



Agenda

Council Meeting | Thursday, February 6, 2025 | 9:00 AM | Council Chambers

Page

A. CALL TO ORDER

B. ADOPTION OF AGENDA

C. ADOPTION OF MINUTES

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1. **County Council Meeting Minutes**
[Council Meeting - 24 Jan 2025 - Minutes](#)

D. SUBDIVISION APPLICATIONS

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1. **Subdivision Application #2024-0-173 Friesen/Bast - Lot 1, Block 1, Plan 9310042 and Lot 3, Block 1, Plan 1211582 within NE1/4 27-9-22-W4M**
[Subdivision Application #2024-0-173 Friesen/Bast - Lot 1, Block 1, Plan 9310042 and Lot 3, Block 1, Plan 1211582 within NE1/4 27-9-22-W4M](#)

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2. **Subdivision Application #2024-0-179 – Fehr - SW1/4 15-10-19-W4M**
[Subdivision Application #2024-0-179 – Fehr - SW1/4 15-10-19-W4M](#)

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3. **Subdivision Application #2024-0-181 RSB Landco/Broxburn - SW1/4 7-9-20-W4M**
[Subdivision Application #2024-0-181 RSB Landco/Broxburn - SW1/4 7-9-20-W4M](#)

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4. **Subdivision Application #2024-0-182 – Klassen - Block 1, Plan 9410750 within NW1/4 8-9-20-W4M**
[Subdivision Application #2024-0-182 – Klassen - Block 1, Plan 9410750 within NW1/4 8-9-20-W4M](#)

E. DEPARTMENT REPORTS

E.1. DEVELOPMENT & INFRASTRUCTURE

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- E.1.1. **Planning and Development Department 2024 Annual Report**
[Planning and Development Department 2024 Annual Report](#)

- 53 - 55 E.1.2. **2024 Community Peace Officer Annual Report**
[2024 CPO Annual Report](#)
- 56 - 77 E.1.3. **Development Permit Application 2025-005 (Vande Hoef)**
[2025-005 Development Permit Application \(Vande Hoef\)](#)

F. CORRESPONDENCE

- 78 - 79 1. **Minister of Municipal Affairs - ACP Grant Funding**
[Minister Approval Letter - Lethbridge County](#)
- 80 - 81 2. **Minister of Municipal Affairs - Town of Coalhurst ACP Grant Funding**
[Minister Approval Letter - Town of Coalhurst](#)
- 82 3. **Coaldale & District Handi-Ride Association Invitation - New Bus Ribbon Cutting**
[Coaldale & District Handi-Ride Association Invitation - New Bus Ribbon Cutting](#)
- 83 4. **Dhillon School of Business Scholarship Dinner Invitation**
[Dhillon School of Business](#)
- 84 5. **Rotary Club of Lethbridge East Agriculture Scholarships Program Awards Gala Dinner**
[Rotary Club of Lethbridge East](#)

G. NEW BUSINESS

H. CLOSED SESSION

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

I. ADJOURN



Minutes

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

The Council Meeting of Lethbridge County was called to order on Friday, January 24, 2025, 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 Klaas VanderVeen
- Councillor Morris Zeinstra
- Chief Administrative Officer Cole Beck
- Director, Development & Infrastructure Devon Thiele
- Director, Corporate Services Hailey Pinksen
- Director, Operations Ryan Thomson
- Manager, Planning & Development Hilary Janzen
- Executive Assistant Candice Robison
- Municipal Intern, Planning Hannah Laberge
- Senior Planner Steve Harty

A. CALL TO ORDER

Reeve Tory Campbell called the meeting to order at 9:00 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

The following items were added to the agenda:

- D.2. - Jackie Seely - STARS
- I.2. - Update on 2025 ASB Conference

1-2025	Deputy Reeve Kuerbis	MOVED that the January 24, 2025 Lethbridge County Council Meeting Agenda be adopted as amended.	CARRIED
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C. ADOPTION OF MINUTES

C.1. County Council Meeting Minutes

2-2025	Councillor Sayers	MOVED that the December 19, 2024 Lethbridge County Council Minutes be adopted as presented.	CARRIED
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D. DELEGATIONS

D.1. Jackie Seely - STARS

Jackie Seely from STARS presented Council with a portrait in recognition of the partnership between STARS and the County.

D.2. 9:00 a.m. - MLA Grant Hunter

MLA Grant Hunter spoke with Council on the waterline to McCains, water engagement sessions and legislation passed in the fall addressing changing pronouns in schools, hormone treatments and non-biological males participating in female sports.

E. SUBDIVISION APPLICATIONS

**E.1. Subdivision Application #2024-0-139 – Frache
- SE1/4 1-9-21-W4M**

3-2025 Deputy Reeve Kuerbis MOVED 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 2 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.

CARRIED

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

Reeve Campbell reconvened the meeting at 10:03 a.m. Councillor VanderVeen arrived to the meeting.

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

Reeve Campbell called a recess to the Council Meeting, for the Public Hearing for Bylaw 24-021 at 10:04 a.m.

F.1. Bylaw 24-021 - Re-designate a portion of SE 6-8-20-W4 from Rural Agriculture to Grouped Country Residential- Public Hearing

4-2025 Councillor Hickey MOVED that the Public Hearing for Bylaw 24-021 commence at 10:04 a.m. CARRIED

The Manager, Planning and Development reviewed Bylaw 24-021.

Reeve Campbell asked if anyone wished to speak in favour or opposition of Bylaw 24-021.

Bob McCutcheon, the applicant joined via Teams and spoke in favour of Bylaw 24-021.

Reeve Campbell asked if anyone wished to speak in favour or opposition of Bylaw 24-021.

No further comments were made.

5-2025 Councillor Sayers MOVED that the Public Hearing for Bylaw 24-021 adjourn at 10:11 a.m. CARRIED

Reeve Campbell reconvened the regular meeting at 10:11 a.m.

6-2025 Deputy Reeve Kuerbis MOVED that Bylaw 24-021 be read a second time. CARRIED

7-2025 Councillor Hickey MOVED that Bylaw 24-021 be read a third time. CARRIED

E. SUBDIVISION APPLICATIONS

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

8-2025 Councillor Sayers MOVED 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.

CARRIED

G. DEPARTMENT REPORTS

G.1. DEVELOPMENT & INFRASTRUCTURE

G.1.1. Bylaw 25-002 - 2025 Utility Rate Bylaw

9-2025 Deputy Reeve Kuerbis MOVED that Bylaw 25-002 - 2025 Utility Rate Bylaw be read a first time. CARRIED

10-2025 Councillor Sayers MOVED that Bylaw 25-002 - 2025 Utility Rate Bylaw be read a second time. CARRIED

11-2025 Councillor VanderVeen MOVED that Council consider reading Bylaw 25-002 - 2025 Utility Rate Bylaw a third time. CARRIED

12-2025 Councillor Hickey MOVED that Bylaw 25-002 - 2025 Utility Rate Bylaw be read a third time. CARRIED

G.1.2. Capital Projects Update

Devon Thiele, Director, Planning and Development provide Council a Capital Project update.

G.2. CORPORATE SERVICES

G.2.1. Southern 4H Region Speaker Lunch Sponsor - Farming Smarter Conference

13-2025 Councillor Sayers MOVED that County Council sponsor the 4H speaker lunch at the Farming Smarter Conference in the amount of \$500.00 as per Policy #161. CARRIED

G.2.2. Oldman Watershed Council Funding Request

14-2025 Deputy Reeve Kuerbis MOVED 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. CARRIED

G.2.3. Bylaw 25-001 - Schedule of Fees Bylaw

15-2025 Councillor VanderVeen MOVED that Bylaw 25-001 - Schedule of Fees Bylaw be read a first time. CARRIED

16-2025 Deputy Reeve Kuerbis MOVED that Bylaw 25-001 - Schedule of Fees Bylaw be read a second time. CARRIED

17-2025 Councillor Sayers MOVED that Council consider reading Bylaw 25-001 - Schedule of Fees Bylaw a third time.

CARRIED

18-2025 Councillor Hickey MOVED that Bylaw 25-001 - Schedule of Fees Bylaw be read a third time.
CARRIED

G.3. ADMINISTRATION

G.3.1. Health Professional Attraction & Retention Committee Funding Request

19-2025 Councillor Hickey MOVED that Council approve the allocation of \$1,000 from the Council Donations Reserve to assist with the costs of the Meet & Greet event organized by the Health Professional Attraction & Retention Committee on March 29, 2025.
CARRIED

H. CORRESPONDENCE

H.1. Southern Alberta Chinese Association - Spring Celebration of the Year of the Snake

Council received an invitation to the Southern Alberta Chinese Association's Spring Celebration of the Year of the Snake taking place on February 8, 2025.

I. COUNTY COUNCIL AND COMMITTEE UPDATES

I.1. Lethbridge County Council Attendance Update - December 2024

Council reviewed the highlights from the Lethbridge County Council Attendance Update for 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

I.2. Update on 2025 ASB Conference

Deputy Reeve Kuerbis provided an update for Council on the recent provincial ASB Conference. The top three concerns coming from the conference were vet shortages, vegetation on highways and Richardson ground squirrel issue.

K. CLOSED SESSION

K.1. - Southern Alberta Energy from Waste Association (SAEWA) (FOIP Section 16 - Disclosure harmful to business interests of a third party)

K.2. - CAO Report - C. Beck (FOIP Sections 16, 17, 23 and 24)

20-2025 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 11:09 a.m. for the discussion on the following:

K.1. - Southern Alberta Energy from Waste Association (SAEWA) (FOIP Section 16 - Disclosure harmful to business interests of a third party)

K.2. - 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

21-2025 Councillor Sayers MOVED that the Lethbridge County Council Meeting move out of the closed session at 12:37 p.m.

CARRIED

L. ADJOURN

22-2025 Councillor Zeinstra MOVED that the Lethbridge County Council Meeting adjourn at 12:38 p.m.

CARRIED

Reeve

CAO

AGENDA ITEM REPORT



Title: Subdivision Application #2024-0–173 Friesen/Bast
- Lot 1, Block 1, Plan 9310042 and Lot 3, Block 1, Plan 1211582 within NE1/4
27-9-22-W4M

Meeting: Council Meeting - 06 Feb 2025

Department: ORRSC

Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Manager, Planning & Development	Approved - 24 Jan 2025
Devon Thiele, Director, Development & Infrastructure	Approved - 28 Jan 2025
Cole Beck, Chief Administrative Officer	Approved - 28 Jan 2025

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 enable a property line adjustment and enlarge an existing 2.08 acre parcel, by subdividing and consolidating 0.61 acres of adjacent land, resulting in a title 2.69 acres in size in for country residential use. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2024-0-173 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 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 realignment/reconfiguration of titles and property lines without an increase in titles. For this proposal, the applicant(s) start with two titles and will end up with two but in a different layout/size.
- The realignment/reconfiguration of titles policy in LUB No. 24-007 enables property boundaries to be realigned based on land use and the location of improvements. The reconfiguration will enable direct physical access to be provided to the existing smaller lot.

BACKGROUND INFORMATION:

Located 1-½-miles northeast of the Town of Coalhurst, adjacent to Highway 25. The purpose is to realign the boundaries to enable a direct access of titled land that physically connects the parcel to Highway 25.

The existing 2.08 acre title has a gravel driveway situated over the adjacent parcel for the access with a registered easement in place. This subdivision and consolidation will enable the small parcel to have access directly connected to the highway. The 0.61 acres encompasses the physical area of the gravel access road and will create a pan-handle shaped parcel for the enlarged 2.69 acre acreage title. The two landowners involved have made an agreement to facilitate this process. The adjacent 20.21 acre parcel contains an existing yard with a dwelling that will not be impacted by the 0.61 acres of land being removed. The area of land for the pan-handle access road is situated immediately south of a dugout. As a condition of subdivision approval in 2012 when the 2.08 acre lot was created, Alberta Transportation required that the applicant provide a joint service road access to the parcels and the remnant land as no additional access to the highway was allowed. It is noted that a separate landowner's parcel to the south of this also takes access from this point of the highway by way of a registered access right-of-way plan. This dedicated access will remain in place with this proposal.

There are no abandoned gas wells, historical features, or environmental concerns identified. This proposal is located within the IDP boundary with the Town of Coalhurst. This type of boundary realignment conforms with the policies of the IDP and is a type of subdivision that is permitted.

Overall, the proposal meets the criteria of the County's LUB No. 24-007 for a realignment/reconfiguration of titles. The application was circulated to the required external agencies with no concerns and no utility easements requested. Alberta Transportation had no objections. (No response from Coalhurst at time of agenda report).

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could not approve if it is determined the proposal 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 situation would remain with the parcel not touching a road, and the decision could be appealed by the applicants as the County's criteria are met.

FINANCIAL IMPACT:

None. However, 10% municipal reserve is applicable on the 0.61 acres at the market value of \$17,000 (difference on the 2.69 acre title being created) as MR was paid on the existing 2.08 acre lot when it was subdivided in 2012.

LEVEL OF PUBLIC PARTICIPATION:

- Inform Consult Involve Collaborate Empower

ATTACHMENTS:

- [5A Lethbridge County 2024-0-173 Approval Diagrams 2024-0-173](#)
- [2024-0-173 subject area diagram](#)

RESOLUTION

2024-0-173

Lethbridge County

Agricultural & Country Residential subdivision of Lot 1, Block 1, Plan 9310042 and Lot 3, Block 1, Plan 1211582 within NE1/4 27-9-22-W4M

THAT the Agricultural & Country Residential subdivision of Lot 1, Block 1, Plan 9310042 and Lot 3, Block 1, Plan 1211582 within NE1/4 27-9-22-W4M (Certificate of Title No. 131 009 489, 131 019 684), to enable a property line adjustment and enlarge an existing title 2.08 acres (0.84 ha) in size, by subdividing and consolidating 0.61 acres (0.248 ha) of adjacent land, resulting in a title 2.69 acres (1.088 ha) in size for 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 0.61 acres at the market value of \$17,000 per acre with the actual acreage and amount to be paid to Lethbridge County be determined at the final stage, for Municipal Reserve purposes.

AND FURTHER that upon payment of the reserve, the existing deferred reserve caveat on the adjacent title (Lot 1, Block 1, Plan 9310042), be adjusted accordingly in the amount of the 0.61 acres difference (approximately 19.60 +/-acres), with the actual acreage and 10% amount to be determined at the final stage, upon receipt of the final subdivision plan.

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.
3. That the 0.61 acre land area being subdivided and consolidated be done by a plan by an Alberta Land Surveyor in a manner such that the title 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 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 application overall complies with the County's subdivision criteria for a property line adjustment and the reconfiguration will enable direct physical access to be provided to the existing lot.
4. No objections or concerns have been received on the proposal, including no objections from Alberta Transportation and Economic Corridors.

INFORMATIVE:

- (a) Reserve was previously provided on the existing 2.08 acre lot and with payment on the 0.61 acres, the existing deferred reserve caveat (121 136 787) will be adjusted to reflect the remaining 19.60 +/-acres.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.

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(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 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.

(e) ATCO Gas has no objection to the proposed boundary adjustment.

(f) 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.

(g) Alberta Health Services – Kristen Dykstra, Public Health Inspector:

“Thank you for the opportunity to comment on File No. 2024-0-173. Alberta Health Services – Environmental Public Health (AHS-EPH) reviews and provides comments on land use applications from a public health perspective.

It is understood that the purpose of this application is to adjust the property line to enlarge the lot by subdividing and consolidating adjacent land for country residential use. The application indicated an existing dugout as the potable water source, and proposed a sub-surface treatment field for sewer services.

After reviewing the application, AHS-EPH would like to offer the following comments:

- Each parcel of residential land should have access to a legal source of potable drinking water as designated by the appropriate regulatory authority.
- Where water services are provided, sewer services approved by the appropriate agency must also be provided. AHS-EPH recommends that private sewage disposal systems be completely contained on the property being served to avoid future conflicts or access concerns.
- The application indicates a Confined Feeding Operation (CFO) in proximity to the proposed subdivision. The Natural Resources Conservation Board should be consulted for any comments regarding the subdivision 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.”

(h) Alberta Transportation – Evan Neilsen, Development/Planning Technologist:

“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) 25, 3X

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.

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

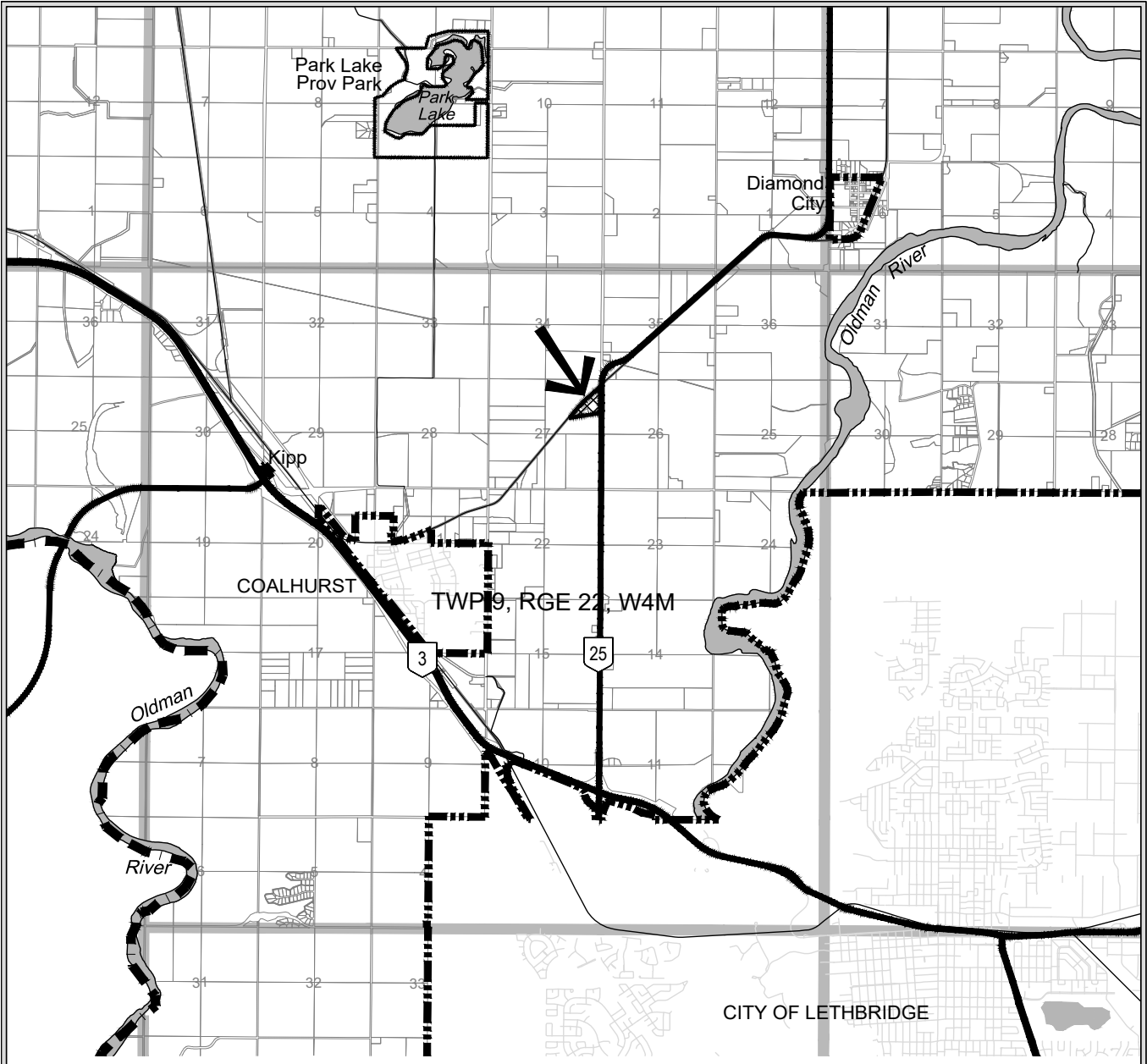
1. The department expects that the municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 618.4 of the Municipal Government Act
2. The existing access 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.
3. 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.
4. Transportation and Economic Corridors expects that the municipality will mitigate the cumulative impacts of traffic generated by developments approved on the local road connection to the highway system, pursuant to the South Saskatchewan Regional Plan and Section 648(2)(c.2) of the Municipal Government Act.
5. 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.”

