal Government Act, be provided as money in place of land on the 7.29 acres at the market value of \$20,000 per acre with the actual acreage and amount (approximately \$14,580) to be paid to Lethbridge County be determined at the final stage, for Municipal Reserve purposes.

AND FURTHER that a Deferred Reserve caveat be registered on the residual consolidated title of approximately 32.20-acres to reflect the 10% reserve requirement, with the actual acreage and amount to be provided to Lethbridge County be determined at the final stage, for Municipal Reserve purposes.

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created. The agreement may address storm water management, TIA requirements including intersection improvements, and that the access approaches be provided in accordance with the ASP Bylaw No. 23-021 and ATEC approval. The applicant shall be required to remove the west lot's existing approach to Highway 512 and install a new access approach from the internal west road (Range Road 210A).
3. That the applicant submits a final surveyed plan as prepared by an Alberta Land Surveyor that certifies the exact location and dimensions of the two parcels being subdivided. The Alberta Land Surveyor must confirm the location of the onsite septic system in relation to the new property lines for proposed Lot 2 prior to final endorsement.
4. That the two remnant portions of the titles shall be consolidated together into one residual title (remnant north portion of Title No. 211 110 525 to consolidated to remnant north portion of Title No. 211 110 525+1) by a plan prepared by a certified Alberta Land Surveyor in a manner such that the resulting titles cannot be further subdivided without approval of the Subdivision Authority.
5. That the applicant is responsible for receiving final approval from Lethbridge County regarding storm water drainage and/or lot grading with respect to the proposal and consideration of the Malloy Drain Master Drainage Plan. The applicant shall provide any additional engineering details or updates to the storm water management plan, as requested by the County prior to final endorsement or as outlined in the Development Agreement.
6. That the applicant shall provide a drainage right-of-way plan to protect run-off storage areas and swales in conjunction with a drainage easement agreement for concurrent registration on title with the subdivision, as permanent buildings and structures and on on-site septic system components shall not be installed in areas designated for stormwater conveyance or detention of runoff.
7. That the applicant provides a copy of architectural controls, to be approved by the municipality, to ensure quality development occurs and that drainage recommendations are registered on title as a restrictive covenant, if required by the County for this first phase.

2024-0-139
Page 1 of 7

8. That any requirements or conditions of Alberta Transportation and Economic Corridors shall be met prior to finalization, including that a 30m wide service road be dedicated by caveat shall be provided along the two parcels frontage to highway 512, to be registered concurrently with the final endorsement.
9. That any easement(s) as required by utility companies or the municipality for drainage or utilities shall be established.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision with the conditions imposed is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The Subdivision Authority has determined the proposal conforms to the Country Side ASP Bylaw No. 23-021 and meets the criteria of the County's Land Use Bylaw in regard to the subdivision of land designated as grouped country residential.
4. The Subdivision Authority has considered the comments received and has imposed conditions to address specific development matters, such as access, road improvements and storm water management, which must be satisfactorily addressed by the applicant prior to final endorsement or through the terms of the development agreement.
5. Alberta Transportation and Economic Corridors has granted conditional approval of the subdivision provided the department's requirements and conditions are met, which has been addressed in the approval.

INFORMATIVE:

- (a) The payment of the 10% Municipal Reserve is applicable in accordance with section 663 of the MGA and must be provided as cash-in-lieu on the 7.29 acres (the two lot's area) and a deferred reserve caveat be registered on the residual.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (d) Thank you for the opportunity to comment on File No. 2024-0-139. Alberta Health Services – Environmental Public Health (AHS-EPH) reviews and provides comment on land use applications from a public health perspective.

It is understood that the purpose of this application is to create two lots for grouped country residential use. One lot contains an existing dwelling, with water supplied by a rural water co-op to a cistern and sewage services via a private on-site treatment system. Proposed services to the vacant lot will be the same.

AHS-EPH has reviewed the application, and has the following comments:

- The application indicates a cistern as the potable water source. AHS-EPH recommends that cisterns be completely contained on the property being served to avoid future conflicts or access concerns. AHS-EPH recommends connection to an approved municipal or regional drinking water system where feasible.

- AHS-EPH recommends that sewage disposal systems be completely contained on the property being served to avoid future conflicts or access concerns.

AHS-EPH has **no concerns** with the application provided that the applicant complies with all pertinent regulations, by-laws, and standards.

(e) Alberta Transportation – Leah Olsen, Development/Planning Technologist:

“This will acknowledge receipt of your circulation regarding the above noted proposal. The subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 3, 512, 4X

Transportation and Economic Corridors offers the following comments with respect to this application:

The requirements of Section 18 of the Regulation are not met. Based on the TIA provided, the department determines that improvements to the highway are required to accommodate the proposal Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 18 of the Regulation.

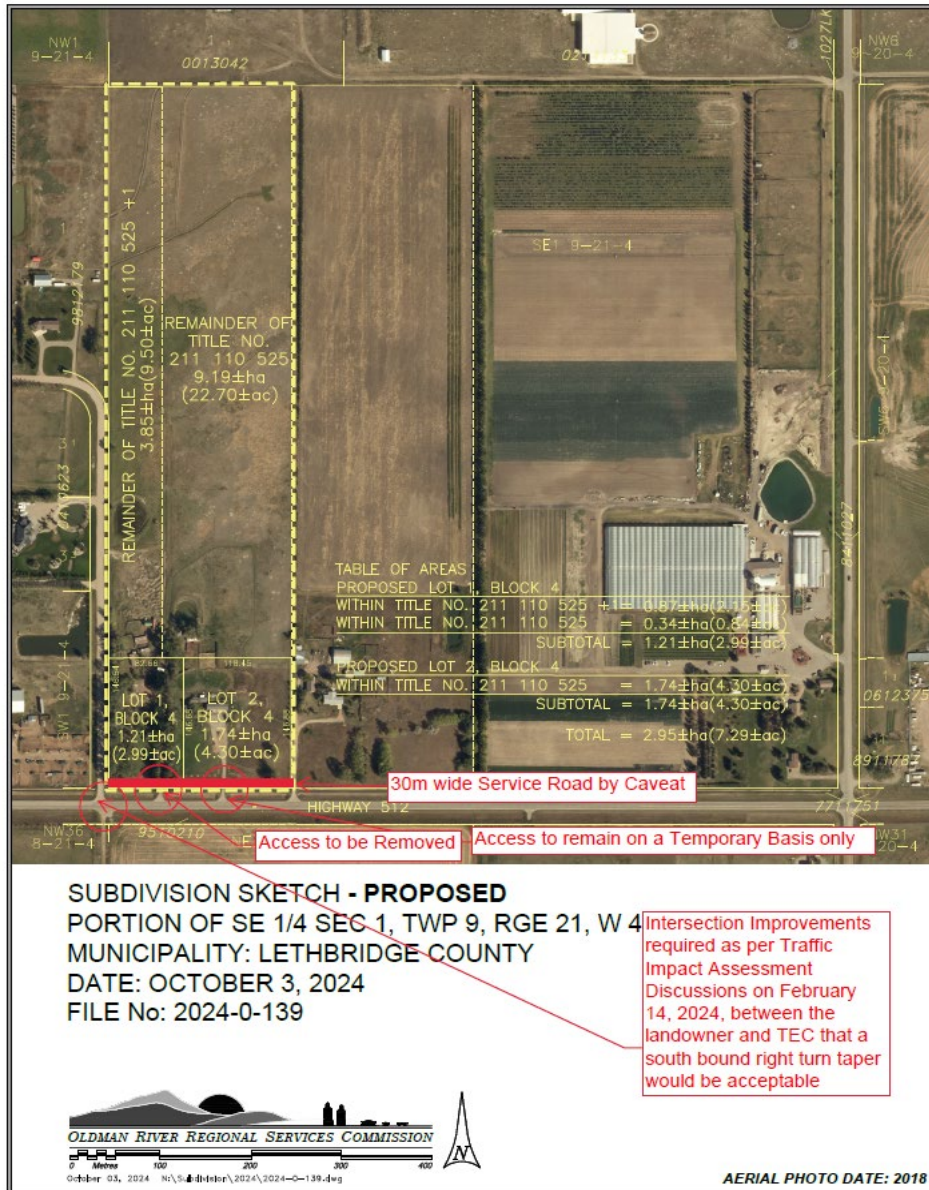
The requirements of Section 19 of the Regulation are not met. To ensure future access management requirements are met a service road is required. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors does not grant approval for the subdivision authority to vary the requirements of Section 19 of the Regulation, Transportation and Economic Corridors will accept service road dedication as described below:

Transportation and Economic Corridors has the following additional comments and/or requirements with respect to this proposal:

1. The department expects that the municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 618.4 of the Municipal Government Act
2. To satisfy Section 19 of the Subdivision and Development Regulation, dedication of a 30 metre service road right of way by caveat is required along the highway frontage as shown on the attached plan, and shall be added as a condition of subdivision approval. Details on preparing and registering the service road agreement and caveat can be found on Transportation and Economic Corridors' website, at <https://www.alberta.ca/service-roadagreement-and-caveat.aspx>
3. The existing west highway access shall be removed. A permit is required from Transportation and Economic Corridors to remove and reinstall this access.
4. A Traffic Impact Assessment was prepared by WAAT Group and intersection improvements were identified for this intersection. Discussions on February 14, 2024, between the landowner and Transportation and Economic Corridors representatives agreed that a south bound right turn taper would be acceptable for intersection improvements. Proposed development on the subject will require the benefit of a Roadside Development Permit from Transportation and Economic Corridors.
5. Transportation and Economic Corridors accepts no responsibility for the noise impacts or other impacts of highway traffic upon any development or occupants thereof. The subdivision design should include adequate physical features to ensure that the proposed use of land is compatible with the adjacent provincial highway system. Some of these features might, for example, include landscaping and/or berming, to provide noise attenuation and visual screening from the highway. Implementation of these features is the responsibility of the owner/municipality.
6. The existing east access may remain on a temporary basis. All direct highway accesses are to be considered temporary. No compensation shall be payable to the landowner, or their assigns or successors when Transportation and Economic Corridors removes or relocates the access or if highway access is removed and access provided via a municipal road or service road.

7. The subject land is within the permit area of a highway as outlined in the Highways Development and Protection Regulation. Proposed development on the subject will require the benefit of a Roadside Development Permit from Transportation and Economic Corridors.

Please contact Transportation and Economic Corridors through the [RPATH Portal](#) if you have any questions, or require additional information.



(f) Comments from John Lemikso:

"I have received this letter Dec 19th 2024, probably because of the postal strike.

My parcel is S.W. 1-9-21-w4m.

Earlier in the year a preliminary meeting was held at Lethbridge County office, which I attended. My concern was and still is, Blair Frache had indicated that the ditch on the east side of the access road to several acreages would be filled in. There is a culvert that comes from my property underneath the access road to the east side of access road, marked with green on areal photo. If this ditch is filled in my spring run off from snow or a large rainstorm water would conjugate along the west side of the road and go back into my pond, which is required for drinking water for cattle and horses. I would like to know how excess water would be diverted from along west side of the access road and not go into my pond if the ditch on the east side of the access road would be filled in."



(g) Comments from Christian Hamel:

"I am writing to express my strong opposition to the proposed Country Side Land Development adjacent to my property at 7 210032 HWY 512 (4;21;9;1;;2,7). While I understand and support additional Country Residential, I firmly believe that the proposed commercial or light industrial use areas on the eastern side adjacent to my property pose significant risks to the surrounding agricultural lands and the well-being of the community.

The SE 1-9-21W4M Quarter Section, including my property and the Broxburn Vegetables & Cafe, has been utilized for agricultural purposes for over half a century. Introducing light industrial activities into this predominantly agricultural area presents several concerning risks:

1. **Environmental Impact:** Light industrial activities often produce pollutants, noise, and waste, which can negatively impact the surrounding agricultural land. This can include air and water pollution, soil contamination, and disruption of local ecosystems.
2. **Risk of Contamination:** Industrial activities may involve the use of chemicals and hazardous materials that pose a risk of contamination to soil, water, and crops. This can have serious consequences for food safety and human health.

3. **Loss of Biodiversity:** Agricultural land often supports diverse ecosystems and wildlife habitats. Converting it to industrial use can lead to habitat loss and fragmentation, further endangering local biodiversity.
4. **Water Usage and Pollution:** Industrial activities may require large amounts of water for manufacturing processes and cooling, potentially putting pressure on local water resources and increasing the risk of water pollution through runoff and discharge.

Moreover, the proposed development is misaligned with the character and aesthetics of the area:

1. **Impact on Rural Character:** Introducing industrial development into rural areas can change the character of the community, potentially leading to conflicts between industrial and agricultural interests and affecting the quality of life for residents. Residents who have chosen to live here like myself and those immediately to the west chose this area because it was distanced from commercial and industrial uses like the ones you seek to include in this subdivision.
2. **Aesthetic and Cultural Values:** Agricultural landscapes often have aesthetic and cultural significance, contributing to the identity and heritage of a region. Industrial development can detract from these values and diminish the attractiveness of the area.

Finally, the proposed development poses a risk to the health and quiet enjoyment of all residents in the area:

1. **Noise Pollution:** Light industrial activities can generate significant noise, including from machinery, vehicles, and industrial processes. This noise can disrupt the peacefulness of rural areas, interfere with sleep patterns, and contribute to stress and annoyance among residents.
2. **Air Quality:** Industrial activities may release pollutants and emissions into the air, such as particulate matter, volatile organic compounds (VOCs), and hazardous chemicals. Poor air quality can exacerbate respiratory conditions like asthma and allergies, leading to health problems for nearby residents.
3. **Traffic Congestion:** Industrial development can increase traffic volumes and congestion on local roads, particularly during peak operational times. This not only disrupts the tranquility of the area but also poses safety risks for pedestrians, cyclists, and motorists.
4. **Light Pollution:** Industrial facilities often require outdoor lighting for safety and security purposes. Excessive or poorly designed lighting can result in light pollution, which not only obscures views of the night sky but also disrupts natural circadian rhythms and interferes with the sleep patterns of nearby residents.
5. **Water Contamination:** Industrial activities may lead to contamination of nearby water sources through runoff, spills, or improper disposal of waste materials. This contamination can pose risks to human health, as well as to aquatic ecosystems and wildlife.
6. **Odor and Dust:** Some industrial processes produce unpleasant odors and airborne dust particles, which can permeate the surrounding environment and affect the enjoyment of outdoor spaces. Prolonged exposure to such odors and dust can also have negative health effects, including respiratory irritation and discomfort.
7. **Psychological Stress:** Living in close proximity to industrial activities can cause psychological stress and anxiety among residents, particularly if they feel powerless to address issues related to noise, pollution, or other environmental concerns. This stress can have wide-ranging impacts on mental health and overall well-being.

8. **Access to Nature:** Agricultural areas often provide opportunities for outdoor recreation, relaxation, and connection with nature. Industrial development can restrict access to these natural amenities, reducing opportunities for physical activity and mental rejuvenation.
9. **Community Cohesion:** Industrial development that disrupts the peace and tranquility of rural communities can strain social relationships and diminish the sense of belonging and cohesion among residents. This can have implications for community resilience and collective well-being.

In addition to the aforementioned concerns, I would like to highlight that the proposed subdivision contradicts the guidelines outlined in the Lethbridge County Land Use Bylaw No. 24-007. The bylaw states that "Lands defined as higher quality agricultural land should not be approved for industrial or commercial use subdivisions". The proposed parcels for subdivision violate this criteria as evidenced by the agricultural uses immediately adjacent to it. Furthermore, the bylaw states that the Subdivision Authority is not to approve any application for subdivision approval which would create an Industrial or Commercial Parcel, except where lands have been redesignated to an Industrial or Commercial District. What you are proposing is not this, you are proposing a hybrid Country Residential and Light Industrial District which is also a violation of the bylaw.

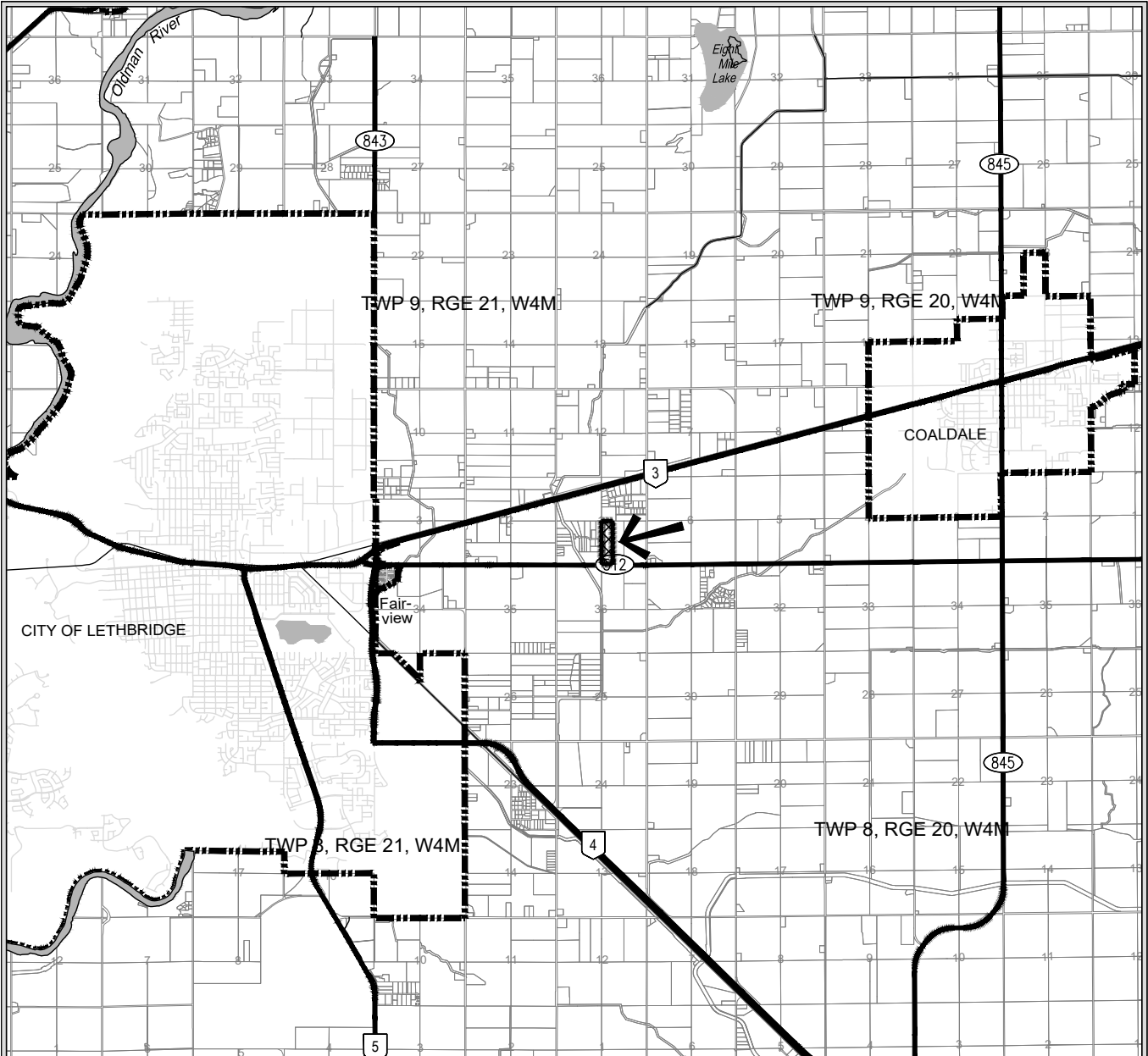
Furthermore, the proposed Area Redevelopment Plan (ARP) lacks sufficient consideration for the placement of commercial and light industrial zones in proximity to residential areas. The suggested 6.1-meter setback from the property line is grossly inadequate when considering the well-being of humans, animals, and the broader community. For instance, Rockyview County mandates a minimum setback of 100 meters from any dwelling for such uses, and 50 meters from any residential parcel. In stark contrast, this ARP proposes minimal setbacks, effectively co-locating residential and industrial zones without adequate separation. This approach poses undue risk to potential residents and offers insufficient consideration to myself as the adjacent property owner to the east, as well as to the residents of the country residential area to the west.

Considering these issues and the inadequacy of the proposal in addressing stormwater drainage and servicing capabilities, I urge you to reconsider the proposed development in its current form. I implore you to uphold the integrity of our agricultural lands and country residential district and the well-being of our community."

