



## AGENDA

### Council Meeting

9:00 AM - Thursday, September 7, 2023  
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 - 03 Aug 2023 - Minutes](#)

#### D. DELEGATIONS

10 - 22

1. **9:15 a.m. - RCMP**  
[Cover Letter Lethbridge County](#)  
[Community Policing Report](#)  
[Crime Statistics Appendix](#)
2. **10:00 a.m. - Iron Springs Water Co-op**

#### E. SUBDIVISION APPLICATIONS

23 - 31

1. **Subdivision Application #2023-0-076 – Atkinson - SW1/4 11-11-23-W4M**  
[Subdivision Application #2023-0-076 – Atkinson - SW1/4 11-11-23-W4M](#)

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2. **Subdivision Application #2023-0-089 – Schalk**  
**- Lots 1-8, Plan 8986EC, ptn. of NE1/4 21-09-22-W4M**  
[Subdivision Application #2023-0-089 – Schalk - Lots 1-8, Plan 8986EC, ptn. of NE1/4 21-09-22-W4M](#)

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3. **Subdivision Application #2023-0-098 – 1553201 Alberta Ltd./Neels**  
**- Part of NW1/4 21-9-22-W4M**  
[Subdivision Application #2023-0-098 – 1553201 Alberta Ltd./Neels - Part of NW1/4 21-9-22-W4M](#)

#### F. DEPARTMENT REPORTS

## **F.1. MUNICIPAL DEVELOPMENT & INFRASTRUCTURE**

- 49 - 56 F.1.1. **Bylaw 23-020- Development Authority Bylaw**  
[Bylaw 23-020 - Development Authority Bylaw](#)
- 57 - 58 F.1.2. **Bridge File 79589 - Request for Budget Increase**  
[Bridge File 79589 - Request for Budget Increase](#)

## **F.2. CORPORATE SERVICES**

- 59 - 61 F.2.1. **2024 Budget Presentation Schedule**  
[2024 Budget Presentation Schedule](#)
- 62 - 66 F.2.2. **2023 Business Tax Adjustments**  
[2023 Business Tax Adjustments](#)
- 67 - 70 F.2.3. **Tax Penalty Waiver Request - Roll #42020000**  
[Tax Penalty Waiver Request - Roll #42020000](#)
- 71 - 73 F.2.4. **Tax Penalty Waiver Request - Hutterian Brethren Church of Turin**  
[Tax Penalty Waiver Request - Hutterian Brethren Church of Turin](#)
- 74 - 76 F.2.5. **Tax Penalty Waiver Request - I3 Energy**  
[Tax Penalty Waiver Request - I3 Energy](#)

## **G. CORRESPONDENCE**

- 77 1. **Town of Nobleford - Notice of Intent for Annexation**  
[Town of Nobleford - Notice of Intent for Annexation](#)
- 78 - 79 2. **MADD Canada**  
[MADD Canada](#)
- 80 3. **Cypress County Ag Connections Conference - Lethbridge County Invite**  
[Cypress County Ag Connections Conference - Lethbridge County Invite](#)
- 81 4. **Minister of Environment & Protected Areas - Malloy Drain Phase 2B**  
[Minister of Environment & Protected Areas - Malloy Drain Phase 2B](#)
- 82 - 83 5. **Chinook Arch Board Report - August 3, 2023**  
[Chinook Arch Board Report - August 3, 2023](#)
- 84 6. **Picture Butte Municipal Library**  
[Picture Butte Municipal Library](#)
- 85 7. **2023 Joanne Perlich 'Ride for Dreams'**  
[2023 Joanne Perlich 'Ride for Dreams'](#)

- 86 - 87      8.      **Town of Picture Butte - Picture Butte Urgent Care Centre**  
[Town of Picture Butte - Picture Butte Urgent Care Centre](#)  
[Picture Butte PSA](#)

**H.      COUNTY COUNCIL AND COMMITTEE UPDATES**

- 88 - 89      1.      **Request to Rename Range Road 21-2 to "Recovery Road"**  
[Request to Rename Range Road 21-2 to Recovery Road](#)

- 90 - 93      2.      **Lethbridge County Council Attendance Update - July 2023**  
[Lethbridge County Council Attendance Update - July 2023](#)

**I.      CLOSED SESSION**

1.      **McCain MOU Discussion (FOIP Section 16 - Disclosure harmful to business interests of a third party & Section 25 - Disclosure harmful to economic and other interests of a public body)**

**J.      NEW BUSINESS**

**K.      ADJOURN**



**MINUTES**  
**Council Meeting**  
9:00 AM - Thursday, August 3, 2023  
Council Chambers

The Council Meeting of Lethbridge County was called to order on Thursday, August 3, 2023, at 9:00 a.m., in the Council Chambers, with the following members present:

**PRESENT:** Reeve Tory Campbell  
Deputy Reeve John Kuerbis  
Councillor Lorne Hickey  
Councillor Mark Sayers  
Councillor Eric Van Essen  
Councillor Klaas VanderVeen  
Councillor Morris Zeinstra  
Chief Administrative Officer, Cole Beck  
Director of Public Operations, Jeremy Wickson  
Director of Municipal Development & Infrastructure, Devon Thiele  
Director of Corporate Services, Jennifer Place  
Supervisor of Planning & Development, Hilary Janzen  
Executive Assistant, Candice Robison  
Senior Planner, Steve Harty

**A. CALL TO ORDER**

Reeve Campbell called the meeting to order at 9:04 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.*

Reeve Campbell extended condolences to the family of former Councillor Bob Horvath who recently passed away.

Reeve Campbell reminded the public of the Economic Development Survey that is currently available on the County website.

**B. ADOPTION OF AGENDA**

235-2023	Deputy Reeve Kuerbis	MOVED that the August 3, 2023 Lethbridge County Council Meeting Agenda be adopted as presented.	CARRIED
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**C. ADOPTION OF MINUTES**

**C.1. County Council Meeting Minutes**

236-2023	Councillor VanderVeen	MOVED that the July 6, 2023 Lethbridge County Council Minutes be adopted as presented.	CARRIED
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E. **SUBDIVISION APPLICATIONS**

E.1. **Subdivision Application #2023-0-075 – Bezooyen  
- NE1/4 32-08-19-W4M**

237-2023 Deputy Reeve Kuerbis MOVED that the Country Residential subdivision of NE1/4 32-8-19-W4M (Certificate of Title No. 981 352 688, 181 095 749), to split a title of 18.6 acres (7.5 ha) into two titles, being 7.2 and 11.4 acres (2.93 and 4.61 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 18.6 acres at the market value of \$22,000.00 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 a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. That the portions of land exchanged between the two parcels and the resulting titles be registered by plan by an Alberta Land Surveyor so that the resulting title(s) cannot be further subdivided without approval of the Subdivision Authority.
4. That the applicant relinquish to the NRCB any existing CFO permit or rights for the previous hog operation with a letter to be provided to the Subdivision Authority from the NRCB confirming such.
5. That any conditions of Alberta Transportation shall be established prior to finalization of the application, including the provision by caveat of a 20m wide service road right-of-way perpendicular to and across the highway frontage of both proposed Lots 1 & 2.

CARRIED

D. **DELEGATIONS**

D.1. **9:15 a.m. - Bursary Recipients**

Reeve Campbell presented the 2023 Lethbridge County Bursary recipients, Abigail Giacchetta, Elayna Vucurevich and Emma Reurink with their bursary awards.

Reeve Campbell recessed the meeting at 9:22 a.m.

Reeve Campbell reconvened the meeting at 9:25 a.m.

E. **SUBDIVISION APPLICATIONS**

E.2. **Subdivision Application #2023-0-083 – Androkovich  
- NW1/4 30-08-20-W4M**

238-2023 Councillor Hickey MOVED that the Country Residential subdivision of NW1/4 30-8-20-W4M (Certificate of Title No. 151 026 928), to subdivide a 5.74-acre (2.32 ha) first parcel out subdivision from a title of 158.86 acres (64.29 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 Surveyor to illustrate the exact dimensions and parcel size of the proposed parcel as approved.

4. That any easement(s) as required by utility companies, or the municipality shall be established.

CARRIED

**E.3. Subdivision Application #2023-0-085 – Van Hierden - Block Z, Plan 6150Y within SW1/4 07-10-23-W4M (Hamlet of Monarch)**

239-2023      Councillor VanderVeen      MOVED that the Private Utility subdivision of Block Z, Plan 6150Y within SW1/4 7-10-23-W4M (Certificate of Title No. 071 440 982), to subdivide 0.07-acres (0.03 ha) from a title comprised of 0.65- acres (0.26 ha), for private utility 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 submits a Surveyors sketch as prepared by an Alberta Land Surveyor that certifies the exact location of improvements on the parcel being subdivided in relation to the proposed property line.

4. That the applicant submits a final plan as prepared by an Alberta Land Surveyor that certifies the exact dimensions of the parcel as required for final endorsement.

CARRIED

**G. DEPARTMENT REPORTS**

**G.1. COMMUNITY SERVICES**

**G.1.1. Joint Use and Planning Agreements - Palliser School Division and Westwind School Division Agreements**

240-2023      Deputy Reeve Kuerbis      MOVED that County Council Approve the Joint Use and Planning Agreement with the Palliser School Division. CARRIED

241-2023      Councillor Sayers      MOVED that County Council Approve the Joint Use and Planning Agreement with the Westwind School Division. CARRIED

Reeve Campbell recessed the meeting at 9:52 a.m.

Reeve Campbell reconvened the meeting at 10:01 a.m.

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

**F.1. Bylaw 23-019 - Road Closure, Sale and Consolidation- Public Hearing**

Reeve Campbell called a recess to the Council Meeting, for the Public Hearing for Bylaw 23-019 at 10:01 a.m.

242-2023      Councillor VanderVeen      MOVED that the Public Hearing for Bylaw 23-019 commence at 10:01 a.m.

CARRIED

The Supervisor of Planning and Development reviewed Bylaw 23-019.

Reeve Campbell asked if anyone wished to speak in favour or opposition of Bylaw 23-019.

No comments were made.

243-2023	Deputy Reeve Kuerbis	MOVED that the Public Hearing for Bylaw 23-019 adjourn at 10:03 a.m.	CARRIED
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Reeve Campbell reconvened the Council Meeting at 10:03 a.m.

244-2023	Deputy Reeve Kuerbis	MOVED that Bylaw 23-019 be sent to the Minister of Transportation for Approval.	CARRIED
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**G. DEPARTMENT REPORTS**

**G.1. COMMUNITY SERVICES**

**G.1.2. Planning and Development Department - 2nd Quarter Report 2023**

The Supervisor of Planning and Development presented to Council the Planning and Development Department - 2nd Quarter Report 2023.

**G.1.3. April-June 2023 Community Peace Officer Report**

The Community Peace Officer presented to Council the April-June 2023 Community Peace Officer Report.

**G.2. FINANCE AND ADMINISTRATION**

**G.2.1. Quarterly Financial Report - April - June 2023**

The Director of Corporate Services presented to Council the quarterly financial report for April-June 2023.

**G.3. ADMINISTRATION**

**G.3.1. Water Co-op Meeting Update**

245-2023	Councillor Sayers	MOVED that Council send a letter to the three potable Water Co-ops to acknowledge the historic challenges that have existed in the past while expressing our intention and commitment to work collaboratively together for the betterment of potable water management in Lethbridge County in the future.	CARRIED
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**G.3.2. AUC Solar Approval**

246-2023	Deputy Reeve Kuerbis	MOVED that a letter under the Reeve's signature be sent to the Minister of Agriculture & Irrigation, Minister of Energy & Minerals, Minister of Affordability & Utilities and the Premier expressing our concern with the lack of consideration for local municipality's concerns regarding large scale solar projects on prime agriculture land.	CARRIED
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**H. CORRESPONDENCE**

**H.1. Alberta Agriculture & Irrigation - Main Canal Repairs**

Council reviewed an email from the Minister of Agriculture and Irrigation regarding the main canal repairs and set aside program.

**H.2. Southern Alberta Chinese Association - Summer BBQ Invitation**

Council reviewed the invitation from the Southern Alberta Chinese Association for their summer BBQ being held on August 19.

**H.3. Town of Pincher Creek - Pincher Creek Parade Invitation**

Council reviewed the invitation from the Town of Pincher Creek for the Pincher Creek Parade being held on August 19.

**H.4. Shoes for Kids YQL - Sponsorship Request**

Council reviewed the sponsorship request from the Shoes for Kids YQL Foundation for their 3rd Annual Shoe Drive being held on August 19.

**H.5. Town of Coalhurst - Invitation to Miners Days Parade**

Council reviewed the invitation from the Town of Coalhurst for the Miners Day Parade being held on August 26.

**I. COUNTY COUNCIL AND COMMITTEE UPDATES**

**I.1. Lethbridge County Council Attendance Update - June 2023**

Council reviewed the highlights from the Lethbridge County Council Attendance Update for June 2023.