MOVER

REEVE

DATE

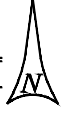


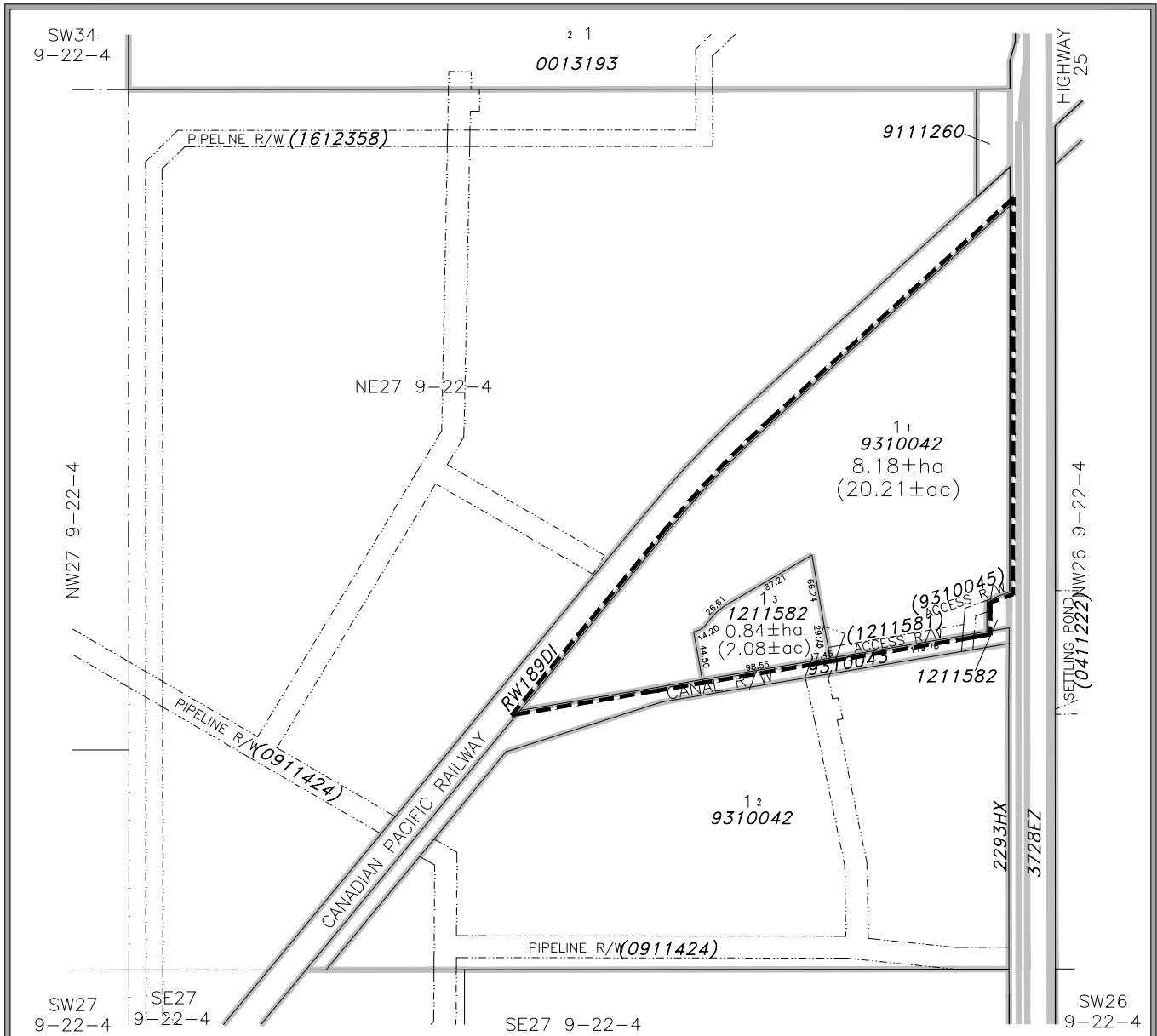
SUBDIVISION LOCATION SKETCH
LOT 1, BLOCK 1, PLAN 9310042 & LOT 3, BLOCK 1, PLAN 1211582
WITHIN NE 1/4 SEC 27, TWP 19, RGE 22, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: NOVEMBER 22, 2024
FILE No: 2024-0-173

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



November 22, 2024 N:\Subdivision\2024\2024-0-173.dwg





SUBDIVISION SKETCH - EXISTING

LOT 1, BLOCK 1, PLAN 9310042 & LOT 3, BLOCK 1, PLAN 1211582
 WITHIN NE 1/4 SEC 27, TWP 19, RGE 22, W 4 M

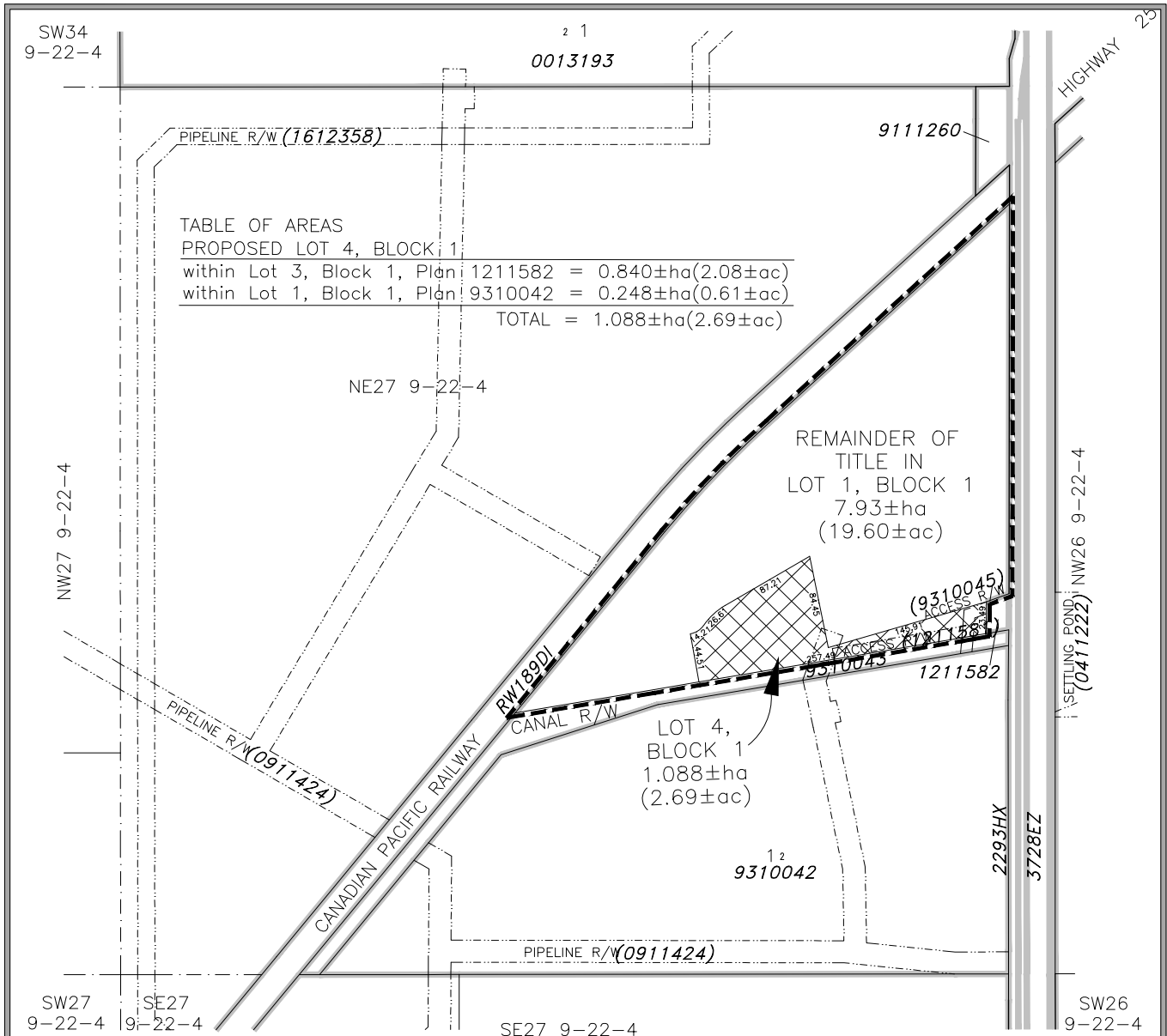
MUNICIPALITY: LETHBRIDGE COUNTY

DATE: NOVEMBER 22, 2024

FILE No: 2024-0-173



November 22, 2024 N:\Subdivision\2024\2024-0-173.dwg



SUBDIVISION SKETCH - PROPOSED

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 24-1650T
LOT 1, BLOCK 1, PLAN 9310042 & LOT 3, BLOCK 1, PLAN 1211582
 WITHIN NE 1/4 SEC 27, TWP 19, RGE 22, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: NOVEMBER 22, 2024
 FILE No: 2024-0-173





SUBDIVISION SKETCH - PROPOSED

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 24-16505T
LOT 1, BLOCK 1, PLAN 9310042 & LOT 3, BLOCK 1, PLAN 1211582
WITHIN NE 1/4 SEC 27, TWP 19, RGE 22, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: NOVEMBER 22, 2024
FILE No: 2024-0-173



AERIAL PHOTO DATE: 2018

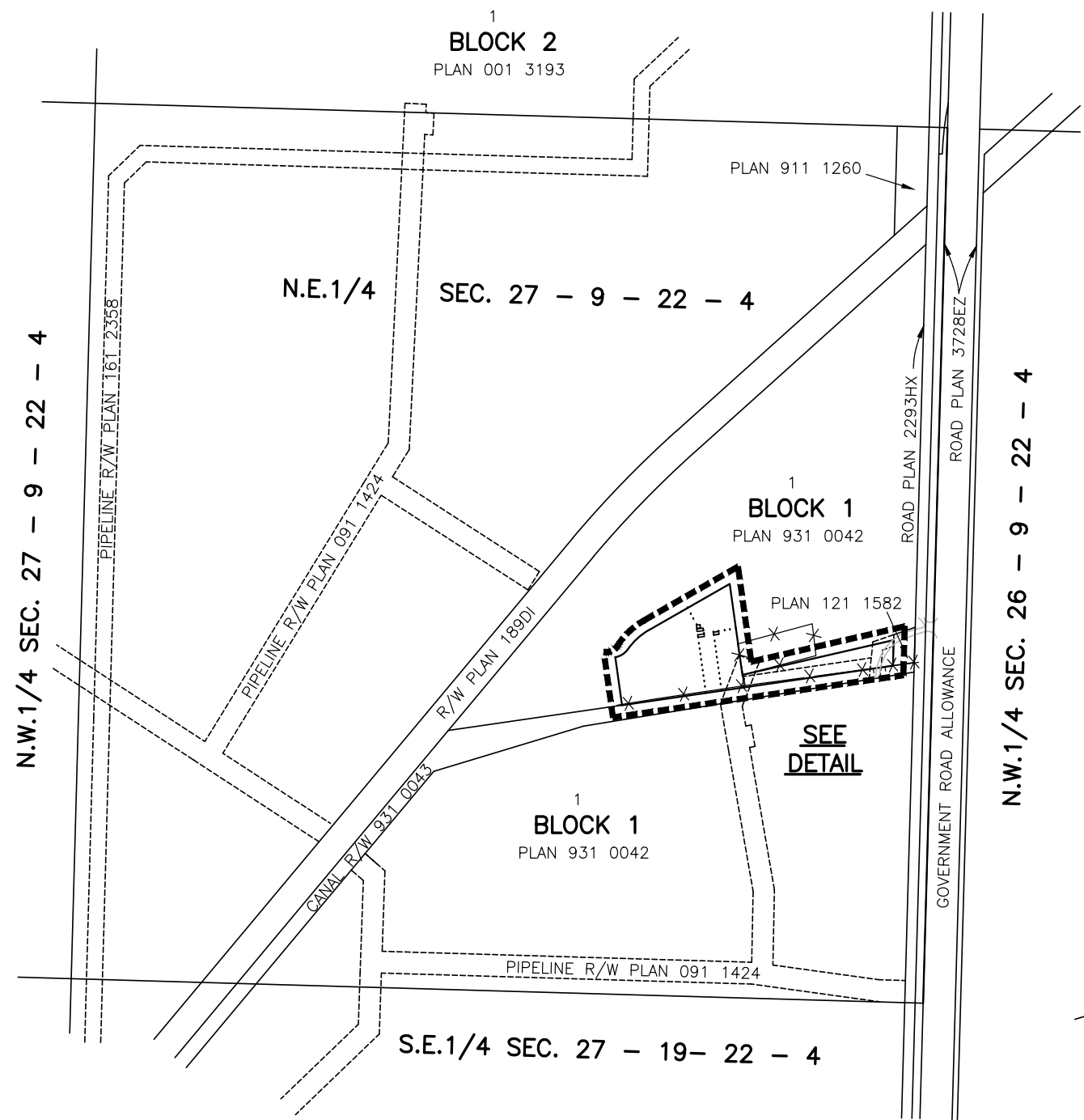
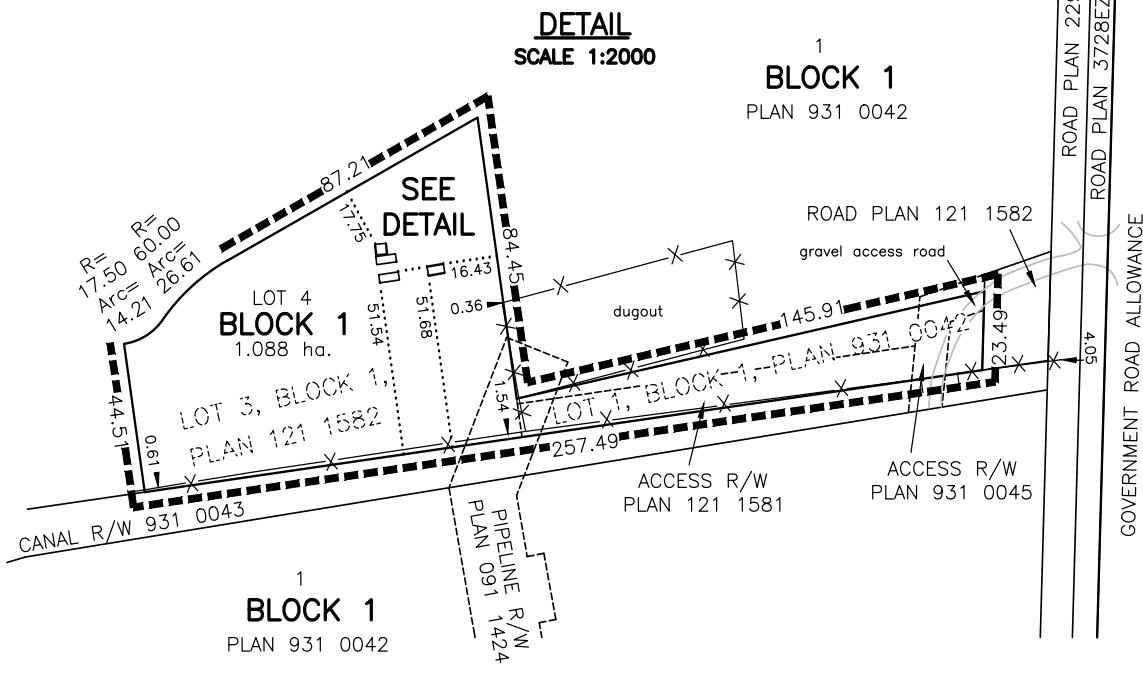
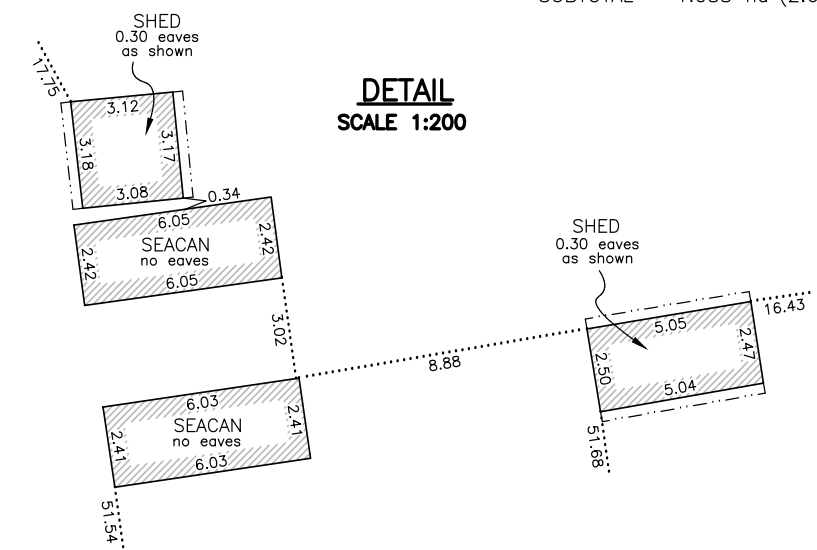


TABLE OF AREAS

LOT 4	within LOT 3, BLOCK 1, PLAN 121 1582 = 0.840 ha (2.08Ac)
	within LOT 1, BLOCK 1, PLAN 931 0042 = 0.248 ha (0.61Ac)
SUBTOTAL	= 1.088 ha (2.69Ac)



NO.	REVISION	DATE	BY

NOTE : Portion to be approved is outlined thus **-----** and contains approximately 1.088 ha. Distances are in metres and decimal parts thereof.

Distances and areas are approximate and are subject to change upon final survey.

Fence lines **—X—** are within 0.20 metres of property line unless otherwise dimensioned.

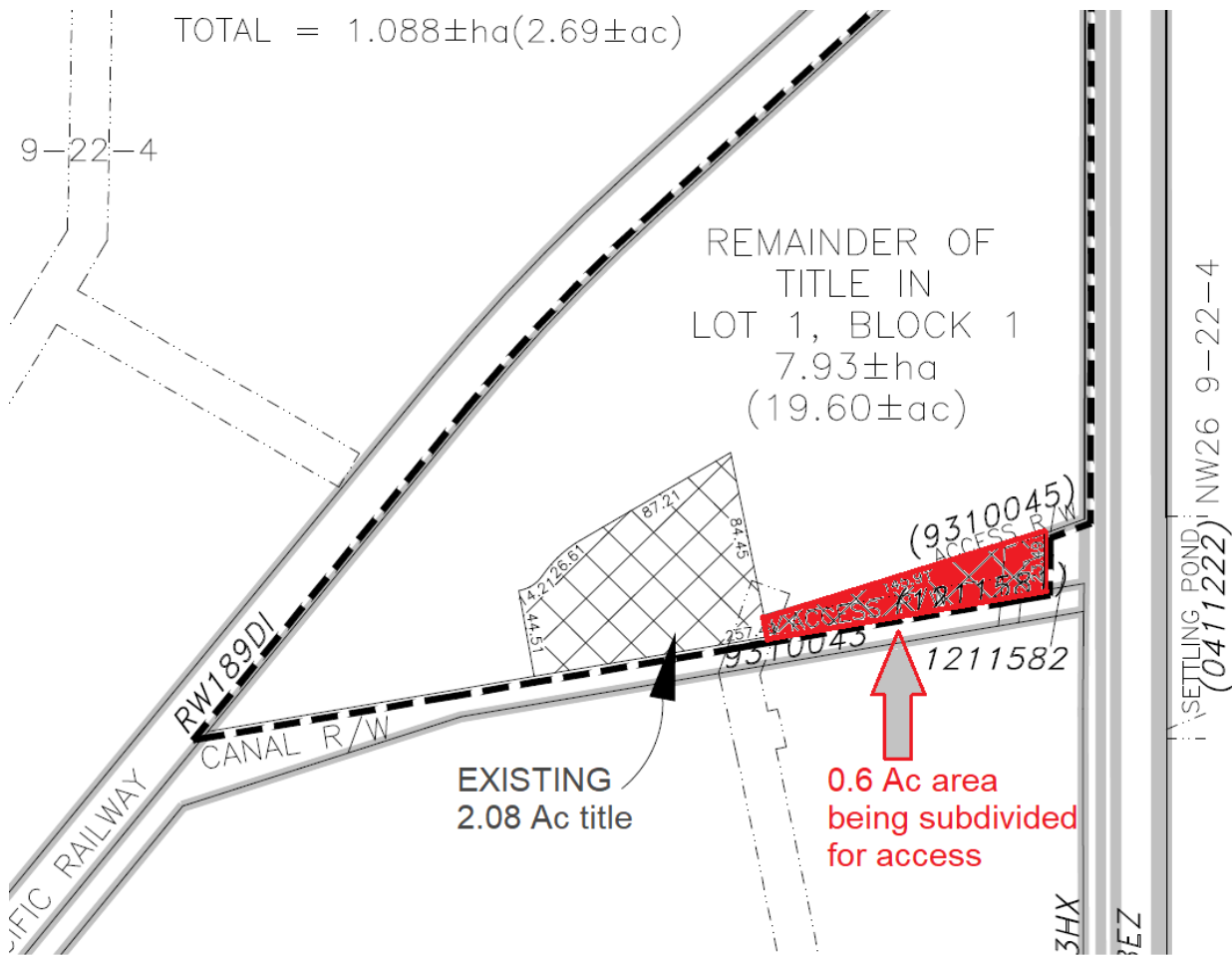
DELMORE RONALD BAST

TENTATIVE PLAN SHOWING SUBDIVISION
of part of
LOT 1, BLOCK 1, PLAN 931 0042
and all of
LOT 3, BLOCK 1, PLAN 121 1582
all within
S.E.1/4 SEC. 27, TWP. 19, RGE. 22, W.4 M.
Lethbridge County

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

APPROVED	DRAWN BB	DATE NOV 4/24
	CHECKED ZJP	JOB 24-16505
	SCALE 1:5000	DRAWING 24-16505T

Z.J. Prosper, A.L.S.



2024-0-173
 AREA OF LAND SUBJECT TO SUBDIVISION AND CONSOLIDATION

AGENDA ITEM REPORT



Title: Subdivision Application #2024-0-179 – Fehr
- SW1/4 15-10-19-W4M

Meeting: Council Meeting - 06 Feb 2025




Department: ORRSC

Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Manager, Planning & Development	Approved - 24 Jan 2025
Devon Thiele, Director, Development & Infrastructure	Approved - 28 Jan 2025
Cole Beck, Chief Administrative Officer	Approved - 28 Jan 2025

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 subdivide a 6.51 acre first parcel out farmstead from a title of 154.04 acres for country residential use. The proposal does not meet the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2024-0-179 be approved subject to the conditions as outlined in the draft resolution, and which shall replace the approval of subdivision file #2024-0-116.

REASON(S) FOR RECOMMENDATION(S):

The proposed subdivision is the first subdivision from the 1/4-section and meets the provincial Subdivision and Development Regulations and the municipal subdivision policies as stated in the Land Use Bylaw with consideration for the nature of the land and the flexible parcel size policy.