MOVER

REEVE

DATE

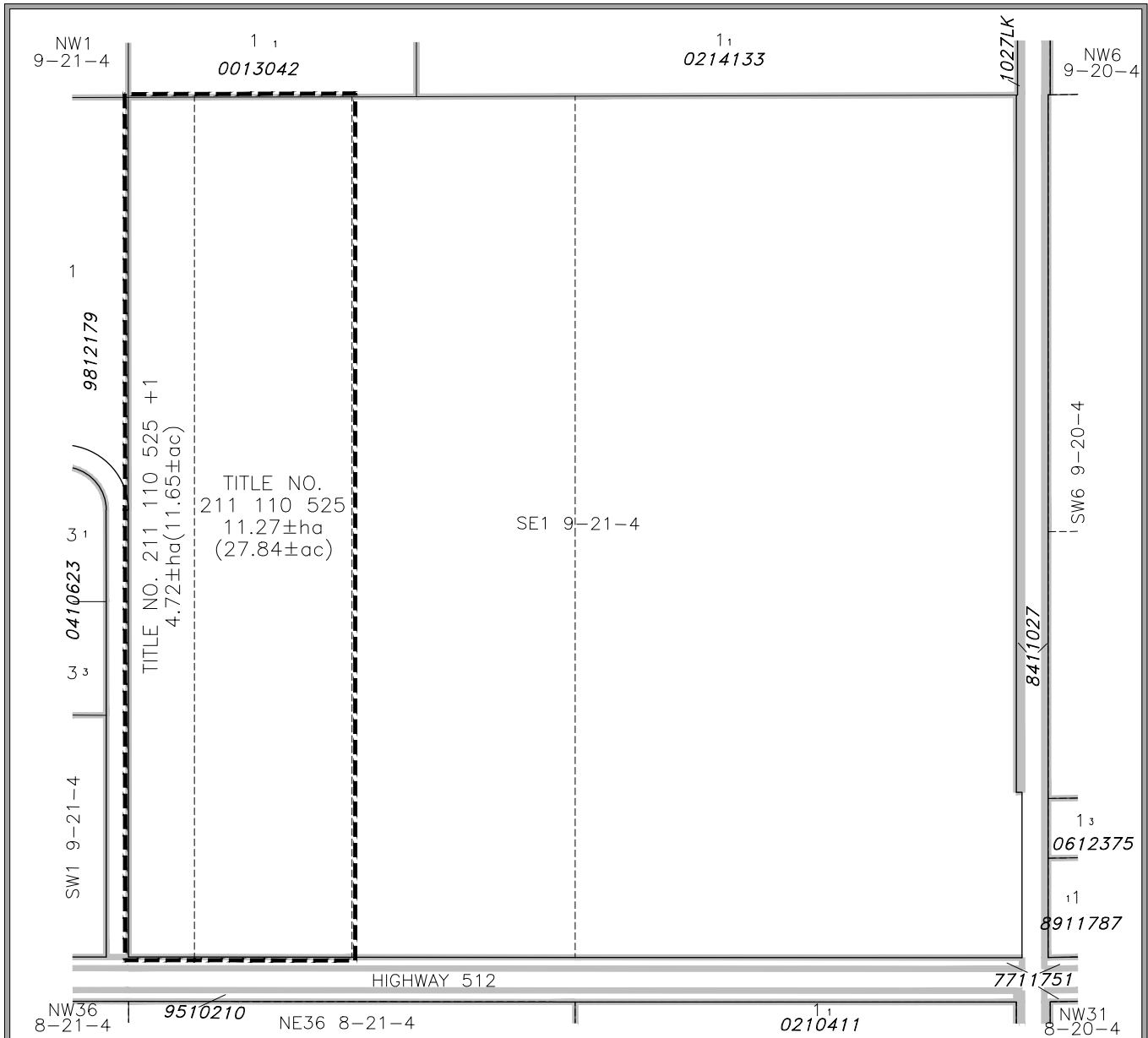


SUBDIVISION LOCATION SKETCH
 PORTION OF SE 1/4 SEC 1, TWP 9, RGE 21, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: OCTOBER 3, 2024
 FILE No: 2024-0-139

MAP PREPARED BY:
 OLDMAN RIVER REGIONAL SERVICES COMMISSION
 0105 16th AVENUE NORTH, LETHBRIDGE, AB T1H 3E8
 NOT RESPONSIBLE FOR ERRORS OR OMISSIONS



October 03, 2024 N:\Subdivision\2024\2024-0-139.dwg



SUBDIVISION SKETCH - EXISTING

See tentative plan of subdivision by Martin Geomatic Consultants Ltd. file no. 229729LS

SE 1/4 SEC 1, TWP 9, RGE 21, W 4 M

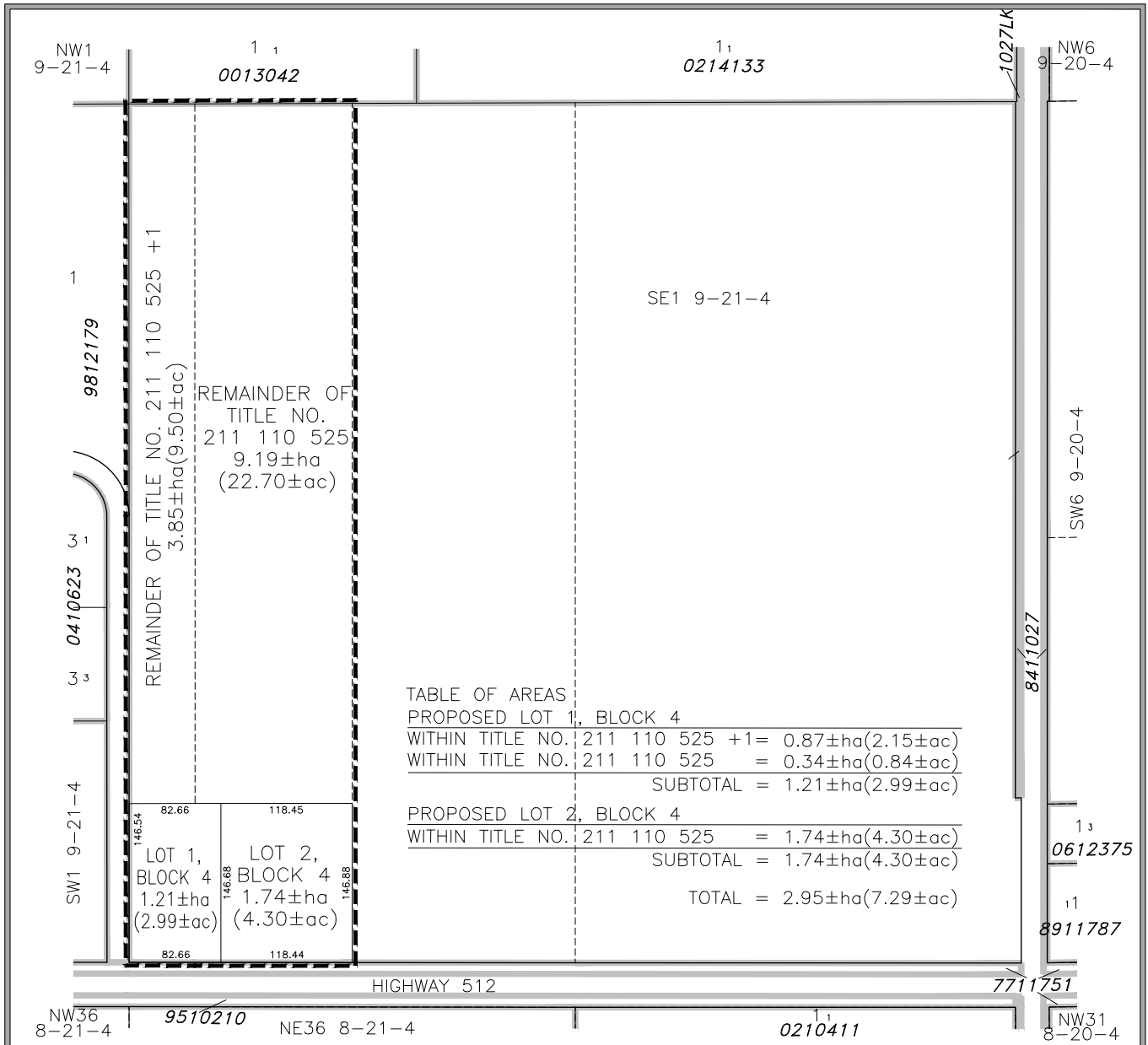
MUNICIPALITY: LETHBRIDGE COUNTY

DATE: OCTOBER 3, 2024

FILE No: 2024-0-139

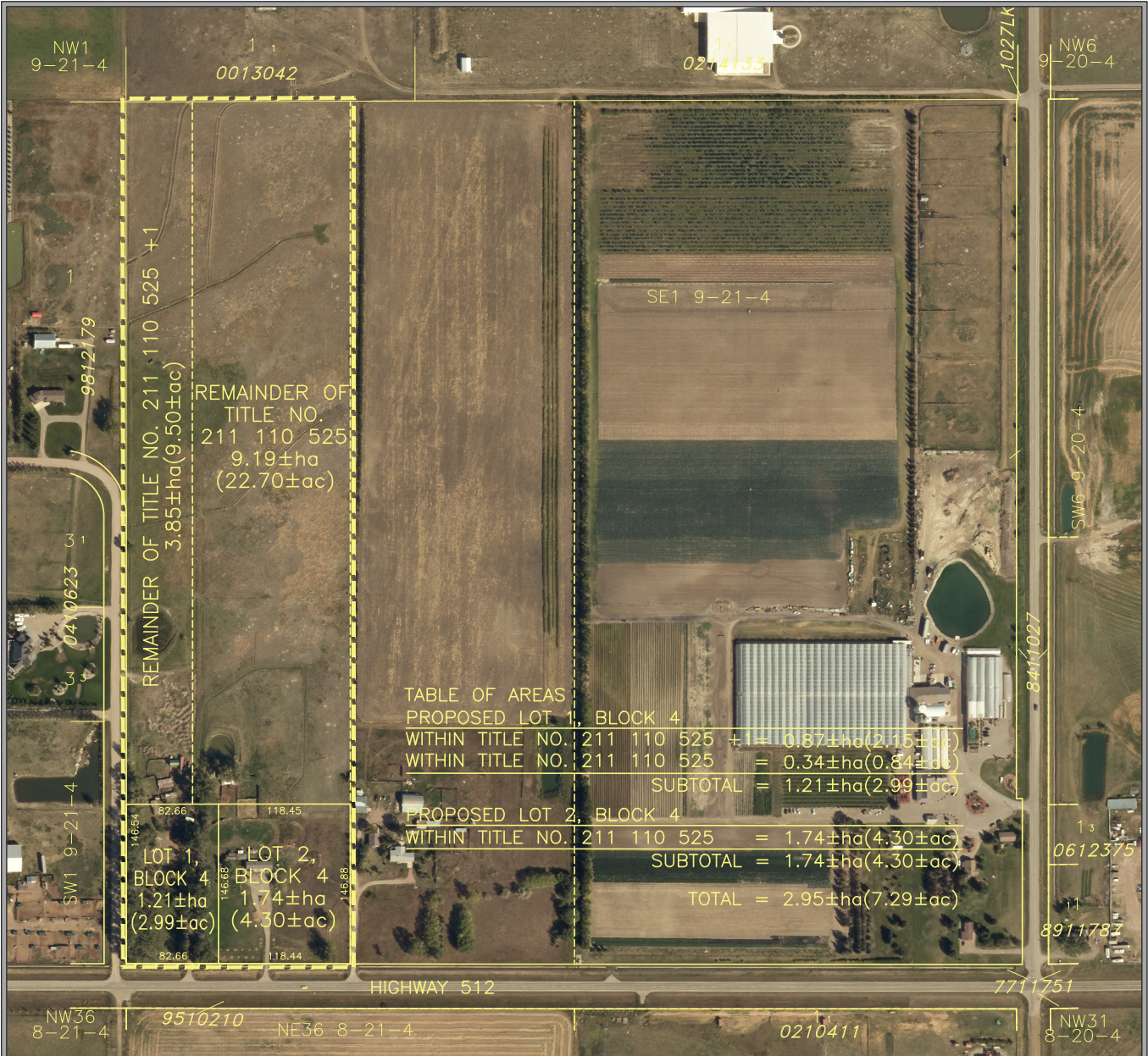


October 03, 2024 N:\Subdivision\2024\2024-0-139.dwg



SUBDIVISION SKETCH - PROPOSED
 PORTION OF SE 1/4 SEC 1, TWP 9, RGE 21, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: OCTOBER 3, 2024
 FILE No: 2024-0-139





SUBDIVISION SKETCH - PROPOSED
 PORTION OF SE 1/4 SEC 1, TWP 9, RGE 21, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: OCTOBER 3, 2024
 FILE No: 2024-0-139



AERIAL PHOTO DATE: 2018

Plan
 SHOWING
PROPOSED SUBDIVISION
 OF A PORTION
 West Half of Legal Subdivision 2
 WITHIN
 SE 1/4 SEC. 1, TWP. 9, RGE. 21, W4M
LETHBRIDGE COUNTY

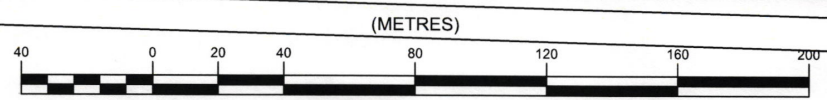
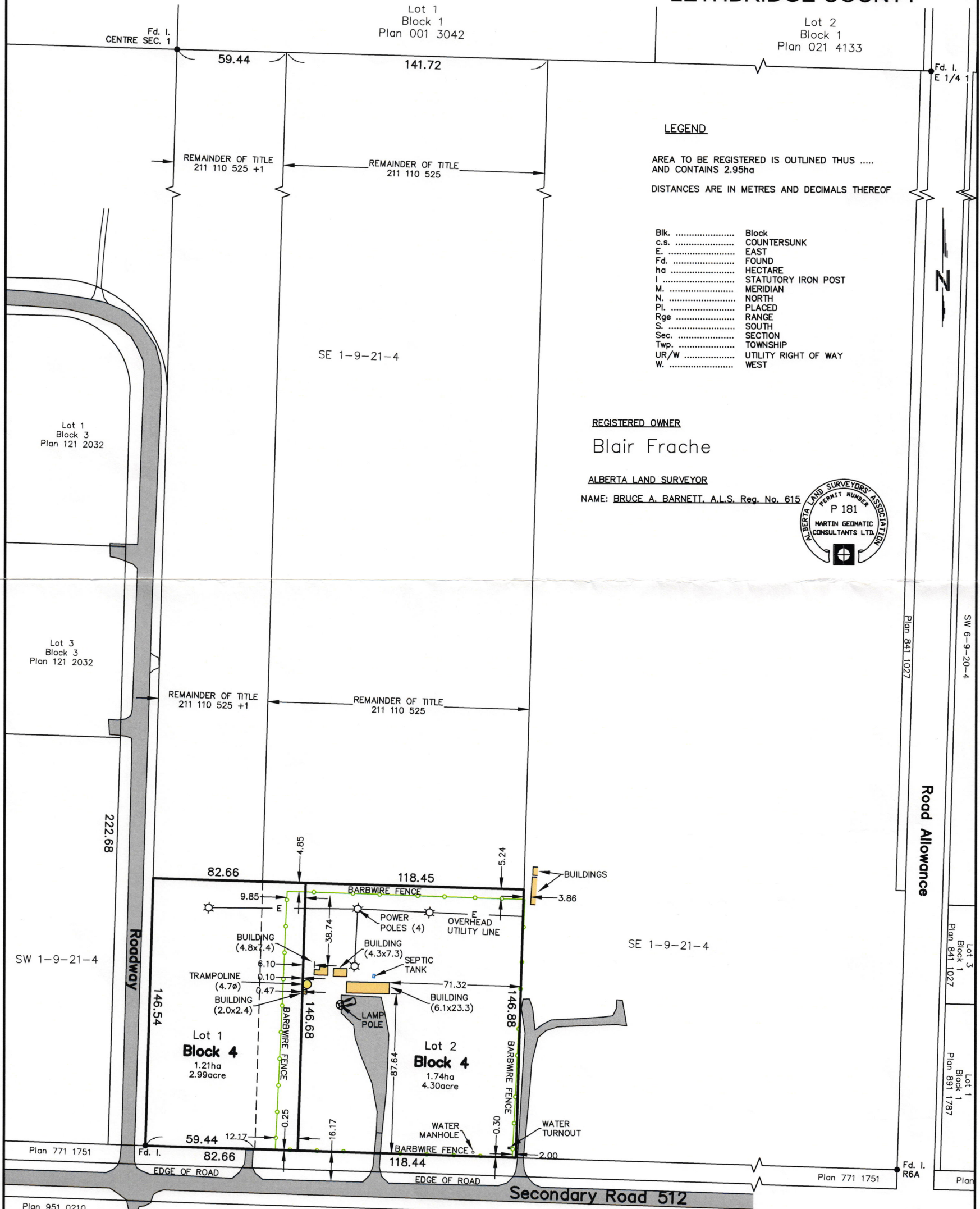
LEGEND

AREA TO BE REGISTERED IS OUTLINED THUS
 AND CONTAINS 2.95ha
 DISTANCES ARE IN METRES AND DECIMALS THEREOF

- Blk. Block
- c.s. COUNTERSUNK
- E. EAST
- Fd. FOUND
- ha HECTARE
- I. STATUTORY IRON POST
- M. MERIDIAN
- N. NORTH
- Pl. PLACED
- Rge. RANGE
- S. SOUTH
- Sec. SECTION
- Twp. TOWNSHIP
- UR/W UTILITY RIGHT OF WAY
- W. WEST

REGISTERED OWNER
Blair Frache

ALBERTA LAND SURVEYOR
 NAME: **BRUCE A. BARNETT, A.L.S. Reg. No. 615**



1:2000

MARTIN GEOMATIC CONSULTANTS LTD.
 LETHBRIDGE, ALBERTA

AGENDA ITEM REPORT



Title: Subdivision Application #2024-0-144 Lafarge Canada
- Lot 2, Block 1, Plan 0914202 and portion of SE1/4 31-9-21-W4M

Meeting: Council Meeting - 24 Jan 2025

Department: ORRSC

Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Manager, Planning & Development	Approved - 26 Nov 2024
Devon Thiele, Director, Development & Infrastructure	Approved - 26 Nov 2024
Cole Beck, Chief Administrative Officer	Approved - 27 Nov 2024

STRATEGIC ALIGNMENT:

 <input type="checkbox"/> Goverance	 <input type="checkbox"/> Relationships	 <input type="checkbox"/> Region	 <input checked="" type="checkbox"/> Prosperity
---	---	--	--

EXECUTIVE SUMMARY:

The application is to realign the boundaries of two adjacent titles by subdividing 11.27 acres from a 70.0-acre title and adding it to an adjacent 49.82-acre title, resulting in reconfigured parcels 58.73 and 61.09 acres in size for agricultural use. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2024-0-144 be approved subject to the conditions as outlined in the draft resolution.

REASON(S) FOR RECOMMENDATION(S):

The proposed subdivision meets the provincial Subdivision and Development Regulations, the IDP, and the municipal realignment/reconfiguration of title subdivision policies as stated in the Land Use Bylaw.

PREVIOUS COUNCIL DIRECTION / POLICY:

- LUB No. 24-007 contains subdivision policies to allow a reconfiguration of property lines without an increase in titles (e.g. start with two and end with two but with different sizes).
- The LUB No. 24-007 realignment/reconfiguration of titles policy enables property boundaries to be realigned based on land use and the location of improvements.
- The subdivision and consolidation will rectify the encroachment issue and enable the improvements to be sited entirely within the titled property that it is associated with.
- The land is within the IDP boundary Policy Area 3 of the City of Lethbridge and Lethbridge County. The IDP policy allows for this type of subdivision application.

BACKGROUND INFORMATION:

Located 1-mile north of the City of Lethbridge boundary, and a half-mile east of the right bank of the Oldman River. The proposed realigned property line will address a land use encroachment issue.

The landowners have made an agreement to enable this land swap and realign the property line between the two titles by adding land to the smaller southeasterly parcel. The owner of the 49.82-acre property has a shop building and various outdoor storage items that encroach over the property line onto the neighboring property. The larger 70.0-acre parcel is undeveloped agricultural land (and former gravel pit area) and coulee land, while the smaller title is primarily coulee land with a residential dwelling and garage situated in the very SW corner. This yard will be unaffected by the realignment. Access will not change, as it is available from a registered road plan (Plan 2210299) that ends at the southerly limits of the 49.82-acre title (Lot 2, Block 1, Plan 0914202). The larger title (Lafarge Canada Inc.) also has access from this road across its adjacent land title holdings. There is a potential for the land to contain a historic resource, however, Alberta Culture replied they will not require historical resource act approval.