**Division 1**

**Councillor Lorne Hickey**

June 1	Lethbridge County Council Meeting
June 7	FCSS Meeting
June 10	Lethbridge-Coaldale 4-H Beef Club 100th Anniversary Banquet
June 13	Green Acres Abby Road Terrace Tour
June 15	Lethbridge County Council Meeting
June 19	Bursary Review Committee Meeting
June 20	FCSS Strategic Planning
June 21	Green Acres Finance Committee Meeting
June 23	Malloy Drain Steering Committee Meeting
June 26	ASB Workshop
June 28	Green Acres Board Meeting

**Division 2**

**Reeve Tory Campbell**

June 1	Lethbridge County Council Meeting
June 7	Exhibition Park Board Meeting
June 13	Link Pathway Groundbreaking Ceremony
June 14	EDL Board Meeting
June 15	Lethbridge County Council Meeting
June 22	SRSDC Meeting-Governance & Partnership Formalization Workshop
June 22	SouthGrow AGM
June 23	Malloy Drain Steering Committee Meeting
June 26	Exhibition Park Ownership Engagement Committee Meeting
June 30	Virtual Meeting, Rural Medical Education Expansion
June 30	Media, re: Drought Conditions

**Division 3**  
**Councillor Mark Sayers**  
June 1           Lethbridge County Council Meeting  
June 8           Water Co-op Liaison Committee Meeting  
June 10          Lethbridge-Coaldale 4-H Beef Club 100th Anniversary Banquet  
June 19          Bursary Review Committee Meeting  
June 22          SouthGrow AGM

**Division 4**  
**Deputy Reeve John Kuerbis**  
June 8           Water Co-op Liaison Committee Meeting  
June 10          Lethbridge-Coaldale 4-H Beef Club 100th Anniversary Banquet  
June 15          Lethbridge County Council Meeting  
June 19          Bursary Review Committee Meeting  
June 26          ASB Workshop  
June 28          Community Futures Meeting

**Division 5**  
**Councillor Eric Van Essen**  
June 1           Lethbridge County Council Meeting  
June 15          Lethbridge County Council Meeting  
June 16          LNID 100th Anniversary  
June 26          ASB Workshop

**Division 6**  
**Councillor Klaas VanderVeen**  
June 1           Lethbridge County Council Meeting  
June 1           Link Pathway Meeting  
June 8           Water Co-op Liaison Committee Meeting  
June 13          Link Pathway Groundbreaking Ceremony  
June 15          Lethbridge County Council Meeting  
June 16          LNID 100th Anniversary  
June 26          ASB Workshop  
June 30          SAEWA Board Meeting

**Division 7**  
**Councillor Morris Zeinstra**  
June 1           Lethbridge County Council Meeting  
June 8           Highway 3 Twinning Development Association  
June 8           Picture Butte Chamber of Commerce  
June 15          Lethbridge County Council Meeting  
June 16          LNID 100th Anniversary  
June 26          Picture Butte Ag Society  
June 29          Prairie Tractor Parade

**L.     ADJOURN**

247-2023	Councillor Zeinstra	MOVED that the Lethbridge County Council Meeting adjourn at 11:21 a.m.
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CARRIED

\_\_\_\_\_  
Reeve

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CAO



August 8, 2023

S/Sgt. Mike Numan  
Detachment Commander  
Coaldale - Picture Butte

Dear Reeve Campbell,

Please find the quarterly Community Policing Report attached that covers the April 1<sup>st</sup> to June 30<sup>th</sup>, 2023 reporting period. The attached report outlines a quarterly snapshot of the human resources, financial data and crime statistics for the Coaldale - Picture Butte Detachment.

As part of the Alberta RCMP's ongoing priority to ensure public safety, encouraging citizens to report all crimes plays a vital role in building community well-being. We recognize that non-urgent crimes such as minor thefts and property crime may go unreported due to various reasons such as perceived insignificance or fear of inconvenience. Thus, the Alberta RCMP continues to engage citizens on the importance of reporting non-urgent crimes to help us optimize our crime prevention efforts.

To help facilitate this, we have made reporting of non-urgent crime easier through the Alberta RCMP APP (available as a free download on the [Apple App Store](#) or [Google Play](#)). Online crime reporting offers a convenient way for citizens to report non-emergent crime to Alberta RCMP from their computer or smartphone without having to phone or visit the police detachment.

An informed community is a safer community. Here are some reasons why online reporting of non-urgent crimes matters:

- Alberta RCMP police officers in the Call Back Unit are responsible for investigating online crime reports, thus reducing the need for frontline police officers to respond. Encouraging the public to use online crime reporting gives the Detachment frontline officers an opportunity to spend more of their time for proactive policing activities in the community.
- Non-urgent online crime reporting also has the potential to reduce those same non-urgent phone calls to our 911 Operators (OCCS) and Detachment Staff.



- The Alberta RCMP encourages citizens to report every crime to allow us to leverage reliable data to identify patterns and trends in criminal activities in our communities. We also use this intelligence to distribute our resources strategically and ensure that our police officers are deployed where they are most needed.

Thank you for your ongoing support and continued guidance in ensuring that we are consistently meeting your community's evolving policing needs. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

A handwritten signature in blue ink, appearing to read 'Mike Numan', is written over a light blue horizontal line.

S/Sgt. Mike Numan  
Detachment Commander  
Coaldale - Picture Butte





## RCMP Provincial Policing Report

Detachment	Coaldale Provincial
Detachment Commander	S/Sgt. Mike Numan
Quarter	Q1 - April to June 2023
Date of Report	August 4, 2023

### Community Consultations

Date	2023-04-03
Meeting Type	Meeting with Elected Officials
Topics Discussed	Education session
Notes/Comments	RCMP attend an Lethbridge Airshow planning meeting with the County of Lethbridge, City of Lethbridge and Airshow Executive. Focus on parking and traffic planning. Further meetings to occur.

Date	2023-04-13
Meeting Type	Meeting with Elected Officials
Topics Discussed	Education session
Notes/Comments	RCMP attends the Town of Coalhurst and Village of Monarch offices. Speak to staff and touch base. General discussions and question and answer. Very well received and appreciated. MSN

Date	2023-05-08
Meeting Type	Community Connection
Topics Discussed	Youth
Notes/Comments	RCMP attended the annual Coaldale Easter Egg Hunt in the community of Cottonwood in Coaldale. Cst. Geres sounded the siren for the beginning of the hunt and interacted with the parents and youth in attendance. Excellent initiative that was well attended. MSN

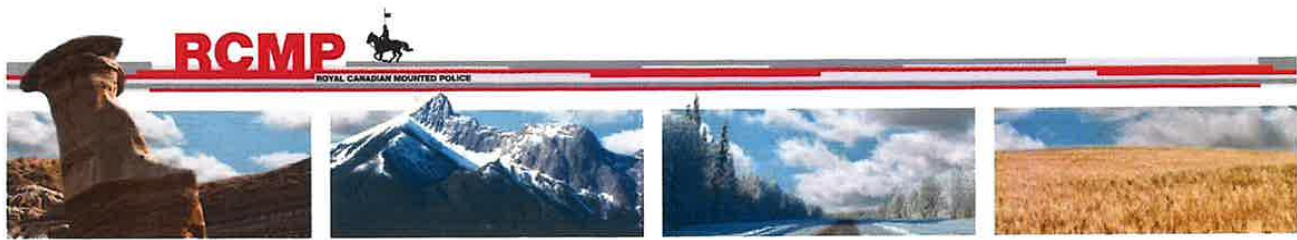




Date	2023-05-10
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Regular reporting information sharing
Notes/Comments	RCMP attended the monthly General Meeting for Lethbridge Search and Rescue to present their volunteers with recognition of service to their communities. Sgt. Gemmill spoke to their commitment to service, and the professionalism he has experienced while working with the Lethbridge Search and Rescue. It was well received. SDG.

Date	2023-05-18
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Regular reporting information sharing
Notes/Comments	RCMP attended planning meeting for upcoming Lethbridge Airshow. Further discussions on traffic and parking plans. progress being made, further meetings to follow. MSN

Date	2023-05-30
Meeting Type	Community Connection
Topics Discussed	Education session
Notes/Comments	Members attended the Coaldale arena and assist with set up for Bike Rodeo to be held on May 31/June 1st. 750-1000 children expected to attend event. MSN



Date	2023-05-30
Meeting Type	Community Connection
Topics Discussed	Education session
Notes/Comments	Members attended Stafford Lake and took Taber police boat for a boat patrol/spring run-up. Spoke to campground officials and were advised the police boat would be welcome out any time for visibility, education and enforcement. Patrol of the lake completed. Out of water at 1600hrs. Well received.
Date	2023-05-31
Meeting Type	Community Connection
Topics Discussed	Youth
Notes/Comments	Members attended the Coaldale Bike Rodeo at the Coaldale arena. Assist with stations all day and interact with youth and promote bike safety. Excellent community event with many partnering agencies including Coaldale CPO's and Fire Dept, Bylaw and CPO's from many locations across southern Alberta, AHS, and School Division. well received and students learned maintenance and safety for riding bikes.
Date	2023-05-31
Meeting Type	Meeting with Elected Officials
Topics Discussed	Regular reporting information sharing
Notes/Comments	RCMP attended the County of Lethbridge office and spoke to CAO - Larry Randle. General discussion and many topics covered including property crime, Lethbridge airshow, and new County CAO arrival. Confirmed our attendance at Counsel meeting on June 15, 2023 and will be able to meet new CAO then as he starts June 12, 2023. Great meeting and visit was appreciated. MSN
Date	2023-05-31
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Crime Reduction Initiatives
	RCMP attended High Risk Offender Program meeting at LPS HQ. Includes surrounding



<b>Notes/Comments</b>	RCMP detachments, Blood Tribe and Taber Police, Parole and Probation. Discuss High risk offenders and strategize to target repeat offenders. Collaboration and information sharing. Excellent monthly meetings.
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<b>Date</b>	2023-06-01
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Youth
<b>Notes/Comments</b>	Day #2 of Bike Rodeo: Members attended the Coaldale Bike Rodeo at the Coaldale arena. Assist with stations all day and interact with youth and promote bike safety. Excellent community event with many partnering agencies including Coaldale CPO's and Fire Dept, Bylaw and CPO's from many locations across southern Alberta, AHS, and School Division. well received and students learned maintenance and safety for riding bikes.

<b>Date</b>	2023-06-05
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Diversity
<b>Notes/Comments</b>	Members attend the Sunny South Seniors Lodge in Coaldale. Lodge hosting a pancake breakfast to raise money for center. Members had breakfast with the residents, staff and Mayor and Counsel members. Great social event with a lot of interaction with the seniors; very well received.

<b>Date</b>	2023-06-10
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Youth
<b>Notes/Comments</b>	RCMP attended the Coaldale Big Truck Petting Zoo event held at the Coaldale arena. In excess of 1200 people attended the function. RCMP had the Police truck, RCMP Boat and Mountain bike on display along with a table with swag for the kids and RCMP career information. Kids enjoyed looking at the Truck and Boat, they were allowed to look inside the truck and boat. Spoke to several youths and adults about a career with the RCMP and handed brochures on joining the RCMP. Very well received event with positive feedback from Public, Town of Coaldale staff and Council members. MSN



Date	2023-06-15
Meeting Type	Meeting with Elected Officials
Topics Discussed	Regular reporting information sharing
Notes/Comments	Members attended the regular Lethbridge County Council meeting and provided a detailed report/update on 2023 Q4 Community initiatives, Crime Stats and staffing levels. Presentation was followed by a question-answer period and general conversation. Excellent relationship with the County and they praised the RCMP for being active and involved in the communities within the county. MSN



## Community Priorities

Priority 1	Enhance Road Safety - Traffic Safety
Current Status & Results	<p>Enhance inter-agency relationships and road safety through traffic enforcement operations and by conducting enforcement projects following the Alberta Traffic Safety Calendar.</p> <p>April 4: Sgt. MARENTETTE, Cst. SAWATZKY, Cst. TATARYN, and Cpl. ANDERSON conducted a traffic check-stop along with member of Milk River Detachment and CPO's. Traffic operation conducted throughout. Several hundred OVC completed. Three violations and multiple breath tests completed.</p> <p>May (various): Cst. BLAIN and Cst. LECLERC engaged in various traffic activities. Cst. LECLERC lead the effort as an acting supervisor. Other agencies were not involved directly.</p> <p>June 30: Cpl. BORGES, Cst. CERON, Cst. MACMILLAN, Cst. THOMPSON, Cst. OCITI, Cst. GERES Cst. BLAIN conducted a traffic blitz. Coaldale Traffic Section invited to participate. Traffic further assisted the following day. Approximately, 10 violations issued.</p> <p>April: The month's theme was speed. Members throughout the month were tasked with various patrols and efforts related to speed enforcement and radar operation. This included rural regions to demonstrate police visibility. Locations included hot-spots that were identified by communities during Town Hall sessions in Picture Butte, Coalhurst, and Coaldale.</p> <p>May: The month's theme was motorcycle safety. Cst. LECLERC led a project to attempt to target motorcycles throughout the month. There was very low numbers of motorcycles during the period and enforcement actions were tied to pro-active efforts related to speeding, helmets, and gear checks.</p> <p>June: The theme was commercial vehicle safety. Cst. LECLERC and Cpl. ANDERSON made efforts to engage commercial vehicle inspectors but this was not available for the month. Localized efforts related to commercial vehicle safety was undertaken by Cst. LECLERC primarily.</p> <p>This objective is progressing as expected/desired. It is hoped that further use of other agencies in future traffic efforts.</p>
Priority 2	Police / Community Relations - Police Visibility - Contribute to relationship building
	<p>Enhance Police Visibility through enhanced patrols in each community that do not rely on Police Motor Vehicle. These patrols can include foot, boat, bike, and/or ATV patrols.</p> <p>In April, S/Sgt. NUMAN and Sgt. MARENTETTE conducted foot patrols between the Detachment and Downtown Coaldale.</p> <p>In May, S/Sgt. NUMAN and Sgt. GEMMILL conducted boat patrols throughout Stafford Lake.</p> <p>In May and June, multiple members participated in a weekend long Bike Rodeo. This</p>





<b>Current Status &amp; Results</b>	<p>involved foot patrols through areas of Coaldale.</p> <p>Enhance Police Visibility and community relations by continuing to commit to community activities, presentations, and events.</p> <p>In the first quarter, there were 33 community events/functions that were attended and logged in the Community Tracker for Coaldale and an additional 11 community events/functions for Picture Butte were attended.</p> <p>This objective is experiencing tremendous success. In the first quarter the Detachment has almost exceeded the expectations set by last year. Excellent progress.</p>
<b>Priority 3</b>	Intelligence led policing - Crime prevention - Enhance Awareness and Education
<b>Current Status &amp; Results</b>	<p>Attend monthly high-risk offender meetings for the PPU-LPS and the SAD-RCMP CRU meeting.</p> <p>Cst. TILLACK began attending monthly meetings as of April for the HOM/Intel sharing group. He has taken on the intel co-ordinator role and disseminates relevant information to the general duty staff as required.</p> <p>Implement various crime prevention or community education initiatives once per month. Examples include Operation Cold Start, CAPTURE, Safe Exchanges, etc.</p> <p>April: Sgt. MARENTETTE had begun the process to on-board Coaldale and Picture Butte with Project CAPTURE. This included obtaining quotes from the provided and support from the communities. CAPTURE is now live for all of Alberta RCMP. Communication to public to follow.</p> <p>June: Data 2 Action, PDC, CBU attended Coaldale to deliver initial training. Coaldale/Picture Butte to be on-boarded onto D2A for crime prevention. Members and supervisors attended training. D2A launching for Coaldale/Picture Butte immediately.</p> <p>This objective is on-track for this quarter.</p>



### Crime Statistics<sup>1</sup>

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	April - June			January - December		
	2022	2023	% Change Year-over-Year	2021	2022	% Change Year-over-Year
<b>Total Criminal Code</b>	148	217	47%	565	620	10%
<i>Persons Crime</i>	41	61	49%	137	126	-8%
<i>Property Crime</i>	89	119	34%	283	382	35%
<i>Other Criminal Code</i>	18	37	106%	145	112	-23%
<b>Traffic Offences</b>						
<i>Criminal Code Traffic</i>	7	10	43%	23	23	0%
<i>Provincial Code Traffic</i>	245	316	29%	188	203	8%
<i>Other Traffic</i>	0	1	N/A	4	4	0%
<b>CDSA Offences</b>	0	2	N/A	15	14	-7%
<b>Other Federal Acts</b>	2	5	150%	24	17	-29%
<b>Other Provincial Acts</b>	45	48	7%	188	203	8%
<b>Municipal By-Laws</b>	9	4	-56%	51	32	-37%
<b>Motor Vehicle Collisions</b>	52	56	8%	269	264	-2%

<sup>1</sup> Data extracted from a live database (PROS) and is subject to change over time.