PREVIOUS COUNCIL DIRECTION / POLICY:

- The Subdivision Authority (Sept. 2024) granted a previous approval to subdivide a 4.99 acre parcel but after the decision and appeal period expired, the applicants decided they wanted to enlarge the approved parcel size by an additional 1.52 acres.
- LUB 24-007, Schedule 8, Subdivision Policy 5(1) stipulates: ...the subdivided area is to be as small as possible in order to conserve agricultural land but must contain a minimum 2.0 acres of developable land, with a maximum flexible parcel size of 3.0 to 10 acres based on the existing improvements, and shall be limited by the extent of related buildings, structures and improvements, including septic systems, for the residential site and by physical characteristics, well-established tree shelterbelts, vegetation and such other land as is required to provide for physical access to the proposed lot.

BACKGROUND INFORMATION:

Located approximately 5¼-miles northeast of the Town of Coaldale, and 3½-miles east of Northeast Reservoir. The purpose is to subdivide the very northwest corner of the ¼-section for an established farmstead.

Last year, the applicants had made a similar application previously to subdivide a 4.99 acre first parcel out. Subsequent to this approval, the applicants decided they wanted to enlarge the parcel beyond what the approved decision was for. They would now like to include an additional area of the south dry pivot corner. The submitted revised application includes an additional 1.52 acres of undeveloped land south of the yard, situated just outside the end guns of the pivot. As background, the lot's proposed east boundary is angled to follow the crop line and end of the irrigation pivot for the agricultural land. The septic field system extends into the unirrigated area east of the main yard. The proposed additional area is also an unirrigated dry pivot corner south of the yard. Access is from the west municipal road allowance with an existing approach in place. There are a couple abandoned gas wells situated within the ¼-section, but they located near the east ¼-section line and are well removed from the area of the yard. There are no confined feeding operations located in proximity.

Overall, this the first parcel out from the ¼-section and meets the criteria of LUB No. 24-007 if the merits of 6.51 acre parcel size are considered. Although the area contains no improvements it is unproductive agricultural land, and the new parcel will be below the 10-acre maximum. Similar type of approvals that include dry concerns have been granted in the past. The resulting residual agricultural parcel size meets and exceeds the minimum required. If approved, this 2024-0-179 approval will supersede and replace the approval to subdivide a 4.99 acre title (ORRSC File 2024-0-116).

The application was circulated to the required external agencies and no easements or concerns were expressed regarding the application (at time of agenda preparation).

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve the subdivision if it determines it does not meet the intent of the subdivision criteria for determining suitable parcel sizes.

Pros:

- the yard title will be restricted to encompassing just the physical improvements present and the previous approval for a 4.99 acre title (ORRSC File 2024-0-116) would still be valid.

Cons:

- the unproductive dry corner could not form part of the title to be used by the yard, and the decision would likely be appealed by the applicants.

FINANCIAL IMPACT:

None, and the existing tax situation will remain as is.

LEVEL OF PUBLIC PARTICIPATION:

- Inform
 Consult
 Involve
 Collaborate
 Empower

ATTACHMENTS:

- [5A Lethbridge County 2024-0-179 Approval Diagrams 2024-0-179](#)
- [Subdivision Decision 2024-0-116 diagram](#)

RESOLUTION

2024-0-179

Lethbridge County **Country Residential** subdivision of SW1/4 15-10-19-W4M

THAT the Country Residential subdivision of SW1/4 15-10-19-W4M (Certificate of Title No. 201 233 663), to subdivide a 6.51 acre (2.64 ha) first parcel out farmstead subdivision from a title of 154.04 acres (62.34 ha) for country residential 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.
3. That the applicant provides a final Plan of Survey to illustrate the exact dimensions and parcel size of the proposed parcel as approved.
4. That the subdivision approval for File 2024-0-179 will supersede the previous approval to subdivide a 4.99 acre (2.02 ha) title (ORRSC File 2024-0-116) and that upon approval of this application the File 2024-0-116 approval shall be null and void.
5. That any easement(s) as required by utility companies, or the municipality 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 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 6.51 acre (2.64 ha) parcel size conforms to the County's subdivision policies as a first parcel out subdivision that is with the maximum flexible parcel size of 1.2 to 4.05 ha (3.0 to 10 acres).
5. The Subdivision Authority has determined there is merit in the proposal to add the additional acres of land as the area is a dry pivot corner of less productive agricultural land.

INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(a) of the Municipal Government Act, Reserve is not required.
- (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.)

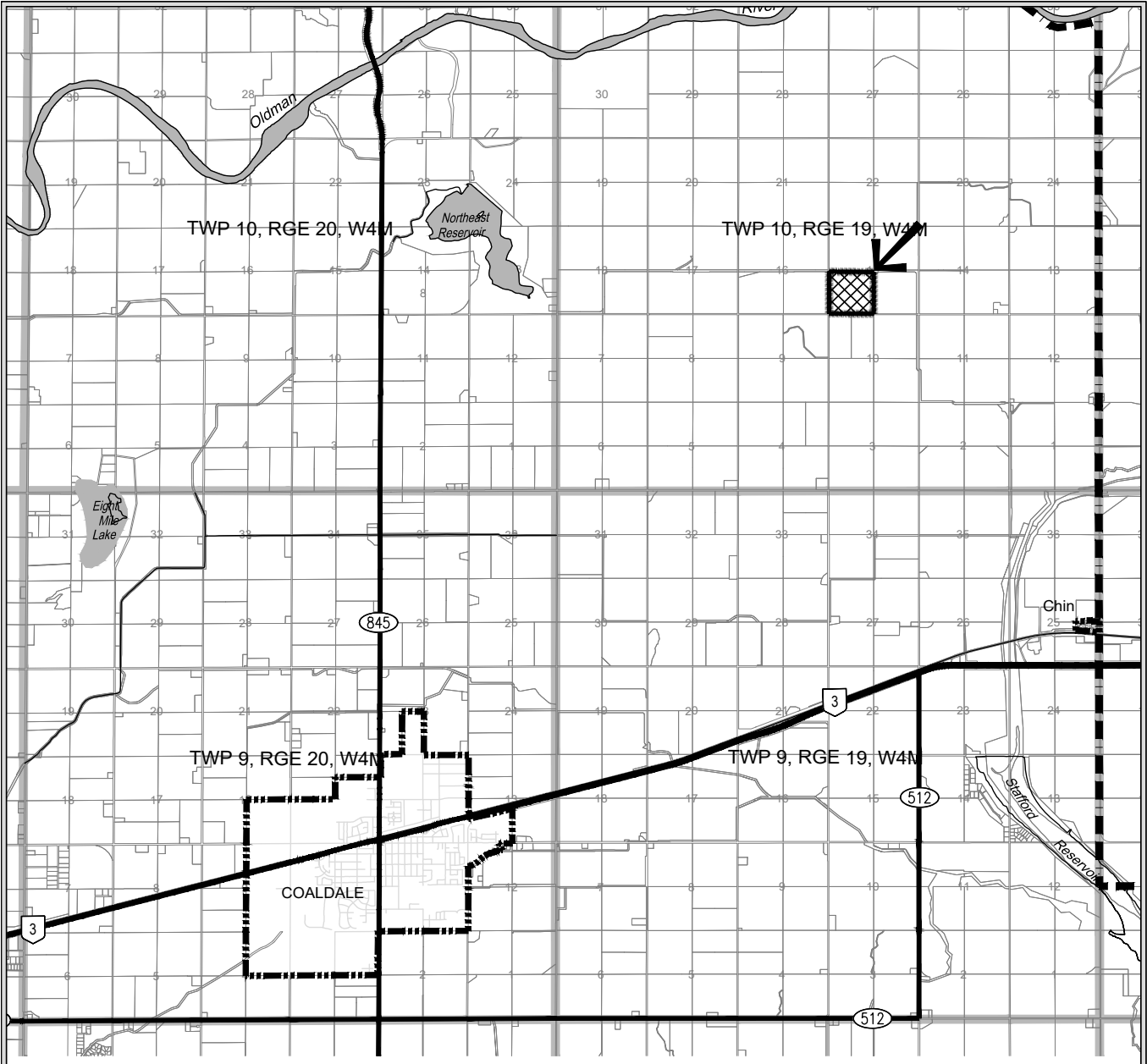
2024-0-179
Page 1 of 2

(d) 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.

MOVER

REEVE

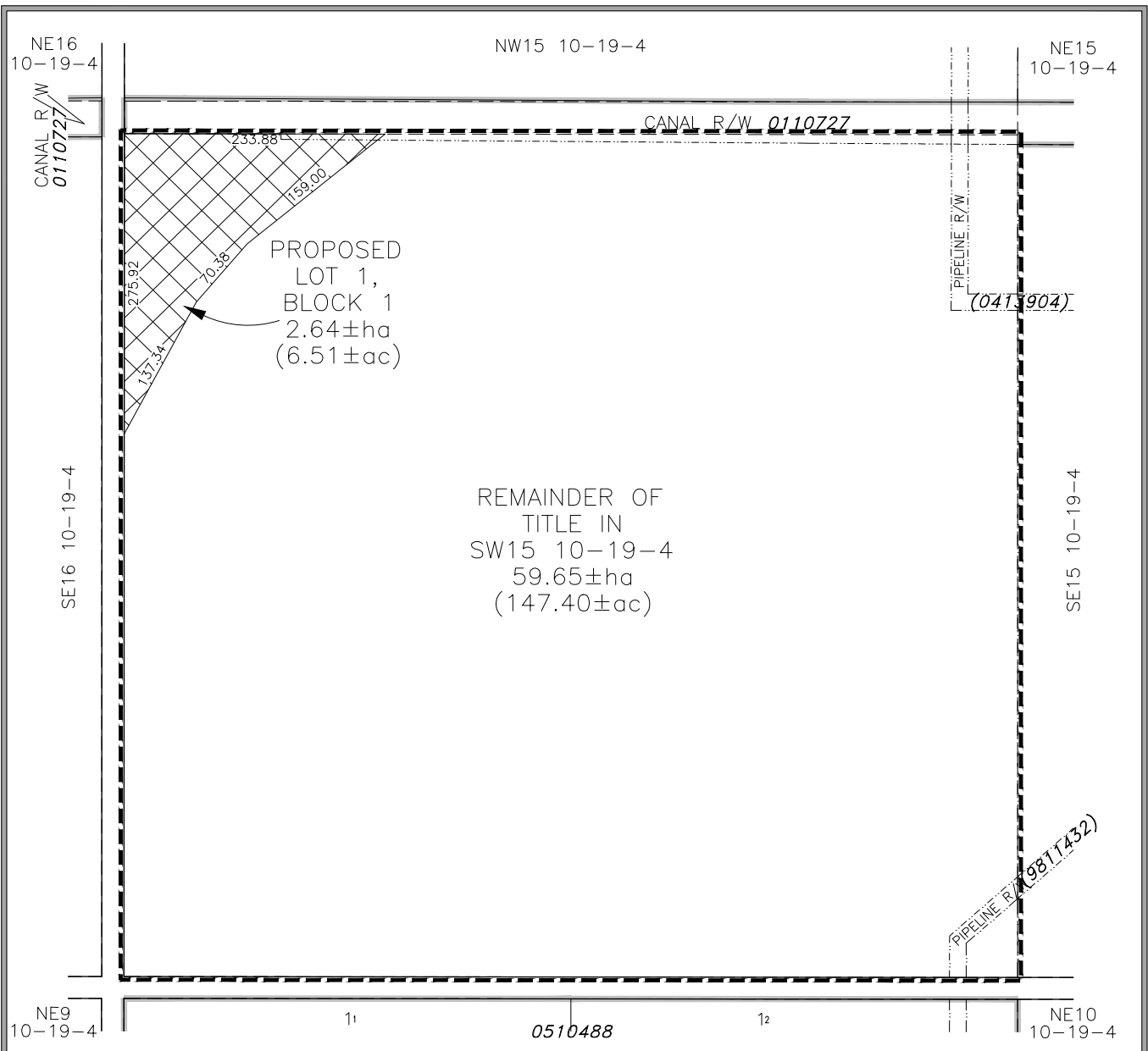
DATE



SUBDIVISION LOCATION SKETCH
 SW 1/4 SEC 15, TWP 10, RGE 19, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: DECEMBER 9, 2024
 FILE No: 2024-0-179

MAP PREPARED BY:
 OLDMAN RIVER REGIONAL SERVICES COMMISSION
 9105 16th AVENUE NORTH, LETHBRIDGE, AB T1H 3E8
 NOT RESPONSIBLE FOR ERRORS OR OMISSIONS

OLDMAN RIVER REGIONAL SERVICES COMMISSION
 December 09, 2024 N:\Subdivision\2024\2024-0-179.dwg



SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 24-16431T

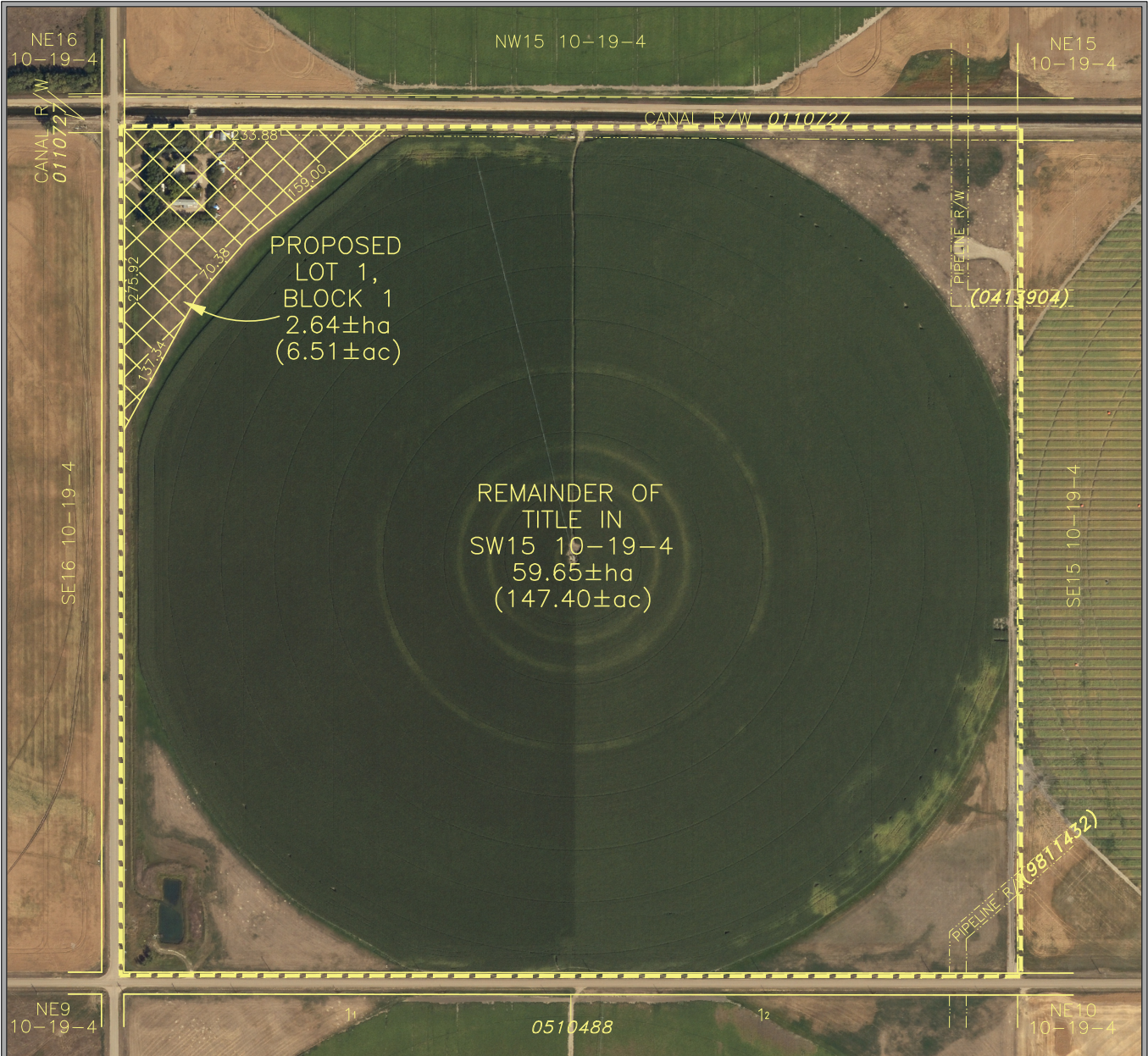
SW 1/4 SEC 15, TWP 10, RGE 19, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

DATE: DECEMBER 9, 2024

FILE No: 2024-0-179





SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 24-16431T

SW 1/4 SEC 15, TWP 10, RGE 19, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

DATE: DECEMBER 9, 2024

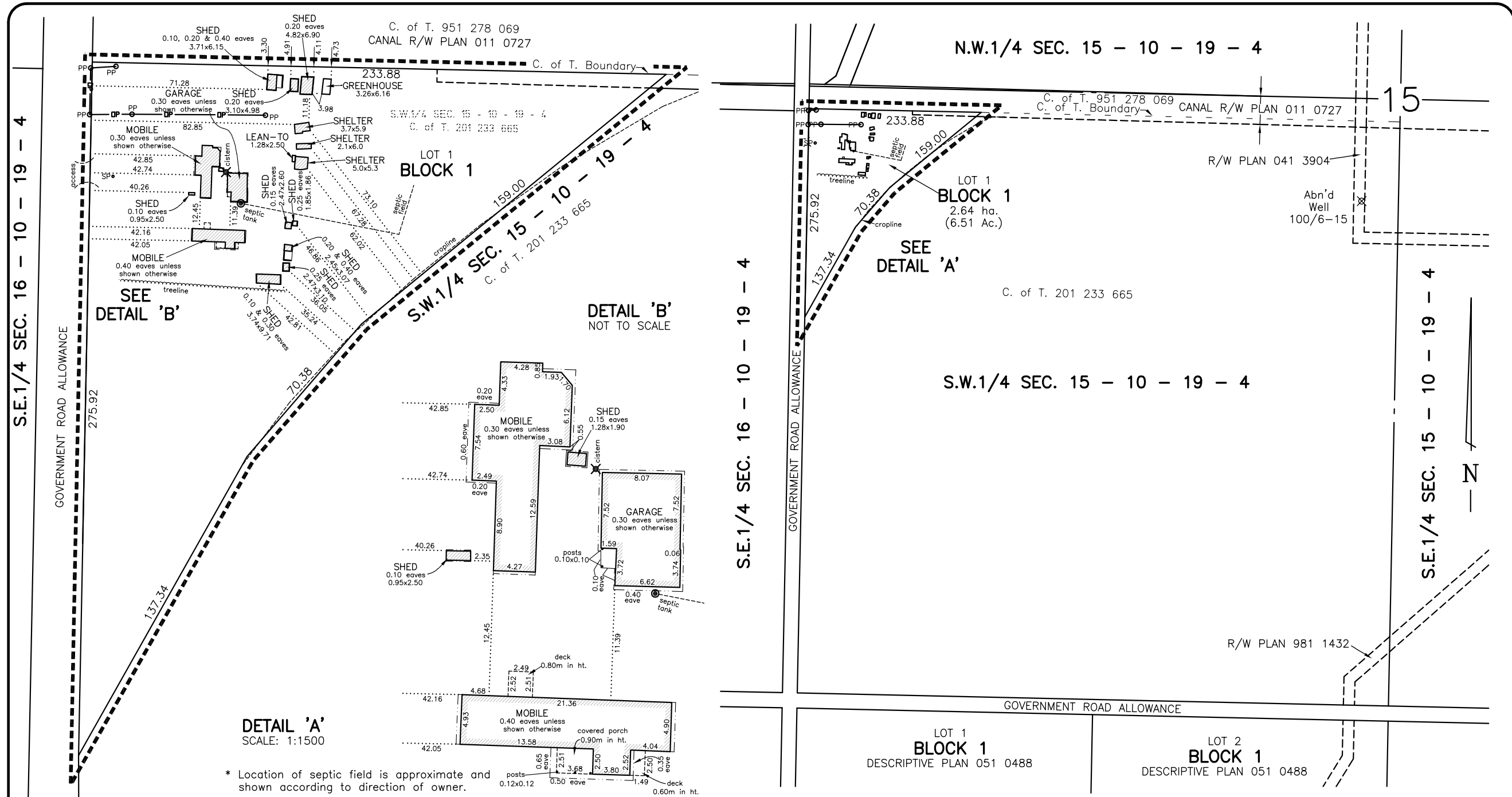
FILE No: 2024-0-179



December 09, 2024 N:\Subdivision\2024\2024-0-179.dwg



AERIAL PHOTO DATE: 2018



SEE
DETAIL 'B'

DETAIL 'B'
NOT TO SCALE

DETAIL 'A'
SCALE: 1:1500

* Location of septic field is approximate and shown according to direction of owner.

1	REVISED LOT SIZE	OCT. 22/24	CJB
NO.	REVISION	DATE	BY
<p>Improvements shown were surveyed on July 4th, 2024</p> <p>NOTE : Portion to be approved is outlined thus ----- and contains approximately 2.64 ha.</p> <p>Distances are in metres and decimal parts thereof.</p> <p>Overhead line is shown thus — DP — DP —</p> <p>PP stands for utility pole. — X — X —</p> <p>Fence lines are shown thus — X — X —</p> <p>Distances and areas are approximate and are subject to change upon final survey.</p>			

JACK & VONNA FEHR

TENTATIVE PLAN SHOWING SUBDIVISION
of part of
S.W.1/4 SEC. 15; TWP. 10; RGE. 19; W.4 M.