Overall, the proposal meets the criteria of the County's LUB No. 24-007 for a realignment/reconfiguration of titles (property line adjustment), with no additional titles being created. The application was circulated to the required external agencies with no concerns expressed and no utility easements are requested. The City of Lethbridge has no concerns.

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve if it is determined the proposed boundary reconfiguration is not rational and the titles would remain as is.

Pros:

- there are no advantages to denying the subdivision as the County's bylaws and criteria are met.

Cons:

- the existing encroachment issue would remain, and the decision could be appealed by the applicants as the County's bylaws and criteria are met.

FINANCIAL IMPACT:

None.

LEVEL OF PUBLIC PARTICIPATION:

- Inform
 Consult
 Involve
 Collaborate
 Empower

ATTACHMENTS:

- [5A Lethbridge County 2024-0-144 Approval](#)
- [Diagrams 2024-0-144](#)

RESOLUTION

2024-0-144

Lethbridge County **Agricultural** subdivision of Lot 2, Block 1, Plan 0914202 and a portion of SE1/4 31-9-21-W4M

THAT the Agricultural subdivision of Lot 2, Block 1, Plan 0914202 and a portion of SE1/4 31-9-21-W4M (Certificate of Title No. 091 286 402, 951 235 569), to realign the property boundaries between two adjacent titles by subdividing 11.27 acres (4.50 ha) from a 70.0-acre (28.30 ha) title and adding it to an adjacent 49.82-acre (20.16 ha) title, resulting in reconfigured parcels 58.73 and 61.09 acres (23.77 & 24.72 ha) respectively in size for agricultural use; BE APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created, if deemed required.
3. That the applicant submits a final surveyed plan as prepared by an Alberta Land Surveyor that certifies the exact location and dimensions of the parcels being subdivided as approved. The titles and portions of land to be subdivided and consolidated to reconfigure the boundaries (property line) of the adjacent parcels, are to be done by a plan prepared by a certified Alberta Land Surveyor in a manner such that the resulting titles cannot be further subdivided without approval of the Subdivision Authority.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision and consolidation is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The Subdivision Authority has determined the subdivision will rectify an encroachment issue and complies with the subdivision criteria as a property realignment/reconfiguration of titles (property line adjustment), with no additional titles being created above what presently exist, as the applicants start with two titles and will end up with two readjusted titles.
4. The land is within the City of Lethbridge and Lethbridge County IDP boundary Policy Area 3, which allows for such subdivisions that conform to the County's agricultural subdivision policies (which this reconfiguration of titles does), and the City has no objections.

INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(b) of the Municipal Government Act, Reserve is not required, in addition to the proposal being a property realignment/reconfiguration of titles with no additional titles created.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.

2024-0-144
Page 1 of 3

(c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)

(d) Thank you for including TELUS in your circulation.

At this time, TELUS has no concerns with the proposed activities.

(e) ATCO Transmission high pressure pipelines has no objections. Questions or concerns related to ATCO high pressure pipelines can be forwarded to hp.circulations@atco.com.

(f) Thank you for the opportunity to comment on File No. 2024-0-144. Alberta Health Services – Environmental Public Health (AHS-EPH) reviews and provides comment on land use applications from a public health perspective.

It is understood that the purpose of this application is to realign the property boundaries between two adjacent titles for agricultural use.

AHS-EPH has reviewed the application, and has the following comments:

- The applicant indicated there is a Confined Feeding Operation (CFO) within 1.6 kilometres (1 mile) of the land being subdivided. The existing and proposed use is agricultural, but the Planner's Preliminary Comments noted the smaller title is primarily coulee land with a residential dwelling and garage situated in the very southwest corner. Water services and sewer services are noted as "N/A". The Natural Resources Conservation Board should be consulted for any comments regarding the subdivision/ development as they are the regulatory agency for CFOs.

AHS-EPH has **no concerns** with the application provided that the applicant complies with all pertinent regulations, by-laws, and standards.

Please feel free to contact me with any questions or concerns.

(g) Historical Resources – Barry Newton, Land Use Planner:

"We have reviewed the captioned subdivision application and determined that in this instance formal *Historical Resources Act* approval is not necessary, and submission of a Historic Resources application is not required."

(h) City of Lethbridge – Janet Gutsell, Senior Subdivision Planner:

"The City of Lethbridge has no concerns with the proposed subdivision application with the understanding that this proposal complies with the applicable policies of the Intermunicipal Development Plan adopted by the Lethbridge County and City of Lethbridge."

(i) Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.

Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.

(j) In reference to the above request, please be advised of ATCO Gas' response and notify the landowner of the following:

- ATCO Gas has no objection
 - ATCO Gas has no need for a Utility Right of Way currently

ATCO Gas would also like to make the MD/County and Landowner/Developer aware of the following:

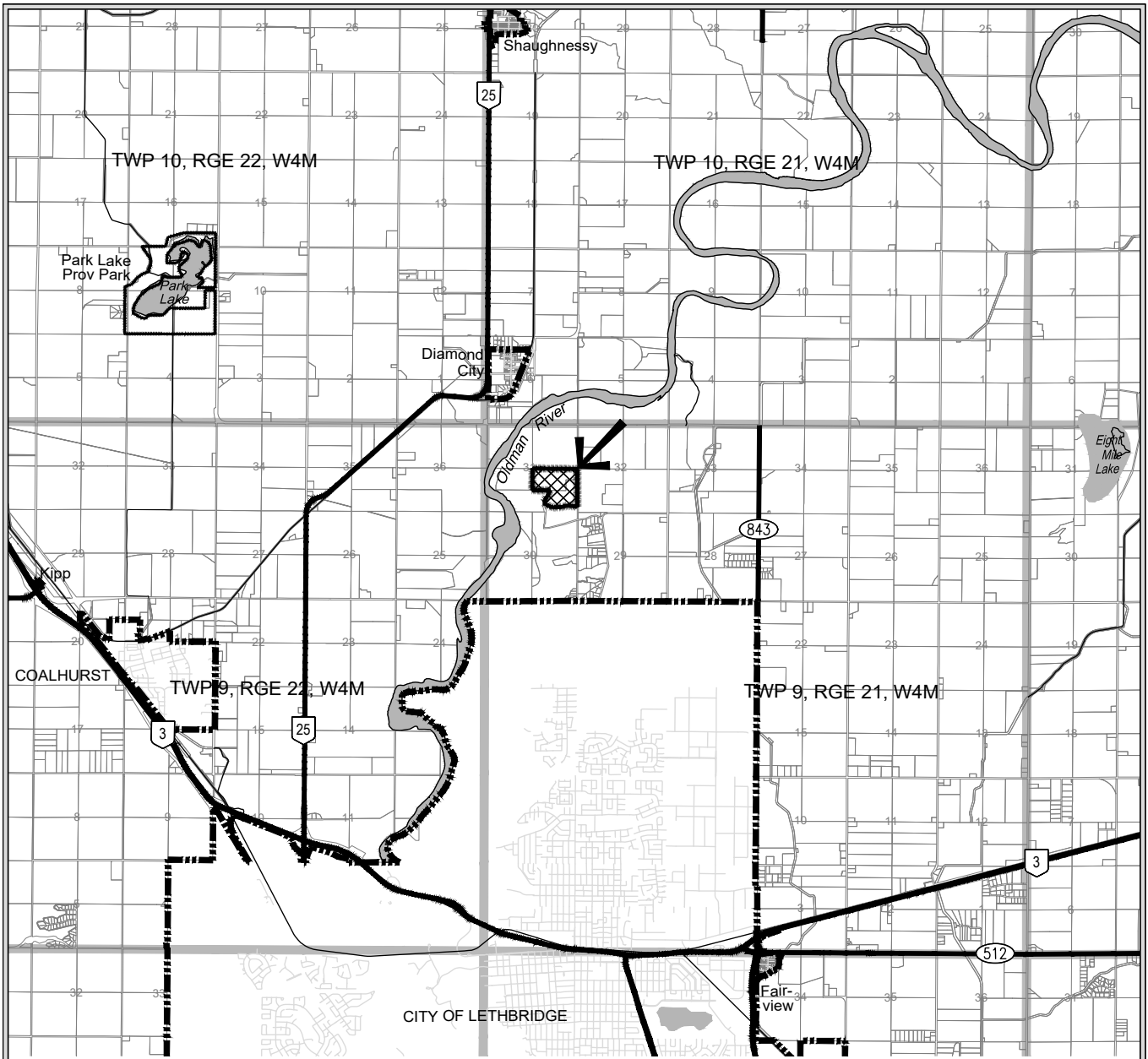
- If conducting any ground disturbance on the subject property, the landowner/developer must ensure the location of all utilities by contacting Utility Safety Partners at 1-800-242-3447 or <https://utilityafety.ca/>
- For any ground disturbance within 30m of an existing gas line please contact Crossings@atcogas.com to obtain permission (submit locate slip as back up)
- ATCO Gas requires a minimum of 6 months' notice to design and construct a new gas line, or alter an existing gas line. New Service installations, pipeline alterations, and Main extensions will be performed at the landowner/developers expense.
- If the landowner requires a single gas service please visit <https://gas.atco.com/en-ca/products-services-rates/new-services-changes/new-natural-gas-line.html>

Any further questions please email southlandadmin@atco.com

MOVER

REEVE

DATE

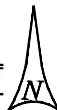


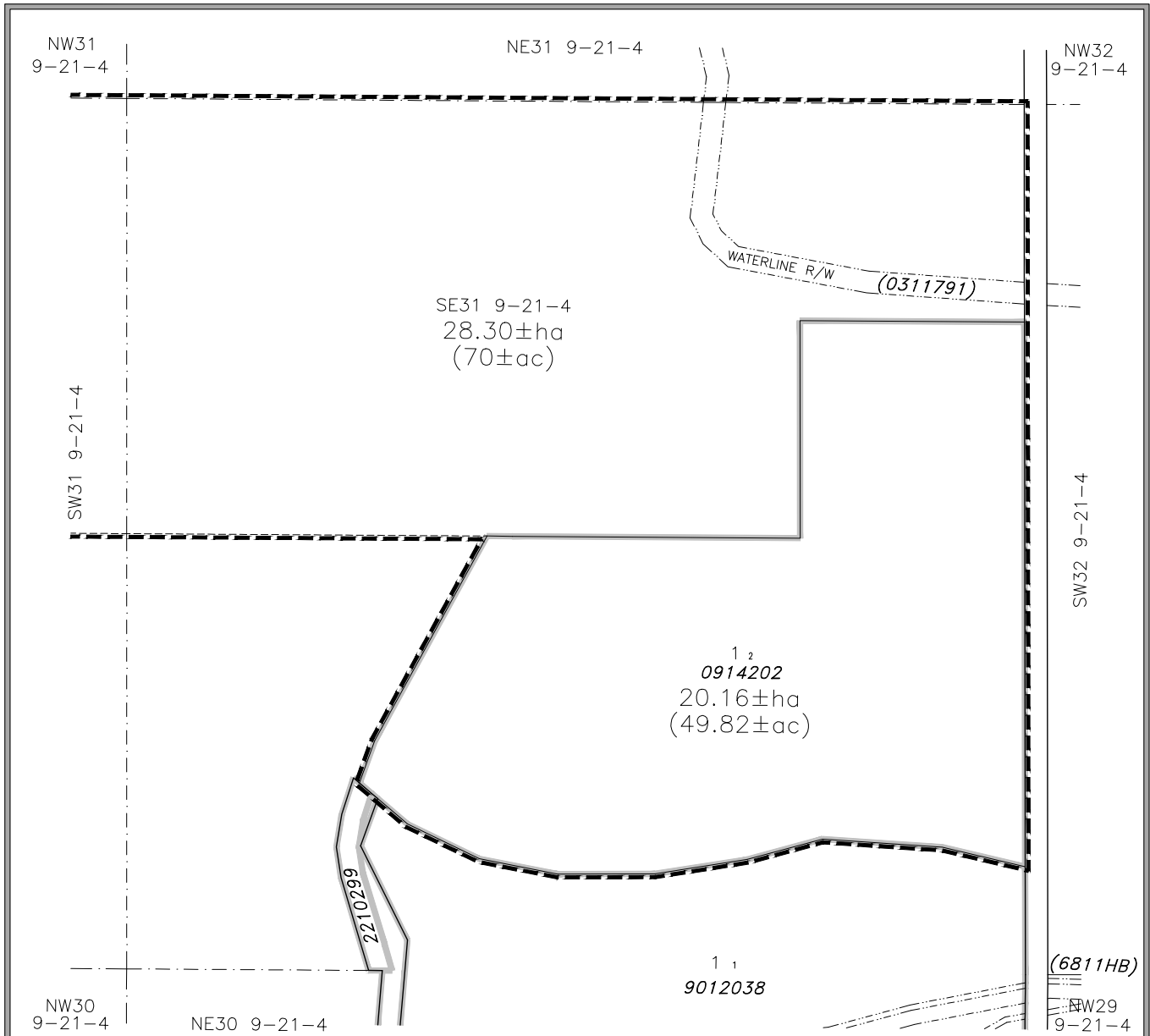
SUBDIVISION LOCATION SKETCH
LOT 2, BLOCK 1, PLAN 0914202 &
SE 1/4 SEC 31, TWP 9, RGE 21, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: OCTOBER 7, 2024
FILE No: 2024-0-144

MAP PREPARED BY:
 OLDMAN RIVER REGIONAL SERVICES COMMISSION
 3105 16th AVENUE NORTH, LETHBRIDGE, AB T1H 3E8
 NOT RESPONSIBLE FOR ERRORS OR OMISSIONS



October 07, 2024 N:\Subdivision\2024\2024-0-144.dwg





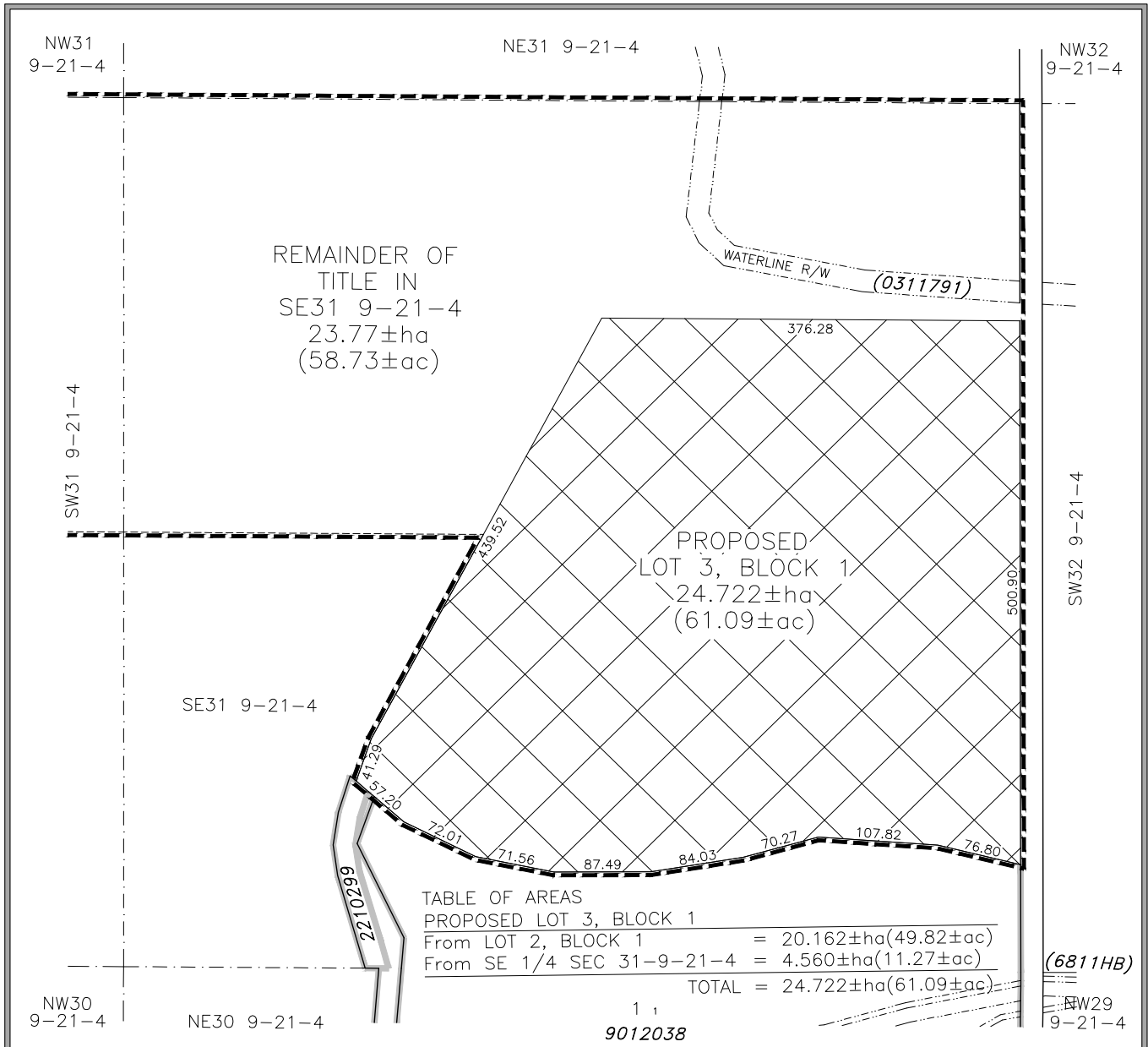
SUBDIVISION SKETCH - EXISTING
 LOT 2, BLOCK 1, PLAN 0914202 &
 SE 1/4 SEC 31, TWP 9, RGE 21, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: OCTOBER 7, 2024
 FILE No: 2024-0-144



0 Metres 100 200 300 400

October 07, 2024 N:\Subdivision\2024\2024-0-144.dwg





SUBDIVISION SKETCH - PROPOSED

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 24-16460T
 LOT 2, BLOCK 1, PLAN 0914202 &
 SE 1/4 SEC 31, TWP 9, RGE 21, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: OCTOBER 7, 2024
 FILE No: 2024-0-144





SUBDIVISION SKETCH - PROPOSED

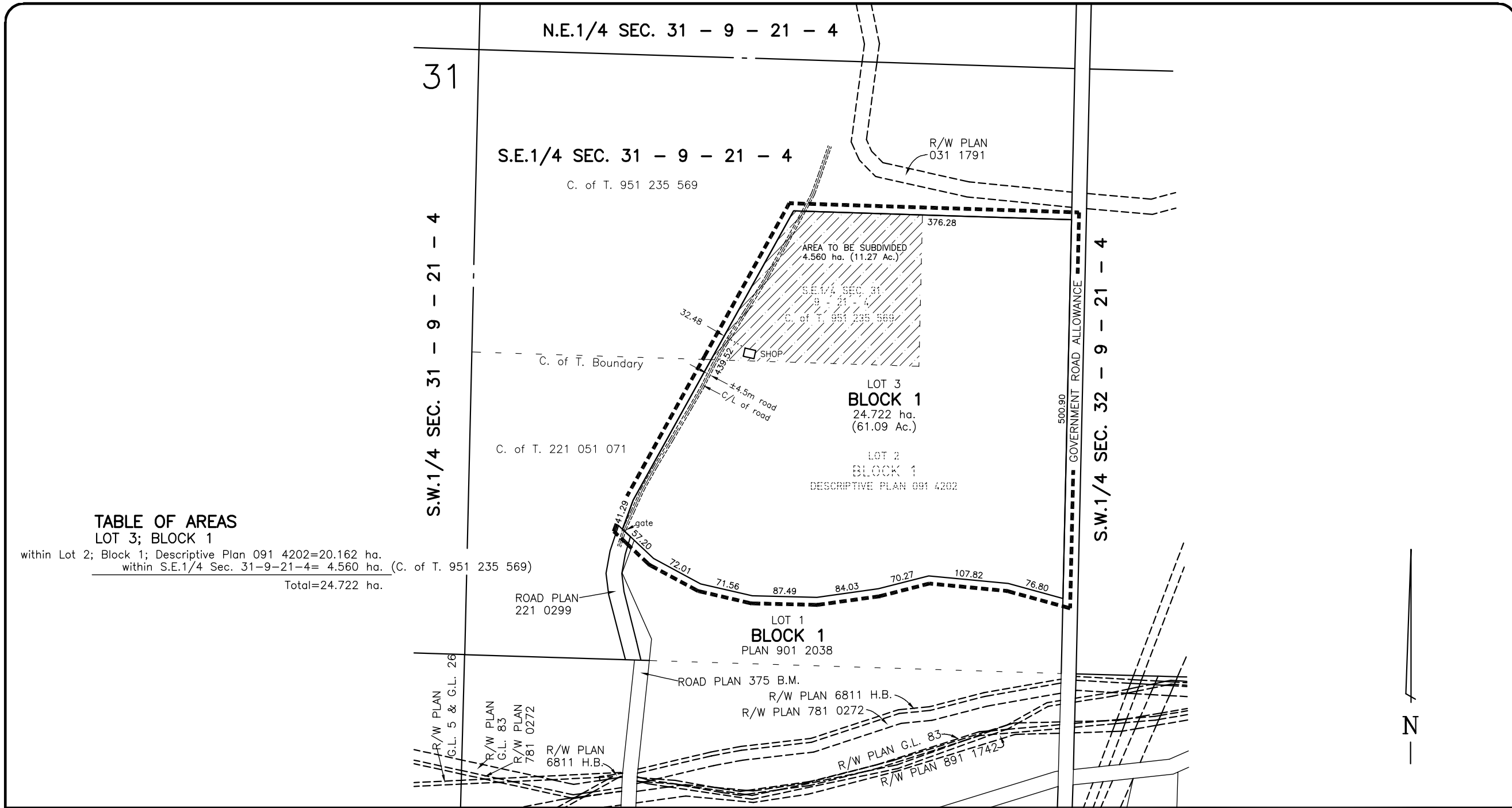
See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 24-16460T

LOT 2, BLOCK 1, PLAN 0914202 &
SE 1/4 SEC 31, TWP 9, RGE 21, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: OCTOBER 7, 2024
FILE No: 2024-0-144



October 07, 2024 N:\Subdivision\2024\2024-0-144.dwg

AERIAL PHOTO DATE: 2018



**TABLE OF AREAS
LOT 3; BLOCK 1**

within Lot 2; Block 1; Descriptive Plan 091 4202=20.162 ha.
within S.E.1/4 Sec. 31-9-21-4= 4.560 ha. (C. of T. 951 235 569)
Total=24.722 ha.