### Trends/Points of Interest

Quarter 1 objectives and goals were met with great success to start this new year of priorities off. We continue to work hard with our staffing partners to ensure that all our position are filled with operational police officers. We have been able to fill most of our vacancies and recently hired 3 new Cpl's that will improve supervision and provide real time guidance for the members. With the Coaldale/Picture Butte Detachment merger recently being approved we will be able to provide better service and coverage to all communities in both detachment area's. The Coaldale and Picture Butte Detachment is well positioned for another excellent upcoming year. I am proud of the hard work and accomplishments made during this past year despite being short staffed, it goes to show the dedication and commitment our members have towards the communities we serve. As we have discussed in our in-person mayor and counsel meetings we are seeing an increase in the property crime numbers during the past year. We are continuing to combat these crime types by targeting the known prolific offenders and educating the public on how to better protect their property. S/Sgt. Mike Numan - Coaldale-Picture Butte Detachment Commander.



**Provincial Police Service Composition Table<sup>2</sup>**

Staffing Category	Established Positions	Working	Soft Vacancies <sup>3</sup>	Hard Vacancies <sup>4</sup>
Police Officers	8	8	0	0
Detachment Support	2	2	1	0

<sup>2</sup> Data extracted on June 30, 2023 and is subject to change.

<sup>3</sup> Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

<sup>4</sup> Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

### Comments

**Police Officers:** Of the eight established positions, eight officers are working. There is one position with two officers assigned to that position. There is no vacancy detected at this time.

**Detachment Support:** Of the two established positions, two resources are working with one resource on special leave (One Leave without Pay). There is one resource that is Surplus to Establishment.

### Quarterly Financial Drivers

This past quarter continued to be a challenge from a human resource perspective. Due to a variety of health reasons, there were multiple soft vacancies that occurred at different points throughout the quarter. The unusual amount of absences necessitated an increased amount in overtime payments to ensure appropriate Police service/coverage. Overall, the outlook going forward is cautiously optimistic and additional costs due to overtime are hoped/expected to drop significantly.





## Coaldale Provincial Detachment Crime Statistics (Actual) Q1: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

July 4, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	1	0	N/A	-100%	0.1
Sexual Assaults		1	0	6	1	4	300%	300%	0.7
Other Sexual Offences		1	0	1	7	4	300%	-43%	1.3
Assault		15	19	28	21	34	127%	62%	4.0
Kidnapping/Hostage/Abduction		0	1	3	0	1	N/A	N/A	0.1
Extortion		0	0	1	0	0	N/A	N/A	0.0
Criminal Harassment		3	4	8	4	4	33%	0%	0.2
Uttering Threats		8	3	8	7	14	75%	100%	1.6
<b>TOTAL PERSONS</b>		<b>28</b>	<b>27</b>	<b>55</b>	<b>41</b>	<b>61</b>	<b>118%</b>	<b>49%</b>	<b>8.0</b>
Break & Enter		12	7	13	9	10	-17%	11%	-0.2
Theft of Motor Vehicle		11	6	3	13	12	9%	-8%	0.9
Theft Over \$5,000		2	3	1	2	6	200%	200%	0.7
Theft Under \$5,000		21	18	18	25	27	29%	8%	1.9
Possn Stn Goods		10	7	1	6	9	-10%	50%	-0.3
Fraud		10	8	7	5	10	0%	100%	-0.3
Arson		0	0	0	1	1	N/A	0%	0.3
Mischief - Damage To Property		3	10	10	24	17	467%	-29%	4.2
Mischief - Other		39	6	10	4	27	-31%	575%	-2.6
<b>TOTAL PROPERTY</b>		<b>108</b>	<b>65</b>	<b>63</b>	<b>89</b>	<b>119</b>	<b>10%</b>	<b>34%</b>	<b>4.6</b>
Offensive Weapons		4	2	2	1	4	0%	300%	-0.1
Disturbing the peace		8	6	7	3	8	0%	167%	-0.3
Fail to Comply & Breaches		18	21	16	5	15	-17%	200%	-2.2
<b>OTHER CRIMINAL CODE</b>		<b>23</b>	<b>8</b>	<b>14</b>	<b>9</b>	<b>10</b>	<b>-57%</b>	<b>11%</b>	<b>-2.5</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>53</b>	<b>37</b>	<b>39</b>	<b>18</b>	<b>37</b>	<b>-30%</b>	<b>106%</b>	<b>-5.1</b>
<b>TOTAL CRIMINAL CODE</b>		<b>189</b>	<b>129</b>	<b>157</b>	<b>148</b>	<b>217</b>	<b>15%</b>	<b>47%</b>	<b>7.5</b>



## Crime Statistics (Actual)

Q1: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

July 4, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		2	3	0	0	1	-50%	N/A	-0.5
Drug Enforcement - Trafficking		1	1	2	0	1	0%	N/A	-0.1
Drug Enforcement - Other		0	0	1	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>3</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>-33%</b>	<b>N/A</b>	<b>-0.6</b>
Cannabis Enforcement		0	0	0	2	0	N/A	-100%	0.2
Federal - General		3	1	1	0	3	0%	N/A	-0.1
<b>TOTAL FEDERAL</b>		<b>6</b>	<b>5</b>	<b>4</b>	<b>2</b>	<b>5</b>	<b>-17%</b>	<b>150%</b>	<b>-0.5</b>
Liquor Act		2	3	0	2	2	0%	0%	-0.1
Cannabis Act		1	1	2	0	0	-100%	N/A	-0.3
Mental Health Act		17	14	11	14	17	0%	21%	0.0
Other Provincial Stats		44	35	33	29	29	-34%	0%	-3.6
<b>Total Provincial Stats</b>		<b>64</b>	<b>53</b>	<b>46</b>	<b>45</b>	<b>48</b>	<b>-25%</b>	<b>7%</b>	<b>-4.0</b>
Municipal By-laws Traffic		0	1	2	1	1	N/A	0%	0.2
Municipal By-laws		7	8	8	8	3	-57%	-63%	-0.8
<b>Total Municipal</b>		<b>7</b>	<b>9</b>	<b>10</b>	<b>9</b>	<b>4</b>	<b>-43%</b>	<b>-56%</b>	<b>-0.6</b>
Fatals		0	0	1	0	0	N/A	N/A	0.0
Injury MVC		2	3	10	8	7	250%	-13%	1.5
Property Damage MVC (Reportable)		36	25	32	38	40	11%	5%	2.1
Property Damage MVC (Non Reportable)		7	5	12	6	9	29%	50%	0.5
<b>TOTAL MVC</b>		<b>45</b>	<b>33</b>	<b>55</b>	<b>52</b>	<b>56</b>	<b>24%</b>	<b>8%</b>	<b>4.1</b>
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	6	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	3	N/A	N/A	N/A
<b>Total Provincial Traffic</b>		<b>580</b>	<b>238</b>	<b>558</b>	<b>245</b>	<b>316</b>	<b>-46%</b>	<b>29%</b>	<b>-52.1</b>
<b>Other Traffic</b>		<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>-50%</b>	<b>N/A</b>	<b>-0.2</b>
<b>Criminal Code Traffic</b>		<b>13</b>	<b>25</b>	<b>9</b>	<b>7</b>	<b>10</b>	<b>-23%</b>	<b>43%</b>	<b>-2.4</b>
<b>Common Police Activities</b>									
False Alarms		4	11	8	6	8	100%	33%	0.3
False/Abandoned 911 Call and 911 Act		19	24	44	26	121	537%	365%	20.6
Suspicious Person/Vehicle/Property		49	51	59	41	51	4%	24%	-0.6
Persons Reported Missing		0	0	5	3	6	N/A	100%	1.5
Search Warrants		0	0	0	0	1	N/A	N/A	0.2
Spousal Abuse - Survey Code (Reported)		19	11	25	12	31	63%	158%	2.5
Form 10 (MHA) (Reported)		0	1	1	1	0	N/A	-100%	0.0

# AGENDA ITEM REPORT



**Title:** Subdivision Application #2023-0-076 – Atkinson  
- SW1/4 11-11-23-W4M  
**Meeting:** Council Meeting - 07 Sep 2023  
**Department:** ORRSC  
**Report Author:** Steve Harty

## APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development	Approved - 21 Aug 2023
Devon Thiele, Director of Municipal Development & Infrastructure	Approved - 23 Aug 2023
Cole Beck, Chief Administrative Officer	Approved - 23 Aug 2023

## STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

## EXECUTIVE SUMMARY:

The purpose of this application is to subdivide a 50.37-acre first subdivision from a title of 159.48-acres for agricultural use. The proposal does not meet the subdivision criteria of the Land Use Bylaw as it would require a parcel size waiver.

## RECOMMENDATION:

That S.D. Application #2023-0-076 be approved subject to a parcel size waiver being granted and the conditions as outlined in the draft resolution.

## REASON(S) FOR RECOMMENDATION(S):

It is the first subdivision from the 1/4-section and a waiver may be supported in respect of the IDP, and the proposed subdivision otherwise meets the provincial Subdivision and Development Regulations, the IDP policies, and the municipal subdivision policies as stated in the Land Use Bylaw.

## PREVIOUS COUNCIL DIRECTION / POLICY:

- The agricultural parcel subdivision policies are within Land Use Bylaw No. 1404 that allow one subdivision per 1/4-section, which the proposed subdivision complies with.
- The bylaw criteria stipulate a minimum 80.0-acre agricultural parcel size with no exceptions on title, so a waiver is required to approve the 50.37-acres.
- The land is subject to the Intermunicipal Development Plan (IDP) between the County and Town of Nobleford which enables subdivision consideration for growth planning.
- The IDP Committee of the County and Town met in March 2023 to discuss this proposal and Nobleford's future general growth plans which has resulted in this application submission (the Town has provided an initial letter of annexation intent to the County).

**BACKGROUND INFORMATION:**

Located immediately east and north of the Town of Nobleford municipal boundary, over 1-mile north of Highway 519. The purpose is to separate the land area from the remainder of the cultivated land in the ¼-section to accommodate a future annexation proposal by the Town of Nobleford.

The land is agricultural land with no improvements on it and is adjacent to the Town of Nobleford's industrial area. The 50.37-acre area has been discussed between the Town and County IDP committee members and administration. In order for the Land and Property Rights Tribunal (LPRT) to approve a future annexation, an area of land must have its own defined parcel boundaries to be incorporated into the town for future industrial land use. In the interim, the 50.37-acre parcel will continue to be used for agriculture. The entire ¼-section is not needed at this time to accommodate other urban growth plans, and therefore the remnant portion will remain in the County as agricultural land. When the Town determines it is ready to proceed with annexation, the process shall be as governed in section 5.7 of the IDP which may commence more fully after this subdivision process. There are no current servicing provisions for the land, and none are required at this time with this application. Access is provided from the west County municipal road (Rge Rd 23-2). A development agreement may specify the terms of any road use and access until such time the road may become a Town of Nobleford road as part of an annexation approval and any agreement between the two municipalities.

Overall, the proposal is the first subdivision from the ¼-section but requires a parcel size waiver of the minimum 80-acre agricultural parcel size of the County's Land Use Bylaw No. 1404. This may be supported in consideration of conformity to the IDP which states the long-term vision for this Planning Area 3 is the future growth and expansion of the Town. Additionally, the intent is to only subdivide the actual area the Town may require for future industrial growth (and what would be included in a future annexation application that must be based on growth expectations). The residual 109.11-acres would remain for agricultural use, and it does exceed the minimum parcel size requirement.

The application was circulated to the required external agencies and no easements or concerns were expressed regarding the application. The Town of Nobleford has not provided comments, other than outlining the intent of the application to the County (at time of agenda report).

**ALTERNATIVES / PROS / CONS:**

The Subdivision Authority could decide to not grant the waiver or approve the subdivision application.  
Pros:

- There are no advantages to denying as the proposal aligns with the IDP adopted between the two municipalities

Cons:

- it would disregard the IDP policies with the Town of Nobleford and may result in an intermunicipal dispute

**FINANCIAL IMPACT:**

None.