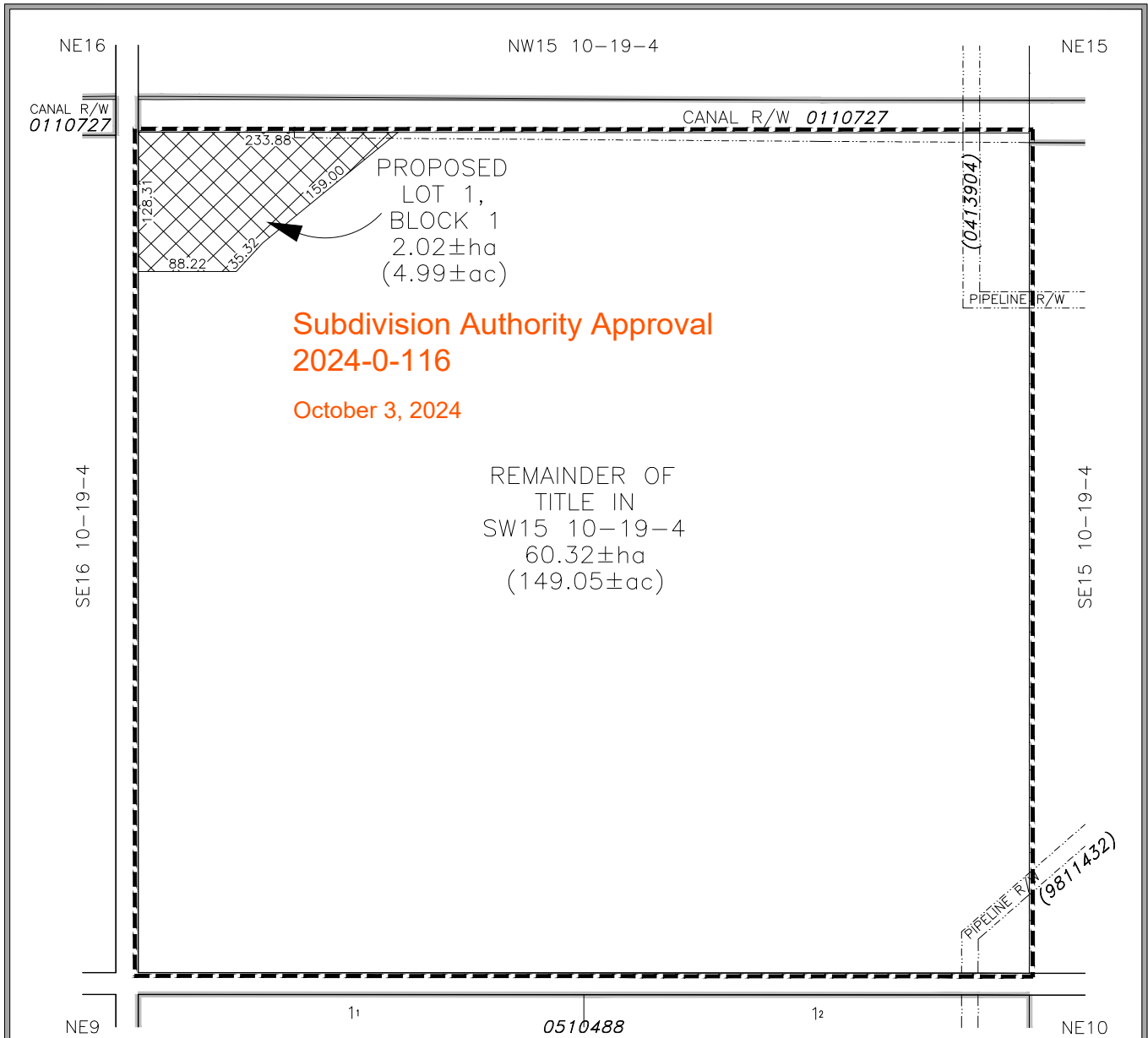
LETHBRIDGE COUNTY



brown okamura & associates ltd.

Professional Surveyors
2830 - 12th Avenue North, Lethbridge, Alberta

APPROVED	DRAWN	CJB	DATE	JULY 25/24
	CHECKED	ZJP	JOB	24-16431
Z. J. Prosper A.L.S.	SCALE	1:5000	DRAWING	24-16431T



SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 24-16431T

SW 1/4 SEC 15, TWP 10, RGE 19, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

DATE: AUGUST 12, 2024

FILE No: 2024-0-116



August 12, 2024 N:\Subdivision\2024\2024-0-116.dwg



APPROVED

- Approved
- Approved subject to revised parcel configuration

Approved Subdivision is subject to the conditions listed in the Approval Letter attached.

Steve Hardy
Oldman River Regional Services Commission

AGENDA ITEM REPORT






Title: Subdivision Application #2024-0–181 RSB Landco/Broxburn
- SW1/4 7-9-20-W4M
Meeting: Council Meeting - 06 Feb 2025
Department: ORRSC
Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Manager, Planning & Development	Approved - 27 Jan 2025
Devon Thiele, Director, Development & Infrastructure	Approved - 28 Jan 2025
Cole Beck, Chief Administrative Officer	Approved - 28 Jan 2025

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 enable a land swap and realign the property boundaries between two titles, by subdividing 0.10 acres of land from the remnant of the ¼-section and consolidating to the adjacent rural industrial lot to create an enlarged lot 10.26 acres in size. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2024-0-181 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 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 realignment/reconfiguration of titles and property lines without an increase in titles. For this proposal, the applicant(s) start with two titles and will end up with two but in a different layout/size.
- 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.

BACKGROUND INFORMATION:

Located 3-miles east of the City of Lethbridge, immediately north of Highway 3 and the CPR rail line. The purpose of the application is to realign a small area of the shared property boundary.

The general intent of the realignment is to relocate a very small portion of the shared property boundary where it jogs around a large steel storage building and create additional space and a more angled property line. It is a vacant triangular shape of land that is adjacent to some trees and is not farmed by the agricultural operator on the remainder of the SW 07-09-20-W4. The two adjacent landowners have made an agreement between them to undertake the land swap. Presently, the existing south rural industrial (agricultural service) lot contains several large storage buildings and some grain bins on the property. There are no existing or resulting encroachments with the property line. There are no services (water and sewer) that will be affected by the property line adjustment. Access to both lots is provided from the west municipal road allowance (Broxburn Road). There are no abandoned gas wells, historical resources, or environmentally significant features identified that will affect the reconfiguration proposal. This land lies outside of the boundaries of any adjacent IDPs the County has with its urban neighbors.

Overall, the proposal meets the criteria of the County's LUB No. 24-007 for a realignment/reconfiguration of titles and the resulting lots will each exceed the minimum 2.00-acre and 70.00-acre size. The application was circulated to the required external agencies with no concerns expressed and no utility easements requested. Alberta Transportation had not responded (at time of agenda report).

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 rural industrial lot would not benefit from the additional circulation space, 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 2024-0-181 Approval Diagrams 2024-0-181](#)

RESOLUTION

2024-0-181

Lethbridge County

Agricultural and Industrial subdivision of SW1/4 7-9-20-W4M

THAT the Agricultural and Industrial subdivision of SW1/4 7-9-20-W4M (Certificate of Title No. 241 063 491 +1, 931 071 498), to reconfigure the property boundaries (property line adjustment) and size of two adjacent titled properties, by subdividing 0.10 acres (0.040 ha) of land from the remnant of the ¼-section and consolidating to the adjacent rural industrial lot to create an enlarged lot 10.26 acres (4.15 ha) in size; 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.
3. That the titles and portions of land (0.10 acres) to be subdivided and consolidated to reconfigure the boundaries (property line) of the two adjacent parcels, is 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.
4. That the applicant provides a final plan as prepared by an Alberta Land Surveyor to register the reconfigured titles as approved.
5. That any easement(s) as required by utility agencies shall be established prior to finalization of the application.
6. That any conditions or requirements by Alberta Transportation shall be established prior to finalization of the application.

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 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 proposal conforms with the County's subdivision criteria for a reconfiguration of titles (property line adjustment), with no additional titles being created above what presently exist. The proposal also meets the criteria of the Land Use Bylaw for the required minimum lot sizes.

INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(a) of the Municipal Government Act, Reserve section 663 of the MGA, Municipal Reserve is not required as this is a reconfiguration of the property line and no reserves were previously provided that require an adjustment to be made between the two titles.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.

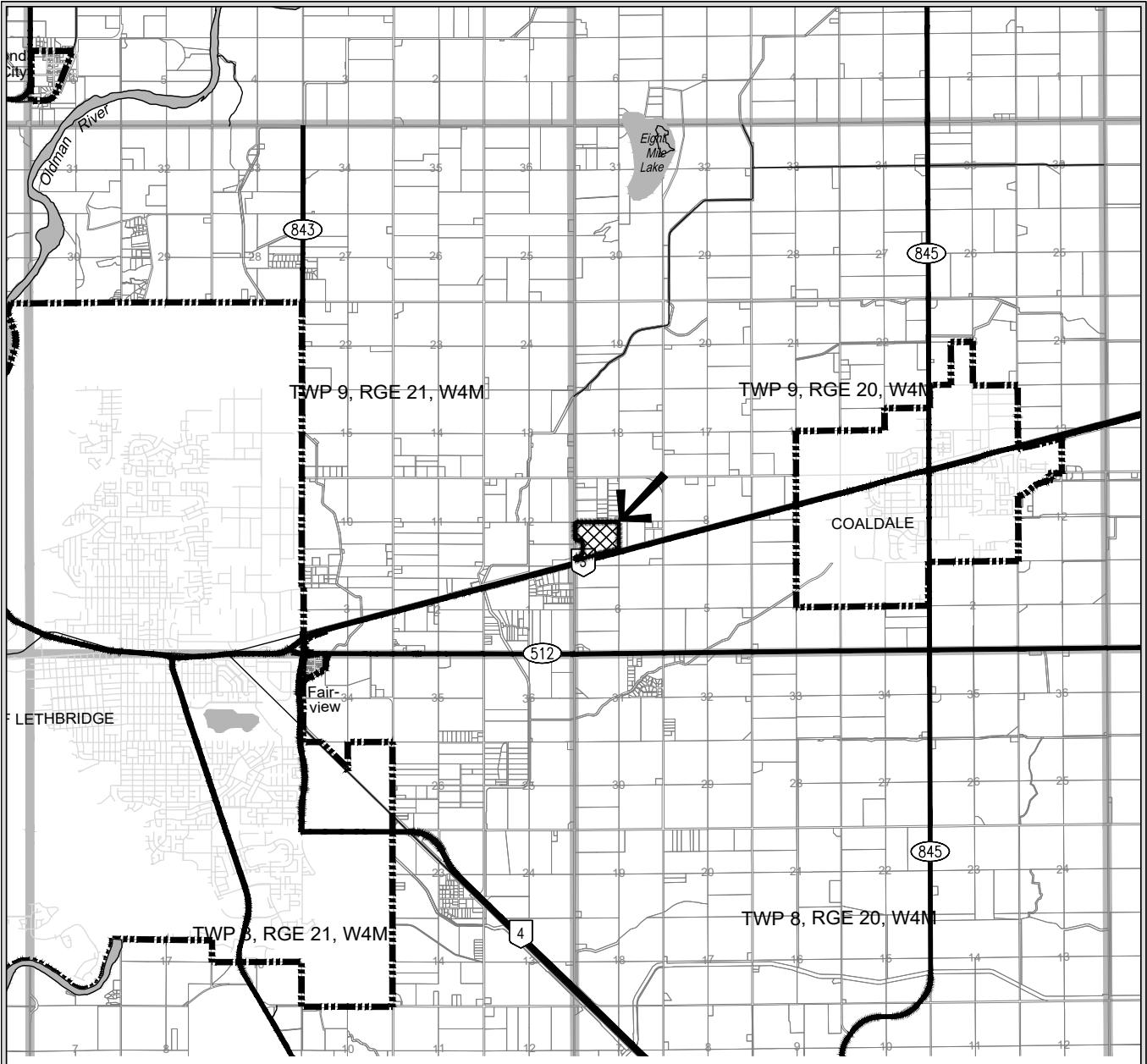
2024-0-179
Page 1 of 2

- (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) 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.

MOVER

REEVE

DATE

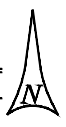


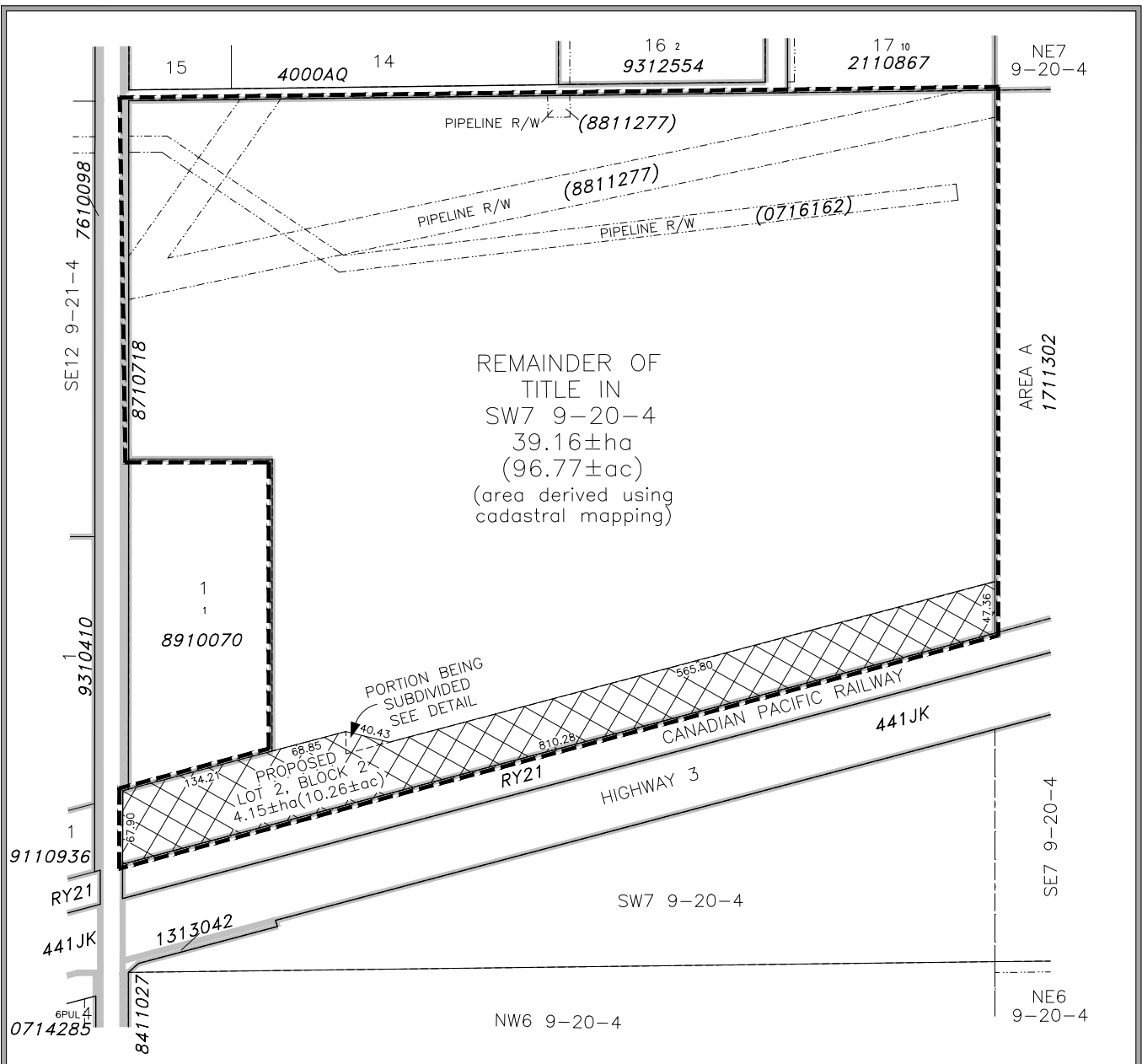
SUBDIVISION LOCATION SKETCH
 SW 1/4 SEC 7, TWP 9, RGE 20, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: DECEMBER 12, 2024
 FILE No: 2024-0-181

MAP PREPARED BY:
 OLDMAN RIVER REGIONAL SERVICES COMMISSION
 9105 16th AVENUE NORTH, LETHBRIDGE, AB T1V 3E8
 "NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



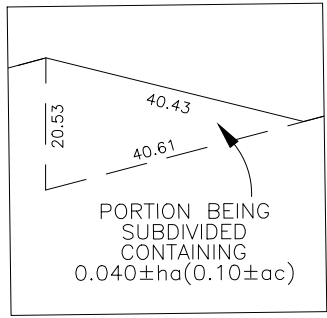
December 12, 2024 N:\Subdivision\2024\2024-0-181.dwg





SUBDIVISION SKETCH

See tentative plan of subdivision by Martin Geomatic Consultants Ltd. file no. 240870LS
 SW 1/4 SEC 7, TWP 9, RGE 20, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: DECEMBER 12, 2024
 FILE No: 2024-0-181

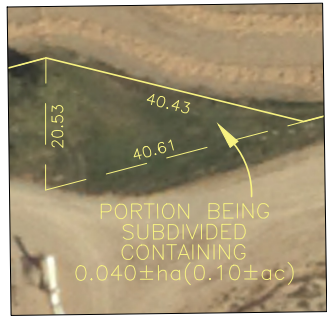




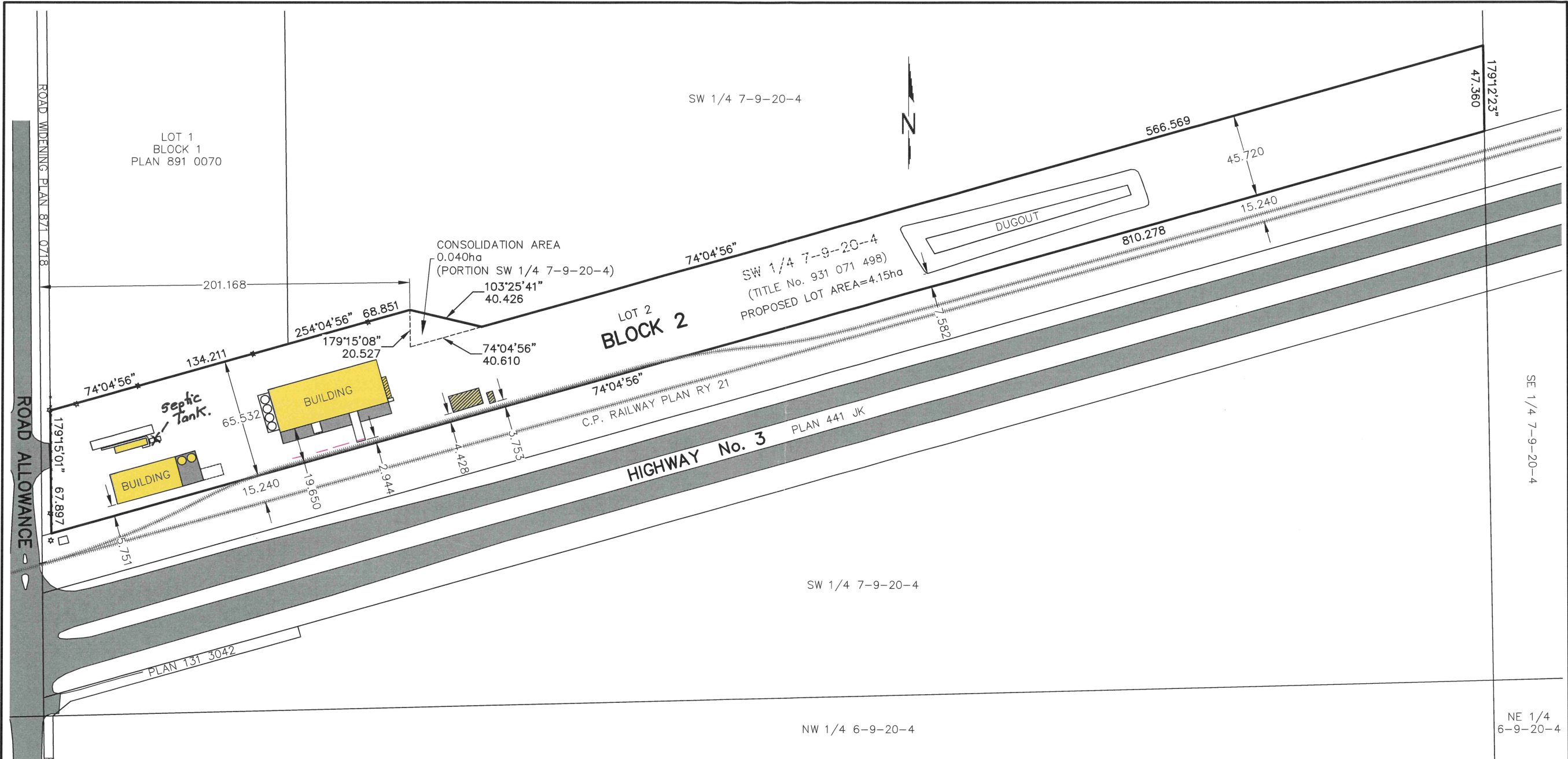
SUBDIVISION SKETCH

AERIAL PHOTO DATE: 2018

See tentative plan of subdivision by Martin Geomatic Consultants Ltd. file no. 240870LS
 SW 1/4 SEC 7, TWP 9, RGE 20, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: DECEMBER 12, 2024
 FILE No: 2024-0-181

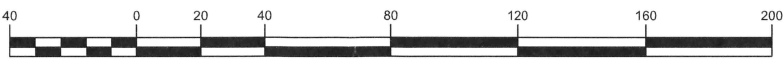


DETAIL SCALE 5x



PLAN
 SHOWING
**PROPOSED SUBDIVISION
 AND CONSOLIDATION**
 OF
 TITLE No. 931 071 498
 AND
 A PORTION OF SW 1/4 SEC. 7, TWP. 9, RGE. 20, W4M (TITLE No. 241 063 491 +1)
 ALL WITHIN
 SW 1/4 SEC. 7, TWP. 9, RGE. 20, W4M
LETHBRIDGE COUNTY

LEGEND
 AREA TO BE REGISTERED IS OUTLINED THUS: ——— AND CONTAINS 4.15ha
 DISTANCES ARE IN METRES AND DECIMALS THEREOF.
 E. EAST
 ha HECTARE
 M. MERIDIAN
 N. NORTH
 Rge. RANGE
 S. SOUTH
 Sec. SECTION
 Twp. TOWNSHIP
 W. WEST



1:2000 (METRES)

REGISTERED OWNERS:
 -BROXBURN HOLDINGS LTD.
 -RSB LANDCO INC.

