

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF LETHBRIDGE COUNTY HELD OCTOBER 5, 2017 IN THE COUNTY ADMINISTRATIVE OFFICE, LETHBRIDGE, ALBERTA.

PRESENT:

Division No. 1	- L. Hickey, Reeve
Division No. 3	- H. Doeve, Deputy Reeve
Division No. 2	- J. Willms
Division No. 4	- K. Benson
Division No. 5	- S. Campbell
Division No. 6	- T. White
Division No. 7	- M. Zeinstra

ADMINISTRATION PRESENT:

Acting Chief Administrative Officer	- T. Anderson
Director of Municipal Services	- R. Bacon
Acting Director of Community Services	- H. Janzen
Recording Secretary	- L. Megella

REEVE LORNE HICKEY IN THE CHAIR

CALL TO ORDER Reeve Hickey called the meeting to order at 9:30 a.m.

AMENDMENTS TO THE AGENDA

Tracy Anderson, Acting Chief Administrative Officer and members of Council made the following additions and deletions to the October 5, 2017 agenda.

- D1. SMRID / Lethbridge County Meeting Update – H. Doeve
- G6. Serfas /Turin Colony Road – M. Zeinstra
- G7. McKechney Avenue Crossing Lights – T. White
- J1. 2017 Strategic Plan Update
- J2. Appointment of External Auditors
- K2. Picture Butte Fire Department Retirees – Retirement Celebration, October 21, 2017

495/17 J. WILLMS MOVED that Council approve the agenda as amended.
CARRIED

IN-CAMERA **L1. Personnel Matter**

496/17 S. CAMPBELL MOVED that County Council go In-Camera at 9:47 a.m.
CARRIED

497/17 M. ZEINSTRAS MOVED that County Council come out of In-Camera at 10:21 a.m.
CARRIED

498/17 H. DOEVE MOVED that County Council accept the Personnel Update for information.
CARRIED

CONFIRMATION **B1. Confirmation of Minutes**

499/17 S. CAMPBELL MOVED that the September 21, 2017 Council Minutes be approved as presented.
CARRIED

Reeve

Chief Administrative Officer

REPORTS**D1. SMRID / Lethbridge County Meeting Update – H. Doeve**

Deputy Reeve Henry Doeve noted that he and Councillor Morris Zeinstra along with members of Administration attended a joint meeting with the SMRID on September 28, 2017. Deputy Reeve Doeve and Councillor Zeinstra provided Council with an update regarding the joint meeting.

500/17 H. DOEVE MOVED that item D1. SMRID / Lethbridge County Meeting update – H. Doeve be received for information. CARRIED

MUNICIPAL SERVICES**G1. 2018 ASB Provincial Conference – Grande Prairie – January 16-19, 2018**

501/17 M. ZEINSTRA MOVED that any member of Council wishing to attend the 2018 Provincial Agricultural Service Board Conference in Grande Prairie scheduled for January 16-19, 2018 be authorized to do so. CARRIED

G2. 2017 ASB South Region Conference – County of Warner – October 31, 2017

502/17 S. CAMPBELL MOVED that any member of Council wishing to attend the 2017 ASB South Region Conference at the Milk River Community Centre in the County of Warner scheduled for October 31, 2017 be authorized to do so. CARRIED

G3. Picture Butte Wash Trailer Overrun

503/17 T. WHITE MOVED that County Council approves an additional \$9,900.00 in funding from the Public Works Operating Budget and \$2,100.00 in funding from the Public Works Project Reserve to complete the renovations to the Picture Butte wash trailer. CARRIED

G4. Construction Costs to Railside Business Park (RR 20-5) (Blair Frache Project)

504/17 H. DOEVE MOVED that the Railside Business Park Access Road paving of 175m of Range Road 20-5 (Blair Frache Project) be included in the 2018 Budget Deliberations and will be presented as being funded by local improvement levy. CARRIED

Reeve Hickey recessed the meeting at 10:58 a.m.

The meeting reconvened at 11:02 a.m.