**LEVEL OF PUBLIC PARTICIPATION:**

☒ Inform      ☐ Consult      ☐ Involve      ☐ Collaborate      ☐ Empower

**ATTACHMENTS:**

[5A Lethbridge County 2023-0-076 APPROVAL  
Diagrams 2023-0-076](#)

## RESOLUTION

2023-0-076

**Lethbridge County**

**Agricultural** subdivision of SW1/4 11-11-23-W4M

THAT the Agricultural subdivision of SW1/4 11-11-23-W4M (Certificate of Title No. 191 156 458), to subdivide a 50.37-acre (20.39 ha) first subdivision from a title of 159.48 acres (64.55 ha) 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.
3. That the applicant provides a final Plan of Surveyor to illustrate the exact dimensions and parcel size of the proposed parcel as approved.

### REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan, Intermunicipal 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 it is the first subdivision from the ¼-section and the parcel size is suitable in consideration of the IMDP, long-term plans, and an agreement in principle between the two municipalities.
4. The Subdivision Authority is satisfied that the proposal aligns with the policies of the IMDP for Planning Area 3. This also supports a parcel size waiver of the 80-acre minimum agricultural parcel size of the land use bylaw to create the 50.37-acre title as applied for.

### INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(b) of the Municipal Government Act, Reserve is not required.
- (b) The Subdivision Authority has granted a waiver of the minimum agricultural parcel size in accordance with section 654(2) of the MGA.
- (c) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (d) 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.)
- (e) Telus Communications Inc has no objection.

2023-0-076  
Page 1 of 2

- (f) 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](mailto:landserv@fortisalberta.com) or by calling (403) 514-4783 for any questions.

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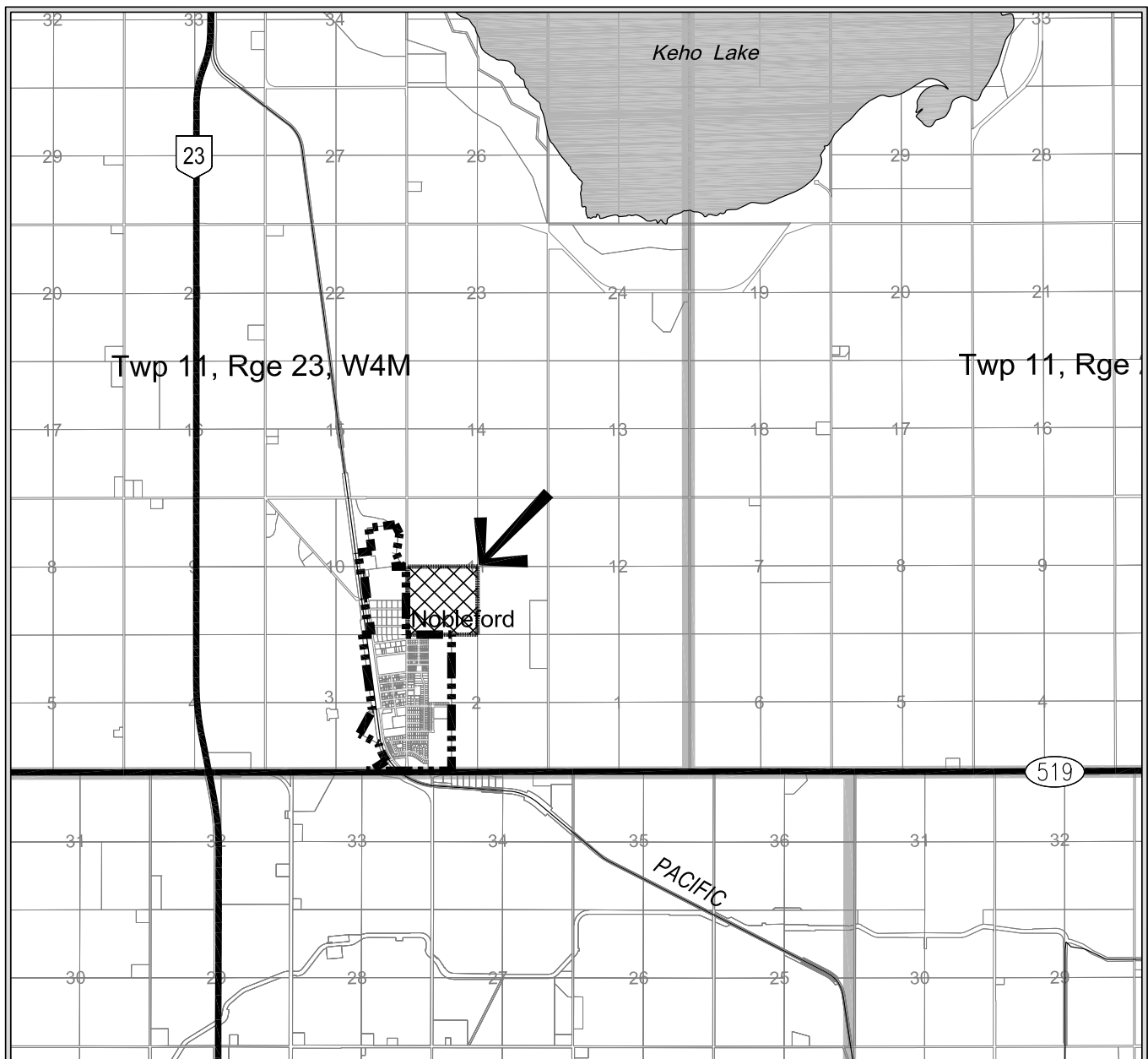
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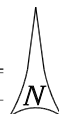
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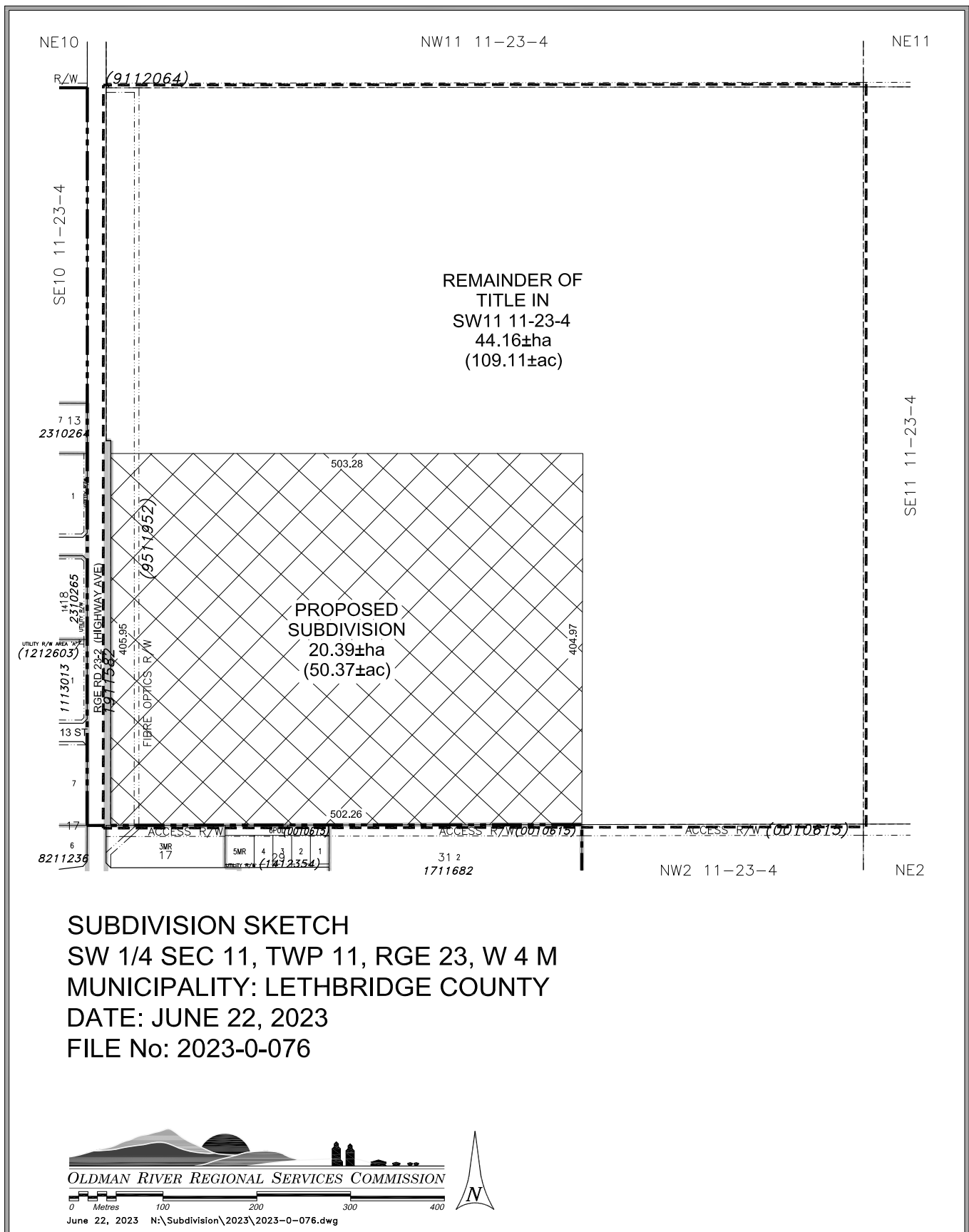
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**SUBDIVISION LOCATION SKETCH**  
**SW 1/4 SEC 11, TWP 11, RGE 23, W 4 M**  
**MUNICIPALITY: LETHBRIDGE COUNTY**  
**DATE: JUNE 22, 2023**  
**FILE No: 2023-0-076**









**SUBDIVISION SKETCH**  
**SW 1/4 SEC 11, TWP 11, RGE 23, W 4 M**  
**MUNICIPALITY: LETHBRIDGE COUNTY**  
**DATE: JUNE 22, 2023**  
**FILE No: 2023-0-076**



**AERIAL PHOTO DATE: April 19, 2017**



# AGENDA ITEM REPORT



**Title:** Subdivision Application #2023-0-089 – Schalk  
- Lots 1-8, Plan 8986EC, ptn. of NE1/4 21-09-22-W4M

**Meeting:** Council Meeting - 07 Sep 2023

**Department:** ORRSC

**Report Author:** Steve Harty

## APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development	Approved - 21 Aug 2023
Devon Thiele, Director of Municipal Development & Infrastructure	Approved - 23 Aug 2023
Cole Beck, Chief Administrative Officer	Approved - 23 Aug 2023

## STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

## EXECUTIVE SUMMARY:

The application is to reconfigure the property boundaries (property line adjustment) and size of five adjacent titled properties, 0.43, 0.14, 0.41, 0.14 and 15.06 acres in size, by subdividing and consolidating to create three new titles 0.72, 0.83 & 14.66 acres in size, for country residential use. The proposal meets the subdivision criteria of the Land Use Bylaw.

## RECOMMENDATION:

That S.D. Application #2023-0-089 be approved subject to the conditions as outlined in the draft resolution.

## REASON(S) FOR RECOMMENDATION(S):

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

## PREVIOUS COUNCIL DIRECTION / POLICY:

- LUB No. 1404 contains subdivision criteria for a realignment/reconfiguration of titles and property lines without an increase in titles of what would normally be permitted.
- LUB No. 1404 reconfiguration of titles policy enables land boundaries to be realigned based on factors such as the improvements present, land use, developable land areas, access, and the rationale of the land swap - in this case, the consolidation of land would result in a reduction in titles from five down to three.
- The land is within the County and the Town of Coalhurst IDP area in Planning Area 2. The proposal aligns with the IDP which enables the reconfiguration of titles (property line adjustments) with no creation of any new additional lots.

**BACKGROUND INFORMATION:**

Located immediately north of 55 Ave and the boundary of the Town of Coalhurst, 1-mile east of Highway 3. The proposal is to enable a land swap and a property line/parcel size adjustment between adjacent titled lands.

The purpose is to realign the existing historical acreages' boundaries based on the existing use of land and the improvements present, and to rectify some encroachment issues. The acreage with the dwelling in the southeast corner (proposed Lot 9) has its landscaped yard and septic field located over the existing west property line and a portion of the dwelling and the yard fence extend over the north property line into the adjacent larger 15.06-acre title (both parcels owned by the same landowner). The second component is to consolidate together three titles for the separate west yard (proposed Lot 10) and also extend the north property line approximately 6.5 m to the north to follow the existing fence line. Servicing provisions will be unaffected with the reconfiguration, but the east parcel's private on-site sewage system will be brought into compliance with the provincial regulations (i.e., located entirely within the property), as it currently encroaches over the property line.

Access to all the lots will remain from the south Town of Coalhurst municipal road (55 Ave). The current driveway access for the north 14.66-acre parcel will be reduced from the current 20 m to 10.12 m in width. Although sufficient for private access, the north separate title is otherwise landlocked due to adjacent titled land and the CPR right-of-way and this may limit any future subdivision potential if a 20 m wide public roadway cannot be accommodated.

Overall, the proposal meets the criteria of the County's Land Use Bylaw No. 1404 for a reconfiguration/realignment of titles or boundaries subdivision. (The current lots are historical and do not meet the minimum size requirements of the bylaw, but the realignment will increase each of the acreage lot sizes.) The application was circulated to the required external agencies with no objections and no utility easements requested. The Town of Coalhurst has no objections.

**ALTERNATIVES / PROS / CONS:**

The Subdivision Authority could impose a condition that the existing 20 m wide access remain for the larger north lot and the smaller east lot's west boundary be adjusted accordingly.

Pros:

- this would ensure an area for future public road (at the required width) may be available for any potential subdivision of the larger north lot

Cons:

- the existing yard would continue to encroach over the property line and the private sewage system would not be in compliance with provincial regulations (i.e., encroach and not be "on-site"), and such a condition may be appealed by the applicants

**FINANCIAL IMPACT:**

None, and the existing tax situation will remain the same.

