

## Council Brief of the September 16, 2021 Regular Meeting

*This document is provided for informational purposes only and is not the approved minutes of the Lethbridge County Council meeting.*

### **DELEGATIONS:**

**1) CIBC Wood Gundy - Economic Update and County Investments**

Council received an update on the current economy and the County's investments.

**2) Introduction of Fire Services Coordinator - Byron Fraser**

Council welcomed Mr. Fraser in his role of Fire Services Coordinator for the County.

### **DEPARTMENT REPORTS:**

**1) MUNICIPAL SERVICES**

**a. 2022 Capital Equipment Purchasing**

Council approved the 2022 Capital Equipment purchase list. Administration requested that next year's capital equipment be purchased early due to delays in receiving equipment in 2021 from the effects of the COVID-19 pandemic. Capital equipment is funded through the Fleet Equipment Replacement Reserve and from proceeds on sales of retired equipment.

| <b>Project Name</b>                                   | <b>Budget Request</b> |
|---|-----------------------|
| <b><u>SCHEDULED REPLACEMENTS</u></b>                  |                       |
| Replacement Divisional Grader MG-036                  | 625,000               |
| Replacement Divisional Grader MG-037                  | 625,000               |
| Replacement of FT-149 Case 9350 Tractor               | 500,000               |
| Replacement of ASB Tractor 150HP                      | 190,000               |
| Forklift - Picture Butte Yard                         | 100,000               |
| Track Skid Steer - Construction                       | 80,000                |
| Replacement of 3 X PW/ASB Trucks 3/4 & 1 Tons         | 180,000               |
| Replacement of ASB TA Spray Truck                     | 230,000               |
| Replacement of Fuel Pumps - PB and Coaldale           | 40,000                |
| <b><u>VEHICLE REPLACEMENT PROGRAM</u></b>             |                       |
| Enterprise Fleet Program - 11 X Crewcab 1/2 ton Truck | 495,000               |
| Enterprise Fleet Program - 1 X Crewcab 1 Ton Truck    | 60,000                |
| Enterprise Fleet Program - 1 X SUV                    | 55,000                |
| Replacement of Skid Steer (Trade in EVCON)            | 70,000                |
| <b>TOTAL CAPITAL EQUIPMENT REQUEST</b>                | <b>\$ 3,250,000</b>   |

**b. Agricultural Service Board (ASB) Terms of Reference**

Council approved the ASB Terms of Reference document, which outlines how the ASB Committee will be structured and function, as well as clearly outlining its role. Council also rescinded Policies 624 – Function and Evaluation and 625 – Responsibilities as they are both covered in the new Terms of Reference document.

**c. Agricultural Service Board Level of Service**

Council approved the Level of Service (LOS) document, which formalizes the activities performed by the department. It mirrors the ASB Grant Agreement and sets a baseline for the LOS that is provided through operational activities in conjunction with legislated requirements under the numerous Acts. Each year as the budget is set the LOS document will be brought forward to Council with revisions that will adjust the service levels to increase or decrease activities. Council also rescinded the following policies as their information is contained within the new LOS document:

- Policy 601 - Weed Notices
- Policy 602 - Weed Extension & Inspections
- Policy 603 - ASB Rental Equipment

- Policy 605 - Leafy Spurge & Knapweed Vegetation Management
- Policy 606 - Prohibited Noxious Weed Control
- Policy 607 - Seed Cleaning Plants
- Policy 612 - Parks Vegetation Management Special Programs
- Policy 614 - Soil Conservation
- Policy 616 – Surveys
- Policy 617 - Norway Rat
- Policy 618 – Coyotes
- Policy 619 – Skunks
- Policy 620 - Live Traps
- Policy 621 - Training and Courses
- Policy 622 - Promotions, Tours & Conferences
- Policy 623 - Chemical Spills
- Policy 626 - Roadside Mowing
- Policy 627 - Grasshopper Spraying Program
- Policy 628 - Clubroot Inspection and Control
- Policy 629 - Integrated Weed Management
- Policy 630 - Playground and Trails Inspection

**d. South Region Agriculture Service Board Conference in Cardston County**

Council approved that any member wishing to attend the event be authorized to do so. Council also directed staff to inquire if the event would be held virtually due to the new provincial COVID-19 restrictions.