APPOINTMENTS**E1. Public Hearing – Bylaw 17-005 – Baurenhof Equipment Ltd. – Amendment to Land Use Bylaw – Rural Urban Fringe to Rural General Industrial – NW 18-9-19-W4**

505/17 T. WHITE MOVED that the Public Hearing for Bylaw 17-005 – Baurenhof Equipment Ltd. – Amendment to Land Use Bylaw – Rural Urban Fringe to Rural General Industrial – NW 18-9-19-W4 open at 11:03 a.m. CARRIED

Reeve Hickey welcomed the delegation to the meeting. The delegation consisted of:

Reeve

Chief Administrative Officer

K. Van Den Berg
A. Van Den Berg
J. Vaselenak

C. Classens
M. Vaselenak
T. Campbell

Reeve Hickey invited Ms. Hilary Janzen, Senior Planner, to give an overview of Bylaw 17-005 and answer questions from Council.

Reeve Hickey invited persons wishing to speak in favour of Bylaw 17-005. The following individuals spoke in favour:

- Chris Classens

Reeve Hickey asked three times if anyone else wished to speak in favour of Bylaw 17-005. No one came forward.

Reeve Hickey invited persons wishing to speak in opposition to Bylaw 17-005. The following individuals spoke in opposition:

- Mel Vaselenak
- Jean Vaselenak

Reeve Hickey asked three times if anyone else wished to speak in opposition to or in favor of Bylaw 17-005. No one came forward.

Reeve Hickey asked if anyone else wished to speak in favor or in opposition to Bylaw 17-005. No one addressed council.

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| 506/17 | M. ZEINSTRA | MOVED that the Public Hearing for Bylaw 17-005 close at 11:40 a.m. CARRIED |
| 507/17 | H. DOEVE | MOVED second reading of Bylaw 17-005 – Baurenhof Equipment Ltd. – Amendment to Land Use Bylaw – Rural Urban Fringe to Rural General Industrial – NW 18-9-19-W4. MOTION DEFEATED |

Reeve Hickey thanked the delegation for attending the meeting. The delegation retired at 11:42 a.m.

MUNICIPAL SERVICES

G5. Lethbridge County Stormwater Master Plan

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| 508/17 | T. WHITE | MOVED that County Council adopts the Lethbridge County Storm Water Master Plan as a guiding document for dealing with storm water and drainage related issues. CARRIED |
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G7. McKechney Avenue - Crossing Lights – T. White

Councillor Tom White enquired about the crossing lights on McKechney Avenue in Diamond City. Rick Bacon, Director of Municipal Services provided an update of the project.

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| 509/17 | T. WHITE | MOVED that the speed limit on McKechney Avenue be reduced to 30 km. per hour and the road ban removed and further that “Children at Play” signs be erected and that Administration look into digital speed signs. CARRIED |
| 510/17 | M. ZEINSTRA | MOVED the meeting adjourn for lunch at 12:10 p.m. CARRIED |

Reeve

Chief Administrative Officer

The meeting reconvened at 1:49 p.m. with all members of Council present as previously mentioned.

511/17 S. CAMPBELL MOVED that item E2a. Subdivision Application #2017-0-126 – Vandenberg Properties Ltd. – Lots 1 & 2, Plan 6556EJ in NE 1/4 21-9-22-W4 be brought back to the table. CARRIED

APPOINTMENTS **E2a. Subdivision Application 2017-0-126 - Vandenberg Properties Ltd. – Lots 1 & 2, Plan 6556EJ in NE 1/4 21-9-22-W4**

512/17 T. WHITE MOVED that the Residential subdivision of Lots 1 & 2, Plan 6556EJ & a part of NE1/4 21-9-22-W4M (Certificate of Title No. 161 279 641, 161 126 556, 171 169 978), to subdivide an undeveloped 0.31 acre (0.124 ha) lot title (20.13 m wide) into two portions and consolidate the west 5 m to the adjacent west residential lot and the east 15.13 m to the north adjacent lot, thereby creating enlarged residential titles of 0.38 acres (0.153 ha) and 16.66 acres (6.744 ha) respectively 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 a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. That the subdivision and consolidation is finalized by a plan as prepared by an Alberta Land Surveyor so that the resulting titles may not be further subdivided without Subdivision Authority approval.
4. That a surveyors sketch be prepared by an Alberta Land Surveyor that surveys and indicates the actual location of the developed private access driveway on the title being subdivided.
5. That any easement(s) as determined to be required by Lethbridge County for utility agencies or the municipality 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 7 of the Subdivision and Development Regulation.
3. As the municipality presently owns the land and is acting as the agent of the subdivision application, the subdivision may be approved as proposed and with basic conditions the County deems required.
4. The subdivision and consolidation purpose is to dispose of surplus land the municipality does not need, and the end result will alleviate a legal access situation for the north parcel landowner, who currently does not have legal access to a public road. In the end, nothing will physically change on the land as a result of the subdivision and consolidation.