**LEVEL OF PUBLIC PARTICIPATION:**

☒ Inform    ☐ Consult    ☐ Involve    ☐ Collaborate    ☐ Empower

**ATTACHMENTS:**

[5A Lethbridge County 2023-0-089](#)

[Diagrams 2023-0-089](#)

## RESOLUTION

2023-0-089

**Lethbridge County**

**Agricultural and Country Residential** subdivision of Lots 1-8, Plan 8986EC and part of NE1/4 21-9-22-W4M

THAT the Agricultural and Country Residential subdivision of Lots 1-8, Plan 8986EC and part of NE1/4 21-9-22-W4M (Certificate of Title No. 931 007 213 +1, 221 056 957 +1, 001 155 515, 221 056 957, 221 056 957 +2), to reconfigure the property boundaries (property line adjustment) and size of five adjacent titled properties, 0.43, 0.14, 0.41, 0.14 and 15.06 acres (0.17, 0.06, 0.16, 0.06 & 6.09 ha) in size, by subdividing and consolidating to create three new titles 0.72, 0.83 & 14.66 acres (0.29, 0.34, & 5.93 ha) in size 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 titles and portions of land to be subdivided and consolidated to reconfigure the boundaries (property lines) of the adjacent parcels, 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 a final plan be provided as prepared by a certified Alberta Land Surveyor that corresponds to the subdivision title configuration as approved by the Subdivision Authority.
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 Intermunicipal Development Plan, and the 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 is a reconfiguration of titles, with no additional titles being created above what presently exists, and in this situation, there will be an overall reduction in titles (from five down to three).
4. The Subdivision Authority is satisfied the proposal does not contravene any policies of the IMDP between the County and the Town of Coalhurst which allows the reconfiguration of titles (property line adjustments) with no subdivision of new additional lots.

### INFORMATIVE:

- (a) Since the proposed subdivision is a reconfiguration of titles and complies with Section 663 of the Municipal Government Act, Reserve is not required.
- (b) Two of the current lots do not meet the minimum size requirements of the bylaw; however, the realignment will increase each of the acreage lot sizes and therefore the Subdivision Authority has granted approval.

2023-0-089  
Page 1 of 3

- (c) That the landowner is advised that any additional subdivision of the larger 14.66-acre parcel will require an area structure plan in consideration of the IMDP policies between Lethbridge County and the Town of Coalhurst.
- (d) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (e) 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.)
- (f) The Town of Coalhurst has no objection.
- (g) Telus Communications Inc has no objection.
- (h) 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](mailto:landserv@fortisalberta.com) or by calling (403) 514-4783 for any questions.

- (i) Lethbridge Northern Irrigation District (LNID) – Alan Harrold, General Manager:

"The above noted *Application for Subdivision* has been reviewed by the Lethbridge Northern Irrigation District (LNID) and is approved subject to the following conditions:

1. Payment in full of any outstanding irrigation rates that may be assessed on the original parcel at the time of finalization of the subdivision.
2. Payment of the District's subdivision administration fee. The current fee is **\$630.00** (includes GST).
3. As the irrigation parcel does not meet the District's 50.0 acre minimum irrigation policy, all 3.5-acres of irrigation must be removed from the Assessment Roll. The turnout out of the Lateral C11 Pipeline for the current 3.15-acre irrigation parcel will be converted to a convenience delivery and a Water Agreement suitable to meet the needs of this proposed subdivision is required, if the proposed new subdivision continues to require the use of irrigation water.
4. In addition, since the proposed Lots 9 & 10 would also be from the Lateral C 11 Pipeline, and have no previous Agreements for the use of irrigation water, a landowner construction contribution would be required at the time of signing a Water Agreement for either of these parcels. The current 2023 low pressure pipeline rate is \$3,150.00 including GST plus the cost of a water delivery turnout, if one is required.
5. Any Easements required for the subdivided parcel(s) for access to water from the District's works must be in place prior to the supply of domestic/yard usage water.
6. Any alteration to District works required as a result of this subdivision is subject to District approval and payment by the applicant of all applicable costs.
7. The LNID requires all permanent structures such as buildings with footings, pilings or foundations, septic tanks/fields/mounds, corrals, and silage pits, etc., be constructed a minimum distance of 15 meters (50 feet) from the outside boundary of all LNID pipeline right-of-ways and or interests within this parcel.

Thank you for the opportunity to comment. If you require more information or would like to set up an appointment to discuss the conditions above, please contact Janet Beck, Administration and Land Manager, at the Lethbridge Northern Irrigation District Office, 403-327-3302."



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

☒ ATCO Gas has no objection

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

\*Once the URW has been registered at the Alberta Land Titles Office, we will notify the MD/County\*  
ATCO Gas would also like to make the MD/County and Landowner/Developer aware of the following:

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

Any further questions please email [southlandadmin@atco.com](mailto:southlandadmin@atco.com).

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

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

Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 7(6)(d) of the regulation, Transportation and Economic Corridors agrees to waive the referral distance for this particular subdivision application. As far as Transportation and Economic Corridors is concerned, an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application

**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

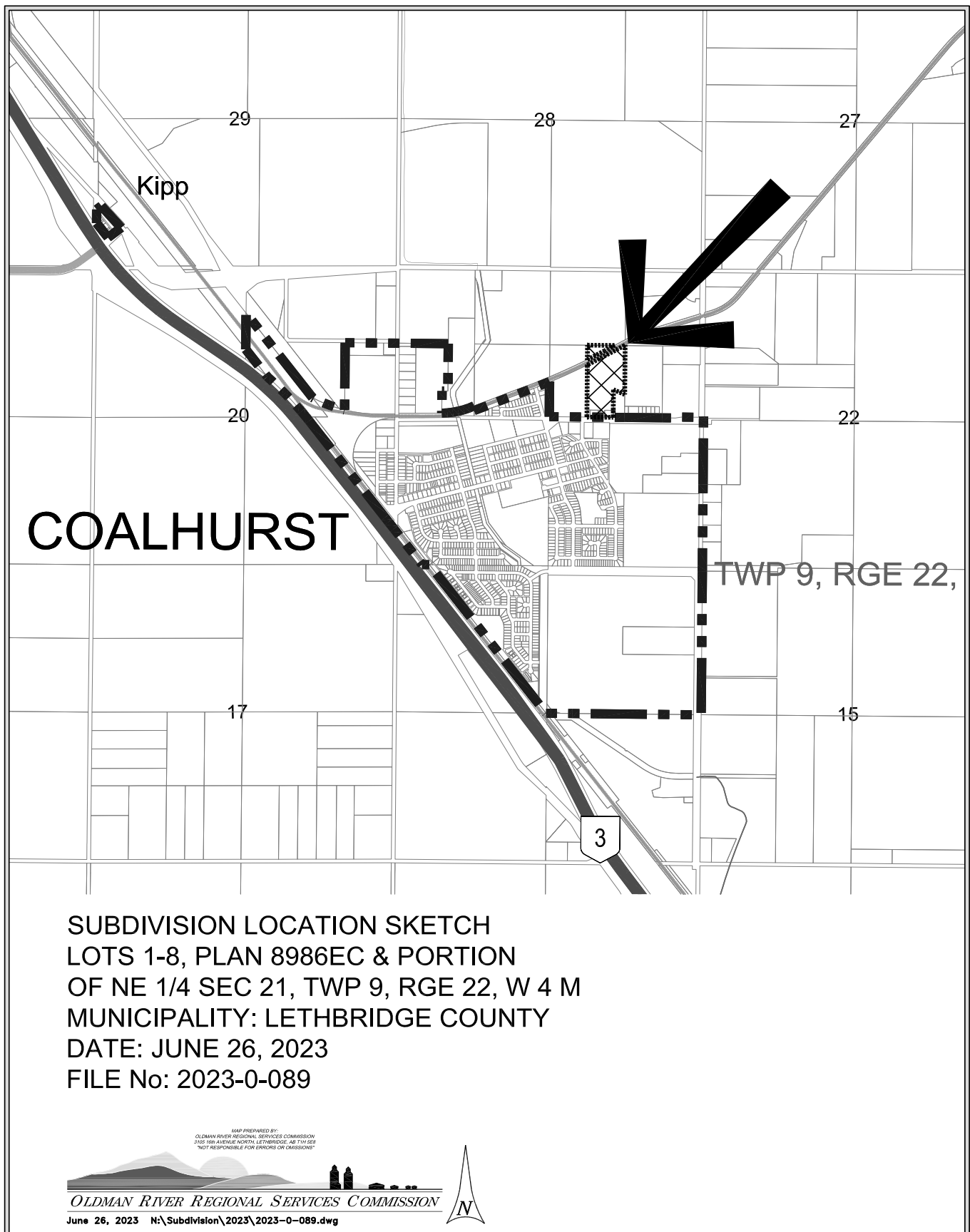
Please contact Transportation and Economic Corridors through the [RPATH Portal](#) if you have any questions, or require additional information."

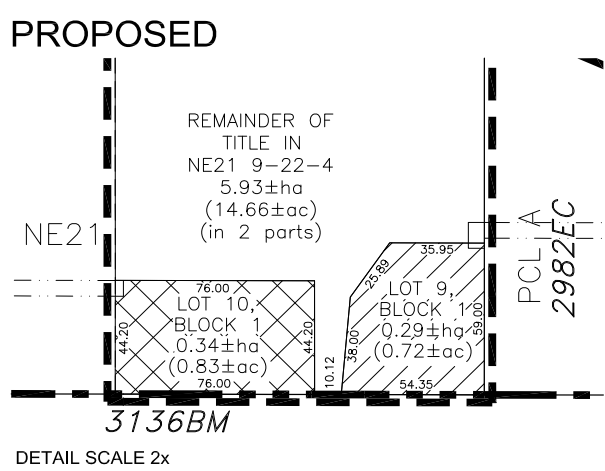
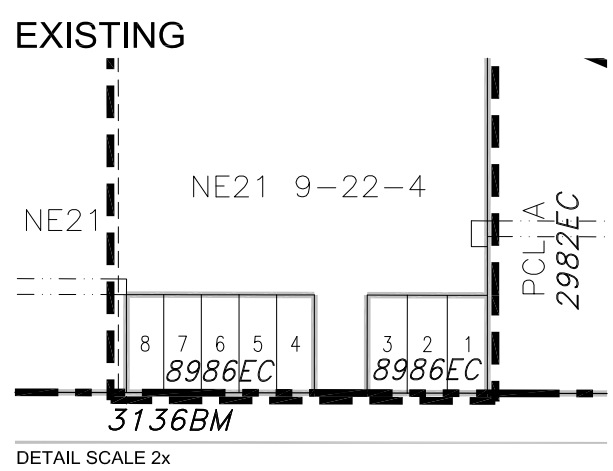
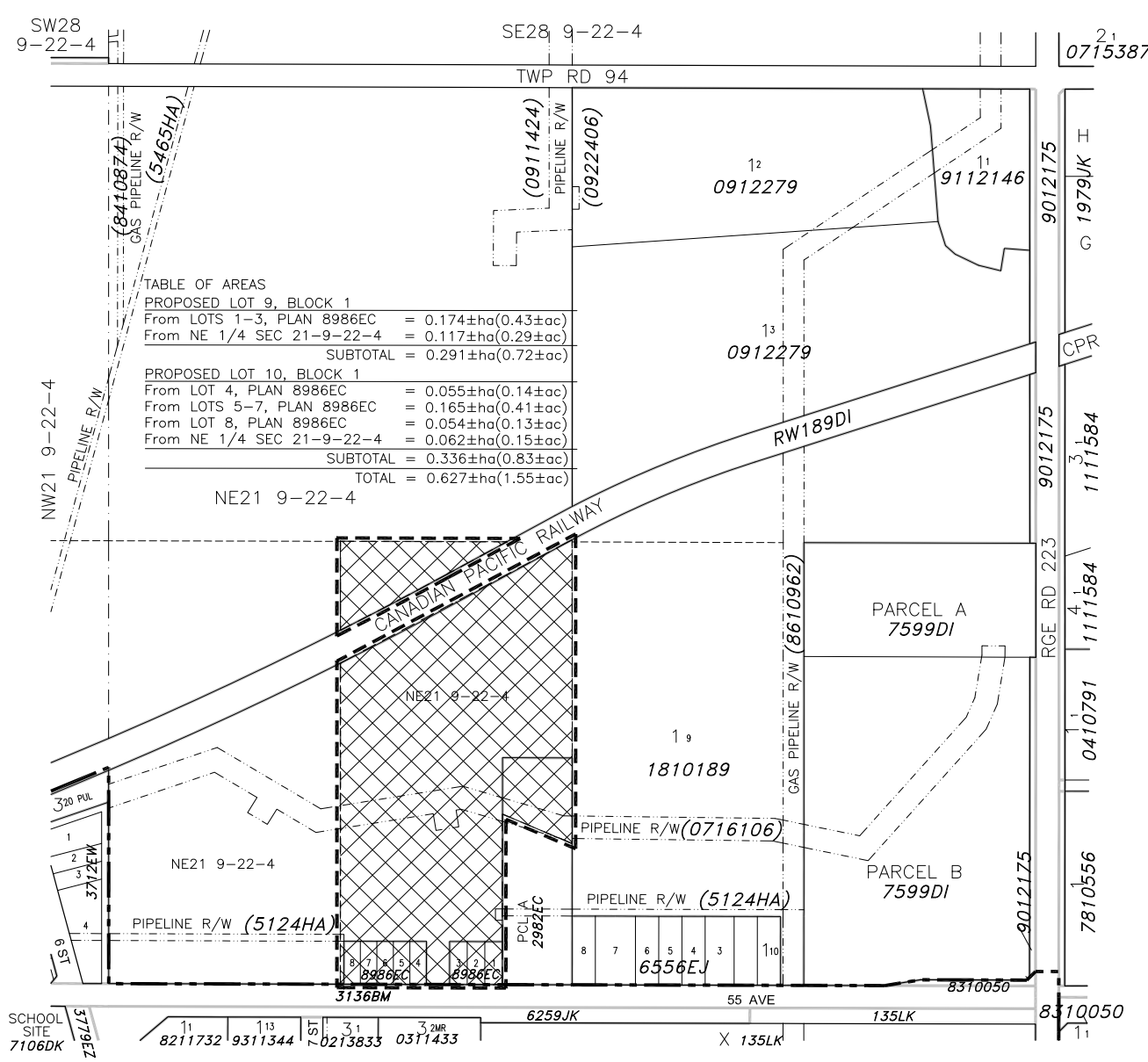
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2023-0-089  
Page 3 of 3





## SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 23-16032T

LOTS 1-8, PLAN 8986EC & PORTION  
OF NE 1/4 SEC 21, TWP 9, RGE 22, W 4 M  
MUNICIPALITY: LETHBRIDGE COUNTY  
DATE: JUNE 26, 2023  
FILE No: 2023-0-089









TABLE OF AREAS

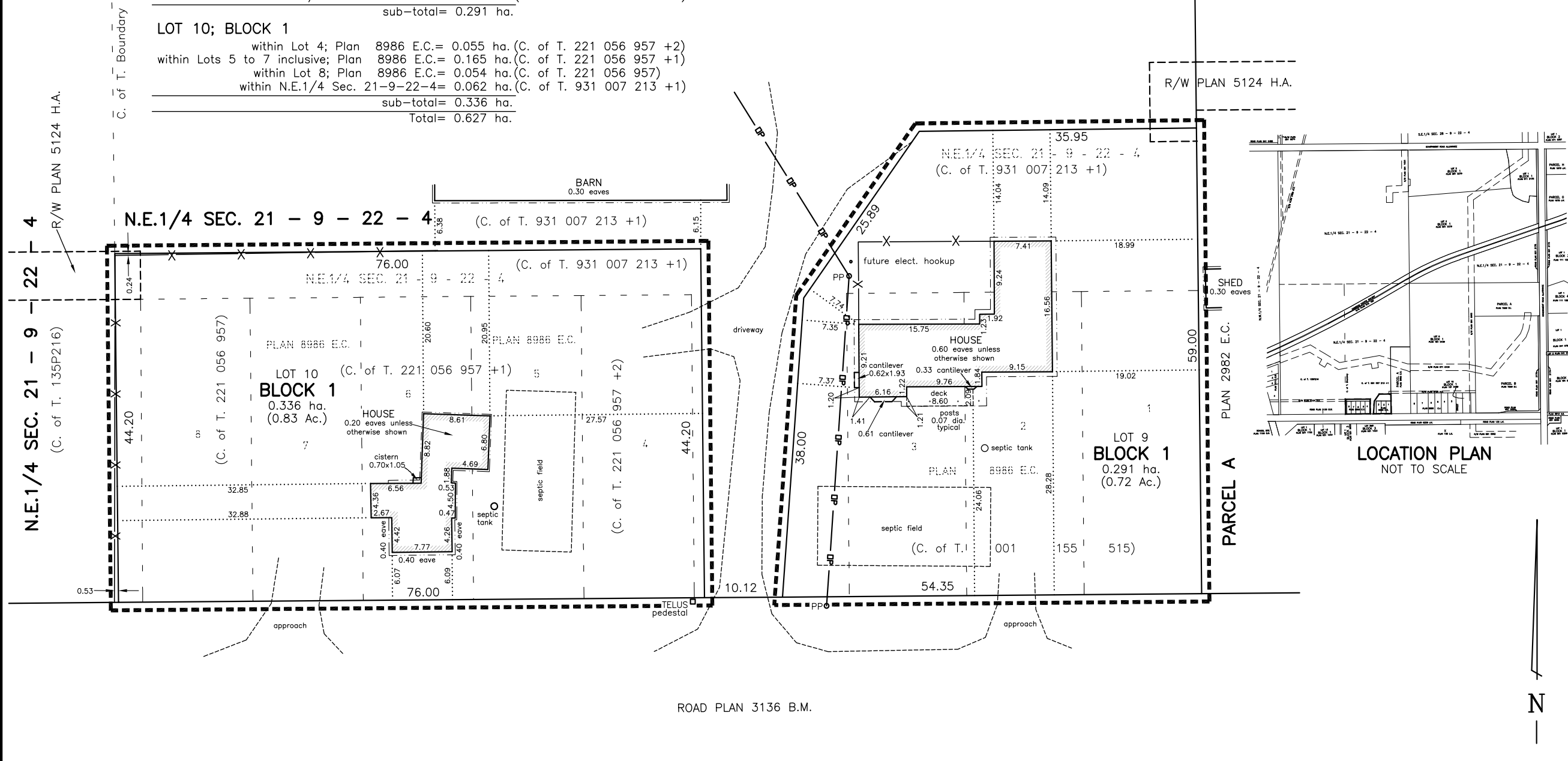
LOT 9; BLOCK 1

within Lots 1 to 3 inclusive; Plan 8986 E.C.= 0.174 ha.(C. of T. 001 155 515)  
within N.E.1/4 Sec. 21-9-22-4= 0.117 ha.(C. of T. 931 007 213 +1)  
sub-total= 0.291 ha.

LOT 10; BLOCK 1

within Lot 4; Plan 8986 E.C.= 0.055 ha.(C. of T. 221 056 957 +2)  
within Lots 5 to 7 inclusive; Plan 8986 E.C.= 0.165 ha.(C. of T. 221 056 957 +1)  
within Lot 8; Plan 8986 E.C.= 0.054 ha.(C. of T. 221 056 957)  
within N.E.1/4 Sec. 21-9-22-4= 0.062 ha.(C. of T. 931 007 213 +1)  
sub-total= 0.336 ha.  
Total= 0.627 ha.


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



NO.	REVISION	DATE	BY
	Improvements shown were surveyed on May 18th, 2023		
	NOTE : Portion to be approved is outlined thus <span style="border-top: 1px dashed black; display: inline-block; width: 100px;"></span>		
	and contains approximately 0.627 ha.		
	Distances are in metres and decimal parts thereof.		
	Overhead line is shown thus <span style="border-top: 1px dashed black; display: inline-block; width: 50px;"></span> DP <span style="border-top: 1px dashed black; display: inline-block; width: 50px;"></span> DP		
	PP stands for utility pole.		
	Fence lines are shown thus <span style="border-top: 1px dashed black; display: inline-block; width: 50px;"></span> X <span style="border-top: 1px dashed black; display: inline-block; width: 50px;"></span> X		
	Distances and areas are approximate and are subject to change upon final survey.		

JOHN & LENY SCHALK

TENTATIVE PLAN SHOWING SUBDIVISION  
of all of  
LOTS 1 TO 8 INCLUSIVE; PLAN 8986 E.C.  
and part of  
N.E.1/4 SEC. 21  
all within  
N.E.1/4 SEC. 21; TWP. 9; RGE. 22; W.4 M.  
LETHBRIDGE COUNTY

 brown okamura & associates ltd.

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

APPROVED  Z. J. Prosper A.L.S.	DRAWN CJB	DATE JUNE 15/23
	CHECKED ZJP	JOB 23-16032
	SCALE 1:500	DRAWING 23-16032T

# AGENDA ITEM REPORT



**Title:** Subdivision Application #2023-0-098 – 1553201 Alberta Ltd./Neels  
- Part of NW1/4 21-9-22-W4M  
**Meeting:** Council Meeting - 07 Sep 2023  
**Department:** ORRSC  
**Report Author:** Steve Harty

## APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development	Approved - 21 Aug 2023
Devon Thiele, Director of Municipal Development & Infrastructure	Approved - 23 Aug 2023
Cole Beck, Chief Administrative Officer	Approved - 23 Aug 2023

## STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

## EXECUTIVE SUMMARY:

The application is to enable a property boundary realignment of two adjacent parcels by subdividing a 0.99-acre strip of land for an access from a title of 35-acres and consolidate it to an adjacent title containing 3.15-acres for country residential use. The proposal meets the subdivision criteria of the Land Use Bylaw.

## RECOMMENDATION:

That S.D. Application #2023-0-098 be approved subject to the conditions as outlined in the draft resolution.

## REASON(S) FOR RECOMMENDATION(S):

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

## PREVIOUS COUNCIL DIRECTION / POLICY:

- LUB No. 1404 contains policies for the subdivision and consolidation of land in consideration of a reconfiguration of titles and property line adjustment. In this situation, the shared property line is being relocated 50-feet.
- Reconfigurations are considered in terms of the rationale, and the land swap/ reconfiguration will rectify an inadequate access issue as the smaller east parcel crosses the LNID canal title via an easement.
- The current access situation was created as a result of a provincial Alberta Planning Board decision when the 3.15-acre subdivision occurred in 1985.

- Lethbridge County has an Intermunicipal Development Plan (IDP) with the Town of Coalhurst that applies. The proposal conforms to the IDP which allows this type of subdivision.

#### **BACKGROUND INFORMATION:**

Located immediately north of the Town of Coalhurst boundary on Kipp Road, approximately 1-mile east of Highway 3. The proposal is to accommodate the subdivision of an area of undeveloped land to help provide legal and physical access to an adjacent fragmented, landlocked parcel.

The east 3.15-acre title is an old historical title created in 1985 by the Alberta Planning Board upon an appeal as a cut-off between the ¼-section line and the irrigation canal (R/W 861 0865). The parcel has historically obtained access by easement by partially using (crossing) the canal R/W and also a small portion of adjacent west land (the 35-acre parcel) where it connects to Kipp Road. The proposal is to subdivide a vacant strip of land 50 feet wide by 860 feet long to consolidate it to the cut-off title, so the owner will have direct physical (and legal) access to the north Kipp Road. The two adjacent landowners have entered into an agreement to address the land swap scenario. The 50-foot strip will be sufficient to allow for proper development of a private access driveway. It is noted that any further subdivision of these parcels to create standalone titles would require consideration of the area structure plan.

Overall, the proposal meets the criteria of the County's LUB No. 1404 for a reconfiguration/property boundary realignment of titles subdivision. This proposal will also resolve an access by easement only issue. The application was circulated to the required external agencies with no concerns expressed. No utility easements have been requested (at time of agenda report). The Town of Coalhurst has not responded.

#### **ALTERNATIVES / PROS / CONS:**

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

Pros:

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

Cons:

- the smaller acreage parcel would not have its own land for a physical access and would still be dependent on a private easement, and a refusal would be appealed by the applicants

#### **FINANCIAL IMPACT:**

None direct, although the County will benefit from a municipal reserve payment on the 0.99-acres at the market value of \$17,000 per acre (approx. \$1,683).

#### **LEVEL OF PUBLIC PARTICIPATION:**

☒ **Inform**      ☐ **Consult**      ☐ **Involve**      ☐ **Collaborate**      ☐ **Empower**

#### **ATTACHMENTS:**

[5A Lethbridge County 2023-0-098](#)

[Diagrams for Lethbridge County 2023-0-098](#)

## RESOLUTION

2023-0-098

**Lethbridge County**

**Agricultural & Country Residential** subdivision of Part of NW1/4 21-9-22-W4M

THAT the Agricultural & Country Residential subdivision of Part of NW1/4 21-9-22-W4M (Certificate of Title No. 121 046 323, 191 182 586), to enable a property boundary realignment of two adjacent parcels by subdividing a 0.99-acre (0.40 ha) strip of land from a title of 35-acres (14.16 ha) and consolidating it to an adjacent title containing 3.15-acres (1.27 ha) for country residential access 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 0.99-acres at the market value of \$17,000 per acre (approx. \$1,683) 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 a Deferred Reserve caveat be registered on the 34.01-acre remnant west title (current C of T #121 046 323) to reflect the 10% reserve requirement, with the actual acreage 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.
3. That the applicant submits a surveyed plan as prepared by an Alberta Land Surveyor that certifies the exact location and dimensions of the parcels being subdivided.
4. The titles and 0.99-acre portion of land 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.
5. That any easement(s) as required by utility agencies as deemed necessary by the Subdivision Authority 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 with the consolidation is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The Subdivision Authority has determined the subdivision proposal complies with the County's subdivision criteria as a reconfiguration of titles for a property line adjustment and will rectify an access by easement only issue.
4. The Subdivision Authority is satisfied that the reconfiguration/property line adjustment conforms to the IDP policies with the Town of Coalhurst and no objections have been received on the proposal.

2023-0-098  
Page 1 of 2



**INFORMATIVE:**

- (a) Reserve was previously paid on the 3.15-acre title (current C of T #191 182 586) when it was created in 1985 and therefore MR is only to be provided on the additional 0.99-acre land being consolidated.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (d) Telus Communications Inc has no objection.
- (e) ATCO Gas has no objections.
- (f) 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) 3X, 509

**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. Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 7(6)(d) of the regulation, Alberta Transportation agrees to waive the referral distance for this particular subdivision application. As far as Alberta Transportation is concerned, an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application.