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



SURVEYED ON THE DATE OF:
 NOVEMBER 22, 2024
 IN ACCORDANCE WITH THE PROVISIONS OF THE SURVEYS ACT

Z:\DATA\Active Projects\240870CE Ron Saiter co Constantini- Topo Site Survey\CADD\Legal\Field\240870LS.dwg

AGENDA ITEM REPORT



Title: Subdivision Application #2024-0-182 – Klassen
- Block 1, Plan 9410750 within NW1/4 8-9-20-W4M

Meeting: Council Meeting - 06 Feb 2025

Department: ORRSC

Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Manager, Planning & Development	Approved - 27 Jan 2025
Devon Thiele, Director, Development & Infrastructure	Approved - 28 Jan 2025
Cole Beck, Chief Administrative Officer	Approved - 28 Jan 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The purpose of this application is to resplit a title of 7.39 acres into two titles, being 2.82 and 4.57 acres respectively in size, for country residential use. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2024-0-182 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, country residential land use strategy, and the municipal resubdivision policies as stated in the Land Use Bylaw.

PREVIOUS COUNCIL DIRECTION / POLICY:

- LUB No. 24-007 contains policy to consider the subdivision of existing small title less than 20.0 acres in size. Both the 2.82 and 4.57 acre lots meet the subdivision criteria required minimum 2.0 acre parcel size.
- The subdivision aligns with County's land use strategy to subdivide existing titles of parcels less than 20.0 acres in size, or areas of fragmented, cut-off, or poor-quality agricultural land rather than prime agricultural land, with minimum servicing needs and where utilities are available (e.g., gas, electrical).

- The LUB No. 24-007 subdivision policies stipulate that country residential subdivisions must be able to meet the application of the minimum distance separation (MDS) to nearby confined feeding operations which this proposal complies with.

BACKGROUND INFORMATION:

Located 1¼-miles west of the Town of Coaldale and just over half a mile north of Highway 3. The proposal is to create an additional title in a parcel containing less than 20.0 acres of agricultural land.

The parent 7.39 acre titles was originally subdivided in the 1980s as the original farmstead for the ¼-section. The proposed east larger parcel (4.57 acres) contains an existing yard with a dwelling, small shop and multiple sheds. The proposed west parcel at 2.82 acres is presently vacant other than a large dugout situated on the west side. This west portion did contain the original farmhouse at one time which was removed after the newer dwelling on the east side was built. The dividing property line follows the existing driveway to the house and then slightly jogs to the west at the southern end to enable two existing sheds to remain in the east yard. The existing septic field system will remain within the confines of the property once subdivided. An easement agreement may be registered for a private waterline that runs from the dugout east over to the residential yard as it will cross the new property line. Access is presently granted from the north off of a county road allowance. The applicant is intending to share the access where the property line division is proposed.

There is an abandoned gas well identified within this ¼-section approximately 75 m west of the current property line. The acreage resplit will not be impacted by the abandoned gas well and any development will remain outside the required AER setback distance to the well head. There are no confined feeding operations (CFO) or identified provincial historical resources located in proximity to this proposal.

Overall, the proposal meets the criteria of the County's Land Use Bylaw for a resplit subdivision of an existing title that is 20-acres or less in size. The application was circulated to the required external agencies and no concerns or utility easements are requested (at time of agenda report).

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve the application if it determines an additional title is not suitable.

Pros:

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

Cons:

- the land is not farmland, the County will not receive the MR payment, and a refusal would likely be appealed by the applicants.

FINANCIAL IMPACT:

The County will benefit from a municipal reserve payment that is applicable to be paid on the 7.39-acres (valuation not yet available). Additionally, the future tax situation may increase with opportunity for development with a new residence and yard.

LEVEL OF PUBLIC PARTICIPATION:

- Inform
 Consult
 Involve
 Collaborate
 Empower

ATTACHMENTS:

[5A Lethbridge County 2024-0-182 Approval
Diagrams 2024-0-182](#)

RESOLUTION

2024-0-182

Lethbridge County

Country Residential subdivision of Block 1, Plan 9410750 within NW1/4 8-9-20-W4M

THAT the Country Residential subdivision of Block 1, Plan 9410750 within NW1/4 8-9-20-W4M (Certificate of Title No. 231 170 336), to resplit a title of 7.39 acres (2.99 ha) into two titles, being 2.82 and 4.57 acres (1.14 and 1.85 ha) respectively in size, for 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 7.39 acres at the market value of \$_____ per acre with the actual acreage and amount to be paid 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.
3. That the applicant submits a final plan as prepared by an Alberta Land Surveyor that certifies the exact location and dimensions of the parcel being subdivided as approved.
4. That the applicant provides a private easement agreement for the waterline to the dugout to be registered on title with the subdivision, unless the applicant decides to abandon the use of the waterline for the east 4.57 acre lot.
5. That any easement(s) as required by utility companies, or the municipality 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 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 meets the criteria of the Lethbridge County Land Use Bylaw in regard to the resubdivision of existing small titles less than 20.0 acres in size, and the proposed parcel size exceed the minimum 2.0-acres.

INFORMATIVE:

- (a) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (b) 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.)

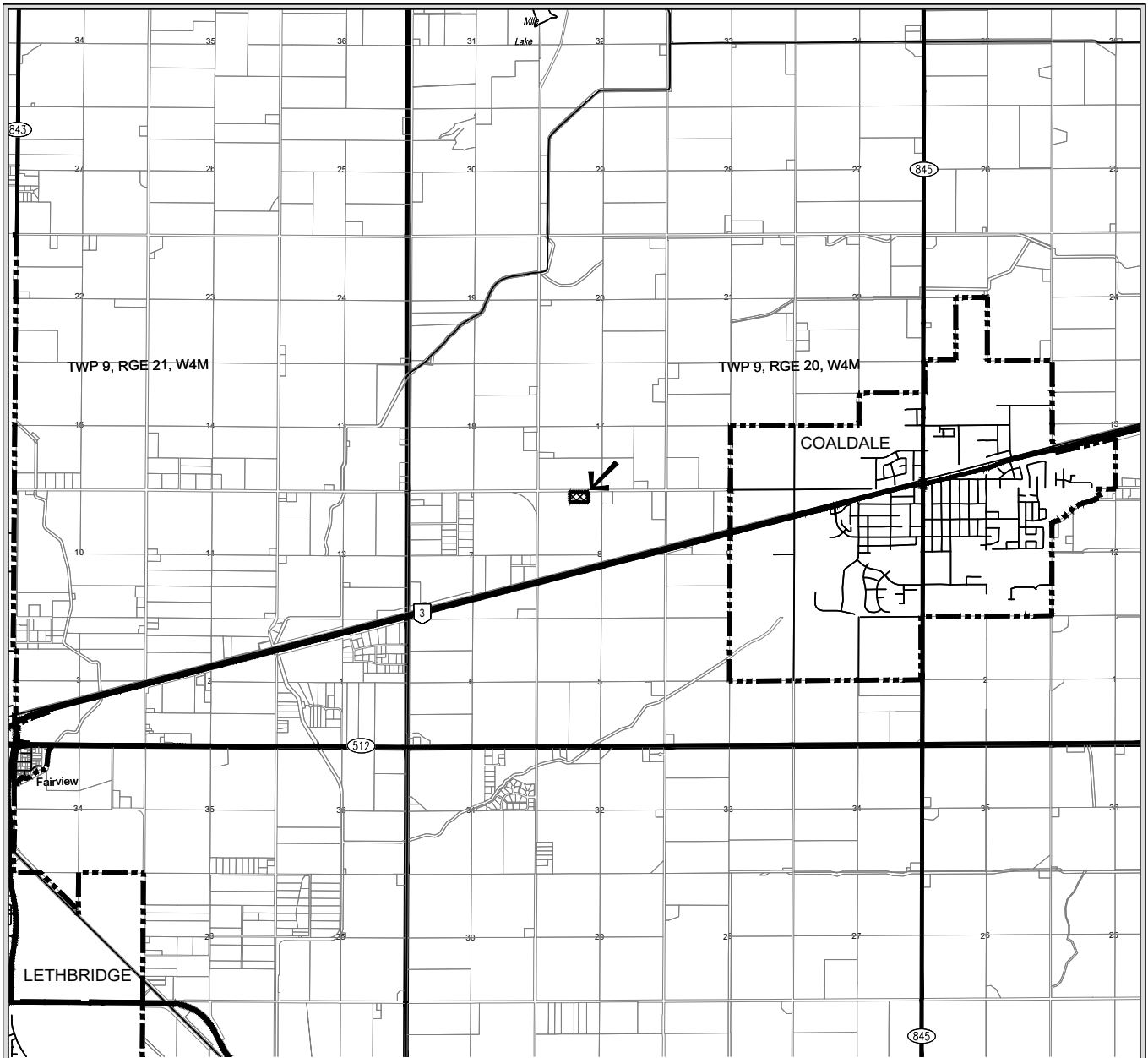
2024-0-182
Page 1 of 2

- (c) 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.

MOVER

REEVE

DATE

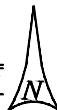


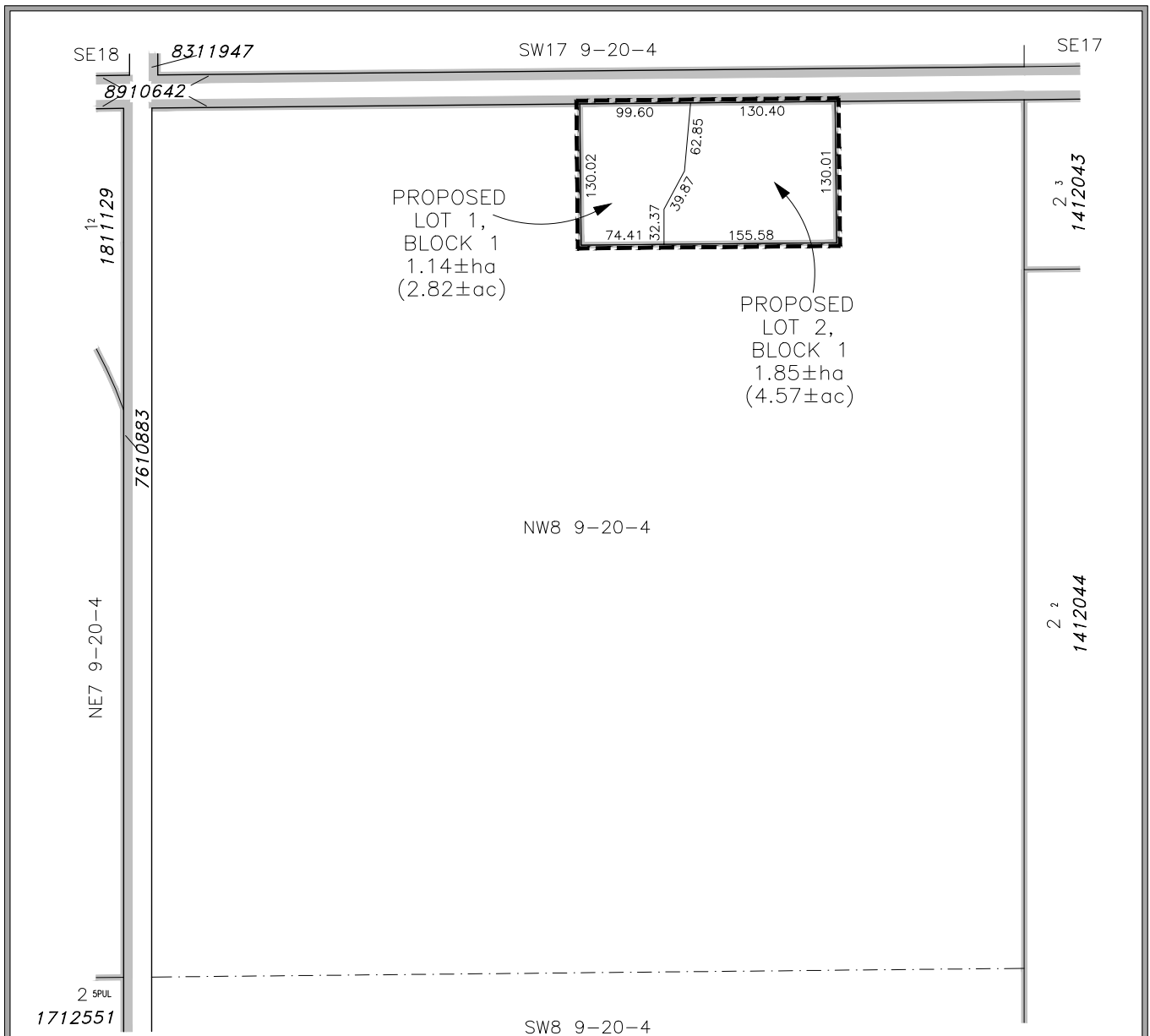
SUBDIVISION LOCATION SKETCH
BLOCK 1, PLAN 9410750 WITHIN
NW 1/4 SEC 8, TWP 9, RGE 20, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: DECEMBER 16, 2024
FILE No: 2024-0-182

MAP PREPARED BY:
 OLDMAN RIVER REGIONAL SERVICES COMMISSION
 3102 10th AVENUE NORTH, LETHBRIDGE, AB T1M 0S8
 NOT RESPONSIBLE FOR ERRORS OR OMISSIONS



December 16, 2024 N:\Subdivision\2024\2024-0-182.dwg





SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 24-16546TA

**BLOCK 1, PLAN 9410750 WITHIN
NW 1/4 SEC 8, TWP 9, RGE 20, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: DECEMBER 16, 2024
FILE No: 2024-0-182**



0 100 200 300 400 Metres
December 16, 2024 N:\Subdivision\2024\2024-0-182.dwg





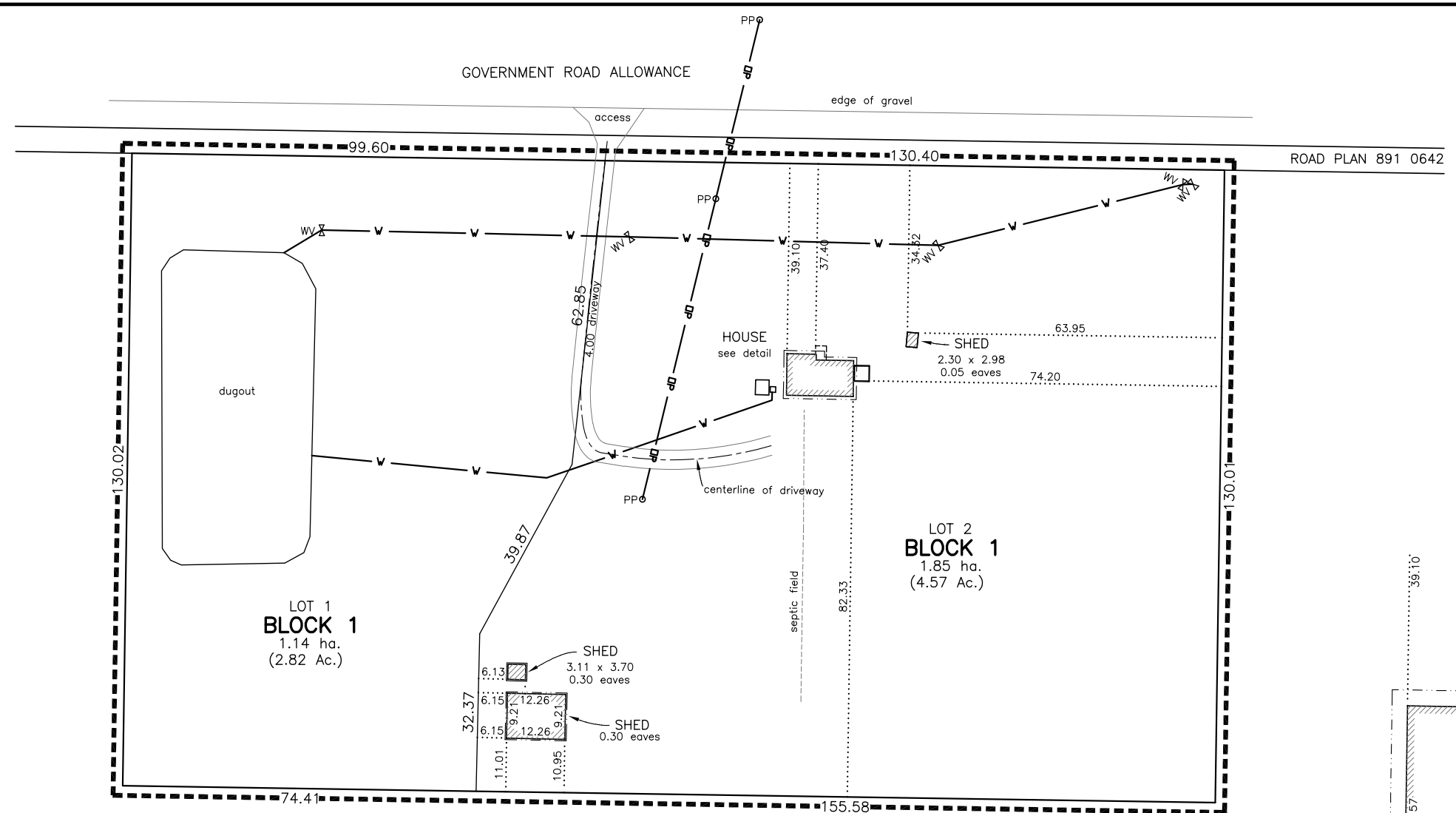
SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 24-16546TA
BLOCK 1, PLAN 9410750 WITHIN
NW 1/4 SEC 8, TWP 9, RGE 20, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: DECEMBER 16, 2024
FILE No: 2024-0-182

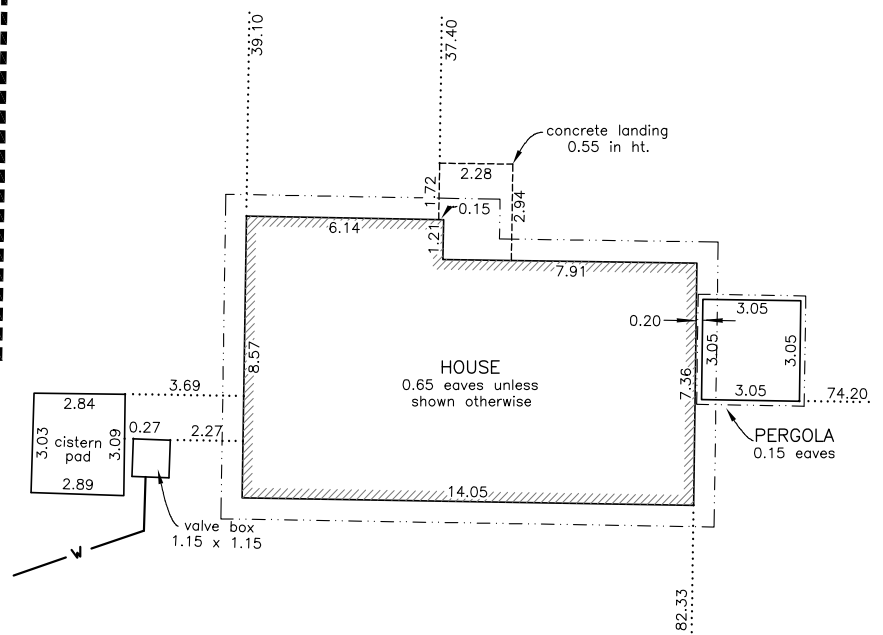


December 16, 2024 N:\Subdivision\2024\2024-0-182.dwg

AERIAL PHOTO DATE: 2018



DETAIL
SCALE: 1:200



N.W.1/4 SEC. 8, TWP. 9, RGE. 20, W.4 M.

*Location of Septic Field is approximate and shown according to direction of owner

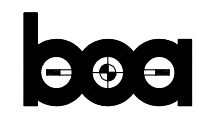
Waterline shown thus
 Overhead utility line shown thus
 Utility pole shown thus
 Irrigation riser shown thus

NO.	moved lot line	DEC 12/24	MJ
NO.	REVISION	DATE	BY

NOTE : Portion to be approved is outlined thus and contains approximately 2.99 ha. Distances are in metres and decimal parts thereof. Distances and areas are approximate and are subject to change upon final survey.