NO.	REVISION	DATE	BY
	Improvements shown were surveyed on July 26th, 2024		
	NOTE : Portion to be approved is outlined thus ----- and contains approximately 24.722 ha. Distances are in metres and decimal parts thereof.		
	Distances and areas are approximate and are subject to change upon final survey.		

LAFARGE CANADA INC.

TENTATIVE PLAN SHOWING SUBDIVISION
of part of
LOT 2; BLOCK 1; DESCRIPTIVE PLAN 091 4202
AND S.E.1/4 SEC. 31
all within
S.E.1/4 SEC. 31; TWP. 9; RGE. 21; W.4 M.
LETHBRIDGE COUNTY

boa brown okamura & associates ltd.
Professional Surveyors
2830 - 12th Avenue North, Lethbridge, Alberta

APPROVED	DRAWN CJB	DATE SEPT. 5/24
	CHECKED TCP	JOB 24-16460
T. C. Penner, A.L.S.	SCALE 1:5000	DRAWING 24-16460T

AGENDA ITEM REPORT



Title: Bylaw 24-021 - Re-designate a portion of SE 6-8-20-W4 from Rural Agriculture to Grouped Country Residential- Public Hearing
Meeting: Council Meeting - 24 Jan 2025
Department: Development & Infrastructure
Report Author: Hilary Janzen

APPROVAL(S):

Devon Thiele, Director, Development & Infrastructure
Cole Beck, Chief Administrative Officer

Approved - 16 Jan 2025
Approved - 16 Jan 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

An application has been made to re-designate a portion of the SE 6-8-20-W4 from Rural Agriculture to Grouped Country Residential. The intent of the application is to allow for the subdivision of the existing yard (6.67 acres) out the parcel (44.5 acres).

RECOMMENDATION:

That Bylaw 24-021 be read a second time.
That Bylaw 24-021 be read a third time.

REASON(S) FOR RECOMMENDATION(S):

The proposed bylaw meets most of the criteria for rezoning and future subdivision outlined in the Municipal Development Plan and Grouped Country Residential Land Use Strategy.

PREVIOUS COUNCIL DIRECTION / POLICY:

- The Municipal Development Plan policy 4.13 states that landowners/developers may apply to Lethbridge County to initiate a re-designation process for parcels of land in support of development proposals that may not conform to the existing land use
- First Reading of Bylaw 24-021 was given on December 19, 2024.

BACKGROUND INFORMATION:

An application has been made to re-designate a portion of the SE 6-8-20-W4 from Rural Agriculture to Grouped Country Residential. The intent of the application is to allow for the subdivision of the existing yard (6.67 acres) out the parcel (44.5 acres).

The application has been circulated to all County Departments and external agencies for review. There were no concerns expressed by external agencies with regards to the proposed re-designation and future subdivision of the parcel. The Planning and Development Department reviewed the application and has the following comments:

- The applicant was required to submit a rezoning application and conceptual design scheme to support the future subdivision of the parcel as per Section 4 of the Municipal Development Plan.
- The best option for rezoning was determined to be Grouped Country Residential as it most appropriately reflects the proposed use of the subdivided parcel.
- The conceptual design scheme was required to provide details on the proposed subdivision of the existing yard out of the parcel, the servicing of the site and provision of municipal reserve.
- Section 8 of the Municipal Development Plan and the Grouped Country Residential Strategy provides the policies and guidelines that would apply to the rezoning to Grouped Country Residential:
 - typically lands less than 20 acres although the MDP and Grouped Country Residential Land Use Strategy provides provisions to consider lands over 20 acres and less than 70 acres for subdivision and development:
 - the parcel is a cut-off from the SMRID irrigation drainage ditch to the south has been fragmented by previous subdivisions;
 - the scale of the future subdivision would be considered small-scale and would have minimal impacts on the agricultural operations and existing country residential acreages in the area;
 - There are no infrastructure requirements for the future subdivision; and,
 - it is not located in an area where there are any land use conflicts (i.e. confined feeding operations, floodplain, industrial area).

The notice of the public hearing was advertised in the January 7 and 14 editions of the Sunny South News and on the County's website and social media accounts. Notices were also mailed out to the affected landowners.

ALTERNATIVES / PROS / CONS:

County Council may refuse second reading of Bylaw 24-021
Pros - limit the fragmentation of agricultural lands in the County
Cons -none identified

FINANCIAL IMPACT:

If the bylaw was approved, future development would be taxed at the County's residential tax rate.

LEVEL OF PUBLIC PARTICIPATION:

Inform Consult Involve Collaborate Empower

ATTACHMENTS:

[Bylaw 24-021 - Application](#)
[Full Parcel 24_021_RA_to_GCR Rezoning Map](#)

[Bylaw 24-021 - Signed First Reading](#)
[ATEC Comments - December 4 2024](#)
[SMRID Comments - December 16 2024](#)

[Triple W Gas Co-op Comments - December 3 2024](#)



Lethbridge County
 #100, 905 - 4th Ave S
 Lethbridge, AB T1J 4E4
 403-328-5525

FORM C: APPLICATION FOR A LAND USE BYLAW AMENDMENT

Pursuant to Land Use Bylaw No. 24-007

OFFICE USE		
Date of Application: <u>November 26, 2024</u>	Assigned Bylaw No. <u>24-021</u>	
Date Deemed Complete: <u>November 28, 2024</u>	Application & Processing Fee: \$ <u>1500.00</u>	
<input checked="" type="checkbox"/> Redesignation <input type="checkbox"/> Text Amendment	Certificate of Title Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Roll number 16530000

A refusal is **not** appealable and a subsequent application for amendment involving the same lot and/or the same or similar use may not be made for at least 18 months after the date of refusal. [Refer to Part 1, Sections 54 to 56 of bylaw.]

IMPORTANT NOTE: Although the Development Officer is in a position to advise on the principle or details of any proposals, such advice must not be taken in any way as official consent.

APPLICANT INFORMATION

Name of Applicant: Robert Ian McCutcheon
 Mailing Address: 1425-33 rd St. N Phone: 403-634-0931
Lethbridge. Phone (alternate): _____
 Email: bobmcc109@gmail.com
 Postal Code: T1H-5H2
 Is the applicant the owner of the property? Yes No

IF "NO" please complete box below

Name of Owner: _____	Phone: _____
Mailing Address: _____	Applicant's interest in the property:
_____	<input type="checkbox"/> Agent
_____	<input type="checkbox"/> Contractor
Postal Code: _____	<input type="checkbox"/> Tenant
	<input type="checkbox"/> Other _____

PROPERTY INFORMATION

Municipal Address: 80028-RR 205
 Legal Description: Lot(s) 6 Block _____ Plan _____
 OR Quarter SE 6 Section 8 Township 20 Range W4



FORM C: APPLICATION FOR A LAND USE BYLAW AMENDMENT
Pursuant to Land Use Bylaw No. 24-007

The applicant may also be required to provide other professional reports, such as a:

- geotechnical report; and/or
- soils analysis; and/or
- evaluation of surface drainage or a detailed storm water management plan;
- and any other information described in Part 1, section 55(2) or as deemed necessary to make an informed evaluation of the suitability of the site in relation to the proposed use;

if deemed necessary.

SITE PLAN

Plans and drawings, in sufficient detail to enable adequate consideration of the application, must be submitted in **duplicate** with this application, together with a plan sufficient to identify the land. It is desirable that the plans and drawings should be on a scale appropriate to the development. However, unless otherwise stipulated, it is not necessary for plans and drawings to be professionally prepared. Council may request additional information.

DECLARATION OF APPLICANT/AGENT

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to the application. I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application. *I/We have read and understand the terms noted below and hereby certify that the registered owner of the land is aware of, and in agreement with this application.*

APPLICANT



REGISTERED OWNER (if not the same as applicant)

DATE

11/26/2024

IMPORTANT: This information may also be shared with appropriate government/ other agencies and may also be kept on file by the agencies. This information may also be used by and for any or all municipal programs and services. Information provided in this application may be considered at a public meeting. The application and related file content will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection of this information, please contact Lethbridge County.

TERMS

1. Subject to the provisions of the Land Use Bylaw No. 24-007 of Lethbridge County, the term "development" includes any change in the use, or intensity of use, of buildings or land.
2. Pursuant to the Municipal Development Plan, an area structure plan or conceptual design scheme may be required by Council before a decision is made.
3. A refusal is not appealable and a subsequent application for redesignation (reclassification) involving the same or similar lot and/or for the same or similar use may not be made for at least 18 months after the date of a refusal.
4. An approved redesignation (reclassification) shall be finalized by amending the land use bylaw map in accordance with section 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26.

Note: Information provided or generated in this application may be considered at a public meeting.

Conceptual Design Scheme

In support of Grouped Country Residential Re-designation
Bylaw Amendment (Bylaw No. _____)

Legal Description of Lands Included:

S.E. ¼ Sec. 6-8-20-4
Lethbridge County

Registered Owner:

ROBERT WILLIAM MCCUTCHEON

Prepared By: Brown, Okamura & Associates Ltd.
Reference File: 24-16425

Introduction

The following concept plan and design scheme is to be used in support of an application to re-zone a portion of land within the S.E. ¼ Sec. 6-8-20-4 in Lethbridge County. The current titled area is 18.09 hectares (44.70 acres) more or less, is zoned Rural Agricultural (RA) and is proposed to be zoned Grouped Country Residential (GCR). A tentative plan showing a conceptual design for the subdivision can be found in Appendix A.

This report and application have been prepared and submitted by Brown, Okamura & Associates Ltd. (BOA) on behalf of the owner, Robert McCutcheon.

Development Concept

The landowner currently owns 44.71 acres of agricultural land within the south east quarter lying north of the canal right of way plan 7093JK and the subdivision plan 9111966. The landowner is proposing to create one 6.67 acre parcel encompassing the farm yard and corrals, leaving the farmland and pasture remaining on its own title. The parcel of land fronts onto Range Road 20-5. The redesignation to GCR and this concept plan is to only allow one subdivision, the creation of the 6.67 acre existing farm yard with a resulting 38.04 acre remnant agricultural title.

The existing land to be rezoned is a rural residence with buildings and corrals for care and operation of livestock. The south boundary of the land borders an SMRID canal and another country residential lot; Plan 9111966, Block 1, Lot 1. The north and west boundaries of the property adjoin existing crop land. The proposed land, being a stand-alone farmyard, is not viable for the high yield potential of the rest of the farm land and is comparable the other country residential parcels in the vicinity.

The entire parcel is generally flat. However, it does slope from east to west and north to south. The gently sloping land has benefited the existing yard over the many years it has been developed and has not caused any problems with drainage.

The land owner is not intending or proposing to further subdivide the remnant 38.04 acre agricultural parcel. Any further subdivision of the remnant title will require a Conceptual Design Scheme or Area Structure Plan as required by Lethbridge County, depending on the number of lots proposed or information requested by the County at that time.

Transportation

Range Road 20-5 bounds the east side of the site. It is an existing public road with hard surface that is maintained by Lethbridge County and there is an existing approach and driveway to access the property.

The land owner may apply to Lethbridge County for a separate approach to access the remnant 38.04 acre parcel when required by the County or prior to any sale of the land by the owner.

Potable Water

Potable water for the existing residence is via a county potable water line and the use of a cistern.

Fire Protection

This development concept does not include any new fire protection dugouts. Existing dugouts in the area may be used as a source of water for fire-fighting. Individual residential sprinkler systems or fire water cisterns may also be considered by lot purchasers. This property is covered through local emergency service departments.

Sanitary Wastewater

The subject parcel is serviced by existing septic fields. The existing on site private septic system will remain within the boundaries of the proposed 6.67 acre parcel once it is subdivided.

Storm-water

The natural drainage patterns of this site currently run from north to south and east to west. A site plan prepared by BOA showing the existing site elevations is found in Appendix B.

The existing development has not significantly affected the natural drainage or impacted the downstream drainage courses.

Utilities

The existing yard is fully serviced by natural gas and electricity.

Municipal Reserve

At the time of subdivision, the land owner will provide the required 10% municipal reserve provision to Lethbridge County in accordance with the MGA.

It is anticipated that the municipal reserve will be provided as cash-in-leu of land payment on the 6.67 acre parcel and a deferred reserve caveat will be registered on the remnant 38.04 acre title at the time of final endorsement and registration.

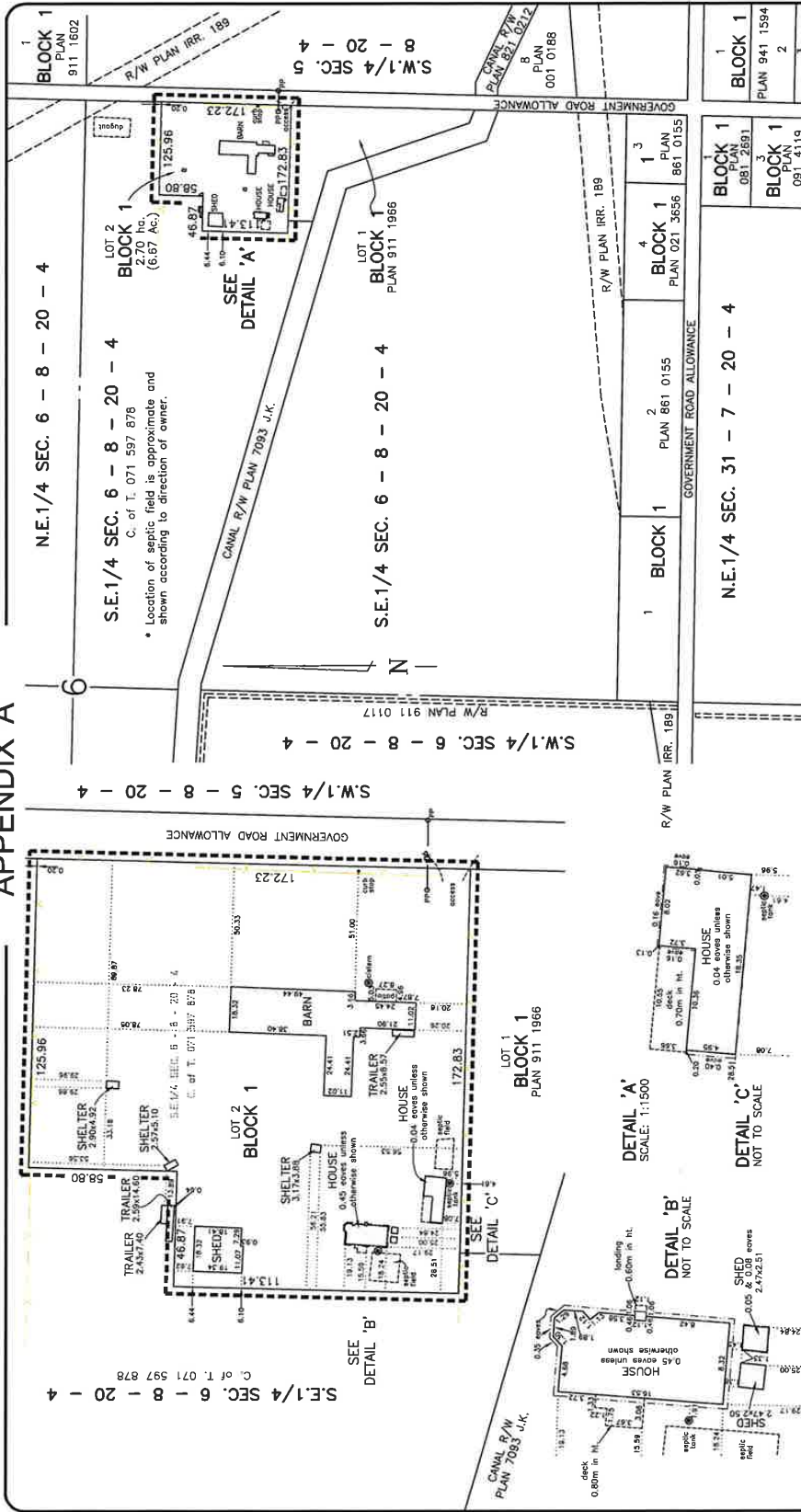
Any reserve will be provided in accordance with the decision of the Subdivision Authority.