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

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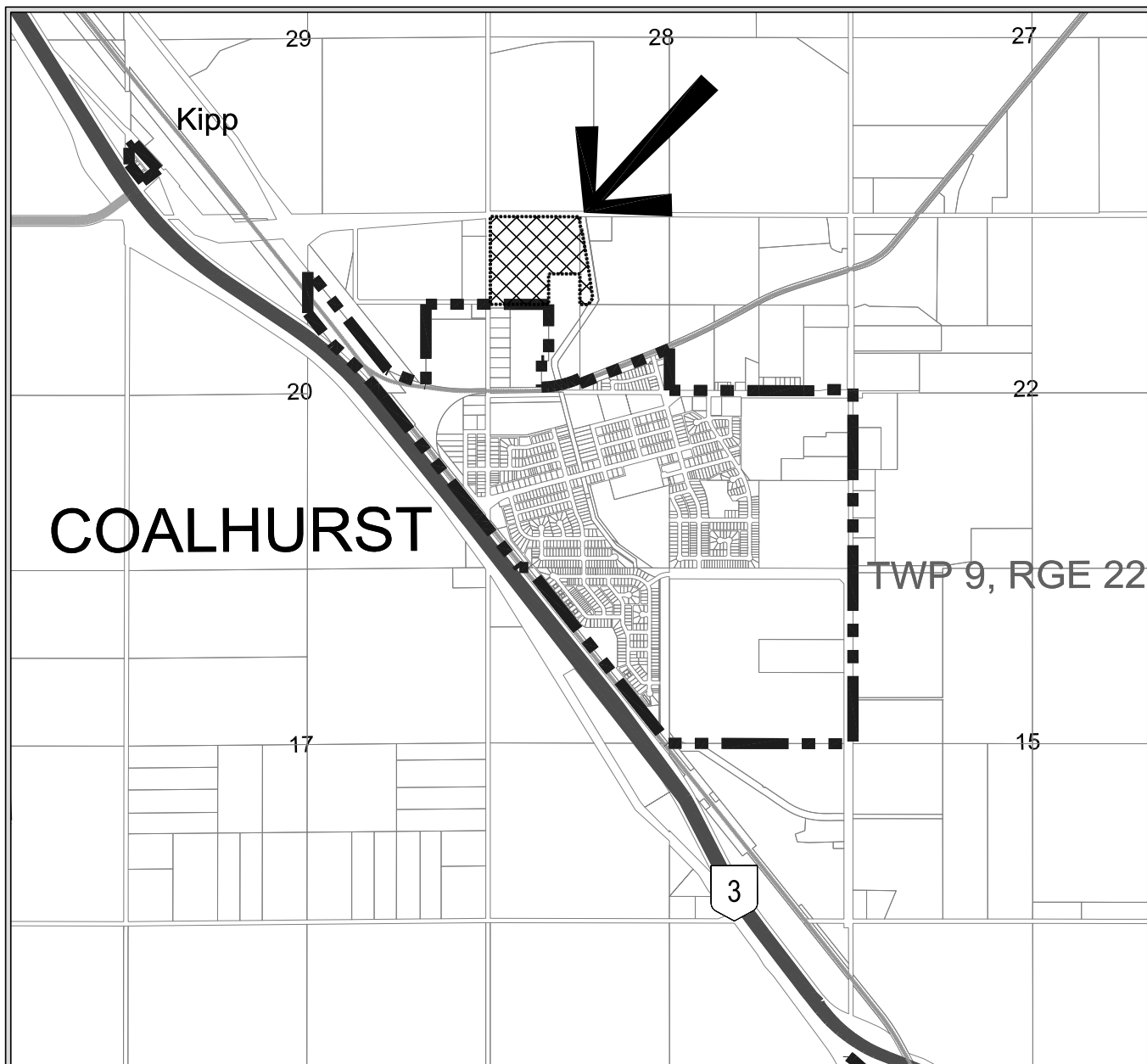
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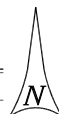
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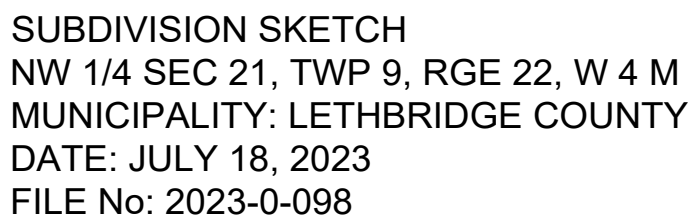
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SUBDIVISION LOCATION SKETCH  
 NW 1/4 SEC 21, TWP 9, RGE 22, W 4 M  
 MUNICIPALITY: LETHBRIDGE COUNTY  
 DATE: JULY 18, 2023  
 FILE No: 2023-0-098







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# AGENDA ITEM REPORT



**Title:** Bylaw 23-020- Development Authority Bylaw  
**Meeting:** Council Meeting - 07 Sep 2023  
**Department:** Community Services  
**Report Author:** Hilary Janzen

## APPROVAL(S):

Devon Thiele, Director of Municipal Development & Infrastructure      Approved - 23 Aug 2023  
Cole Beck, Chief Administrative Officer      Approved - 24 Aug 2023

## STRATEGIC ALIGNMENT:



**Governance**



**Relationships**



**Region**



**Prosperity**

## EXECUTIVE SUMMARY:

Bylaw 1392, being the current Development Authority Bylaw, was approved on February 8, 2013. Since that time the positions related to the Development Authority have evolved and an amendment is required to ensure that the Development Authority Bylaw is up to date.

## RECOMMENDATION:

That Bylaw 23-020 be read a first time.

That Bylaw 23-020 be read a second time.

That County Council proceeds to consideration of third reading of Bylaw 23-020.

That Bylaw 23-020 be read a third time.

## REASON(S) FOR RECOMMENDATION(S):

Approval of Bylaw 23-020 will update the Development Authority Bylaw to reflect the current positions that fulfill the duties of the the Lethbridge County Development Authority.

## PREVIOUS COUNCIL DIRECTION / POLICY:

Bylaw 1392 was approved by County Council on February 8, 2013

## BACKGROUND INFORMATION:

Bylaw 1392, being the current Development Authority Bylaw, was approved on February 8, 2013. Since that time the positions related to the Development Authority have evolved and an amendment is required to ensure that the Development Authority Bylaw is up to date.



When Bylaw 1392 was approved the County had the Senior Planner/Development Officer role and the Director of Community Services as the positions that would fulfill the role of the Development Authority. With the changes in positions currently the Supervisor of Planning and Development and the Development Planner fulfill the role of the Development Authority for the County. The proposed bylaw will clearly address who acts in the capacity of the Development Authority for the County.

**ALTERNATIVES / PROS / CONS:**

County Council may amend the bylaw to identify other Administrative Staff that could fulfill the role of the Development Authority at their discretion.

**FINANCIAL IMPACT:**

None

**LEVEL OF PUBLIC PARTICIPATION:**

☒ **Inform**      ☐ **Consult**      ☐ **Involve**      ☐ **Collaborate**      ☐ **Empower**

**ATTACHMENTS:**

[Bylaw 2013-1392 Development Authority Bylaw - Rescinds Bylaw 1104 and 1228](#)

[Bylaw 23-020- Development Authority Bylaw - Rescinds Bylaw 1392](#)

[Bylaw 23-020- Development Authority Bylaw](#)

**COUNTY OF LETHBRIDGE  
IN THE PROVINCE OF ALBERTA  
DEVELOPMENT AUTHORITY  
BY-LAW NO. 1392**

1. BEING a bylaw of the County of Lethbridge in the Province of Alberta to establish a municipal Development Authority;

AND WHEREAS the Municipal Government Act, Chapter M-26, RSA 2000, as amended from time to time, requires the municipality to adopt a bylaw to establish a Development Authority;

AND WHEREAS the Development Authority is authorized to make decisions on applications for development approval in accordance with the administrative procedures, land uses and schedules established in the municipal land use bylaw;

AND WHEREAS this bylaw may be cited as the County of Lethbridge Development Authority Bylaw;

NOW THEREFORE, the Council of the County of Lethbridge in the Province of Alberta duly assembled; enacts as follows:

2. DEFINITIONS:

(a) **Act** means the Municipal Government Act, Chapter M-26, RSA 2000 as amended from time to time.

(b) **Authorized persons** means a person or organization authorized by the council to which the municipality may delegate any of its Development Authority powers, duties or functions.

(c) **Council** means the Municipal Council of the County of Lethbridge.

(d) **Development Authority** means the person or persons appointed, by bylaw, to exercise only such powers and perform duties as are specified:


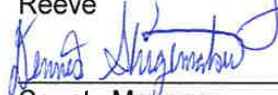
- (i) in the Act; or
- (ii) in the County of Lethbridge Land Use Bylaw; or
- (iii) in this bylaw; or
- (iv) by resolution of council.

(e) **Municipality** means the County of Lethbridge in the Province of Alberta.

(f) All other terms used in this bylaw shall have the meaning as is assigned to them in the Municipal Government Act, as amended from time to time.

3. For the purpose of this bylaw, the Development Authority for the municipality shall be the authorized person, being the Senior Planner/Development Officer, or in the absence of the Senior Planner/Development Officer, the Director of Community & Legislative Services.
4. Appointment of the Development Authority shall be made by resolution of Council.
5. The Development Authority shall exercise the powers in the land use bylaw, statutory plans and other duties directed by council.
6. This bylaw hereby repeals Bylaw No. 1104 and Bylaw No. 1228.
7. This bylaw comes into effect upon the third and final reading thereof.

GIVEN first reading this 8<sup>th</sup> day of February, 2013.

  
\_\_\_\_\_  
Reeve  
  
\_\_\_\_\_  
County Manager

GIVEN second reading this 8th day of February, 2013.

  
\_\_\_\_\_  
Reeve  
  
\_\_\_\_\_  
County Manager

GIVEN third reading this 8th day of February 2013.

  
\_\_\_\_\_  
Reeve  
  
\_\_\_\_\_  
County Manager



**LETHBRIDGE COUNTY  
IN THE PROVINCE OF ALBERTA  
DEVELOPMENT AUTHORITY  
BY-LAW NO. 23-020**

BEING a bylaw of the Lethbridge County in the Province of Alberta to establish a municipal Development Authority;

AND WHEREAS the Municipal Government Act, Chapter M-26, RSA 2000, as amended from time to time, requires the municipality to adopt a bylaw to establish a Development Authority;

AND WHEREAS the Development Authority is authorized to make decisions on applications for development approval in accordance with the administrative procedures, land uses and schedules established in the municipal land use bylaw;

AND WHEREAS this bylaw may be cited as the Lethbridge County Development Authority Bylaw;

NOW THEREFORE, the Council of the Lethbridge County in the Province of Alberta duly assembled; enacts as follows:

1. DEFINITIONS:

(a) **Act** means the Municipal Government Act, Chapter M-26, RSA 2000 as amended from time to time.

(b) **Authorized persons** means a person or organization authorized by the council to which the municipality may delegate any of its Development Authority powers, duties or functions.

(c) **Council** means the Municipal Council of the Lethbridge County.

(d) **Development Authority** means the person or persons appointed, by bylaw, to exercise only such powers and perform duties as are specified:

- (i) in the Act; or
- (ii) in the Lethbridge County Land Use Bylaw; or
- (iii) in this bylaw; or
- (iv) by resolution of council.

(e) **Municipality** means the Lethbridge County in the Province of Alberta.

(f) All other terms used in this bylaw shall have the meaning as is assigned to them in the Municipal Government Act, as amended from time to time.

2. For the purpose of this bylaw, the Development Authority for the municipality shall be the authorized persons, being the Development Planner and the Supervisor of Planning and Development.

3. The Development Authority shall exercise the powers in the land use bylaw, statutory plans, and other duties directed by council.

4. This bylaw hereby repeals Bylaw No. 1392.

5. This bylaw comes into effect upon the third and final reading thereof.

GIVEN first reading this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

GIVEN second reading this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

GIVEN third reading this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

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\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

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\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

GIVEN third reading this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

# AGENDA ITEM REPORT



**Title:** Bridge File 79589 - Request for Budget Increase  
**Meeting:** Council Meeting - 07 Sep 2023  
**Department:** Municipal Development & Infrastructure  
**Report Author:** Devon Thiele

## APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 24 Aug 2023

## STRATEGIC ALIGNMENT:



**Governance**



**Relationships**



**Region**



**Prosperity**

## EXECUTIVE SUMMARY:

Bridge File 79589, located at the intersection of Howe Rd and Brown Rd, is scheduled for replacement in 2023/2024. The original 2023 budget estimate for this project was \$300,000, and was based on installing two 2.5m galvanized culverts. However, during the design phase it was established that two 2.5m culverts were not adequate to accommodate flows, and two 2.7m culverts would be required. As well, during the design process, administration directed the engineer to review the cost-benefit of installing polymer-coated culverts. The analysis indicated that for an additional \$30,000, the estimated lifecycle of the culvert would increase from 50 years to 75 years. Since the lifecycle for polymer-coated culverts are significantly longer, administration would like to proceed with this option.

## RECOMMENDATION:

County Council approved an additional \$137,000 from the Bridges and Paved Roads Reserve, for a total project cost of \$437,000.

## REASON(S) FOR RECOMMENDATION(S):

To ensure we maximize the lifecycle of the bridge, and replacement occurs on schedule.

## PREVIOUS COUNCIL DIRECTION / POLICY:

2023 Approved Budget - Local Bridge Replacement 79589

## BACKGROUND INFORMATION:

Polymer-coated culverts have a longer lifecycle due to the Polymer coating protecting the steel from corrosion. The resistance to abrasion and pH in the soils protects the steel from rust for a longer period than non-coated galvanized steel. Typical non-coated culverts have a lifecycle of 25-50 years, and polymer-coated have a lifecycle of 50-100 years.

**ALTERNATIVES / PROS / CONS:**

Install a typical galvanized steel bridge culvert.

PRO: This would reduce the initial capital costs by \$30,000

CON: The culvert will require replacement approx. 25 years earlier than Polymer

**FINANCIAL IMPACT:**

The project budget of \$300,000 will need to be amended to \$437,000. The engineers estimate includes a \$52,000 contingency, and if not used, the project costs would be approximately \$385,000.

**LEVEL OF PUBLIC PARTICIPATION:****Inform****Consult****Involve****Collaborate****Empower**

# AGENDA ITEM REPORT



**Title:** 2024 Budget Presentation Schedule  
**Meeting:** Council Meeting - 07 Sep 2023  
**Department:** Finance and Administration  
**Report Author:** Jeremy Vander Meulen

## APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 03 Aug 2023

## STRATEGIC ALIGNMENT:



**Governance**



**Relationships**



**Region**



**Prosperity**

## EXECUTIVE SUMMARY:

Attached is the proposed 2024 Budget Presentation Schedule for Council for the upcoming 2024 - 2026 Operating and 2024 - 2028 Capital Budget deliberations. The schedule presents a timeline for budget presentations from staff for Councils review and direction, culminating with final approval of the budget.

## RECOMMENDATION:

That County Council approve the 2024 Budget Presentation Schedule as presented.

## REASON(S) FOR RECOMMENDATION(S):

As per the Municipal Government Act, Council must approve an operating and capital budget annually prior to any spending. Budgets are typically approved in December or early January to ensure seamless continuity of operations and planning for Capital Projects.

## PREVIOUS COUNCIL DIRECTION / POLICY:

Under the Municipal Government Act- Section 242(1) - Each council must adopt an operating budget for each calendar year and,

Under the Municipal Government Act - Section 245 - Each council must adopt a capital budget for each calendar year

## BACKGROUND INFORMATION:

The budget schedule is developed to ensure county residents are informed of the process and are aware of the timeline to allow adequate time to voice their priorities and concerns. The schedule also provides Council with set dates with ample opportunity for budget presentations from Administration for the purpose of deliberation, discussion, direction and final approval.