BRUCE KLASSEN

TENTATIVE PLAN SHOWING SUBDIVISION
of all of
BLOCK 1, PLAN 941 0750
within
N.W.1/4 SEC. 8, TWP. 9, RGE. 20, W.4 M.
Lethbridge County



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

APPROVED	DRAWN MJ	DATE OCT 16/24
	CHECKED DJA	JOB 24-16546
	SCALE 1:1000	DRAWING 24-16546TA

AGENDA ITEM REPORT



Title: Planning and Development Department 2024 Annual Report
Meeting: Council Meeting - 06 Feb 2025
Department: Community Services
Report Author: Hilary Janzen

APPROVAL(S):

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

Approved - 23 Jan 2025
Approved - 28 Jan 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The 2024 Annual Report for the Planning and Development Department provides details on the projects and everyday activities of the Planning and Development Department with the exception of the Community Peace Officer which is detailed in a separate report.

RECOMMENDATION:

That County Council accept this report for information.

REASON(S) FOR RECOMMENDATION(S):

This report is strictly to inform County Council on the activities of the Planning and Development Department.

PREVIOUS COUNCIL DIRECTION / POLICY:

The Planning and Development Department takes direction from the bylaws approved by County Council including:

- Lethbridge County Land Use Bylaw 24-007
- Lethbridge County Municipal Development Plan 22-001

BACKGROUND INFORMATION:

The Planning and Development Department operates in accordance with the bylaws and guiding documents approved by the County Council, including the Lethbridge County Municipal Development Plan, Intermunicipal Development Plans, Lethbridge County Land Use Bylaw, and Area Structure Plans.

The Department is responsible for:

- Issuing development permits

- Managing amendments and updates to the Land Use Bylaw
- Planning projects and Intermunicipal relations
- Handling NRCB and other external agency referrals
- Overseeing road closures and licenses
- Managing land sales and leases
- Enforcing the Land Use Bylaw and other related regulations
- Community Peace Officer program

Key Projects in 2024

Alongside routine responsibilities, the Department completed the following projects in 2024:

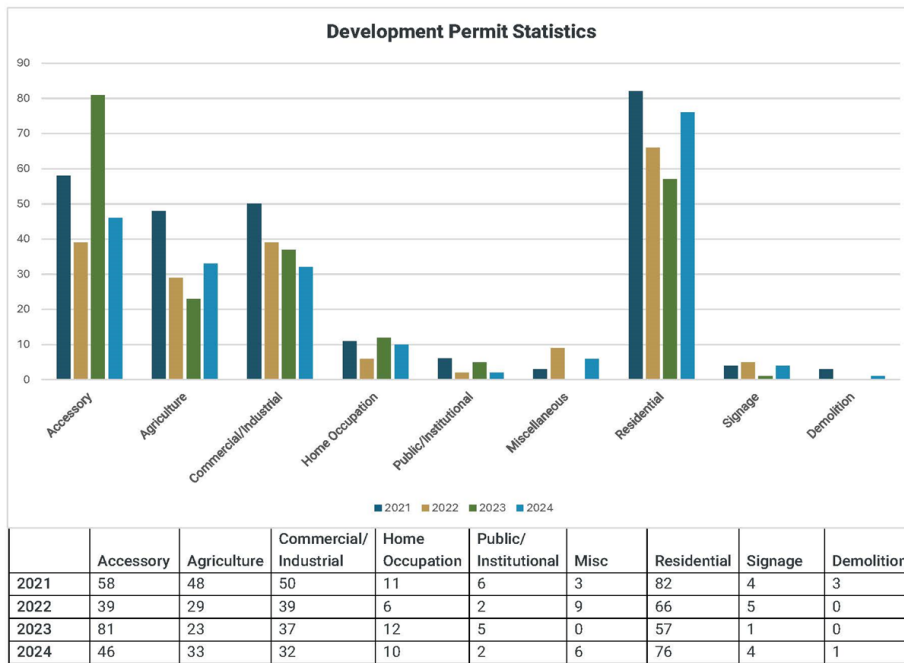
- Land Use Bylaw review and update (Bylaw 24-007)
- Safety Codes annual internal audit
- Started the review of the Lethbridge County/City of Lethbridge Intermunicipal Development Plan

Development Authority

In 2024, the Department processed 214 development permit applications, a slight decrease from 224 applications in 2023. The construction value for permits issued in 2024 totaled \$139.28 million, a decline from \$304.96 million in 2023.

Development Permit Breakdown

By the end of 2024, 208 permits were issued, with three refusals and one withdrawal. Nine permits remain in circulation, with decisions pending into 2025.



The Planning and Development Department also issued 34 letters of compliance in 2024, a slight decrease from 35 in 2023.

20 land use bylaw complaints were investigated, up from 16 in 2023.

Safety Codes Permits

A total of 899 safety codes permits (building, electrical, plumbing, gas, and private sewage) were issued by Park Enterprises from January 1 to December 31, 2024. In 2023 a total of 762 permits were issued between January 1 and December 31.

The revenue received from the contract agreement with Park Enterprises in 2024 was \$210,513.69. This is lower from the revenue received in 2023 which was \$307,768.03, but still significantly higher than the revenues in 2022 (\$133,984.60).

Subdivision Applications

The Subdivision Authority made decisions on 31 subdivision applications, all were approved.

Subdivision and Development Appeals

There were two appeals were submitted in 2024:

1. Development Permit 2024-034 (Development Authority refused a home occupation 3)- the appeal was upheld and the development permit was approved with conditions (home occupation allowed for one year) .
2. Development Permit 2024-160 (Development Authority denied a second shipping container in Grouped Country Residential). The appeal was denied and appeal board upheld the decision of the development authority. The appeal board added conditions to the approved development permit.

Re-designations

The following 11 re-designations were approved/refused in 2024:

- Bylaw 23-002 (Urban Fringe to Grouped Country Residential and Direct Control) - Approved
- Bylaw 24-003 (Urban Fringe to Grouped Country Residential) - Approved
- Bylaw 24-004 (Rural Agriculture to Direct Control) - Refused
- Bylaw 24-010 (Urban Fringe to Direct Control) - Approved
- Bylaw 24-012 (Direct Control to Direct Control) - Approved
- Bylaw 24-014 (Urban Fringe to Business Light Industrial) - Approved
- Bylaw 24-015 (Rural Agriculture to Rural Recreation) - Approved
- Bylaw 24-016 (Rural Agriculture to Rural General Industrial) - Approved
- Bylaw 24-017 (Direct Control to Direct Control) - Approved
- Bylaw 24-018 (Rural Agriculture to Rural General Industrial) - Approved
- Bylaw 24-020 (Grouped Country Residential to Urban Fringe) - Approved
- Bylaw 24-021 (Rural Agriculture to Grouped Country Residential) First Reading

Area Structure Plans

The following four Area Structure Plan (APs) were approved:

- Bylaw 23-021 County Side ASP - Approved
- Bylaw 24-002 - Chin Grouped Country Residential ASP - Approved
- Bylaw 24-013 - Amendment to the Edgewood Stables ASP - Approved
- Bylaw 24-019 - Repeal of Bylaw 18-010 (Coulee View ASP) - Approved

Road Closures

The following five road closures were approved in 2024:

- 22-015 - Road Closure (Portion of Lane-way in Diamond City) - Approved February 15, 2024
- 22-021 - Road Closure (Township Road 9-0B) - Approved February 15, 2024
- 23-014 - Road Closure (Township Road 9-4A) - Approved April 4, 2024
- 23-019 - Road Closure (Portion of Township Road 10-0) - Approved May 2, 2024

- 23-012 - Road Closure (4th Street and adjacent lane-ways in Iron Springs) - Approved June 20, 2024

Intermunicipal and External Relations

- 27 Intermunicipal Referrals were received and reviewed, up from 24 reviewed in 2023.
- Review and response to the Nobleford Annexation (50 acres north of Nobleford).
- Attended Intermunicipal Development Committee meetings with the City of Lethbridge, Town of Coalhurst and the Town of Nobleford. No Intermunicipal Development Committee meetings were held with the Town of Coaldale, Town of Picture Butte or the Village of Barons.
- Reviewed and responded to 19 Confined Feeding Operation referrals from the Natural Resources Conservation Board, up from 13 in 2023.

ALTERNATIVES / PROS / CONS:

Not Applicable

FINANCIAL IMPACT:

2024 total revenues - \$300,363.69

- 2024 total from Park Enterprises contract - \$210,513.69.
- 2024 total from Development Permit application fees - \$60,900.00.
- 2024 total from Planning application fees (rezoning applications, area structure plan applications, development agreements, encroachment agreements etc) - \$28,950

LEVEL OF PUBLIC PARTICIPATION:

- Inform
 Consult
 Involve
 Collaborate
 Empower

AGENDA ITEM REPORT



Title: 2024 Community Peace Officer Annual Report
Meeting: Council Meeting - 06 Feb 2025
Department: Development & Infrastructure
Report Author: David Entz

APPROVAL(S):

Hilary Janzen, Manager, Planning & Development	Approved - 21 Jan 2025
Devon Thiele, Director, Development & Infrastructure	Approved - 23 Jan 2025
Cole Beck, Chief Administrative Officer	Approved - 28 Jan 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

This report provides County Council with an overall summary of the County's CPO program for the 2024 calendar year

RECOMMENDATION:

No resolution is required

REASON(S) FOR RECOMMENDATION(S):

No decision or resolution of Council is required as this report is for information purposes only.

PREVIOUS COUNCIL DIRECTION / POLICY:

County Council is presented the CPO annual report and provided the opportunity to ask questions.

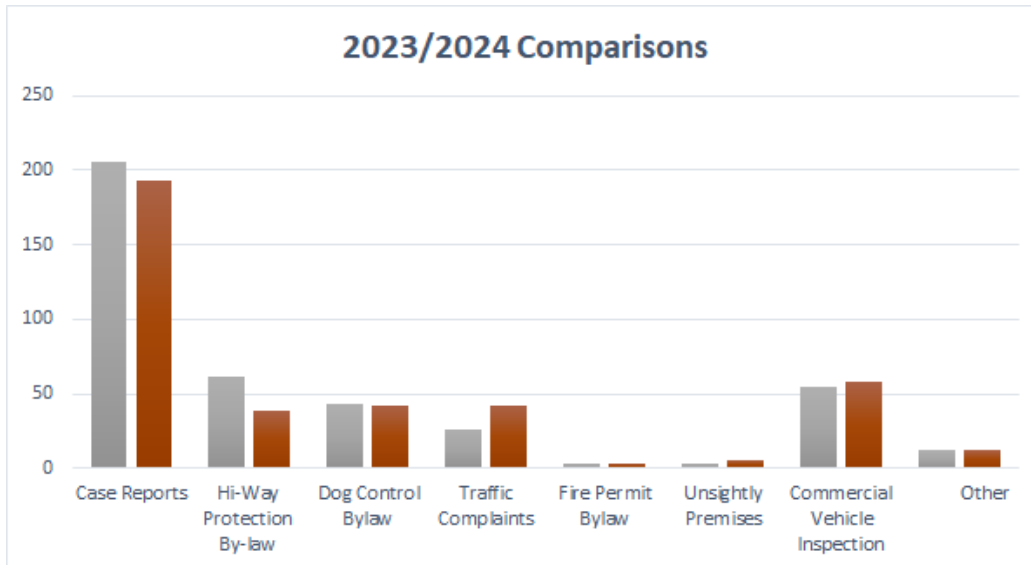
BACKGROUND INFORMATION:

Lethbridge County has one full-time Community Peace Officer (CPO) who provides education and enforcement on a verity of Lethbridge County Bylaws. The CPO is authorized to enforce the Traffic Safety ACT and regulations under the Act. The CPO is also certified to inspect commercial vehicles. The CPO is part of the Development & Infrastructure Department and reports to the Manager of Planning and Development, Hilary Janzen.

The officer has been granted an additional 100 hours which are spread out over the summer months. The additional hours allow for coverage on some weekends excluding Sundays, or working longer into the evenings.

Notable events within the 2024 calendar year.

- There were a total of 193 Case Reports for the year which is mostly consistent with the 2023 calendar year. The Highway Protection Bylaw complaints have decreased slightly and traffic complaints have seen a slight increase. All other comparisons remain relatively unchanged.
- November 2024 saw the completion of a property clean-up in the hamlet of Shaughnessy.
- Assisted the local fire departments as required on motor vehicles collisions.
- Collaborate closely with the Planning and Development Department to investigate complaints and hand-deliver stop orders.
- Attended the annual Alberta Municipal Enforcement Association Conference in Red Deer.



■ 2023

■ 2024

Lethbridge County Bylaws.

The Highway Protection Bylaw, the Dog Control Bylaw and traffic complaints account for the highest calls for service. The Highway Protection Bylaw consists mostly of snow pushed into the Lethbridge County ROW or pivot end guns watering the road. County residences are being educated and reminded that snow cannot be pushed with the County ROW and excess water from pivot end guns can result in major damages to the Lethbridge County road network. The majority of dog complaints fall into the category of excess barking, running at large or stray dogs. All strays dogs are taken to Misty Creek Dog Rescue.

Traffic Enforcement.

Lethbridge County maintains a vast road network spanning around 2,000 km. While the CPO strives to patrol all divisions equally, priority is given to areas with higher traffic volumes or frequent traffic complaints. Typically, traffic education and enforcement efforts focus on speeding, intersection safety, and commercial vehicles

The months of April to November are the busiest time for the CPO. During that time period, seeding starts which is followed by silage hauls, grain harvest and then the sugar beat harvest. The manure haul is also very steady throughout the year.

The CPO monitors areas known for speeding and has recorded motorists driving in excess of 50 KPH over the posted speed limit on TWP RD 9-4 (Kipp Road), RGE RD 23-2 (Westview Road), and TWP RD 8-4 (Brown Road) at RGE RD 21-2. The highest speed recorded was 152 KPH (72 KM over the posted speed limit) on RGE RD 21-2, north of TWP RD 9-2.

Joint Force Operations.

The CPO works closely with the local Sherriffs and the local Peace Officers. The RCMP are also readily available when requested by the CPO.

Commercial Vehicle Inspections.

The CPO inspected a total of 58 commercial vehicles. There were 39 level 1 inspections and 19 level 2 inspections.

Inspection results.

- 8 passed.
- 19 required attention.
- 31 were placed out-of-service.

Of all the inspections completed, 86 % failed the inspection.

The most common critical out-of-service items are related to the braking system and under inflated tires.

ALTERNATIVES / PROS / CONS:

This information is for information purposes only.

FINANCIAL IMPACT:

Revenue received from fines issued help offset the cost of the CPO program. There was \$184,234.00 of fines issued for this period of time by the CPO. Approximately 50% of this amount will be received by the County. The other 50% is received by the Province of Alberta, and the Victims of Crime Fund.

LEVEL OF PUBLIC PARTICIPATION:

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

AGENDA ITEM REPORT



Title: Development Permit Application 2025-005 (Vande Heof)
Meeting: Council Meeting - 06 Feb 2025
Department: Development & Infrastructure
Report Author: Jessica Potack

APPROVAL(S):

Hilary Janzen, Manager, Planning & Development	Approved - 22 Jan 2025
Devon Thiele, Director, Development & Infrastructure	Approved - 23 Jan 2025
Cole Beck, Chief Administrative Officer	Approved - 28 Jan 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

A development permit application has been submitted for an addition to an existing accessory building operating as a powersports business. Council is the Development Authority on Development Permit applications made in the Hamlet Direct Control District.

RECOMMENDATION:

That Development Permit Application 2025-005 be approved as drafted.

REASON(S) FOR RECOMMENDATION(S):

The use of an existing shop as a powersports business was previously approved by County Council to be on the property. An addition to increase the shop's working area seems to be reasonable since there is no intensification of use.

PREVIOUS COUNCIL DIRECTION / POLICY:

- Council previously approved the use of "Powersports business in existing shop, fenced outdoor storage area" on this lot under DP2021-063
- Council is the Development Authority for Development Permit applications made in the Hamlet Direct Control District.
- Land Use Bylaw 24-007 lists "Commercial Uses considered suitable by Council" as a use under the Hamlet Direct Control District.

BACKGROUND INFORMATION:

Lethbridge County received an application for an addition to an existing shop operating as a powersports business within the Hamlet of Iron Springs.

Previously Council approved Development Permit 2021-063 for the use of "Powersports business in existing shop, fenced outdoor storage area" on the property. The owner is requesting to increase the square footage of the shop by 1050 sq. ft. The addition would be open shop space to allow for additional room to work.

The application was circulated electronically to internal County departments and Alberta Transportation. Internal County departments had no concerns. Alberta Transportation issued an exemption from the permit requirements pursuant to Section 25 of the Highways and Development Protection Regulation.

The parcel is within the Hamlet Direct Control District and "Commercial Uses considered suitable by Council" is listed as a Permitted Use. County Council is the Development Authority for Development Permit applications made in the Hamlet Direct Control District.

In reviewing the application, there are no concerns with allowing for the addition to the existing shop.

ALTERNATIVES / PROS / CONS:

County Council may refuse the development permit application. The refusal is at the discretion of Council, on the basis that the addition is an unsuitable use.

FINANCIAL IMPACT:

Any future development on this parcel is subject to the Commercial/Industrial tax rate.

LEVEL OF PUBLIC PARTICIPATION:

Inform Consult Involve Collaborate Empower

ATTACHMENTS:

- [2025-005 Internal Site Plan](#)
- [2025-005 Council Circulation Documents](#)
- [2025-005 DRAFT DP \(For County Council\)](#)

2025-005





204204-25-D0008

Lethbridge County
#100, 905 - 4th Ave S
Lethbridge, AB T1J 4E1
403-328-5525

FORM A: DEVELOPMENT PERMIT APPLICATION

Pursuant to Land Use Bylaw No. 24-007

OFFICE USE		
Application No: 2025-005	Roll No: 24100000	Use: <input checked="" type="checkbox"/> Permitted <input type="checkbox"/> Discretionary <input type="checkbox"/> Similar <input type="checkbox"/> Prohibited
Application Fee: \$ 300.00	Date Paid: Jan 17/25	Land Use District: <input type="checkbox"/> Rural Agriculture <input type="checkbox"/> Hamlet Residential <input type="checkbox"/> Urban Fringe <input type="checkbox"/> Hamlet Commercial <input type="checkbox"/> Grouped Country Residential <input type="checkbox"/> Hamlet Industrial <input type="checkbox"/> Rural General Industrial <input type="checkbox"/> Hamlet Public/Institutional <input type="checkbox"/> Business Light Industrial <input checked="" type="checkbox"/> Hamlet Direct Control <input type="checkbox"/> Rural Commercial <input type="checkbox"/> Hamlet <input type="checkbox"/> Rural Recreational <input type="checkbox"/> Transitional/Agricultural <input type="checkbox"/> Direct Control
Application Received /Complete: Jan 17/25		
Notification or Advertised Date:	Effective Date:	
Municipal Address Application Submitted: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> Not Required		
AER Abandoned well information provided: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Addition to existing shop (1050 sq. ft.) for power sports business
Site Plans or drawings Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No		Site Visit Conducted: <input type="checkbox"/> No <input type="checkbox"/> Yes Date:

1. APPLICANT & LAND INFORMATION

Applicant's Name: JASON VANDE HOEF
Phone/Cell Phone: 403-317-4202 Email: ironriverpowersports@gmail.com
Mailing Address: Box 2 IRON SPRINGS AB T0K 1G0
Registered Owner's Name: JASON VANDE HOEF
Phone/Cell Phone: _____ Email: _____
Mailing Address: _____

Applicant's interest in the proposed development if not the registered owner:
 Agent Contractor Tenant Other: _____

Quarter: NE Section: 20 Township: 11 Range: 20 W4M
Lot(s) 2-4 Block: 1 Plan: 6481DI

Municipal/Street address: 112 CENTRAL ST. IRON SPRINGS

* Subject to Municipal Address Bylaw 1315, if there is currently not a municipal address on the parcel a municipal address application must be submitted.

Area of Parcel: _____ Acres _____ Hectares Land Use District: _____

2. DEVELOPMENT INFORMATION

(1) Existing Development

Please list the existing buildings, structures and use(s) on the land. (Please indicate if any are to be removed or relocated.)

RESIDENCE - HOUSE - I LIVE HERE.
SHOP. 25x40 - RUN A REPAIR BUSINESS FOR ATV'S ETC.



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

FORM A: DEVELOPMENT PERMIT APPLICATION

Pursuant to Land Use Bylaw No. 24-007

(2) Proposed Development

Please describe the proposed development including uses, buildings, structures, and any planned renovations and additions that are to be constructed on the lot; including the dimensions of each.

ADD 30' AND LENGTH OF SHOP MAKING IT 70' LONG TOTAL
35' WIDTH, LEAVING ORIGINAL SHOP IN PLACE WITH WIDER
ADDITION CURRENTLY A BUSINESS + WILL STAY THAT WAY.