Closure

Should you require additional information to support this application, please contact:

Thomas Penner, ALS
Brown, Okamura & Associates Ltd.
2830 - 12 Avenue North
Lethbridge, Alberta
(403) 329-4688 ext.128
thomas@bokamura.com

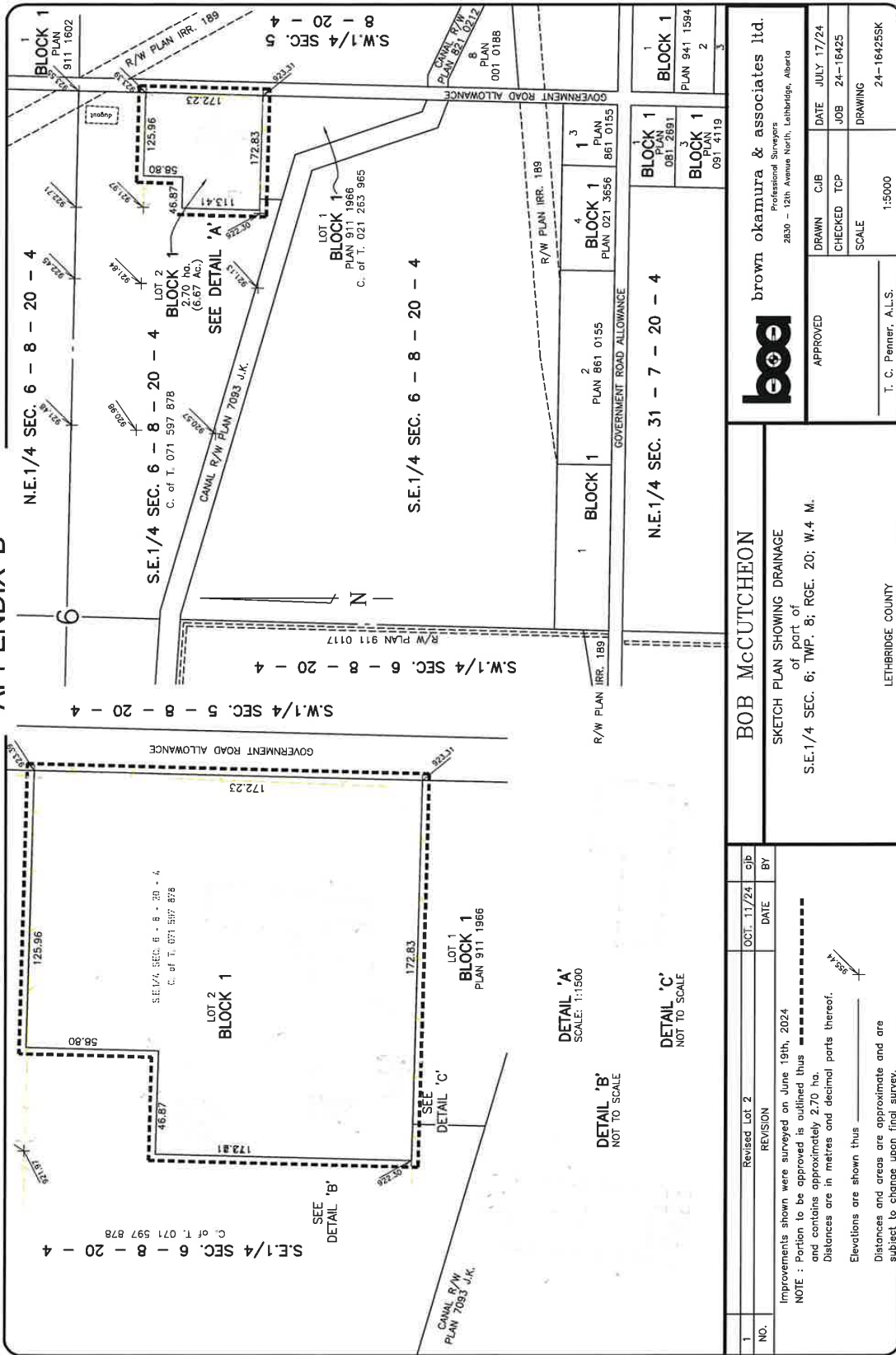
APPENDIX 'A'



 bob brown okamura & associates ltd. Professional Surveyors 2830 - 12th Avenue North, Lethbridge, Alberta	APPROVED DRAWN: CJB CHECKED: TCP SCALE: 1:5000 T. C. Penner, A.L.S.	DATE: OCT. 11/24 JOB: 24-16425 DRAWING: 24-16425A		
			BOB MCCUTCHEON TENTATIVE PLAN SHOWING SUBDIVISION of part of S.E.1/4 SEC. 6; TWP. 8; RGE. 20; W.4 M.	LETHBRIDGE COUNTY
			BLOCK 1 PLAN 941 1594 BLOCK 2 PLAN 091 4119 BLOCK 3 PLAN 021 3656 BLOCK 4 PLAN 861 0155 BLOCK 1 PLAN 081 2591 BLOCK 1 PLAN 091 4119 BLOCK 1 PLAN 021 3656 BLOCK 1 PLAN 861 0155	

Improvements shown were surveyed on June 19th, 2024
 NOTE: Portion to be approved is outlined thus
 and contains approximately 2.70 ha.
 Distances are in metres and decimal parts thereof.
 Overhead line is shown thus
 PP stands for utility pole.
 Fence lines are shown thus
 Distances and areas are approximate and are
 subject to change upon final survey.

APPENDIX 'B'



bob brown okamura & associates ltd.
 Professional Surveyors
 2830 - 12th Avenue North, Lethbridge, Alberta

APPROVED
 DRAWN CJB
 CHECKED TCP
 SCALE
 DATE JULY 17/24
 JOB 24-16425
 DRAWING
 24-16425SK

T. C. Penner, A.L.S. 1:5000


1	Revised Lot 2	OCT. 11/24	cb
	REVISION	DATE	BY

Improvements shown were surveyed on June 19th, 2024
 NOTE : Portion to be approved is outlined thus -----
 and contains approximately 2.70 ha.
 Distances are in metres and decimal parts thereof.
 Elevations are shown thus -----
 Distances and areas are approximate and are
 subject to change upon final survey.



Bylaw 24-021: Rural Agriculture (RA) to Grouped Country Residential (GCR)

**80028 RGE RD 205 (SE-6-8-20-W4M) Approx 6.67 Acres
Located in Lethbridge County, AB**

 24-021 Rural Agriculture to Grouped Country Residential



**LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA**

BYLAW NO. 24-021


Bylaw 24-021 of Lethbridge County being a bylaw for the purpose of amending Land Use Bylaw 24-007, in accordance with Sections 230, 606 and 692 of the Municipal Government Act, R.S.A. 2000, Chapter M-26.

WHEREAS the purpose of Bylaw 24-021 is to re-designate a portion of the SE 6-8-20-W4 (approximately 6.67 acres) from Rural Agriculture to Grouped Country Residential as shown below;



Bylaw 24-021: Rural Agriculture (RA) to Grouped Country Residential (GCR)

**80028 RGE RD 205 (SE-6-8-20-W4M) Approx 6.67 Acres
Located in Lethbridge County, AB**

 24-021 Rural Agriculture to Grouped Country Residential





AND WHEREAS the re-designation of the lands will allow for future subdivision of the parcel.

AND WHEREAS the municipality must prepare an amending bylaw and provide for its notification and consideration at a public hearing;

NOW THEREFORE, under the authority of the Municipal Government Act, R.S.A. 2000, C-26, as amended, the Council of Lethbridge County in the Province of Alberta duly assembled does hereby enact the following, with the bylaw only coming into effect upon three successful readings thereof;

GIVEN first reading this 19th day of December 2024.



Reeve


Chief Administrative Officer

GIVEN second reading this _____ day of _____, 20____.

Reeve

Chief Administrative Officer

GIVEN third reading this _____ day of _____, 20____.

Reeve

Chief Administrative Officer

1 st Reading	December 19, 2024
Public Hearing	
2 nd Reading	
3 rd Reading	

Transportation and Economic Corridors Notice of Referral Decision Land Use Bylaw Amendment in Proximity of a Provincial Highway

Municipality File Number:	Bylaw 24-021	Highway(s):	4, 508, 4X
Legal Land Location:	QS-SE SEC-06 TWP-008 RGE-20 MER-4	Municipality:	Lethbridge County
Decision By:	Leah Olsen	Issuing Office:	Southern Region / Lethbridge
Issued Date:	December 4, 2024	AT Reference #:	RPATH0047407
Description of Development:	An application has been submitted to re-designate a 6.67-acre portion of the SE 6-8-20-W4 from Rural Agriculture to Grouped Country Residential. The intent of the rezoning is to allow for the subdivision of the existing yard (house and improvements) out of the 44.5-acre parcel. The rezoning is required as the quarter section has been previously subdivided and the County's subdivision criteria do not allow for another subdivision under the Rural Agriculture District.		



This will acknowledge receipt of your circulation regarding the above noted proposal. Transportation and Economic Corridors primary concern is protecting the safe and effective operation of provincial highway infrastructure, and planning for the future needs of the highway network in proximity to the proposed land use amendment(s).

Transportation and Economic Corridors offers the following comments and observations with respect to the proposed land use amendment (s):

1. Pursuant to Section 618.3(1) of the Municipal Government Act (MGA), the department expects that the municipality will comply with any applicable items related to provincial highways in an ALSA plan if applicable
2. Pursuant to 618.4(1) of the Municipal Government Act, the department expects that the Municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, in accordance with Policy 7 of the Provincial Land Use Policies.

This will acknowledge receipt of your circulation regarding the above noted proposal. The subsequent subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 4, 508, 4X

Transportation and Economic Corridors offers the following comments with respect to this application:

The requirements of Section 18 of the Regulation are not met. The department anticipates minimal impact on the highway from this proposal. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 18 of the Regulation.

The requirements of Section 19 of the Regulation are not met. There is no direct access to the highway and there is sufficient local road access to the subdivision and adjacent lands. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 19 of the Regulation.

If there are any changes to the proposed subdivision that was submitted with this land use referral, a separate referral pursuant to Section 7(6)(d) of the Matters Related to Subdivision and Development Regulation is required and the comments in respect of Sections 18 and 19 of the Regulation contained in this decision are no longer valid.

FOR INFORMATION PURPOSES

Notwithstanding the foregoing, dependent upon future and the existing subdivision and/or developments in the area, Lethbridge County may consider collecting off-site levies to upgrade the existing at-grade local intersections with Highway 512 in order to accommodate the additional traffic.

Please contact Transportation and Economic Corridors through the [RPATH Portal](#) if you have any questions, or require additional information



Issued by **Leah Olsen, Development and Planning Tech**, on **December 4, 2024** on behalf of the Minister of Transportation and Economic Corridors pursuant to *Ministerial Order 52/20 – Department of Transportation and Economic Corridors Delegation of Authority*

External Circulation
Lethbridge County Land Use Bylaw Amendment
Bylaws 24-021

Date: November 29, 2024

To: Alberta Transportation and Economic Corridors
Triple W Gas Co-op
SMRID
FORTIS
Telus

Description:

An application has been submitted to re-designate a 6.67-acre portion of the SE 6-8-20-W4 from Rural Agriculture to Grouped Country Residential. The intent of the rezoning is to allow for the subdivision of the existing yard (house and improvements) out of the 44.5-acre parcel. The rezoning is required as the quarter section has been previously subdivided and the County's subdivision criteria do not allow for another subdivision under the Rural Agriculture District.

If you have any comments or concerns regarding this application, please contact me by December 19, 2024.

Regards,

Hilary Janzen, RPP, MCIP
Manager, Planning and Development

Enclosures



Lethbridge County
 #100, 905 - 4th Ave S
 Lethbridge, AB T1J 4E4
 403-328-5525

FORM C: APPLICATION FOR A LAND USE BYLAW AMENDMENT

Pursuant to Land Use Bylaw No. 24-007

OFFICE USE		
Date of Application: <u>November 26, 2024</u>	Assigned Bylaw No. <u>24-021</u>	
Date Deemed Complete: <u>November 28, 2024</u>	Application & Processing Fee: \$ <u>1500.00</u>	
<input checked="" type="checkbox"/> Redesignation <input type="checkbox"/> Text Amendment	Certificate of Title Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Roll number 16530000

A refusal is **not** appealable and a subsequent application for amendment involving the same lot and/or the same or similar use may not be made for at least 18 months after the date of refusal. [Refer to Part 1, Sections 54 to 56 of bylaw.]

IMPORTANT NOTE: Although the Development Officer is in a position to advise on the principle or details of any proposals, such advice must not be taken in any way as official consent.

APPLICANT INFORMATION

Name of Applicant: Robert Lal McCutcheon
 Mailing Address: 1425-33 rd St. N Phone: 403-634-0931
Lethbridge. Phone (alternate): _____
 Email: bobmcc109@gmail.com
 Postal Code: T1H-5H2
 Is the applicant the owner of the property? Yes No

IF "NO" please complete box below

Name of Owner: _____	Phone: _____
Mailing Address: _____	Applicant's interest in the property: <input type="checkbox"/> Agent <input type="checkbox"/> Contractor <input type="checkbox"/> Tenant <input type="checkbox"/> Other _____
Postal Code: _____	

PROPERTY INFORMATION

Municipal Address: 80028-RR 205
 Legal Description: Lot(s) 6 Block _____ Plan _____
 OR Quarter SE 6 Section 8 Township 20 Range W4



FORM C: APPLICATION FOR A LAND USE BYLAW AMENDMENT
Pursuant to Land Use Bylaw No. 24-007

The applicant may also be required to provide other professional reports, such as a:

- geotechnical report; and/or
- soils analysis; and/or
- evaluation of surface drainage or a detailed storm water management plan;
- and any other information described in Part 1, section 55(2) or as deemed necessary to make an informed evaluation of the suitability of the site in relation to the proposed use;

if deemed necessary.

SITE PLAN

Plans and drawings, in sufficient detail to enable adequate consideration of the application, must be submitted in **duplicate** with this application, together with a plan sufficient to identify the land. It is desirable that the plans and drawings should be on a scale appropriate to the development. However, unless otherwise stipulated, it is not necessary for plans and drawings to be professionally prepared. Council may request additional information.

DECLARATION OF APPLICANT/AGENT

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to the application. I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application. *I/We have read and understand the terms noted below and hereby certify that the registered owner of the land is aware of, and in agreement with this application.*

APPLICANT



REGISTERED OWNER (if not the same as applicant)

DATE

11/26/2024

IMPORTANT: This information may also be shared with appropriate government/ other agencies and may also be kept on file by the agencies. This information may also be used by and for any or all municipal programs and services. Information provided in this application may be considered at a public meeting. The application and related file content will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection of this information, please contact Lethbridge County.

TERMS

1. Subject to the provisions of the Land Use Bylaw No. 24-007 of Lethbridge County, the term "development" includes any change in the use, or intensity of use, of buildings or land.
2. Pursuant to the Municipal Development Plan, an area structure plan or conceptual design scheme may be required by Council before a decision is made.
3. A refusal is not appealable and a subsequent application for redesignation (reclassification) involving the same or similar lot and/or for the same or similar use may not be made for at least 18 months after the date of a refusal.
4. An approved redesignation (reclassification) shall be finalized by amending the land use bylaw map in accordance with section 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26.

Note: Information provided or generated in this application may be considered at a public meeting.

Conceptual Design Scheme

In support of Grouped Country Residential Re-designation
Bylaw Amendment (Bylaw No. _____)

Legal Description of Lands Included:

S.E. ¼ Sec. 6-8-20-4
Lethbridge County

Registered Owner:

ROBERT WILLIAM MCCUTCHEON

Prepared By: Brown, Okamura & Associates Ltd.
Reference File: 24-16425

Introduction

The following concept plan and design scheme is to be used in support of an application to re-zone a portion of land within the S.E. ¼ Sec. 6-8-20-4 in Lethbridge County. The current titled area is 18.09 hectares (44.70 acres) more or less, is zoned Rural Agricultural (RA) and is proposed to be zoned Grouped Country Residential (GCR). A tentative plan showing a conceptual design for the subdivision can be found in Appendix A.

This report and application have been prepared and submitted by Brown, Okamura & Associates Ltd. (BOA) on behalf of the owner, Robert McCutcheon.

Development Concept

The landowner currently owns 44.71 acres of agricultural land within the south east quarter lying north of the canal right of way plan 7093JK and the subdivision plan 9111966. The landowner is proposing to create one 6.67 acre parcel encompassing the farm yard and corrals, leaving the farmland and pasture remaining on its own title. The parcel of land fronts onto Range Road 20-5. The redesignation to GCR and this concept plan is to only allow one subdivision, the creation of the 6.67 acre existing farm yard with a resulting 38.04 acre remnant agricultural title.

The existing land to be rezoned is a rural residence with buildings and corrals for care and operation of livestock. The south boundary of the land borders an SMRID canal and another country residential lot; Plan 9111966, Block 1, Lot 1. The north and west boundaries of the property adjoin existing crop land. The proposed land, being a stand-alone farmyard, is not viable for the high yield potential of the rest of the farm land and is comparable the other country residential parcels in the vicinity.

The entire parcel is generally flat. However, it does slope from east to west and north to south. The gently sloping land has benefited the existing yard over the many years it has been developed and has not caused any problems with drainage.

The land owner is not intending or proposing to further subdivide the remnant 38.04 acre agricultural parcel. Any further subdivision of the remnant title will require a Conceptual Design Scheme or Area Structure Plan as required by Lethbridge County, depending on the number of lots proposed or information requested by the County at that time.

Transportation

Range Road 20-5 bounds the east side of the site. It is an existing public road with hard surface that is maintained by Lethbridge County and there is an existing approach and driveway to access the property.

The land owner may apply to Lethbridge County for a separate approach to access the remnant 38.04 acre parcel when required by the County or prior to any sale of the land by the owner.

Potable Water

Potable water for the existing residence is via a county potable water line and the use of a cistern.

Fire Protection

This development concept does not include any new fire protection dugouts. Existing dugouts in the area may be used as a source of water for fire-fighting. Individual residential sprinkler systems or fire water cisterns may also be considered by lot purchasers. This property is covered through local emergency service departments.

Sanitary Wastewater

The subject parcel is serviced by existing septic fields. The existing on site private septic system will remain within the boundaries of the proposed 6.67 acre parcel once it is subdivided.

Storm-water

The natural drainage patterns of this site currently run from north to south and east to west. A site plan prepared by BOA showing the existing site elevations is found in Appendix B.

The existing development has not significantly affected the natural drainage or impacted the downstream drainage courses.

Utilities

The existing yard is fully serviced by natural gas and electricity.

Municipal Reserve

At the time of subdivision, the land owner will provide the required 10% municipal reserve provision to Lethbridge County in accordance with the MGA.

It is anticipated that the municipal reserve will be provided as cash-in-leu of land payment on the 6.67 acre parcel and a deferred reserve caveat will be registered on the remnant 38.04 acre title at the time of final endorsement and registration.

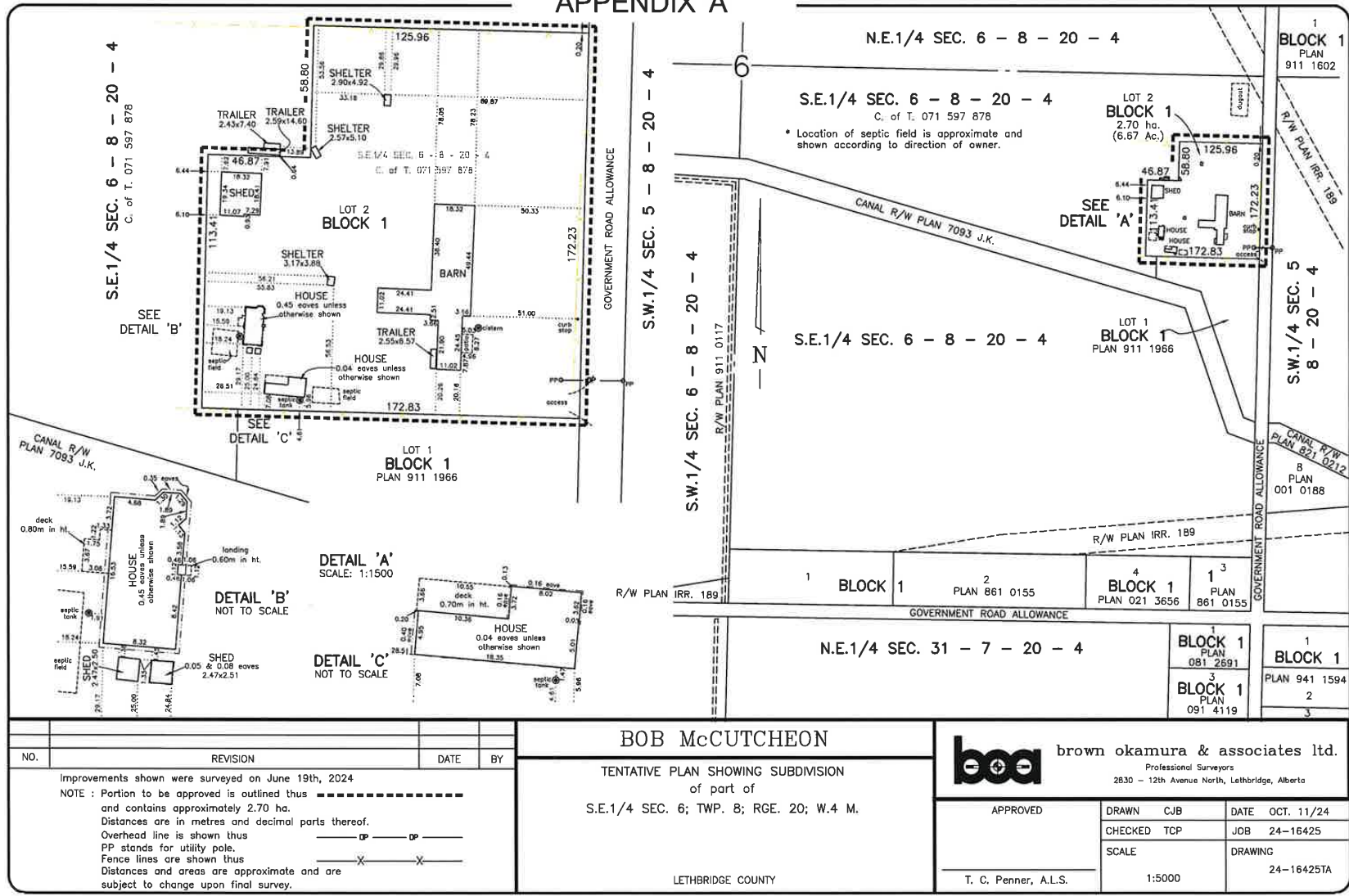
Any reserve will be provided in accordance with the decision of the Subdivision Authority.