**2) CORPORATE SERVICES**

**a. 2022 Budget Presentation Schedule**

Council approved the 2022 Budget schedule:

| <b>DRAFT BUDGET DISTRIBUTED TO COUNCIL</b>   |   |
|--|---|
| <b>➤ FRIDAY, NOVEMBER 19</b>   |   |
|  | <b>ALL DEPARTMENTS</b>                    |
| <b>OPERATING &amp; CAPITAL BUDGET PRESENTED TO COUNCIL, Day 1</b>  | <b>BUDGET MEETING (SLT &amp; Council)</b> |
| ➤ Tuesday, November 30   |   |
| <b>OPERATING &amp; CAPITAL BUDGET PRESENTED TO COUNCIL, Day 2</b>  | <b>BUDGET MEETING (SLT &amp; Council)</b> |
| ➤ Wednesday, December 1  |   |
| <b>BUDGET REVIEW WITH COUNCIL</b>  | <b>BUDGET MEETING (SLT &amp; Council)</b> |
| ➤ Tuesday, December 7  |   |
| <b>BUDGET REVIEW WITH COUNCIL – 2<sup>nd</sup> Review</b>  | <b>BUDGET MEETING (SLT &amp; Council)</b> |
| ➤ Tuesday, December 14 – <i>(tentative - if required)</i>  |   |
| <b>COUNCIL APPROVAL – 2022 OPERATING &amp; CAPITAL BUDGET</b><br><i>(or 2022 Interim Operating Budget)</i> | <b>COUNCIL MEETING</b>                    |
| ➤ Thursday, December 16  |   |
| <b>COUNCIL APPROVAL – 2022 OPERATING &amp; CAPITAL BUDGET</b>  | <b>COUNCIL MEETING</b>                    |
| ➤ <i>First Regular January 2022 Council Meeting (tentative)</i>  |   |

**3) COMMUNITY SERVICES**

**a. January - August 2021 Community Peace Officer (CPO) Report**

Council received an update on the CPO's activities this year:

- 111 case reports created
  - 32 Highway Protection Bylaw complaints (mostly pivot end guns on roads)
  - 15 Fire Permit Bylaw complaints
  - 16 Dog Control Bylaw complaints
  - 10 unsightly premises complaints

- 38 other reports
- 8 CVSA Level 1 inspections completed with 75% failure rate
- 10 CVSA Level 2 inspections completed with 100% failure rate; 54 violations found
- Continual education and enforcement on pivot end guns watering the road, burning prohibited debris, burning during a fire ban, dog control and unsightly premises cleanup

**b. Fire Services Bylaw No. 21-017**

Council approved first reading of the bylaw, which would establish a fire protection service in partnership with the County's neighbouring urban municipalities.

**c. Alberta Development Officer's Week**

Council proclaimed that the week of September 19 -25 be designated as Alberta Development Officer's Week in Lethbridge County.

**4) ADMINISTRATION**

**a. Town of Coalhurst - Committee Request**

Council declined the Town of Coalhurst's request to form a committee to find burial record information and create a permanent registry for a cemetery on private land.

**b. Readymade Community Centre - Celebration of Indigenous Culture Postponed**

Council approved that the Readymade Community Centre retain donation funds in the amount of \$1,050.00 until the Celebration of Indigenous Culture Event can take place. The event was postponed due to the rising COVID-19 cases in the province.

**COUNCIL AND COMMITTEE UPDATES:**

**1) Lethbridge County Council Attendance Update – August 2021**

**Division 1 - Reeve Lorne Hickey**

|           |   |
|-----------|---|
| August 3  | Meeting with Minister of Transportation         |
| August 3  | Intermunicipal Committee Meeting with Coalhurst |
| August 5  | Lethbridge County Council Meeting               |
| August 18 | Meeting with CAO                                |
| August 24 | Municipal Development Plan Council Workshop     |
| August 31 | Meeting with CAO                                |

**Division 2 - Councillor Tory Campbell**

|           |   |
|-----------|---|
| August 5  | Lethbridge County Council Meeting           |
| August 5  | Virtual Chinook Arch Library Meeting        |
| August 24 | Municipal Development Plan Council Workshop |

**Division 3 - Councillor Robert Horvath**

**Division 4 - Councillor Ken Benson**

|           |   |
|-----------|---|
| August 3  | Meeting with Minister of Transportation         |
| August 3  | Intermunicipal Committee Meeting with Coalhurst |
| August 5  | Lethbridge County Council Meeting               |
| August 24 | Municipal Development Plan Council Workshop     |
| August 28 | Coalhurst Parade and Spray Park Grand Opening   |

**Division 5 - Councillor Steve Campbell**

|          |   |
|----------|---|
| August 3 | Meeting with Minister of Transportation         |
| August 3 | Intermunicipal Committee Meeting with Coalhurst |
| August 4 | Exhibition Park Board Meeting                   |
| August 5 | Lethbridge County Council Meeting               |

August 24                      Municipal Development Plan Council Workshop

**Division 6 -Councillor Klaas VanderVeen**

August 3                      Meeting with Minister of Transportation  
August 3                      Intermunicipal Committee Meeting with Coalhurst  
August 5                      Lethbridge County Council Meeting  
August 21                     Picture Butte Jamboree Days  
August 24                     Municipal Development Plan Council Workshop

**Division 7 - Councillor Morris Zeinstra**

August 3                      Meeting with Minister of Transportation  
August 21                     Picture Butte Jamboree Days  
August 24                     Municipal Development Plan Council Workshop

**CLOSED SESSION:**

**1) Land Matter (FOIP Section 25 - Disclosure Harmful to Economic and Other Interests of a Public Body)**

No resolution was made.