For **residential** development please check the applicable box below:

- Single-detached dwelling (site built) Manufactured Home 1 Manufactured Home 2
 - Single-detached dwelling (Ready-to-move) Semi-detached dwelling
 - Moved-in dwelling (previously occupied) Accessory Building/Structure (e.g.: deck/garage/shop)
 - Other Dwelling Type: _____ Addition: _____
- Does dwelling application include an attached garage? Yes No

For **non-residential** development please check the applicable box below if the proposed development is for one of the following **AND** complete the supplementary form:

- Home Occupation (Form A1)
- Commercial/Industrial (Form A2)
- Sign(s) (Form A3)
- Demolition (with other proposed development) (Form A4)

Building Details

Size/Dimensions	Principal Building or Addition	Accessory Building or Addition	Office Use
Building or Addition Size	<input type="checkbox"/> m ² <input checked="" type="checkbox"/> sq. ft 1050	<input type="checkbox"/> m ² <input type="checkbox"/> sq. ft	
Height of Building (grade to peak)	<input type="checkbox"/> m <input checked="" type="checkbox"/> ft 20	<input type="checkbox"/> m <input type="checkbox"/> ft	
Attached Garage Size	<input type="checkbox"/> m ² <input type="checkbox"/> sq. ft	N/A	
Proposed Setbacks from Property Lines	Principal Building	Accessory Building	
Front	<input type="checkbox"/> m <input type="checkbox"/> ft	<input type="checkbox"/> m <input type="checkbox"/> ft	50'
Rear	<input type="checkbox"/> m <input type="checkbox"/> ft	<input type="checkbox"/> m <input type="checkbox"/> ft	
Side	<input type="checkbox"/> m <input type="checkbox"/> ft	<input type="checkbox"/> m <input type="checkbox"/> ft	5'
Side	<input type="checkbox"/> m <input type="checkbox"/> ft	<input type="checkbox"/> m <input type="checkbox"/> ft	
Parcel Type: Lot	<input type="checkbox"/> Interior Lot	<input type="checkbox"/> Corner	
Development Details: Access & Cost			
Approach or driveway required to the development? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (specify)			
Estimated cost of development: \$75,000.			



FORM A: DEVELOPMENT PERMIT APPLICATION

Pursuant to Land Use Bylaw No. 24-007

(3) Exterior Finish, Fencing & Landscaping

(a) Not applicable to this development

(b) Applicable - Describe generally the types, colors, and materials, as applicable, of:

Exterior finishes of the proposed building(s): TIN

Proposed fencing and height: NONE

Proposed landscaping: NONE

Describe any proposed improvements to the exterior of the dwelling where application is for a previously occupied dwelling (moved-in or manufactured home):

N/A

(4) Services

Indicate the existing or proposed sewer system and potable water supply:

Sewer System:

Water Supply:

Private Septic Municipal Communal Cistern Water well Dugout Municipal/Co-op

(specify): _____

Other (specify): _____

Other Services: Indicate as follows: **A**= available **R** = required

Natural gas **A**) Electricity **A**)

(5) Details of Vehicle Parking and Access (for commercial/industrial proposals, see supplementary form)

Describe the **number** N/A and **size** N/A of all existing and proposed **parking spaces** N/A, and **driveways** N/A on site (or N/A if not applicable).

(Indicate locations of same on a scaled PLOT PLAN.)

(6) Waivers

Is a waiver (variance) to one or more standards in the Land Use Bylaw being requested? No Yes

If yes, please specify: _____

(7) Other - for parcels outside of Hamlet districts (Please indicate to the best of your knowledge)

(a) Are any of the following within a 1-mile (1.6 km) of the proposed development?

- Provincial Highway Confined Feeding Operation Sour gas well or pipeline
- Sewage treatment plant Waste transfer station or landfill

(b) Is the proposed development to be situated within 500 metres (1,640 ft.) of an established anhydrous ammonia bulk storage facility? Yes _____ No _____ Don't Know _____

(c) Is the development located in proximity of a coulee bank/break/slope? Yes _____ No _____

If "yes", please provide details on the building sites' setback distance from the front edge of the valley or coulee break (escarpment rim).

Estimated **Commencement** Date: _____ Estimated **Completion** Date: _____



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

FORM A: DEVELOPMENT PERMIT APPLICATION

Pursuant to Land Use Bylaw No. 24-007

3. DECLARATION OF APPLICANT

I/We have read and understand the terms noted below and hereby apply for a development permit to carry out the development described within this application including any attached supplementary forms, plans, and documents. I/We hereby certify that the registered owner of the land is aware of, and in agreement with this application.

*Further I/We hereby give my/our consent to allow authorized persons the **right to enter** upon the subject land and/or building(s) for the purpose of an inspection with respect to this application only.*

Date: Nov. 26 / 2014 Applicant's Signature: _____

Registered Owner's Signature: _____
 (Required, if different from applicant)

2. The Development Authority may deem a development permit application incomplete if any of the application requirements are incomplete or the quality of the information is deemed inadequate to properly evaluate the application.
3. Site plans and building drawings, in sufficient detail to enable adequate consideration of the application, must be submitted 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.
4. Although the Development Officer is in a position to advise applicants of the process and requirements of the development application, such advice must not be taken as official consent, and is without prejudice to the decision in connection with the formal application.
5. Any development started before the issuance of a development permit and expiration of the appeal period is at the applicant's own risk.
6. **If a decision is not made within 40 days** from the date the application is deemed complete, or within such longer period as the applicant may approve in writing, **the applicant may deem the application to be refused** and the applicant may exercise his right of appeal as though he had been mailed a refusal at the end of the 40-day period.
7. A development permit does not constitute a building permit or approval from any provincial or federal department. Construction undertaken after approval of this development permit application may be regulated by the **Alberta Safety Codes**. The applicant/owner/developer assumes all responsibilities pertaining to construction plan submissions, approval and inspections as may be required by the appropriate provincial body. The applicant is responsible for determining and obtaining any other applicable provincial and federal approvals prior to commencement.

*FOIP STATEMENT: Personal information on this form is collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act. The information collected here will be used to by Lethbridge County for the purposes of reviewing the Development Permit application. **This form is a public record that is available to anyone.** All information contained on this form (including personal information) is disclosed by Lethbridge County to anyone requesting a copy in accordance with Lethbridge County Policy No. 173 (Freedom of Information and Protection of Privacy (FOIP)). For further information about the collection and use of this information please contact the Lethbridge County FOIP Coordinator at foip@lethcounty.ca or call (403) 328-5525 or come into the office #100, 905-4th Avenue South, Lethbridge Alberta, T1J 4E4.*



204204-25-D0008

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

FORM A2: COMMERCIAL/INDUSTRIAL APPLICATION

Supplement to Development Permit Application
Pursuant to Land Use Bylaw No. 24-007

OFFICE USE	
Permit Application No: (to match Form A) 2025-005	Roll No: 24100000
Landscaping plan submitted: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Not Required	Storm water management plan submitted: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Not Required
Landscaping security taken: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Not Required	Lot Grading plan submitted: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Not Required

This supplementary form A2 must be completed in addition to Form A: Development Permit Application if you are applying for a development permit for a commercial or industrial development.

1. APPLICANT INFORMATION

(1) Applicant's Name: JASON VANDE HOEF Phone: 403-317-4202

Mailing Address: Box 2, Iron Springs, AB T0K 1G0

(2) Proposed Use

This application is to: (Check all that apply)

- Construct a new building or structure (if greater than 500 ft² see abandoned well information section)
The building or structure is for:
 - Commercial Use (e.g. retail, sales, service office, food establishment, etc.)
 - Industrial Use (e.g. manufacturing, processing, warehousing, storage, etc.)
- Alter/renovate the existing building (if greater than 500 ft² see abandoned well information section)
- Addition to an existing building (if greater than 500 ft² see abandoned well information section)
- Construct an accessory building (if greater than 500 ft² see abandoned well information section)
- Mixed-use (comprehensive) development in a building or on a parcel of land
- Change in or intensification of use

(3) Describe the proposed use, any changes from existing use, and any work to be done.

ADDING ONTO EXISTING STRUCTURE TO EXPAND SHOP SIZE.

(4) Outdoor Storage - is outdoor storage or a display area required or proposed? No Yes
(If yes, indicate locations of same on a scaled PLOT PLAN.)



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

FORM A2: COMMERCIAL/INDUSTRIAL APPLICATION

Supplement to Development Permit Application
Pursuant to Land Use Bylaw No. 24-007

(5) Parking and Loading Information

(a) Details of Vehicle Parking and Access - Describe the **number** _____ and **size** (dimensions)

N/A of all existing and proposed off-street parking spaces, and **driveways/approaches**
_____ on site (or N/A if not applicable).

(Indicate locations of same on a scaled PLOT PLAN.)

(b) Loading Areas - Is a dedicated loading space/area proposed? No Yes

If yes, please specify: _____

(Indicate locations of same and building loading doors on a scaled PLOT PLAN.)

(c) Drive-through Uses - For a commercial use, does the proposed development include a drive-through component which requires a dedicated vehicle-stacking lane? No Yes

If yes, please specify: _____

(Indicate locations of same on a scaled PLOT PLAN.)

(6) Servicing Details

Please indicate if the proposed development will require water and sewer for the following (check all that may apply):

Washroom/kitchen type facilities for staff Washroom/ food service facilities for the public Car/truck wash

Processing/manufacturing process Food processing Other: _____

No water or sewer services proposed for development (i.e. use entails dry storage, warehousing, etc.)

2. DECLARATION of APPLICANT/OWNER

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 for a commercial/industrial development. 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.

IMPORTANT: This information may also be shared with appropriate government/other agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP).

Date: Nov-26/2025

Applicant's Signature: _____

Registered Owner's Signature: _____
(if different from applicant)

NOTE:

This Form A2 is supplementary and is in conjunction with a completed Form A: Development Permit Application. Refer to Bylaw No. 24-007, Parts 4 and 5 for specific regulations and standards of development.



Notice of Complete Application: 2025-005

From Jessica Potack <jpotack@lethcounty.ca>
Date Mon 1/20/2025 8:11 AM
To

Good morning,

Our preliminary review of your application has been concluded and your application has been deemed complete. Please accept this email as confirmation. **Your application number is 2025-005.**

This is not an approval of a Development Permit. This email is solely to inform you that the Development Authority has determined that your application is complete, and that the application is now under formal consideration.

Note that the County has up to 40 days to review and issue a decision on the application as submitted.

Thank you,

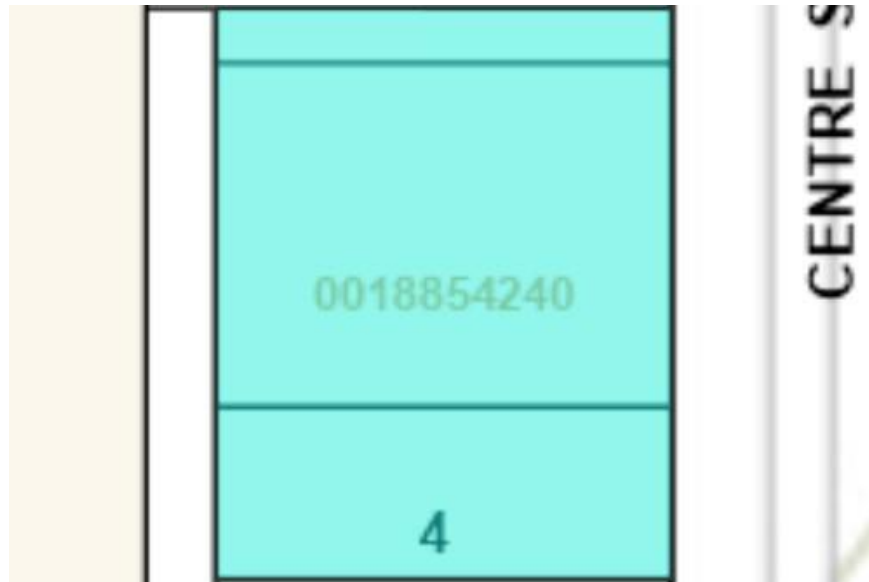


Jessica Potack
Coordinator, Planning and Development
P: 403.317.6053 C: 403.915.6143 E: jpotack@lethcounty.ca
www.lethcounty.ca

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.

Transportation and Economic Corridors Notice of Referral Decision Municipal Development in Proximity of a Provincial Highway

Municipality File Number:	2025-005	Highway(s):	25
Legal Land Location:	QS-NE SEC-20 TWP-011 RGE-20 MER-4	Municipality:	Lethbridge County
Decision By:	Leah Olsen	Issuing Office:	Southern Region / Lethbridge
Issued Date:	January 22, 2025	AT Reference #:	RPATH0048212
Description of Development:	Lethbridge County has received an application for an addition to an existing shop operating as a power sports business on a parcel in the Hamlet Direct Control District. There will be no changes to the existing business other than to add additional shop space.		



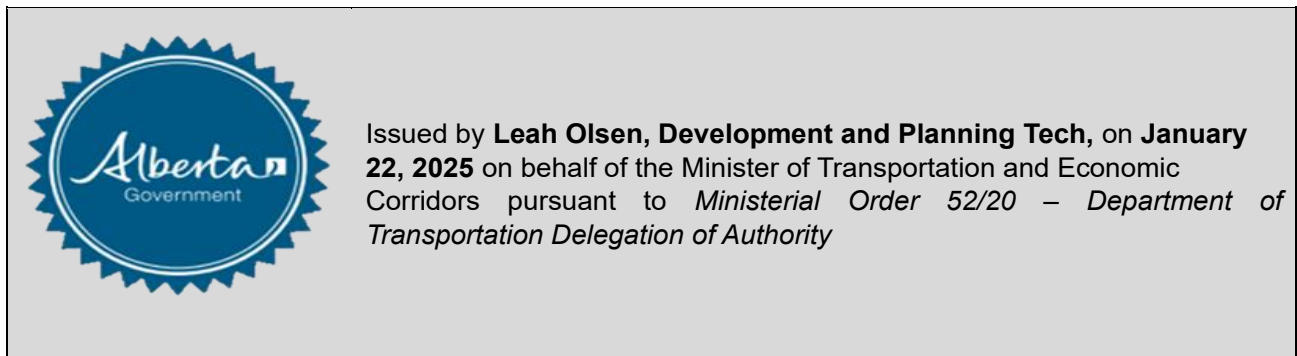
This will acknowledge receipt of your circulation regarding the above noted proposal. Transportation and Economic Corridors primary concern is protecting the safe and effective operation of provincial highway infrastructure, and planning for the future needs of the highway network in proximity to the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

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

In reviewing the application, the proposed development falls within the permit area of a provincial highway as outlined in the Highways Development and Protection Act/Regulation. The proposed development, however, will not cause any concern for ongoing highway operation or future highway expansion. Transportation and Economic Corridors, therefore, issues an exemption from the permit requirements for the development listed above pursuant to Section 25 of the Highways Development and Protection Regulation.

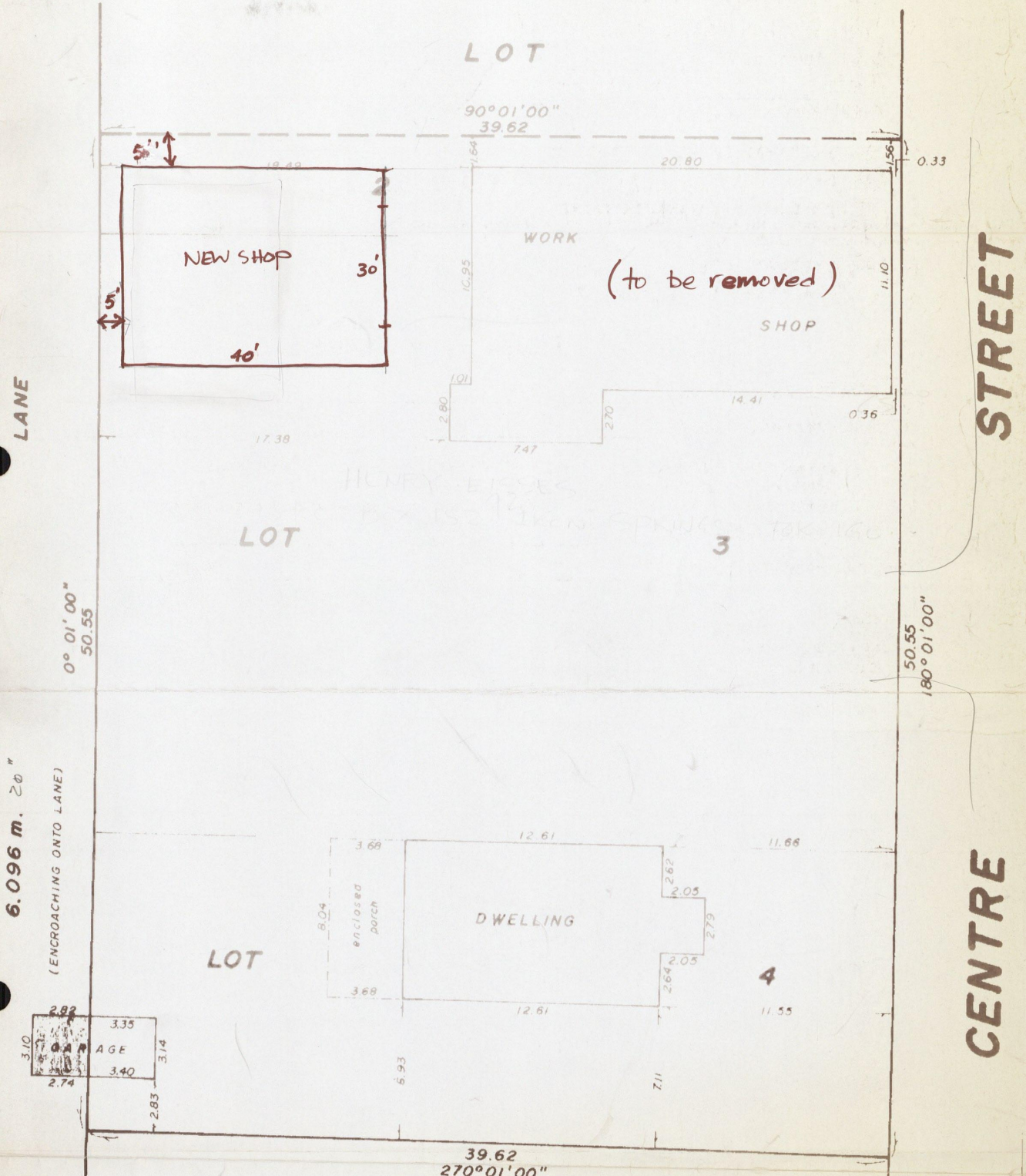
- Pursuant to Section 618.3(1) of the Municipal Government Act (MGA), the department expects that the municipality will comply with any applicable items related to provincial highways in an ALSA plan if applicable
- Pursuant to 618.4(1) of the Municipal Government Act, the department expects that the 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.

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



SURVEYOR'S CERTIFICATE (110 CENTRE STREET)

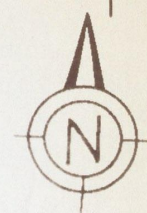
of
 THE MOST SOUTHERLY 4.88 m.
LOT THROUGHOUT LOT 2, ALL OF **BLOCK 1, PLAN 6481 D.1.**
 LOTS 3 AND 4.
 Located in the **HAMLET** of **IRON SPRINGS** in the Province of Alberta
 Scale 1:250



- This is to certify :
1. That the building(s) situated on the above property ARE NOT WHOLLY within the boundaries thereof.
 2. That there are no encroachments from the adjoining properties.
 3. That this certificate is applicable to that portion above ground only.
 4. Measurements shown are in METRES.
 5. To be used for Mortgage purposes only.

Dated at the City of Lethbridge
 this 29th day of AUGUST, 1986.

Wm. Halma
 Alberta Land Surveyor





DPA 2021-063 & DPA 2021-064

Existing shop to be used for proposed powersports repair business

Proposed business sign would be on the front of the shop under the existing yard light facing the street

Work area outside shop (load/unload)

Machine storage between trees and shop in fenced area

Applicant will reside in existing residence on the property

N

CENTRE

RAILWAY

TRE

CENTRE

1

1



24/00000

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

FORM B

**LETHBRIDGE COUNTY
DEVELOPMENT PERMIT**
Pursuant to Land Use Bylaw No. 1404

Development Permit No: 2021-063

Applicant: Jason Vande Hoef (Iron River Powersports), Box 496, Picture Butte, AB, T0K 1V0

In respect of works consisting of: Powersports business in existing shop, fenced outdoor storage area

On land located at: Plan 6481DI Block 1 Ptn Lot 2 and Lots 3-4 (112 Centre Street, Iron Springs) and as described on plans submitted by the applicant.

This permit refers only to works outlined in Development Application No. 2021-063 and is **subject to the conditions contained herein:**

- The business is to be located in an existing building as per the submitted site plan.
- The applicant is responsible for compliance with the Alberta Motor Vehicle Industry Council (AMVIC) licensing requirements.
- The applicant is responsible for compliance with Alberta Environment and Parks regulations and guidelines for containing, storing and disposing of automotive fluids.
- The applicant shall ensure the fenced outdoor storage area is setup and maintained in an organized manner.
- Approval of all Building Permits (includes Plumbing, Electrical, Gas permits, and Private Sewage Disposal Systems) must be obtained *prior* to commencement. Building Permits are obtained through **Park Enterprises**, #10, 491 W.T. Hill Blvd. South, Lethbridge. Phone - (403) 329-3747.
- Any planned work in the County right-of-way (driveway, approaches, etc.) requires separate approval from the County Director of Public Operations (call 403-328-5525).

This permit becomes effective the **1st day of April, 2021** as approved by Council (Resolution 92-2021). This permit is not subject to an appeal period under section 685 (4) (a) of the Municipal Government Act.