Closure

Should you require additional information to support this application, please contact:

Thomas Penner, ALS
Brown, Okamura & Associates Ltd.
2830 - 12 Avenue North
Lethbridge, Alberta
(403) 329-4688 ext.128
thomas@bokamura.com


APPENDIX 'A'



NO.	REVISION	DATE	BY
	Improvements shown were surveyed on June 19th, 2024		
	NOTE : Portion to be approved is outlined thus and contains approximately 2.70 ha. Distances are in metres and decimal parts thereof. Overhead line is shown thus ———— PP stands for utility pole. ———— Fence lines are shown thus ———— Distances and areas are approximate and are subject to change upon final survey.		

BOB McCUTCHEON
TENTATIVE PLAN SHOWING SUBDIVISION
of part of
S.E.1/4 SEC. 6; TWP. 8; RGE. 20; W.4 M.

LETHBRIDGE COUNTY



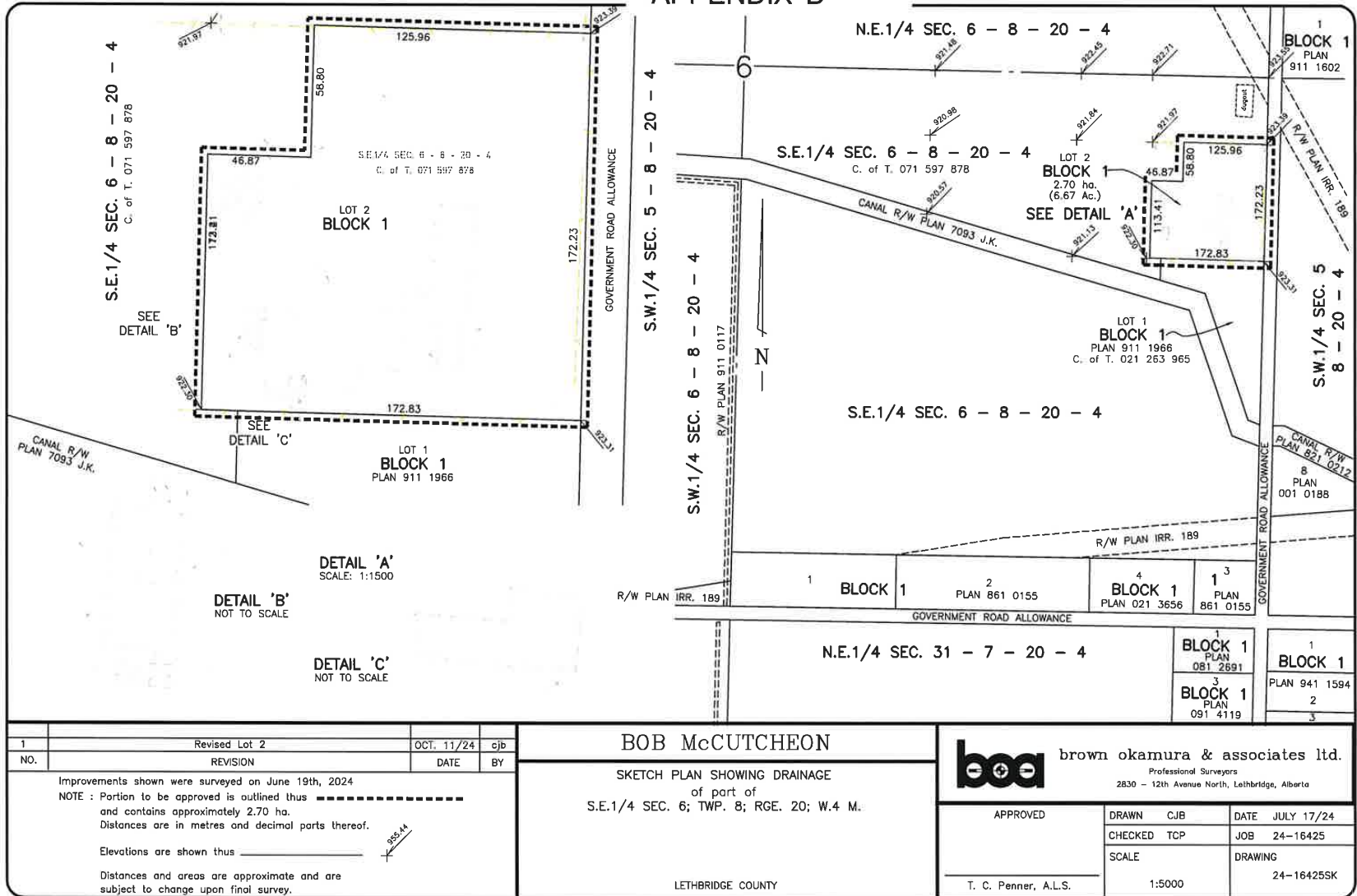
brown okamura & associates ltd.
Professional Surveyors
2830 - 12th Avenue North, Lethbridge, Alberta

APPROVED

T. C. Penner, A.L.S.

DRAWN	CJB	DATE	OCT. 11/24
CHECKED	TCP	JOB	24-16425
SCALE		DRAWING	24-16425TA
1:5000			

APPENDIX 'B'





December 16, 2024

Lethbridge County
#100, 905 – 4th Ave S
Lethbridge, AB T1J 4E4

email: hjanzen@lethcounty.ca

**RE: Bylaw 24-021
Rural Agriculture to Grouped Country Residential
SE-06-08-20-W4M**

ATT: Hilary Janzen, Manager Planning and Development

The St. Mary River Irrigation District (SMRID) has reviewed this application, for the future subdivision to be approved, the District requires that the following conditions be met:

- If the future subdivided homestead lot wishes to use water from the District for the yardsite, an Household Purposes Agreement must be signed with the District prior to any water use.
- All works, easements, etc., involved to provide water to the proposed subdivision will be at the landowner's expense.
- The irrigation acres will carry over to the agricultural parcel in the SE-06-08-20-W4M
- In order for SMRID to execute the consent to register a subdivision, any outstanding balances owed by the applicant will need to be paid in full.
- A fee of \$250.00 plus G.S.T. will be due upon approval of the future subdivision application by the District.

If you have any further questions or concerns, please contact me in the Taber office at 403-223-2148.

Yours truly,

Phyllis Monks
Central Land Administrator

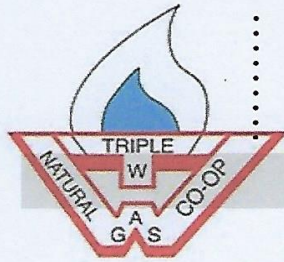
525 40th St. South
Lethbridge, AB T1J 4M1

Tel: 403.328.4401
 Fax: 403.328.4460

smrid@smrid.com

smrid.com

Supporting Sustainable Communities, Environment and Agriculture with Water.



Office & Emergency: 403-642-3991

Fax: 403-642-3627

Email: triplew@telusplanet.net

Website: triplewgascoop.ca

Box 69 Warner, Alberta T0K 2L0

December 3, 2024

Lethbridge County
#100, 905 – 4 Avenue South
Lethbridge, Alberta
T1J 4E4

Re: Bylaws # 2024-021

Dear Hilary:

This letter is in response to your letter of November 19, 2024 concerning the re-designation of a 6.67 acre portion of the SE 1/4 6-8-20-W4M in the Lethbridge County, Triple W Natural Gas Co-op Ltd. has no objections.

Sincerely,

Jeffrey T. Skeith
CFO

AGENDA ITEM REPORT



Title: Bylaw 25-002 - 2025 Utility Rate Bylaw
Meeting: Council Meeting - 24 Jan 2025
Department: Development & Infrastructure
Report Author: Devon Thiele

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 16 Jan 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

Through the annual budget process, the utility rates are reviewed and adjusted to reflect any anticipated increases for the upcoming year and to ensure cost recovery of operations is maintained. Any increases that have been determined by Administration are included within the Budget and are presented to Council during budget deliberations for implementation in the upcoming year.

When considering the utility rate adjustments, the County follows any increases imposed by the City of Lethbridge as that is who treats the County's water. The City of Lethbridge set a target for a two percent water rate increase and a three percent wastewater rate increase for 2025.

Administration reviews asset replacement requirements and factors these future costs for reserve amount considerations. These are based on numerous factors such as Tangible Capital Asset Policy, field-level assessments and industry standards for life cycle replacement.

The Utility Rate Bylaw has been amended as attached for Council review and approval to align with the budget.

NOTE: The current proposed rates take into consideration normal annual operating parameters, with consideration for past year's water usage. If water restrictions are placed on water users under the current bylaw there will likely be a decrease in revenues and this will impact the overall utility budget. The impact is unknown at this time as to the extent of potential water restrictions.

RECOMMENDATION:

MOVED that Bylaw 25-002 - 2025 Utility Rate Bylaw be read a first time.

MOVED that Bylaw 25-002 - 2025 Utility Rate Bylaw be read a second time.

MOVED that Council consider third reading of Bylaw 25-002 - 2025 Utility Rate Bylaw.

MOVED that Bylaw 25-002 - 2025 Utility Rate Bylaw be read a third time.

REASON(S) FOR RECOMMENDATION(S):

Lethbridge County's utility rates should reflect annual increases to ensure cost recovery for operations and transfers to reserves for future capital replacement are maintained.

PREVIOUS COUNCIL DIRECTION / POLICY:

Bylaw 24-001 - 2024 Utility Rate Bylaw was approved on February 1, 2024.

BACKGROUND INFORMATION:

In 2024, the Utility Rate Bylaw Schedule "A" was passed which encompasses the majority of water, wastewater and solid waste services. Schedule "B" is specific to the RAVE subdivision as a stormwater improvement levy. The utility rates are reviewed annually as part of the budget process. Upon presentation and approval of the annual budget, the Utility Rates are updated to ensure the County meets its budget revenue projections within the Utility Department.

Notes to proposed changes for 2025:

- A 2% increase has been applied to all water consumption fees.
- Frontier Industrial Park was added to the schedule.
- The Capital Recovery Sewer Surcharge for the Hamlet of Monarch debenture was removed as that ended in September 2024.
- A 3% increase has been applied to the Fairview and RAVE Industrial Park wastewater service charges to reflect the City of Lethbridge increase.

These increases mainly reflect the City's rate increase for water or wastewater that was increased for 2025. The proposed rate changes will allow the County to offset the Utility Department's costs while still maintaining cost recovery for operations including annual reserve transfers for future utility infrastructure upgrades.

ALTERNATIVES / PROS / CONS:

The rate increase could be changed as per Council direction to differing amounts than what is contained within the current bylaw revision.

Leave Schedule "A" rates for 2025 the same as the 2024 rates.

PRO - No change to rates for utility users in 2025

CON - The annual budget will need to be changed and will reduce the cost of recovery revenue.

FINANCIAL IMPACT:

The increases are intended to cover the operating costs of the organization.

The utility department is self-funded, and any additional revenues earned through the rates are added to the Utility Reserve to ensure that an adequate reserve is sustained and funding is available for future capital requirements.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[Bylaw 25-002 - 2025 Utility Rate Bylaw](#)

LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA

BYLAW 25-002

BEING A BYLAW INTRODUCED FOR THE PURPOSE
OF ESTABLISHING A UTILITY RATE BYLAW

WHEREAS Lethbridge County deems it expedient to set and review, on an annual basis utility rate fees of the County, and

WHEREAS in accordance with the Municipal Government Act, Chapter M-26 RSA 2000 and amendments thereto, the County for a municipality may set fees for goods and services provided;

NOW THEREFORE the Council of Lethbridge County, in the Province of Alberta, duly assembled enacts and adopts the Utility Rates, attached to and forming Schedule "A" and Schedule "B" of this Bylaw and;

THAT this Bylaw shall come into force and effect January 1, 2025 and;

THIS Bylaw shall hereby rescind previous Bylaw 24-001.

GIVEN first reading this 24th day of January, 2025.

Reeve

Chief Administrative Officer

GIVEN second reading this 24th day of January, 2025.

Reeve

Chief Administrative Officer

GIVEN third reading this 24th day of January, 2025.

Reeve

Chief Administrative Officer

SCHEDULE "A"

UTILITIES

The charges below apply to both water and wastewater.

1. Billing Process

All utility bills will be sent to the property owners. Meters are read monthly by utility operations staff.

2. Utility System Accounts

Overdue accounts are subject to a penalty of 1.5% per month on outstanding amounts. Accounts which are greater than 60 days overdue will have services disconnected. Accounts which are greater than 90 days overdue will have the outstanding balances transferred to the Tax Roll.

3. Connection Fees

a. Re-connection – If service is disconnected because of an overdue account, the owner must pay the re-connection fee of \$200 and the outstanding balance before service is restored. Re-connection will be during regular working hours only and within 24 hours of notification of payment.

b. New utility customers will be charged a \$200 connection fee.

c. Temporary Water Shut Off - once water service is turned back on a reconnection fee of \$200 will apply. Re-connection will be during regular working hours only and within 24 hours of notification of payment.

d. All new utility customers in the RAVE Industrial Park will be charged the following connection fees as applicable from the current year's City of Lethbridge bylaw for water and wastewater service connections.

4. Disconnect Fees

a. Reconnect for non-payment or temporary water shut off - \$200.00.

b. Disconnecting old water service connection at water main for abandonment – all costs associated for labour, material, and equipment charges.

c. Disconnecting old wastewater service for abandonment – all costs associated for labour, material and equipment plus G.S.T.

5. **Meter Installation and Inspection**

- a. Market cost for meter plus \$200 post inspection fee. Installation by third party service provider.

6. **Meter Test Charge**

- a. Up to 50mm - \$200
- b. 50 – 75mm - \$400
- c. Over 75 mm - \$800
- d. Manual Meter Readings - \$100

7. **Water Service Charge (Monthly Billing)**

- a. Residential Service - \$48.00 per month base charge plus \$1.76 per cubic meter.
- b. County of Lethbridge Rural Water Association Distribution System - \$0.99/m³
- c. Lethbridge North County Potable Water Coop Distribution System - \$1.03/m³
- d. RAVE Industrial Park - \$162.50 monthly flat fee plus \$1.76/m³ consumption charge.
- e. Frontier Industrial Park - \$162.50 monthly flat fee plus \$1.76/m³ consumption charge.
- f. Broxburn Industrial Park
 - i. Potable/Treated Water: \$8.81/m³ plus \$15.00 monthly flat fee
 - ii. Raw Water: \$2.30/m³ plus \$79.50 monthly flat fee
- g. Commercial Users – Meter size greater than 200 mm (8 inches) – \$0.86/m³ plus \$0.31/m³ capital replacement surcharge.
- h. Other Commercial Users - \$48.00 monthly flat fee plus \$1.68/m³
- i. Iron Springs Water Association - \$1.76/m³ plus \$1100 monthly flat fee

8. **Truck Fill Sales**

- a. \$4.75/m³
- b. Water key tags - \$50.00 per tag

9.	<u>Wastewater Service Charge</u>	<u>Residential</u>	<u>Commercial</u>
	a. Hamlets (Diamond City, Monarch, Shaughnessy, Turin)	\$30.50	\$58.00
	b. Fairview (monthly flat fee)	\$91.00	\$103.00
	c. RAVE Industrial Park: \$96.00 monthly flat fee plus 1.70/m ³ of water consumption		
	d. Broxburn Industrial Park: \$150.00 monthly flat fee plus \$3.06/m ³ of water consumption		

	<u>Stub-In Charges</u>	<u>Residential</u>	<u>Commercial</u>
	f. Monarch – Existing stub-in	\$2,500.00	\$2,500.00
	From January 2005 pay back	\$37.17/month	\$37.17/month

10. **Garbage Collection**

- a. Street Side Pick-up - \$25.00/month per residence
- b. Rollaway Curbside Bin – replacement charge: \$200.00

12. **Storm Water Drainage**

Rave Subdivision - \$0.034/m² of property area

SCHEDULE "B"

RAVE Industrial Subdivision – Storm Water Improvement Levy

Property	Storm Water Improvement Levy	Monthly Payment	Total Annual Payment	Start Date	End Date
Lot 3, Block 3, Plan 011773	\$11,989.75	\$69.29	\$831.45	March 1/2015	March 1/2035
Lot 4, Block 3, Plan 011773	\$10,356.68	\$59.85	\$718.20	March 1/2015	March 1/2035
Lot 1, Block 3, Plan 9312509	\$9,140.64	\$52.82	\$633.87	March 1/2015	March 1/2035
Lot 5, Block 2, Plan 9312509	\$4,971.52	\$28.73	\$344.76	March 1/2015	March 1/2035
Lot 4, Block 1, Plan 1113171	\$94,028.37	\$543.38	\$6,520.54	March 1/2015	March 1/2035
Lot 4, Block 1, Plan 1113171	\$80,663.23	\$466.14	\$5,593.71	March 1/2015	March 1/2035
Lot 2, Block 3, Plan 9312509	\$13,203.53	\$76.30	\$915.62	March 1/2015	March 1/2035
Lot 4, Block 2, Plan 9312509	\$16,549.90	\$95.64	\$1,147.68	March 1/2015	March 1/2035
Lot 6, Block 2, Plan 9312509	\$4,961.35	\$28.67	\$344.05	March 1/2015	March 1/2035
<i>Lot 3, Block 2, Plan 9312509</i>	\$18,248.51	\$105.46	\$1,265.47	March 1/2015	March 1/2035
<i>Lot 3, Block 1, Plan 9312509</i>	\$11,795.36	\$68.16	\$817.97	March 1/2015	March 1/2035
<i>Lot 4, Block 1, Plan 9312509</i>	\$13,516.58	\$78.11	\$937.33	March 1/2015	March 1/2035
<i>Lot 1, Plan 8211420</i>	\$13,448.77	\$77.72	\$932.63	March 1/2015	March 1/2035
Lot 7, Block 2, Plan 011773	\$9,668.42	\$55.87	\$670.47	March 1/2015	March 1/2035
Lot 9, Block 2, Plan 0614634	\$35,068.51	\$202.66	\$2,431.88	March 1/2015	March 1/2035
Lot 2, Block 1, Plan 8910227	\$31,384.23	\$181.37	\$2,176.39	March 1/2015	March 1/2035

AGENDA ITEM REPORT



Title: Capital Projects Update
Meeting: Council Meeting - 24 Jan 2025
Department: Development & Infrastructure
Report Author: Cole Beck

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 16 Jan 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

This report provides a brief update as of January 15, 2025 on the ongoing capital projects within the County, outlining their progress, challenges, and any significant changes. A simplified breakdown of each project is included, with high level timelines and updates within the attached document. The purpose of this update is to ensure council remains informed on the status of these projects.

RECOMMENDATION:

That County Council receive this report for Information.

REASON(S) FOR RECOMMENDATION(S):

This report is meant to inform County Council on the ongoing capital projects of the Development and Infrastructure Department.

PREVIOUS COUNCIL DIRECTION / POLICY:

The Capital Projects update ensures that elected officials are kept informed and updated on ongoing projects. Based on previous feedback from Council, the following update schedule will be generally adhered to:

- Jan/Feb: Update #1 - Brief
- April/May: Update #2 - Detailed
- July/Aug: Update #3 - Brief
- Oct/Nov: Update # 4 - Detailed

BACKGROUND INFORMATION:

The County's capital projects are designed to address key infrastructure needs, improve service delivery, and meet the community's long-term growth objectives. These projects, ranging from water

and wastewater upgrades to road and bridge improvements, are critical for sustaining the County's operational efficiency and supporting its development goals.

ALTERNATIVES / PROS / CONS:

None

FINANCIAL IMPACT:

None

LEVEL OF PUBLIC PARTICIPATION:

- Inform** **Consult** **Involve** **Collaborate** **Empower**

ATTACHMENTS:

[Council Projects Update Jan 24, 2025](#)

County Capital Project Update Summary

PROJECT NAME	SCHEDULE	BUDGET	SCOPE	IMPACT TO PUBLIC	COMMENTS
Eastern Industrial Transmission Pipeline				LOW	Project progressing slightly behind schedule, on budget.
Admin Roof Replacement				LOW	Project completed, in warranty phase.
McNally Road Re-Construction				LOW	Project completed, in warranty phase.
RAVE Industrial Park Upgrades				MEDIUM	Project completed, in warranty phase.
Bridge File 79589 Replacement				LOW	Project completed, in warranty phase.
Bridge File 79601 Replacement				LOW	Project tender awarded, in pre-construction phase.
Bridge File 70758 Replacement				LOW	Project in detailed design phase.
Bridge File 79230 Repair				MEDIUM	Project in detailed design phase.
Westview Road Cement Stabilization				MEDIUM	Project completed, in warranty phase.
Shaughnessy Lagoon & Road Upgrades				MEDIUM	AMWWP grant application submitted again, with construction scheduled for 2025.
Broxburn Wastewater Treatment				LOW	Treatment system selected. Site design underway.
Mountain Meadows Slope Failure				LOW	Project to be re-tendered in February 2025.
Bulk Water Fill Access Control and Monitor				HIGH	Project in testing phase.