Reeve

Chief Administrative Officer

5. That Subdivision Authority has considered the comments from ATCO Pipelines and in the absence of an agreement registered on title for R/W 8610962, the County Subdivision Authority is of the opinion that this matter should be resolved outside of the subdivision process, which is not physically changing the present land situation, and the applicant is responsible for working with ATCO Pipelines to address any agreements that may be required. CARRIED

E2b. Subdivision Application #2017-0-132 – Commerce Farms – SE ¼ 7-10-21-W4

513/17

K. BENSON

MOVED that the Country Residential subdivision of SE1/4 7-10-21-W4M (Certificate of Title No. 141 242 638, 141 242 638 +1), to subdivide out a 3.69 acre (1.49 ha) parcel from two separate adjacent agricultural titles, consisting of a total 153.99 acres (62.32 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 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 Surveyors sketch prepared by an Alberta Land Surveyor to illustrate the exact dimensions and parcel size and the location of all improvements on the proposed parcel as approved.
4. That a final plan of survey be provided by an Alberta Land Surveyor to delineate the subdivision parcel as approved. The residual portion (approximately 73.54 acres) of the SE 07-10-21-W4 (C of T 141 242 638) must be consolidated with the adjacent north portion (approximately 76.89 acres) of the NE 07-10-21-W4 (C of T 141 242 638+1) by a plan prepared by a certified Alberta Land Surveyor in a manner such that the resulting title cannot be further subdivided without approval of the Subdivision Authority.
5. That any easement(s) as required by the utility agencies or the municipality shall be established.

REASONS:

1. The proposed subdivision as approved with the conditions is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. With the conditions imposed on the subdivision approval, including the consolidation of adjacent agricultural lands, the Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulation.
3. To comply with the County's subdivision policies, as the policies do not allow a yard subdivision to come from an 80 acre title (77.23 acres in this instance), the Subdivision Authority has placed as a condition of approval the requirement for the landowner to consolidate together his two adjacent agricultural titles. Approved in this manner, the applicant starts with two

 Reeve

 Chief Administrative Officer

titles and ends up with two titles with no separate or additional titles created beyond what is presently in existence.

4. The Subdivision Authority has determined that with the requirement for the remnant agricultural land being subdivided to be consolidated to an adjacent agricultural title, the applicant/landowners start with two titles and end up with two titles, which conforms to the County's subdivision policies. Therefore, no waivers of subdivision policies are needed.

CARRIED

E2c. Subdivision Application #2017-0-139 – Rogers – N.W ¼ 7-10-23-W4

514/17

S. CAMPBELL MOVED that the Country Residential subdivision of NW1/4 7-10-23-W4M (Certificate of Title No. 131 025 621), to subdivide a 6.68 acre (2.70 ha) parcel from a quarter section containing 145.58 acres (58.91 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 a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. 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 7 of the Subdivision and Development Regulation.
3. The proposed parcel is considered the first subdivision from the quarter section and is determined to be suitable for the intended purpose.

CARRIED

E2d. Subdivision Application #2017-0-140 – Tiffin Farms Ltd. – E ½ 10-8-21-W4

515/17

T. WHITE MOVED that the Country Residential acreage subdivision of E1/2 10-8-21-W4M (Certificate of Title No. 1261132, 751 016 151), to subdivide a 4.59 acre (1.86 ha) parcel from a quarter section title containing 157.61 acres (63.78 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 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 has the final subdivision done by Plan from an Alberta Land Surveyor that is to be done in a manner such

Reeve

Chief Administrative Officer

that the resulting certificate of titles cannot be further subdivided without approval of the Subdivision Authority.