SIGNED: _____

Development Officer



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

FORM B

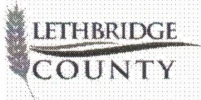
**LETHBRIDGE COUNTY
DEVELOPMENT PERMIT**

Pursuant to Land Use Bylaw No. 1404

IMPORTANT:

The development outlined above is subject to the following conditions:

- (a) No development authorized by the issuing of a permit shall commence until at least 21 days after the date of decision of the permit in accordance with section 686 of the Municipal Government Act, or if an appeal is made until the appeal is decided upon. Any development commencing prior to the appeal period expiration or an appeal decision being made is entirely at the risk of the applicant, developer, or landowner.
- (b) The approval of this Development Permit does not remove the need to obtain any Building Permits (including Plumbing, Gas, Electrical, and Private Sewage) or approval required by any federal, provincial, or municipal legislation, and/or regulations.
- (c) This permit, issued in accordance with the notice of decision, is valid for a period of twelve (12) months from the date of issue. If, at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit shall be null and void.
- (d) If this development permit is issued for construction of a building, the exterior of the building, including painting, shall be completed within twelve (12) months from the date of issue of this development permit unless otherwise authorized in the conditions of a development permit.
- (e) The Development Officer may, in accordance with section 645 of the Municipal Government Act, take such action as is necessary to ensure that the provisions of this bylaw are complied with.



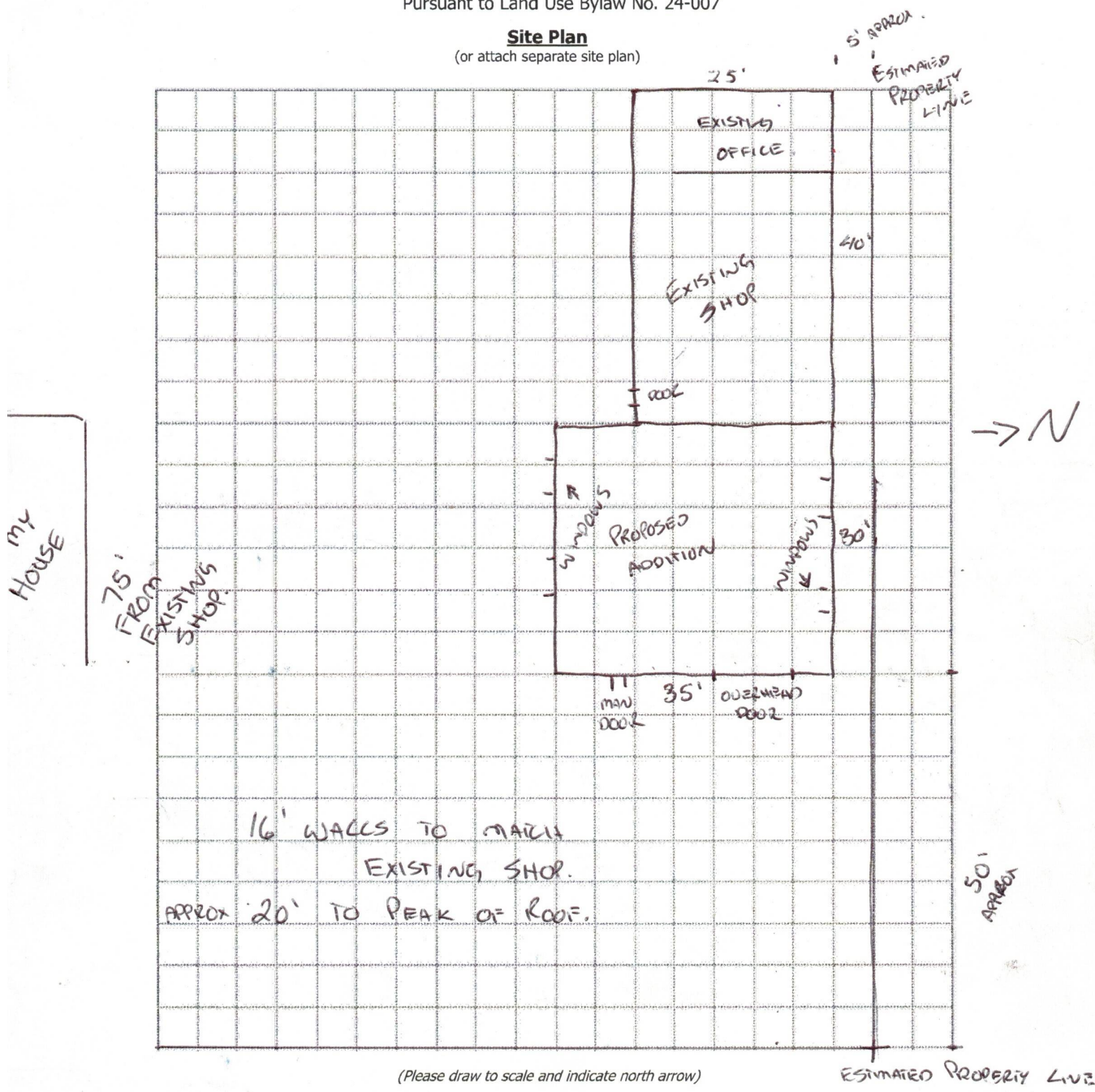
Lethbridge County
#100, 905 - 4th Ave S
Lethbridge, AB T1J 4E4
403-328-5525

FORM A: DEVELOPMENT PERMIT APPLICATION

Pursuant to Land Use Bylaw No. 24-007

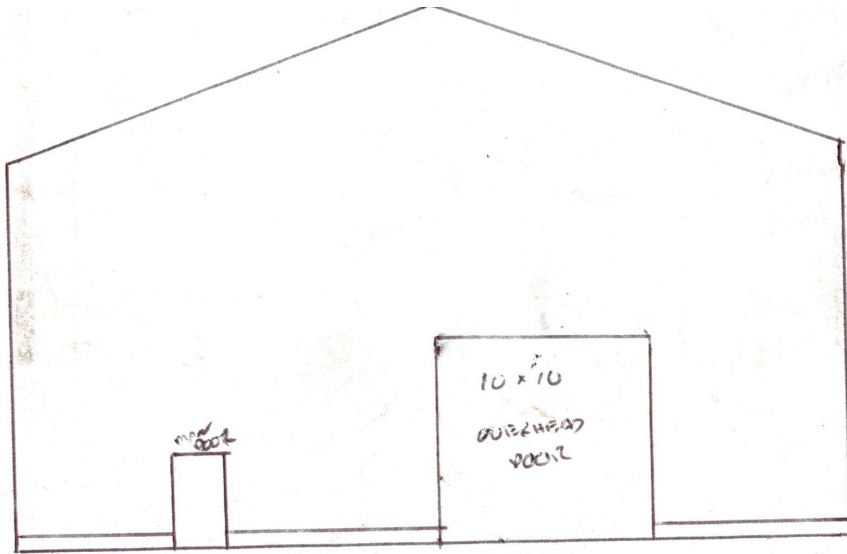
Site Plan

(or attach separate site plan)



(Please draw to scale and indicate north arrow)

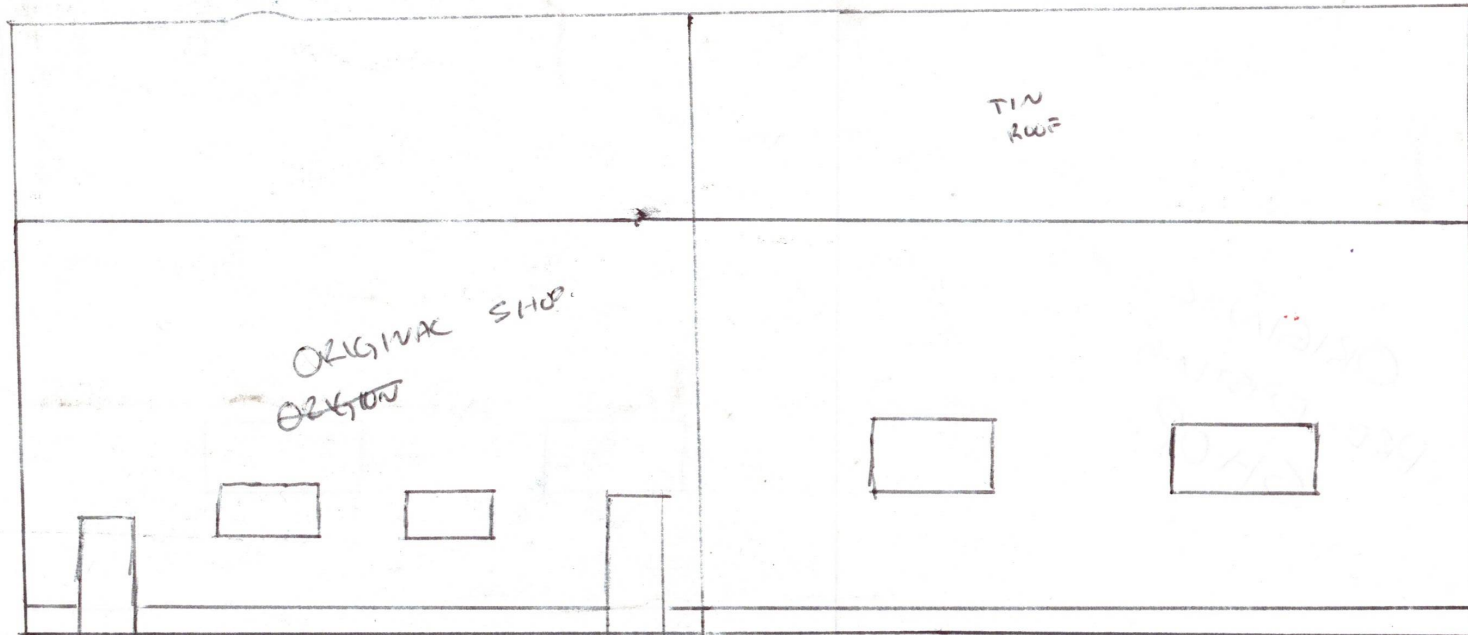
ESTIMATED PROPERTY LINE



WOOD
PEAK

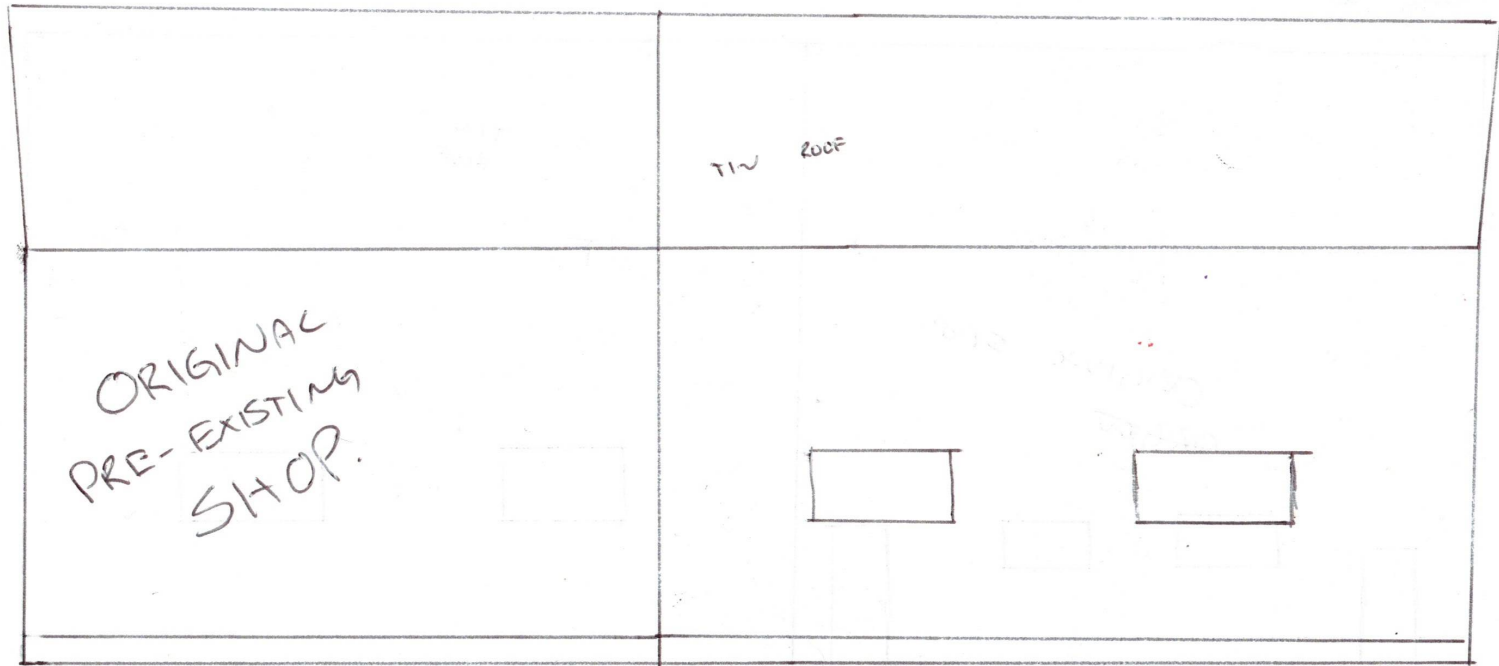
- 16'
WALL
HEIGHT

6"
CONCRETE FLOOR GRADE
3.5' CONCRETE DRAIN GRADE



TIN
ROOF

ORIGINAL SHOP





Lethbridge County Development Permit

Pursuant to Land Use Bylaw No. 24-007

Development Permit No: 2025-005

Applicant: Jason Vande Hoef, PO BOX 2, Iron Springs, ALBERTA, T0K 1G0

In Works Respecting of: Addition to existing shop (1050 sq. ft.) for power sports business

On land located at: L:2-4 B:1 P:6481DI Q:NE S:20 T:11 R:20 M:W4 (112 Centre Street-Iron Springs) and as described on plans submitted by the applicant.

This permit refers only to works outlined in Development Application No. 2025-005 and **is subject to the conditions contained herein:**

- The Addition shall be located as per the approved site plan.
- The applicant is responsible for compliance with the Alberta Motor Vehicle Industry Council (AMVIC) licensing requirements.
- The applicant is responsible for compliance with Alberta Environment and Parks regulations and guidelines for containing, storing, and disposing of automotive fluids.
- Any lighting associated with this development shall be shielded and downcast so as not to generate a nuisance.
- Any signage shall require a new development permit.
- Any use other than that approved by this development permit shall require a new development permit.
- Approval of all relevant Safety Code Permits (includes Building, Electrical, Plumbing, Gas, and Private Sewage Disposal Systems) must be obtained prior to commencement. Safety Code Permits are obtained through Park Enterprises, #10, 491 W.T. Hill Blvd. South, Lethbridge. Phone - (403) 329-3747.
- Any planned work in the County right-of-way (driveway, approaches, etc.) requires separate approval from the Lethbridge County Operations Department (call 403-328-5525).

INFORMATIVE: Alberta Transportation and Economic Corridors has provided comment on this development, exempting the works described from Roadside Development Permit Requirements. See attached correspondence for details.

Date of Decision: February 6, 2025 as approved by County Council (Resolution X)

The above-mentioned permit is not subject to an appeal period under section 685(4)(a) of the Municipal Government Act).



Lethbridge County Development Permit

Pursuant to Land Use Bylaw No. 24-007

Signed



Coordinator, Planning and Development

Lethbridge County Development Permit

Pursuant to Land Use Bylaw No. 24-007

Important:

The development outlined above is subject to the following conditions:

- (a) No development authorized by the issuing of a permit shall commence until at least 21 days after the date of decision of the permit in accordance with section 686 of the Municipal Government Act, or if an appeal is made until the appeal is decided upon. Any development commencing prior to the appeal period expiration, or an appeal decision being made is entirely at the risk of the applicant, developer, or landowner.
- (b) The approval of this Development Permit does not remove the need to obtain any Safety Code Permits (including Plumbing, Gas, Electrical, and Private Sewage) or approval required by any federal, provincial, or municipal legislation, and/or regulations.
- (c) This permit, issued in accordance with the Notice of Decision, is valid for a period of twenty-four (24) months from the date of issue. If, at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit shall be null and void.
- (d) If this development permit is issued for construction of a building, the exterior of the building, including painting, shall be completed within twenty-four (24) months from the date of issue of this development permit unless otherwise authorized in the conditions of a development permit.
- (e) The Development Officer may, in accordance with section 645 of the Municipal Government Act, take such action as is necessary to ensure that the provisions of this bylaw are complied with.
- (f) Amendment of a development permit application or approval after a decision has been issued by the Development Authority is not permitted except for minor modifications at the discretion of the Development Authority. Any increase in footprint, use-intensity, setback encroachments, etc. shall require a new development permit. Modification requests must be received within 30 days of the issuance of the development permit, otherwise, a new development permit application is required and will be processed anew. Additional information on Minor Modifications can be found in Part 1, Section 47 of the Land Use Bylaw No. 24-007.



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR116914

January 20, 2025

Reeve Tory Campbell
Lethbridge County
100, 905-4 Avenue South
Lethbridge, AB T1J 4E4

Dear Reeve Campbell:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that Lethbridge County has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component of the 2024/25 ACP in support of your Accessibility to Water Through Enhanced Irrigation Networks Study project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for any milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by dialling 310-0000, then 780-422-7125, or at acp.grants@gov.ab.ca.

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Ric Mclver
Minister

cc: Honourable Joseph Schow, MLA, Cardston-Siksika
Honourable Grant Hunter, MLA, Taber-Warner
Chelsea Petrovic, MLA, Livingstone-Macleod
Jack Van Rijn, Mayor, Town of Coaldale
Lyndsay Montana, Mayor, Town of Coalhurst
Joan Boeder, Mayor, Town of Nobelford
Catherine Moore, Mayor, Town of Picture Butte
Randy Bullock, Reeve, Cardston County
Tamara Miyanaga, Reeve, Municipal District of Taber
Cole Beck, Chief Administrative Officer, Lethbridge County
Kalen Hastings, Chief Administrative Officer, Town of Coaldale
Karlene Betteridge, Interim Chief Administrative Officer, Town of Coalhurst
Joseph Hutter, Chief Administrative Officer, Town of Nobelford
Keith Davis, Chief Administrative Officer, Town of Picture Butte
Murray Milward, Chief Administrative Officer, Cardston County
Arlos Crofts, Chief Administrative Officer, Municipal District of Taber



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR116914

January 20, 2025

Her Worship Lindsay Montina
Mayor
Town of Coalhurst
PO Box 456
Coalhurst, AB T0L 0V0

Dear Mayor Montina:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Town of Coalhurst has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component of the 2024/25 ACP in support of your Regional Recreational Pathway Study project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for any milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by dialling 310-0000, then 780-422-7125, or at acp.grants@gov.ab.ca.

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- 2 -

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Ric Mclver
Minister

cc: Honourable Joseph Schow, MLA, Cardston-Siksika
Tory Campbell, Reeve, Lethbridge County
Karlene Betteridge, Interim Chief Administrative Officer, Town of Coalhurst
Cole Beck, Chief Administrative Officer, Lethbridge County

Good morning,

On behalf of the Coaldale & District Handi-ride Association, I would like to formally extend an invitation to Lethbridge County to the Ribbon Cutting of the new Handi-ride bus which will take place during the Pancake Breakfast on Family Day (Monday, February 17) as part of Coaldale Community Fest.

What: Coaldale & District Handi-ride Association New Bus Ribbon Cutting

Where: Coaldale Community Centre (1217 20th Ave)

When: Monday, February 17 at 9:30 a.m.

For a full list of Community Fest activities, please visit [Community Fest 2025 | Town of Coaldale](#).

Let me know if you have any questions.

Thanks,

Clayton Varjassy

Community Experience Manager

Town of Coaldale

(403) 345 - 1328

clayton.varjassy@coaldale.ca

Subject: ✨ You're invited to the 2025 Dhillon Scholarship Dinner

We are pleased to honour the Elders—past, present and future—in support of Indigenous students.

We are pleased to honour the Elders—past, present and future—in support of Indigenous students. [Click here](#)



DHILLON
SCHOOL OF BUSINESS



You are invited to the 2025 Dhillon School of Business Scholarship Dinner, 6 - 9 p.m. on Friday, March 21, 2025 at the Agri-food Hub and Trade Centre.

Join the University of Lethbridge's Dhillon School of Business as we celebrate the impact of past, present and future Indigenous Elders as well as break down barriers and invest in the education of Indigenous students.

Elders are critical to the vibrancy on campus. They share their knowledge, wisdom and traditional practices, offer guidance and support, and provide cultural teaching and spiritual mentoring to our students, staff and faculty.

Your support of the dinner not only honours tradition and community but also directly supports scholarships, creating pathways to education and opportunity for the next generation. Together, we can make a lasting impact and support Reconciliation through Education.

Hello County of Lethbridge Council,

The Organizing Committee of the 7th Annual Rotary Club of Lethbridge East \$10,000 Agriculture Scholarships Program is again inviting you to attend the Awards Gala Dinner at the Lethbridge Coast Hotel and Convention Centre the evening of Thursday, March 6th, 2025 (cocktails at 5:00; dinner at 6:00). This is an opportunity to meet and celebrate the best and brightest scholars in agriculture as they pursue their careers to become the next generation of industry influencers and leaders. Further, this is an opportunity to meet and discuss the future of agriculture in Southern Alberta with the many generous industry sponsors and donors that support this long-standing Scholarship Program. Agriculture most certainly is, and will continue to be, vital to the success of our economy and way of life in Southern Alberta.

This is the seventh year the Rotary Club of Lethbridge East has conducted this Program awarding \$10,000 scholarships to fourteen worthy scholars for a total of \$140,000 to date. A further granting of at least three more \$10,000 scholarships is anticipated on March 6.

Please consider attending this important agricultural event to honour our future industry leaders. We sincerely appreciate your ongoing attendance. Tickets can be purchased at [Dinner - Rotary Ag Scholarship](#).

For further information, please call Audrey King at 403-330-8741.

We are looking forward to seeing you at the Gala.

Thank you, Glenn H. Coulter

On behalf of:

The Organizing Committee

7th Annual Rotary Agriculture Scholarship Program

Rotary Club of Lethbridge East

403-795-4285