County Capital Project Update Summary

PROJECT NAME	SCHEDULE	BUDGET	SCOPE	IMPACT TO PUBLIC	COMMENTS
Grouped Country Residential Micro-Surfacing				MEDIUM	In service procurement phase.
Sanitary Sewer Pipeline Lining				LOW	In service procurement phase.
Malloy Phase 2B – South Coaldale SWMF				LOW	In detailed design phase.
Rge Rd 22-5(CPKC Rd) Rehabilitation				MEDIUM	In service procurement phase.
Bridge File 79834 Replacement				LOW	Working with LNID on permanent removal.
Broxburn Raw Water Quality Enhancement				LOW	In service procurement phase.

Regional Projects Update Summary

PROJECT NAME	NOTES
Horsefly Spillway	Ph 1 is complete (Taber lake to Oldman River). Ph 2 in land acquisition and engineering phase. Ph 3 tender is in the construction phase.
Malloy Ph 2B – Raw Water Reservoir	Construction underway.
Malloy Ph 2B – South Coaldale SWMF	In the detailed design and RFQ phase.
Regional Water Concept Development Study	In the data acquisition and engineering phase.
Regional Wastewater Concept Development Study	In the data acquisition and engineering phase.
Accessibility to Water Through Enhanced Irrigation Networks Study	ACP grant submitted to the Province.

AGENDA ITEM REPORT



Title: Southern 4H Region Speaker Lunch Sponsor - Farming Smarter Conference
Meeting: Council Meeting - 24 Jan 2025
Department: Corporate Services
Report Author: Hailey Pinksen

APPROVAL(S):

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The County has received a request from Clancy Holthe, on behalf of the Southern 4H Region to sponsor the 4H speaker lunch at the Farming Smarter Conference being held February 12th and 13th.

RECOMMENDATION:

That County Council sponsor the 4H speaker lunch at the Farming Smarter Conference in the amount of \$500.00 as per Policy #161.

REASON(S) FOR RECOMMENDATION(S):

The recommendation to donate \$500.00 meets the funding allotment and allocation requirement of Policy #161:

4. Funding Allotment & Allocation

a. The County shall support this policy through an annual budget allotment to establish the amount of cash or goods and services in-kind that the County is able to donate, based on the following:

(i) \$0.50 per capita based on the current year's official population of Lethbridge County.

Applicants are able to request a maximum amount of \$500 or up to \$1,000 for in-kind donations. No gravel will be granted. The funds will be provided from the Donations Reserve. Any donations exceeding the policy limits will allocated from Councillor's Discretionary Reserve funds.

PREVIOUS COUNCIL DIRECTION / POLICY:

Council has a Donations Policy in place and has made various donations supporting 4H in the past.

BACKGROUND INFORMATION:

Farming Smarter is a registered Canadian Charity that focuses on applied agricultural research to help southern Alberta crop producers make informed choices around inputs, technology, and management practices. One of their signature public events is an annual 2-day conference in

Lethbridge. Knowledgeable speakers provide valuable information to members and the tradeshow allows them to showcase businesses, so they can network with some of the top producers in Southern Alberta. On February 12 and 13, 2025 the Farming Smarter Conference & Tradeshow will be hosted at the Sandman Signature Lethbridge Lodge.

Over the past years, the funds raised at the auctions have helped to produce successful programs for 4-H members between 9 and 20 years of age from across Southern Alberta including Judging, project events and scholarships. In return for sponsorship, they will gladly mention the County and its contributions at the event.

ALTERNATIVES / PROS / CONS:

Alternative: County Council can provide a donation in a different amount.
Con: Would contradict Policy #161.

Alternative: County Council can deny the donation request.

FINANCIAL IMPACT:

If funding is approved in the amount of \$500, funding will be provided from the Donations Reserve. Any donations exceeding the policy limits will be allocated from the Councillor's Discretionary Reserve Funds.

LEVEL OF PUBLIC PARTICIPATION:

Inform Consult Involve Collaborate Empower

ATTACHMENTS:

[Southern 4H Region Speaker Lunch Sponsor - Farming Smarter Conference](#)

January 8, 2025

Dear 4-H Supporter:

My name is Clancy Holthe and I am writing on behalf of the Southern 4-H Region. I am writing to ask if your organization would be interested in sponsoring lunch for our 4-H speakers at the Farming Smarter Conference on February 12th and 13th, 2025.

Farming Smarter is a registered Canadian Charity that focuses on applied agricultural research to help southern Alberta crop producers make informed choices around inputs, technology, and management practices. One of their signature public events is an annual 2-day conference in Lethbridge. Knowledgeable speakers provide valuable information to members and the tradeshow allows them to showcase businesses, so they can network with some of the top producers in Southern Alberta. On February 12th and 13th, 2025 the Farming Smarter Conference & Tradeshow will be hosted at the Sandman Signature Lethbridge Lodge.

During the lunch break on each day of the conference, Farming Smarter showcases some of the finest 4-H speakers in our region by allowing them to deliver their speeches or presentations to the people attending. The 4-H members are always well received and a highlight of the conference. Many 4-H members from the south Region have spoken at the conference over the years and have benefitted from the opportunity.

Not only does Farming Smarter allow our members to speak, but they also facilitate a silent auction with all of the proceeds going to the 4-H region. This is our largest fundraiser with the money used for regional events like judging, public speaking, and scholarships.

In past years Farming Smarter has always provided lunch for the members and a parent/guardian but as prices continue to increase, it's getting difficult for them to offer lunch to the members for free.

I am asking if you would consider sponsoring lunches for our members and parents each day of the conference. The cost per plate is between \$45.00 and \$50.00 so I am looking for \$500.00 for the second day of the conference; I already have a sponsor for the first day. We will appreciate any funding you're able to give though. In return we will be sure to recognize you as a sponsor in all of our advertising.

If you have any questions, please feel free to contact me and I'll be happy to answer them. Thank you for your support. Respectfully,

Clancy Holthe, on behalf of the Southern 4-H Region

(403) 738-4497 Home

(403) 892-4705 Cell

AGENDA ITEM REPORT



Title: Oldman Watershed Council Funding Request
Meeting: Council Meeting - 24 Jan 2025
Department: Corporate Services
Report Author: Hailey Pinksen

APPROVAL(S):

Hailey Pinksen, Director, Corporate Services	Pending
Cole Beck, Chief Administrative Officer	None

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

A funding request was received from the Oldman Watershed Council in the amount of \$4,959.00 (\$0.49 per resident).

RECOMMENDATION:

That County Council approve the funding request from the Oldman Watershed Council in the amount of \$4,959.00, based on a rate of \$0.49 cents per resident for 10,120 residents, to be funded from the Council Operating Budget.

REASON(S) FOR RECOMMENDATION(S):

Lethbridge County has been making contributions to the Oldman Watershed Council for many years and sees the value in their mission of safeguarding the health and sustainability of our watershed.

PREVIOUS COUNCIL DIRECTION / POLICY:

Council has contributed to the Oldman Watershed Council since 2004. Historically these funds have been paid through the Council's Operating budget - Donations/Grants to Individuals and Organizations. Last year Council passed the following resolution:

F.2.2. *Oldman Watershed Council
Funding Request*

470-2024	Councillor Hickey	MOVED that County Council approve the funding request from the Oldman Watershed Council in the amount of \$4,857.60, based on a rate of \$0.48 cents per resident for 10,120 residents based on 2023 Municipal Affairs Population List, to be funded from the Council Operating Budget. CARRIED
----------	----------------------	--

BACKGROUND INFORMATION:

The Oldman Watershed Council is a non-profit organization whose mission is to safeguard the health and sustainability of the watershed, a mission that directly influences the economic prosperity, environmental resilience, and quality of life in our region. Donations received have supported their organization in many restoration projects directly benefiting the health of land and water. More information regarding the organization and their projects are detailed in the attached letter.

Lethbridge County Council has supported the Oldman Watershed's efforts since 2004 through an annual contribution based on a per resident rate. This year the per capita rate was raised from \$0.48 cents per resident to \$0.49 cents per resident. The funds provided will directly support their ongoing efforts to educate the public, restore vital habitats, and uphold their role as an impartial and trusted voice in watershed management.

ALTERNATIVES / PROS / CONS:

Alternatives:

- Council could choose to no longer contribute to the Oldman Watershed Council.

- Council could choose to contribute a different amount determined by Council to the Oldman Watershed Council.

FINANCIAL IMPACT:

Contribution to Oldman Watershed Council in the amount of \$4,959.00 (\$0.49 per capita).

LEVEL OF PUBLIC PARTICIPATION:

- Inform Consult Involve Collaborate Empower

ATTACHMENTS:

[Oldman Watershed Council Funding Request](#)



Oldman Watershed Council
PO Box 1892
Lethbridge, Alberta T1J 4K5
info@oldmanwatershed.ca
(403) 330-1346

Reeve Tory Campbell
Lethbridge County
100, 905 - 4 Avenue South
Lethbridge AB T1J4E4

Dear Reeve Campbell and Council,

January 2, 2025

Thank you for your on-going support of the Oldman Watershed Council (OWC). Your contributions are essential to our mission of safeguarding the health and sustainability of our watershed—a mission that directly influences the economic prosperity, environmental resilience, and quality of life in our region. As we look ahead, we're asking for your continued partnership to help us tackle the challenges and seize the opportunities before us.

Your municipality plays a critical role in our efforts. With 3 dedicated municipal seats on our 19-member Board, including 1 for Towns and Villages, 1 for Municipal Districts and Counties, and 1 for the City of Lethbridge, your voice is integral to the work we do. Together, we ensure that all perspectives within the watershed are considered, fostering a collaborative approach to watershed management.

Over the past year, despite the ongoing challenges of drought, we've achieved significant milestones with your support:

- **Drought Response:** We launched ABWater.ca and hosted a drought resilience workshop, enhancing drought management knowledge by 90% among 110 participants from 36 municipalities and one First Nation.
- **Restoration:** Nearly 5,000 willows were planted across 20 sites, improving water storage and quality. We worked closely with 16 landholders, including five new collaborators.
- **Economic Impact:** Our efforts from 2009 to 2022 contributed \$8.3 million to the region's GDP and created 167 job years, highlighting the economic benefits of our environmental work.
- **Community Engagement:** We engaged 3,656 residents, including 1,566 youth, through innovative programs such as virtual reality experiences. Ninety-three percent of participants left feeling more hopeful about the environment and their role in its protection.
- **Partnerships:** Our network grew to 122 partners across Southern Alberta, significantly amplifying our collective impact.

As we move forward, we are requesting your municipality's continued support for the fiscal year of April 2024 to March 2025. A contribution of 49¢ per resident—totaling \$4,959 for 10120 residents—will directly support our ongoing efforts to educate the public, restore vital habitats, and uphold our role as an impartial and trusted voice in watershed management.

We encourage you to review our 2023-24 annual report, which showcases the impact of your contributions through compelling stories, images, and project highlights. If you would like to arrange a presentation or discuss further collaboration opportunities, please reach out to our Executive Director, Shannon Frank, at shannon@oldmanwatershed.ca or 403-317-1328.

Your support truly makes a difference. Together, we can continue to protect and enhance the Oldman Watershed, ensuring a vibrant and sustainable future for all.

Warm regards,


Doug Kaupp, OWC Chair and Water and Wastewater Special Project Manager, City of Lethbridge

AGENDA ITEM REPORT



Title: Bylaw 25-001 - Schedule of Fees Bylaw
Meeting: Council Meeting - 24 Jan 2025
Department: Corporate Services
Report Author: Kurtis Krizsan

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 17 Jan 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

Bylaw 25-001 introduces an updated Schedule of Fees for Lethbridge County, effective January 1, 2025, rescinding the previous Bylaw 24-006. The proposed bylaw aligns with the Municipal Government Act (MGA) to ensure transparency, fairness, and cost recovery for various County services, including planning, development, public works, fire services, and administrative functions.

RECOMMENDATION:

MOVED that Bylaw 25-001 - Schedule of Fees Bylaw be read a first time.

MOVED that Bylaw 25-001 - Schedule of Fees Bylaw be read a second time.

MOVED that Council consider reading Bylaw 25-001 - Schedule of Fees Bylaw a third time.

MOVED that Bylaw 25-001 - Schedule of Fees Bylaw be read a third time.

REASON(S) FOR RECOMMENDATION(S):

The Schedule of Fees bylaw was reviewed by each department to determine if rate increases were required based on current costs and if they align with neighboring municipality's fees. Fee adjustments allow the County to maintain or improve service levels without shifting undue financial burden onto taxpayers.

PREVIOUS COUNCIL DIRECTION / POLICY:

Bylaw 24-006 - Schedule of Fees was last passed on February 1, 2024.

BACKGROUND INFORMATION:

The adoption of Bylaw 25-001 introduces a revised Schedule of Fees for Lethbridge County, replacing Bylaw 24-006. The updates aim to align County services with current operational costs, market trends, and regulatory standards. Key differences between the two bylaws include:

Planning and Development:

1. Resource Extraction Permits

- Less than 12 acres: Increased from \$500 to \$600.
- 12 acres or more: Increased from \$1,000 to \$1,200.

2. Wind Energy Conversion Systems – Commercial

- Per tower fee increased from \$100 to \$250.

3. Solar Collectors – Commercial

- Less than 12 acres: Increased from \$500 to \$600.
- 12 acres or more: Increased from \$1,000 to \$1,200.

4. Road Allowance License of Occupation

- Application Fee: Increased from \$150 to \$200.
- Transfer Fee (from one lessee to another): Increased from \$150 to \$200.

5. Leasing of Farm Land – Application Fee

- Application Fee: Increased from \$100 to \$200.
- Pasture Lease Rate: Increased from \$20/acre/year to \$25/acre/year.
- Cultivated Land Lease Rate: Increased from \$40/acre/year to \$60/acre/year.

6. Development Agreement Fee

- Increased from \$50 to \$100 per \$10,000 of the estimated cost of local improvements.
- Maximum fee increased from \$1,000 to \$1,500.

7. Other Planning & Development Department Services

- Caveat Discharge (per release): Increased from \$60 to \$75.
- Encroachment Agreement Application: Increased from \$100 to \$200.

Fire Services:

1. Some wording changes were made to the sections regarding fees for fire services department(s) responding to any emergency calls, responding to false alarms and responding to calls for municipal mutual aid.

There were no amendments to the Public Works, Agricultural Service Board, GIS and Administration sections of the bylaw. These departments will be doing a thorough review of their fees over the next year to provide some accurate suggestions for increases to the Schedule of Fees bylaw going forward.

ALTERNATIVES / PROS / CONS:

Alternatives:

- Council may modify the fees or change the suggested increases.
- Council could continue with the previous rates set.

FINANCIAL IMPACT:

The revised fee structure is expected to enhance cost recovery for various County services

LEVEL OF PUBLIC PARTICIPATION:

- Inform Consult Involve Collaborate Empower

ATTACHMENTS:

[Bylaw 25-001 - Schedule of Fees Bylaw](#)

**LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA**

BY-LAW 25-001

**BEING A BY-LAW INTRODUCED FOR THE PURPOSE
OF ESTABLISHING A SCHEDULE OF FEES**

WHEREAS Lethbridge County deems it expedient to set and review, as necessary, from time to time various fees of the County, and

WHEREAS in accordance with the Municipal Government Act, Chapter M-26 RSA 2000 and amendments thereto, the County for a municipality may set fees for goods and services provided;

NOW THEREFORE the Council of Lethbridge County, in the Province of Alberta, duly assembled enacts and adopts the Schedule of Fees, attached to and forming Schedule "A" of this By-Law and;

THAT this By-Law shall come into force and effect January 1, 2025 and;

THIS By-Law shall hereby rescind previous By-Law 24-006.

GIVEN first reading this 24 day of January, 2025.

Reeve

Chief Administrative Officer

GIVEN second reading this 24 day of January, 2025.

Reeve

Chief Administrative Officer

GIVEN third reading this 24 day of January, 2024.

Reeve

Chief Administrative Officer

SCHEDULE "A"

Notation: GST charges where applicable.

A. PLANNING AND DEVELOPMENT

1.	<u>Schedule of Fees for Specified Services</u>	
	<u>Land Use Bylaw Amendments:</u>	
	a) Conventional LUB Amendments	\$1,500.00
	b) Direct Control LUB Amendments	\$2,000.00
	New Area Structure Plan or Area Re-development Plan	\$2,500.00
	Amendment to Area Structure Plan or Area Re-development Plan	\$1,500.00
	Municipal Development Plan or Intermunicipal Development Plan Amendments	\$2,500.00
2.	<u>Agricultural Buildings</u>	
	a) Requiring a permit – permitted use	\$200.00
	b) Requiring a permit – discretionary use	\$300.00
3.	<u>Development for Residential Use</u>	
	a. Home Occupations	\$150.00
	b. Single Detached Dwelling	\$200.00
	c. Duplex/Semi-detached Dwelling	\$300.00
	d. Multi-unit apartments & townhouses	\$300.00
		plus 50.00 per unit
	e. Addition to dwellings	\$200.00
	f. Accessory buildings/structures for residential use	\$150.00
	g. Decks	\$100.00
	h. Discretionary Uses**	\$300.00
4.	<u>Development for Commercial & Industrial Uses</u>	
	a. Change of use or additional use:	
	- Permitted	\$200.00
	- Discretionary	\$300.00
	b. New buildings with an area:**	
	i) less than 500 square metres	\$300.00
	ii) 500 to 2,000 square metres	\$500.00
	iii) 2,001 to 5,000 square metres	\$750.00
	iv) over 5,000 square metres	\$1,500.00
	**Applications requiring notification (i.e. discretionary), add additional: \$100.00	
5.	<u>Public Institutional Uses</u>	
	Fees will be determined in accordance with the appropriate use.	
6.	<u>Signs as required:</u>	
	a) Permit – permitted use	\$150.00
	b) Permit – discretionary use	\$300.00
7.	<u>Resource Extraction Permits</u>	
	a) Less than 12 acres	\$600.00
	b) 12 acres or more	\$1,200.00
8.	<u>Wind Energy Conversion Systems – Commercial</u>	\$250.00 per tower
9.	<u>Solar Collectors – Commercial</u>	
	a) Less than 12 acres	\$600.00
	b) 12 acres or more	\$1,200.00
10.	<u>Demolition – where permit required</u>	\$50.00

11. Unauthorized Development
- When an application is made after development has commenced or occurred, the above fees shall be doubled.
12. Waivers
- Applications requesting waivers to a standard of the Land Use By-Law shall include additional fee of: \$200.00
13. Road Closures
- Application Fee for Closure, Sale or Lease of Road Allowance through By-Law process \$1,500.00
- Application Fee for Closure, Sale or Lease of Road Allowance through Council Resolution process \$1,000.00
14. Sale of Road Allowance (Price to be determined at time of request)
- Request to Council to sell previously closed road allowance if new By-Law is not required \$500.00
 - Processing fee (preparation of transfer documents) \$1,500.00
15. Application for Road Allowance License of Occupation \$200.00
16. Road Allowance License of Occupation (5 year period)
- Pasture - \$20.00 /acre/year
 - Cultivated - \$40.00/acre/year
17. Transfer of Road Allowance License of Occupation (From one lessee to another) \$200.00
18. Leasing of Farm Land – Application Fee \$200.00
- Pasture - \$25.00/acre/year
 - Cultivated - \$60.00/acre/year
 - or value submitted
 - or accepted through the tender process.
19. Development Agreement Application Deposit (as required) \$1,000.00
- a) Deposit will go towards the Development Agreement Fees including:
 - i) Development Agreement Fees
 - ii) Inspection Fees
 - iii) Plans Examination Fees
20. Development Agreement Fee**
- a) \$100.00 per \$10,000 of the estimated cost of the local improvements to a maximum of \$1,500.00.
- **Fee is required up front at the time of signing the Development Agreement.
21. Development Agreement Site Inspection Fees (as required):
- a) \$700.00 for two inspections**
 - b) Each additional inspection will be \$350.00 (invoiced to the developer)
- **Fee is required up front at the time of signing the Development Agreement.
22. Development Agreement Plans Examination** (as required)
- Fees are based on the engineers estimated cost of the local improvements.
- a) First \$500,000 - \$1.00 / \$1,000
 - b) Over \$500,000 - \$0.50 / \$1,000
 - c) Maximum fee of \$1,000
- **If an external review by an engineer is required by the County, the developer will pay the actual costs + 10%.