4. That any easement(s) as required by utility agencies 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 7 of the Subdivision and Development Regulation.

3. The City of Lethbridge has no concerns with the proposal which is located within the IDP boundary with the city. The Subdivision Authority has determined that given this proposal is a first parcel out from the quarter section, it is consistent with the IDP policies for this area. CARRIED

E2e) SD Application 2015-0-126 - Van Den Boek - Time Extension Request for Subdivision

516/17 J. WILLMS MOVED that County Council grants a one-year extension request for Subdivision Approval 2015-0-126 (NW 32-08-20-W4M, Lot 1, Block 1, Plan 8910304 / Van Den Broek) up to September 18, 2018. CARRIED

MUNICIPAL SERVICES

G6. Serfas / Turin Colony Road – M. Zeinstra

Councillor Morris Zeinstra asked about the status of the Serfas / Turin Colony Road. Rick Bacon, Director of Municipal Services provided an update of the project.

Note: J. Willms departed at 2:42 p.m.

517/17 M. ZEINSTRA MOVED to receive item G6. Serfas / Turin Colony Road for information and further that the communication protocol be adhered to. CARRIED

Note: J. Willms present at 2:47 p.m.

COMMUNITY SERVICES

H1. County CPO / City PSCC Services Agreement

518/17 H. DOEVE MOVED that County Council approves the City of Lethbridge Public Safety Communications Centre / Lethbridge County Community Peace Officer Service Agreement as presented. CARRIED

H2. Southern Alberta Emergency Management Resource Sharing Agreement

519/17 S. CAMPBELL MOVED that County Council approves the Southern Alberta Emergency Management Resource Sharing Agreement as presented. CARRIED

Reeve

Chief Administrative Officer

H3. Memorandum of Understanding with Town of Coalhurst for the Coalhurst Southeast Access Collector Road

520/17 H. DOEVE MOVED that County Council authorizes the Reeve to sign the updated Memorandum of Understanding with the Town of Coalhurst regarding the Coalhurst Southeast Access Collector Road. CARRIED

Reeve Hickey recessed the meeting at 3:18 p.m.
The meeting reconvened at 3:34 p.m.

CORPORATE SERVICES

I1. Policy 169 – County Reserves

521/17 S. CAMPBELL MOVED that Council approves Policy 169 – County Reserves. CARRIED

522/17 H. DOEVE MOVED that Council rescinds Resolution #521. CARRIED

523/17 H. DOEVE MOVED that Council approves Policy 169 – County Reserves as amended. CARRIED

I2. Reserve Amendments Per Policy 169 – County Reserves

524/17 H. DOEVE MOVED that Council approves the reserve amendments as presented to align with the County Reserve Policy. CARRIED

I3. Policy 170 – Purchasing

525/17 J. WILLMS MOVED that item I3. Policy 170 – Purchasing be tabled to a future Council meeting. CARRIED

ADMINISTRATION

J1. 2017 Strategic Plan Update

526/17 J. WILLMS MOVED that County Council receives the 2017 Strategic Plan Progress Update for information. CARRIED

J2. Appointment of External Auditors

527/17 T. WHITE MOVED that Council approves the appointment of KPMG LLP Chartered Accountants as auditors for Lethbridge County for a five-year term ending December 31, 2020 at a contract rate of \$136,000. CARRIED

INVITATIONS

K1. Canadian Co-operative Wool Growers Ltd. - Banquet, October 21, 2017

528/17 H. DOEVE MOVED that item K1. Canadian Co-operative Wool Growers Ltd. – Banquet, October 21, 2017 be received for information. CARRIED

K2. Picture Butte Fire Department Retirees – Retirement Celebration, October 21, 2017

529/17 S. CAMPBELL MOVED that Councillors Morris Zeinstra and Tom White be authorized to attend the Picture Butte Fire Department Retirees – Retirement Celebration on October 21, 2017. CARRIED

Reeve

Chief Administrative Officer

ADJOURNMENT

530/17

J. WILLMS

MOVED the meeting adjourn at 4:43 p.m.

CARRIED

Reeve

Chief Administrative Officer