23. Development Agreement Security Deposit:
- The developer must provide to the County, 100% of an engineer's stamped and certified estimated cost for the supply and installation local improvements included in the agreement (this does not include installation of shallow utilities) due upon signing of the development agreement.
 - The security deposit must be in the form of a letter of credit or cash.
 - At the discretion of the County, up to 90% of the security deposit can be released upon issuance of the Construction Completion Certificate for a particular local improvement.
 - Remaining security is returned upon issuance of the Final Acceptance Certificate as long as there are no deficiencies.
24. Other Planning & Development Department Services
- a) Compliance Letters \$100.00
 - b) Compliance Letter - same day service (if available) \$150.00
 - c) Zoning Confirmation Letter \$50.00
 - d) Caveat Discharge (per release) \$75.00
 - e) Encroachment Agreement Application \$200.00
25. Subdivision & Development Appeal Fee \$500.00
26. Copy of Land Use By-Law \$100.00
27. Engineering Standards & Guidelines Manual (plus GST) \$100.00
28. Copy of Joint Intermunicipal Plan(s) \$50.00
29. Copy of Municipal Development Plan \$50.00
30. 43rd Street Future Intersection Improvements
- Intersection Upgrade Est. (2019) \$930.600 divided over 163.45 acres
 - Annual Inflation Percentage added at 2.00%

Year	Per Acre Value	Annual Inflation
2019	\$5,693.48	0
2020	\$5,807.35	113.87
2021	\$5,923.50	116.15
2022	\$6,041.97	118.47
2023	\$6,162.81	120.84
2024	\$6,286.06	123.26
2025	\$6,411.78	125.72
2026	\$6,540.02	128.24
2027	\$6,670.82	130.80
2028	\$6,804.24	133.42
2029	\$6,940.32	136.08
2030	\$7,079.13	138.81
2031	\$7,220.71	141.58
2032	\$7,365.12	144.41
2033	\$7,512.43	147.30
2034	\$7,662.67	150.25
2035	\$7,815.93	153.25
2036	\$7,972.25	156.32
2037	\$8,131.69	159.44
2038	\$8,294.33	162.63

B. ADMINISTRATION – FINANCE

- 1. County map/booklets are subject to Canada Post rates
- 2. Tax Roll Certificate (per parcel) \$45.00
- 3. Assessment Review Board Complaints
 - Residential & Farmland \$50.00
 - Non-Residential \$350.00
 - Business Tax \$50.00

4. Tax & Assessment Information
 - a. \$75.00/hour of Staff time
 - b. Computer generated forms (i.e. hard copies) – \$1.00 per page
plus programming fees if required
 - c. Tax Notification Fee \$50.00
 - d. Reprinting Property Assessment & Tax Notices \$5.00
5. Photocopies
 - a. Photocopies of minutes (per page) \$1.00
 - b. Non-County use (per copy) \$1.00
 - c. Government agencies (per copy) \$0.25
 - d. Reduction/Enlargement (per copy) \$0.25
 - e. Printed copy of Annual Report (color) \$50.00
 - f. Printed copy of Annual Report (black & white) \$25.00
6. NSF Cheque Charge \$35.00

7. General Accounts Receivable

All accounts are due 30 days from invoice date. Any invoices due after 30 days will be charged 2% interest per month. Past due reminders will be sent out after 30 days. Accounts outstanding for more than 90 days will be subject to the legal processes available through legislation. The account holder will be responsible for all fees associated with the collection of the account.

8. Schedule of Fees – Search Request and Other Services Not Otherwise Covered

- a. All requests for information other than as specified above shall be accompanied by a search request letter as well as a non-refundable search processing fee of \$50.00 per hour. Minimum \$50.00 charge per request.
- b. In the event the information requested requires an archival search, there will be an additional non-refundable processing fee of \$50.00.
- c. Formal FOIP request \$25.00 plus applicable charges as per FOIP Act/Regulations.

C. FIRE SERVICES

1. Fees for a Fire Services Department(s) Responding to any Emergency Calls

- a. Fees for Lethbridge County contracted Fire Service Departments responding to all emergency type incidents within the region, the fee will be calculated from the time the initial call was received and will cease when the fire department notifies that they are back in service.

2. Cause and/or origin of the incident will determine whether the individual or the registered property will be invoiced fees for the fire service response. Fees may be divided equally if warranted.

Fees apply for the following responses:

- a. Vehicle fires or accidents
- b. Traffic control on roads
- c. Grass or wildland fires
- d. Structure fires
- e. Cancelled calls
- f. Standby for dangerous good incidents and controlled burns
- g. Any other response by fire services is subject to a fee at the discretion of the county.

3. Fee Schedule per hour:

Engine Unit	as per Alberta Transportation Rates
Quint (elevated master stream)	as per Alberta Transportation Rates
Tender (water hauler)	as per Alberta Transportation Rates
Rescue Vehicle	as per Alberta Transportation Rates
Wildland/ Bush Truck	as per Alberta Transportation Rates
Command/ Utility	as per Alberta Transportation Rates

All Lethbridge County Heavy Equipment required as additional resources for emergency events will be billed as per the Alberta Transportation Engine Rates

4. Special Events:

Fire Department Stand-by rates for special events will be as per Alberta Transportation Rates per unit/hour.

Fire equipment listed above shall be billed at a minimum of one hour per piece of apparatus and in 15-minute increments after the first hour

5. Other Fees:

Fire Permits	\$0
Fire Works Permits	
Low Level - per event	\$0
High Hazard (including pyrotechnics) – per event (requires fire safety inspection)	\$66 per half hour
Fire safety inspections	
Initial inspection	\$0
Follow up inspection	\$0
Re-inspection with fire code violations	\$66 per half hour
<i>Time incurred for travel and administration will be charged at same rate</i>	
Fire investigations per investigator	\$66-per half hour

All fires where property is damaged or destroyed must be investigated as per the Alberta Safety Codes Act and will align with the Lethbridge County Fire Quality Management Plan (QMP)

Time incurred for travel and administration will be charged at the same rate

6. Fees for Requested Fire Inspection and Investigation Services including but not limited to:

- Provision of fire inspection and investigation services by a Lethbridge County accredited Fire Safety Codes Officer will be \$66 per ½ hour.
- Time incurred for travel and administration will be charged at the same rate.

7. Fees for Fire Service Department(s) Responding to a False Alarm: (per calendar year)

- The first response related to a malfunctioning, accidentally triggered or maliciously activated fire safety installation or other safety device where no emergency exists– no charge.
- Second response related to a malfunctioning, accidentally triggered or maliciously activated fire safety installation or other safety device where no emergency exists - \$360
- Third and subsequent responses related to a malfunctioning, accidentally triggered or maliciously activated fire safety installation or other safety device where no emergency exists - Alberta transportation rates per responding unit/hour.

8. Fees for smoke investigations or fire report responses:
 - a. Fees for smoke or fire response where a fire is permitted and meets burn permit conditions – No charge
 - b. Fees for smoke or fire response where a fire is permitted but does not meet burn permit conditions - Alberta transportation rates per responding unit, per hour. Fire may be extinguished, and fines may also be applicable.
 - c. Fees for smoke or fire response for non-permitted fire - Alberta transportation rates per responding unit, per hour. Fire will be extinguished, and fines will be applicable.

9. Fees for Fire Responses to a Call for Municipal Mutual Aid:
 - a. Fees for fire responses to calls for municipal mutual aid will be invoiced as per the current Southern Alberta Emergency Management Resource Sharing Agreement (SAEMRSA)

10. Extraordinary Events:

The County retains the right to review all emergency/fire events and where extraordinary circumstances exist, may adjust invoicing amounts other than the dollar amounts listed herein.

*This may include: outside resources brought in on request of Fire Services to mitigate fire spread, large department response, purposefully burning during fire ban/restriction, etc.
Extraordinary event determination at discretion of the County.*

D. PUBLIC WORKS

1. Sign Requests – At cost plus installation costs.
2. Permits - Valid up one (1) year of issuance. A non-refundable Administration Fee of \$100.00 will be withheld for each cancelled approach, crossing, and right-of-access/waiver requests.
3. Approaches – New approach approvals

- Permitting and inspections – includes widening of existing	\$400
--	-------
4. Water or Sewer Line Crossings on Road Allowance

- Permitting and inspections	\$400
------------------------------	-------
5. Pipeline Crossings of Road Allowance

- Permitting and inspections	\$400
------------------------------	-------
6. Buried Electrical and Utility Line Installation & Rural Crossing Regulations

- Permitting and inspections	\$400
------------------------------	-------
7. Seismic Operations Permit

- Permitting and inspections	\$400
------------------------------	-------
8. Right of Access/Waiver Requests (no GST)

a. Existing Approaches	\$75
b. Road Allowances	\$75
c. Proximity Requests	\$75
d. Utilicorp Facilities & Poles	\$75

9. Equipment Rentals, Materials & Outside Invoicing – Custom Work
- a) Intermunicipal Government Agencies, Water Co-ops and Lethbridge Regional Waste Management Services Commission – Equipment, materials and wages at cost plus 10%.
 - b) For all other custom work completed, materials and wages at cost plus 10% and equipment will be charged according to the Alberta Roadbuilders & Heavy Construction Association current rates.
10. Overweight & Over dimension Vehicle Permit Fees
- Alberta Transportation’s Transportation Vehicle Routing and Information System - Multi-Jurisdiction (TRAVIS-MJ) – Fixed Municipal Fee - \$20.00/per permit.
11. Road Haul Use Agreement (Non-refundable fee)
- Pre and Post Inspection and Administration \$400.00
12. Dust Control (Non-refundable fee)
- Dust Control product per lineal meter \$6.50/meter
(minimum length of 100 meters up to a maximum of 200 meters)
 - Overage of 200 meters \$13.00/meter
13. Community Aggregate Payment Levy
- The levy rate to be applied throughout Lethbridge County in calculating the amount of the levy is \$0.30 per tonne of sand and gravel.

E. AGRICULTURAL SERVICE BOARD

- 1. All equipment at Alberta Roadbuilders & Heavy Construction Association current rates.
- 2. Grass seed at cost plus 10%
- 3. Chemicals at cost plus 10%
- 4. Fertilizers at cost plus 10%
- 5. Backpack sprayers at cost plus 10%
- 6. Skunk traps at cost plus 10%
- 7. Brillion drills - \$210.00 minimum or \$7.00 per acre
- 8. Administration of Weed Notices – direct costs plus 50% (indirect charge to a maximum of \$500)

F. GEOPHYSICAL REQUESTS

- 1. Pre & Post Inspection Fee (per inspection) \$200.00

G. GIS SCHEDULED FEES

Item	Client Price
Custom Work/Map Making (per hour, minimum 1 hour.)	\$70.00
8.5" x 11" & 11" x 17" - Hard copy maps	\$5.00
Wall Maps	\$30.00
Map Booklets	\$35.00

H. MISCELLANEOUS

The County reserves the right to implement charges required to cover the costs of services or materials supplied that are not specifically noted herein.

AGENDA ITEM REPORT



Title: Health Professional Attraction & Retention Committee Funding Request
Meeting: Council Meeting - 24 Jan 2025
Department: Administration
Report Author: Candice Robison

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 16 Jan 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The Health Professional Attraction & Retention Committee has successfully secured new medical and dental professionals for Picture Butte and the surrounding community following the retirement of key practitioners. To honor the retiring professionals and welcome the new ones, the Committee is organizing a Meet & Greet event. The total estimated cost of the event is \$2,000, with a request for \$1,000 in funding from the County.

RECOMMENDATION:

That Council approve the allocation of \$1,000 to assist with the costs of the Meet & Greet event organized by the Health Professional Attraction & Retention Committee on March 29, 2025.

REASON(S) FOR RECOMMENDATION(S):

The Health Professional Attraction & Retention Committee's request for financial support aligns with the County's priorities of fostering community well-being and ensuring access to essential health services. By approving this funding, Council will contribute to a welcoming and inclusive community environment while supporting a vital transition in local healthcare services.

PREVIOUS COUNCIL DIRECTION / POLICY:

Councillor Hickey is appointed to the committee, however no financial support has previously been provided.

BACKGROUND INFORMATION:

Two long-serving professionals, Dr. Riyaz Mohamed and Dr. William Leishman (physicians), and Dr. Scott Bowden (dentist) retired in 2024.

The Health Professional Attraction & Retention Committee successfully recruited Dr. Etinosa Edegbe (physician) and Dr. Mikhail Lowry (dentist) to fill these positions.

The event will be a "come and go" style gathering at the Community Center on March 29, 2025, from 1 PM to 4 PM, allowing residents to meet the new professionals and bid farewell to the retirees.

This event emphasizes the importance of retaining and attracting healthcare professionals who provide essential services to residents of Picture Butte and surrounding areas within Lethbridge County.

Sharing the costs with the Town demonstrates cooperation and joint community support for initiatives benefiting all residents and events like this help integrate new professionals into the community, fostering relationships and ensuring the continuity of local health services.

ALTERNATIVES / PROS / CONS:

Alternatives:

- Provide a contribution less than the requested \$1,000, with the expectation that the Committee or other partners will cover the remainder.
- Choose not to allocate any funding

FINANCIAL IMPACT:

The financial impact to the County will be \$1,000.00.

LEVEL OF PUBLIC PARTICIPATION:

- Inform Consult Involve Collaborate Empower

ATTACHMENTS:

[Health Professional Attraction & Retention Committee Funding Request](#)

To Reeve and Council,

As you are aware, the Health Professional Attraction & Retention Committee has been successful in obtaining Dr. Etinosa Edegbe as a Physician for Picture Butte and surrounding Community. This is because of the retirement of Dr. Riyaz Mohamed Dr. William Leishman in 2024.

As well, after many years of service to the Community, Dr. Scott Bowden also retired from his dentistry practice in 2024 and Dr. Mikhail Lowry has bought his business and will continue to serve the clients of Picture Butte and surrounding Community.

We are writing this letter to request your financial support to both thank our retiring Professionals and welcoming the new Professionals. This event will take place on March 29 2025 between 1pm and 4pm at the Community Center. It will be a come and go style gathering where clients and residents could Meet & Greet those that they have known for so many years and be introduced to those that are new to Picture Butte and Community. We estimate the cost of the event to be approximately no more than \$2000 and will be shared with the Town of Picture Butte. Our ask of the County would be \$1000.

We would like to thank you for your consideration of this request. Though the medical and dentist offices are located within the Town of Picture Butte, our Committee recognizes that many clients within Lethbridge County require these services and were considered in all aspects of our planning and attraction of the new Professionals to the area.

Please feel free to contact myself with any questions or concerns. I welcome any conversation you wish to have.

Regards,

Boyd Folden

403.315.2305

Chair/Health Professional Attraction & Retention Committee



January 6, 2025

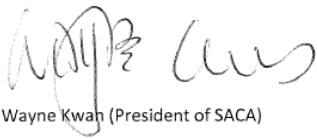
Dear Lorne ,

You are invited to join our Spring Festival celebration of the Year of the Snake.

Details as per the attached poster.

Sincerely,

RVSP: asap by email : Jgong22@yahoo.com and waynekwan55@gmail.com



Wayne Kwan (President of SACA)

Wayne Kwan
President



SACA 南亞省華人聯誼會
Southern Alberta Chinese Association

CELEBRATING
YEAR OF THE SNAKE
SPRING FESTIVAL
2025



SATURDAY FEBRUARY 8TH

5:30PM - 11PM

COAST LETHBRIDGE HOTEL &
CONFERENCE CENTER
526 MAYOR MAGRATH DR. S

\$500-SPONSORS TABLE FOR 10 PEOPLE

\$35-GENERAL

\$25-CHILDREN AGES 5-11

CHILDREN 4 AND UNDER FREE

FOR TICKETS, PLEASE CONTACT

CONNIE NG (403-393-5196)

ANNIE HUANG (647-969-3923)

JAN GONG (403-331-5332)

AGENDA ITEM REPORT



Title: Lethbridge County Council Attendance Update - December 2024
Meeting: Council Meeting - 24 Jan 2025
Department: Administration
Report Author: Candice Robison

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 13 Jan 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

To remain transparent to its citizens, Lethbridge County Council members report on their activities and events attended throughout the month.

RECOMMENDATION:

No motion required.

REASON(S) FOR RECOMMENDATION(S):

To remain transparent to the citizens of Lethbridge County.

PREVIOUS COUNCIL DIRECTION / POLICY:

A County Council update is provided monthly.

BACKGROUND INFORMATION:

In order to remain transparent to its citizens, Lethbridge County Council members provide a monthly report on their activities and events for the prior month.

ALTERNATIVES / PROS / CONS:

By not reporting activities and events attended by members of Council, citizens are unaware of the events occurring within the region and are unaware of the participation of Council with regards to community events.

FINANCIAL IMPACT:

None at this time.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[Lethbridge County Council Attendance Update - December 2024](#)

**Lethbridge County Council Attendance
December 2024**

Division 1

Councillor Lorne Hickey

December 2	Budget Presentation
December 4	Blue Sky Lodge Christmas Party
December 5	Lethbridge County Council Meeting
December 6	Blackrock Terrace Christmas Party
December 11	Garden View Christmas Party
December 12	Heritage Christmas Party
December 17	Council to Council Christmas Dinner, Town of Coaldale
December 19	Lethbridge County Council Meeting
December 20	Annual County Christmas and Service Recognition Event

Division 2

Reeve Tory Campbell

December 2	Budget Presentation
December 3	Team Lethbridge Virtual Meeting, Minister Brian Jean
December 3	Committee of Nominators Meeting, Community Foundation of Lethbridge Southwestern Alberta
December 5	Lethbridge County Council Meeting
December 6	Irrigation Meeting, MD of Taber
December 6	Mayors and Reeves
December 7	Mayor's Prayer Breakfast
December 7	Coaldale and District Emergency Services Awards Banquet
December 9	Water Availability Open House, Fort McLeod
December 16	Meeting with CAO and Administration, ORRSC
December 17	Meeting with ORRSC
December 17	Council to Council Christmas Dinner, Town of Coaldale
December 19	Lethbridge County Council Meeting
December 19	Media, Year in Review
December 20	Annual County Christmas and Service Recognition Event

Division 3**Councillor Mark Sayers**

December 2	Budget Presentation
December 5	Lethbridge County Council Meeting
December 6	M.D. Taber/SMRID Meeting
December 7	Coaldale and District Emergency Service Awards Banquet
December 16	Regional Water Commission Meeting
December 17	Council to Council Christmas Dinner, Town of Coaldale
December 19	Lethbridge County Council Meeting
December 20	Annual County Christmas and Service Recognition Event

Division 4**Deputy Reeve John Kuerbis**

December 2	Budget Presentation
December 3	Weekly Meeting with Community Futures Executive Director
December 4	Virtual Meeting with Community Futures Executive Director and Prairies Can
December 5	Lethbridge County Council Meeting
December 10	Water Coop Liaison Committee
December 10	Weekly Meeting with Community Futures Executive Director
December 16	Regional Water Commission Meeting
December 17	Regional Waste Commission Meeting
December 17	Council to Council Christmas Dinner, Town of Coaldale
December 18	Community Futures Monthly Meeting
December 19	Lethbridge County Council Meeting
December 20	Annual County Christmas and Service Recognition Event

Division 5**Councillor Kevin Slomp**

December 2	Budget Presentation
December 5	Lethbridge County Council Meeting
December 7	Picture Butte Emergency Services Awards Banquet
December 9	Water Availability Open House, Fort McLeod
December 17	Council to Council Christmas Dinner, Town of Coaldale
December 19	Lethbridge County Council Meeting
December 20	Annual County Christmas and Service Recognition Event

Division 6

Councillor Klaas VanderVeen

December 2	Budget Presentation
December 5	Lethbridge County Council Meeting
December 17	Regional Waste Commission Meeting
December 17	Council to Council Christmas Dinner, Town of Coaldale
December 19	Lethbridge County Council Meeting
December 20	Annual County Christmas and Service Recognition Event

Division 7

Councillor Morris Zeinstra

December 2	Budget Presentation
December 5	Lethbridge County Council Meeting
December 5	ORRSC Board Meeting
December 16	ORRSC Discussion
December 17	ORRSC Meeting
December 17	Council to Council Christmas Dinner, Town of Coaldale
December 19	Lethbridge County Council Meeting
December 20	Annual County Christmas and Service Recognition Event