The process for developing the Operating and Capital budgets begins with staff in early fall. This allows all departments the time for a comprehensive review of their department's budgetary needs and requirements.

Each department reviews their operations, service levels and strategic goals based upon Council's direction through the Strategic Plan and Policies. Draft budgets are developed and presented to Council for their review, deliberation and final direction prior to approval.

**ALTERNATIVES / PROS / CONS:**

Council can propose different presentation dates or presentation process.

**FINANCIAL IMPACT:**

A budget must be reviewed, considered and passed by Council as per the Municipal Government Act and for municipal operation purposes.

**LEVEL OF PUBLIC PARTICIPATION:**

☒ **Inform**      ☐ **Consult**      ☒ **Involve**      ☐ **Collaborate**      ☐ **Empower**

**ATTACHMENTS:**

[2024 Budget Schedule - Council](#)



## 2024 BUDGET PRESENTATION SCHEDULE

### *Tentative – Council Approval Required*

<b>DRAFT BUDGET DISTRIBUTED TO COUNCIL</b> <ul style="list-style-type: none"><li>Tuesday, November 21</li></ul>	<b>ALL DEPARTMENTS</b>
<b>OPERATING &amp; CAPITAL BUDGET PRESENTED TO COUNCIL, Day 1</b> <ul style="list-style-type: none"><li>Tuesday, November 28</li></ul>	<b>BUDGET MEETING (SLT &amp; Council)</b>
<b>OPERATING &amp; CAPITAL BUDGET PRESENTED TO COUNCIL, Day 2</b> <ul style="list-style-type: none"><li>Wednesday, November 29</li></ul>	<b>BUDGET MEETING (SLT &amp; Council)</b>
<b>BUDGET REVIEW WITH COUNCIL</b> <ul style="list-style-type: none"><li>Tuesday, December 5</li></ul>	<b>BUDGET MEETING (SLT &amp; Council)</b>
<b>BUDGET REVIEW WITH COUNCIL – 2<sup>nd</sup> Review</b> <ul style="list-style-type: none"><li>Tuesday, December 12 – <i>(tentative - if required)</i></li></ul>	<b>BUDGET MEETING (SLT &amp; Council)</b>
<b>COUNCIL APPROVAL – 2024 OPERATING &amp; CAPITAL BUDGET (or 2024 Interim Operating Budget)</b> <ul style="list-style-type: none"><li>Thursday, December 21</li></ul>	<b>COUNCIL MEETING</b>
<b>COUNCIL APPROVAL – 2024 OPERATING &amp; CAPITAL BUDGET</b> <ul style="list-style-type: none"><li>First Regular January 2024 Council Meeting (if required)</li></ul>	<b>COUNCIL MEETING</b>

# AGENDA ITEM REPORT



**Title:** 2023 Business Tax Adjustments  
**Meeting:** Council Meeting - 07 Sep 2023  
**Department:** Corporate Services  
**Report Author:** Jennifer Place

## APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 17 Aug 2023

## STRATEGIC ALIGNMENT:



**Governance**



**Relationships**



**Region**



**Prosperity**

## EXECUTIVE SUMMARY:

As per the Business Tax Adjustment Policy #165, some 2023 business tax adjustment requests were submitted prior to the complaint deadline for Council approval. The assessor reviewed the requests received and a summary has been included for Council's consideration. The total adjustment amount would reduce the 2023 Business Tax Levy by \$6,212.50. The 2023 Business Tax Levy total was \$1,565,558.20.

## RECOMMENDATION:

That County Council approved the 2023 Business Tax adjustment requests as presented in the total amount of \$6,212.50.

## REASON(S) FOR RECOMMENDATION(S):

Administration has made the recommendation as the adjustment requests were reviewed by the County Assessor, meet Policy #165 guidelines and the applicants have completed a sworn declaration.

## PREVIOUS COUNCIL DIRECTION / POLICY:

Policy 165 - Business Tax Adjustments

## BACKGROUND INFORMATION:

The 2023 Business Tax was levied on June 1, 2023. As stated on the notices Livestock Producers had until July 14, 2023 to submit an adjustment request. Per the Business Tax Adjustments Policy #165, producers can submit a sworn request for an adjustment of the business tax based on the permitted capacity verses actual held capacity each year. Any adjustments approved by Council will be made by the Finance Department and an amendment will be reflected on a revised 2022 business tax notice.

Administration received three adjustment requests for the 2023 Business Tax Levy. For Council information, a history of the number of requests received since the Business Tax Program was initiated has been provided.

2022 - 3  
2021 - 8  
2020 - 8  
2019 - 8  
2018 - 13  
2017 - 19

#### ALTERNATIVES / PROS / CONS:

Council has the discretion to approve or deny any business tax adjustment as per the policy.

Council can deny the adjustment requests:

**PRO** - no change to the 2023 business tax amount levied

**CON** - the submitted requests have all been reviewed by administration, and include sworn declarations that meet the 85% threshold per policy guidelines, therefore denying a request would not align with the Policy.

#### FINANCIAL IMPACT:

There would be a reduction to the 2023 Business Tax levy of \$6,212,.50.

#### LEVEL OF PUBLIC PARTICIPATION:

☒ **Inform**      ☐ **Consult**      ☐ **Involve**      ☐ **Collaborate**      ☐ **Empower**

#### ATTACHMENTS:

[2023 BT Invoice Adjustments summary](#)  
[165BusinessTaxAdjustments\\_k9ihf3](#)

Tax Roll	Customer Name	Type	Permitted Capacity	Business Tax Rate	Original Invoice	Sworn Maximum Quantity	Revised Assessment (Animal Units)	Revised Invoice Amount	Adjustment Totals	Below 85% Threshold	
7380000	Jesco Farms Inc.	Feeders	650	\$ 2.50	\$ 812.50	325	163	\$ 407.50	(405.00)	50%	Has reduced cattle numbers.
25350000	West Execlamb Inc.	Sheep Ewes & Rams	7,955	\$ 2.50	\$ 3,977.50	5,500	1,100	\$ 2,750.00	(1,227.50)	69%	Reduced numbers as feedlot was purchased in
25350000	West Execlamb Inc.	Sheep Feeders	28,320	\$ 2.50	\$ 7,080.00	10,000	1,000	\$ 2,500.00	(4,580.00)	35%	January 2023
2023 Business Tax Levy									\$ 1,565,558.20		
Adjustments									(6,212.50)		
LEVY BALANCE AFTER ADJUSTMENTS									<u>\$1,559,345.70</u>		



## Lethbridge County Policy Handbook

**EFFECTIVE:** May 5, 2016

**SECTION:** 100    **NO.** 165    **Page** 1 of 2

**APPROVED BY:** County Council

**SUBJECT:** Business Tax  
Adjustments

**REVISED DATE:** August 3, 2017

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### **1. Purpose**

The purpose of this policy is to:

- 1.1. Establish and define standards, procedures and restrictions for the cancellation, reduction, refund or deferral of the business taxes of Lethbridge County. Council cannot adjust the assessment amount;
- 1.2. Ensure compliance with the *Municipal Government Act*, and
- 1.3. Establish equitable and consistent application of policy.

### **2. Guiding Principles**

- 2.1. This policy does not replace a person's ability to file a complaint with the Assessment Review Board.
- 2.2. Council cannot delegate business tax adjustments to Administration as per the *Municipal Government Act*.
- 2.3. This policy is in conjunction with the current Business Tax Bylaw.
- 2.4. As per the *Municipal Government Act*, Business Tax assessments are based on storage capacity of the premises occupied for the purposes of the business.
- 2.5. Any decision made by Council applies to the current tax year only.

### **3. Policy**

- 3.1. Each business tax adjustment request must be set out on a Lethbridge County form for submission to Council. All requests must have a statutory declaration included stating the maximum quantity of livestock held at any point in time during the previous calendar year.



## Lethbridge County Policy Handbook

**EFFECTIVE:** May 5, 2016

**SECTION:** 100    **NO.** 165    **Page** 2 of 2

**APPROVED BY:** County Council

**SUBJECT:** Business Tax  
Adjustments

**REVISED DATE:** August 3, 2017

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3.2. The request form must be submitted to the Lethbridge County Assessment department before the final complaint date specified on the notice.

3.3. Council has the discretion to approve or deny any business tax adjustment request.

3.4. Based on the maximum quantity of livestock held at any point in time during the previous calendar year;

3.4.1. If zero livestock were held, Council will cancel the business tax levied,

3.4.2. If below the minimum exemption thresholds as set out in the current Business Tax Bylaw Council may cancel the business tax levied,

3.4.3. If greater than the minimum exemption thresholds as set out in the current Business Tax Bylaw and below 85% of assessed value, Council may cancel, reduce or refund the business tax by an equivalent amount,

3.4.4. If greater than 85% of the assessed value, Council will not cancel, reduce or refund a portion of the business tax.

#### **4. Penalties**

4.1. Penalties for a false statement are subject to a fine up to \$10,000 and Council will establish the fine on a case by case basis. The importance of statutory declarations is reflected in the *Criminal Code*. A person who makes a false affidavit or statutory declaration can face a maximum penalty of 14 years imprisonment.



# AGENDA ITEM REPORT



**Title:** Tax Penalty Waiver Request - Roll #42020000  
**Meeting:** Council Meeting - 07 Sep 2023  
**Department:** Finance and Administration  
**Report Author:** Jennifer Place

## APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 03 Aug 2023

## STRATEGIC ALIGNMENT:



**Governance**



**Relationships**



**Region**



**Prosperity**

## EXECUTIVE SUMMARY:

As per the attached email, a tax penalty waiver request has been received in the amount of \$49.95.

## RECOMMENDATION:

That County Council not waive tax penalties in the amount of \$49.95 as requested for tax roll #42020000.

## REASON(S) FOR RECOMMENDATION(S):

Administration has made the recommendation to not waive the tax penalty as penalties have been levied per the Tax Penalty Bylaw #1273. Additionally, a waiver of penalty could set some precedent for future requests of a similar nature.

## PREVIOUS COUNCIL DIRECTION / POLICY:

Historically County Council has not waived tax penalties, however, the Municipal Government Act states the following with regards to cancellation, reduction, refund or deferral of taxes;

**Section 347(1)** If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;
- (b) cancel or refund all or part of a tax;
- (c) defer the collection of a tax.

## BACKGROUND INFORMATION:

An email was received from Mr. Vossebelt on August 1, 2023 requesting a tax penalty waiver as attached. As indicated in the email, Mr. Vossebelt has stated that he purchased his property on June 10, 2023 and did not receive a copy of the 2023 property tax notice until July 31st which is the due

date. Upon receipt of the notice, Mr. Vossebelt contacted the Tax Clerk and was informed that as per the Tax Penalty Bylaw, the tax roll would be subject to the 5% penalty as the due date has passed.

While there was an ownership title change made after tax notices were mailed in early June, upon notification of this change from land titles, the County issued a letter (attached) dated July 21, 2023 noting that the County was aware of a title change and that taxes were outstanding and due on July 31st.

Since the time that the tax notices were mailed, the County advertised the July 31st tax due date in the Sunny South News twice in June and each week in July, on social media, in the July County Crier newsletter and in the July utility bill inserts.

The County also follows the legislation within the Municipal Government Act Section 337 which states: *"A tax notice is deemed to have been received 7 days after it is sent". Since the County did not receive a return to sender for this particular tax notice, it was assumed to be received*".

#### **ALTERNATIVES / PROS / CONS:**

Waive tax penalty in the amount of \$49.95 as requested

**PRO** - Would satisfy the penalty waiver request

**CON** - There is a tax penalty bylaw in place, and waiving the penalty could set a precedent for similar future requests

#### **FINANCIAL IMPACT:**

Loss of tax penalty in the amount of \$49.95.

#### **LEVEL OF PUBLIC PARTICIPATION:**



Inform



Consult



Involve



Collaborate



Empower

#### **ATTACHMENTS:**

[Tax Roll #42020000 Request Letter](#)

[Roll 42020000 Title Change Letter](#)

-----Original Message-----

From: Lloyd Vossebelt [REDACTED]

Sent: Tuesday, August 1, 2023 10:53 AM

To: mailbox <mailbox@lethcounty.ca>

Subject: ATTN: Lethbridge County Council Roll # 42020000 Property taxes.

Good Morning Council,

I purchased a property in Shaungnessy June 10, 2023.

On July 31 I picked to the mail (all correspondence for this property goes to my coaldale PO Box where I pick up all my mail) and have a property tax notice for taxes due July 31, for this property.

I pick up my mail at minimum 2X per week, and open it that day to sort through and prioritize items.

I called Kennedy at 10:30 am on August 1, asking how to pay these taxes to avoid any penalty or interest. She informed me that there would be a 5% penalty since the taxes had not been paid by end of day on July 31.

I am requesting an exception to this penalty procedure. There was no time for me to pay these taxes prior to the deadline, neither was I informed of the taxes owing.

I have paid the taxes due, and will wait to hear the decision about the penalty.

Thank you for considering this request,

Lloyd Vossebelt  
[REDACTED]



#100, 905 - 4<sup>th</sup> Avenue South, Lethbridge, Alberta T1J 4E4

COPY

July 21, 2023



Dear 403 Farms LTD:

Re:	Roll #	42020000
	Legal	NW 30-10-21-4
	<b>Outstanding Taxes:</b>	<b>\$999.08</b>

We are in receipt of your new title for the above noted land location. This letter is to inform you that the 2023 taxes are outstanding in the amount of \$999.08. **Taxes are due July 31, 2023.**

Please act accordingly.

If you have any questions, please contact me at 403-380-1583. Thank you.

Yours truly,

Kennedy Ammann  
Tax Roll/Utilities Clerk

# AGENDA ITEM REPORT



**Title:** Tax Penalty Waiver Request - Hutterian Brethren Church of Turin  
**Meeting:** Council Meeting - 07 Sep 2023  
**Department:** Corporate Services  
**Report Author:** Jennifer Place

## APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 16 Aug 2023

## STRATEGIC ALIGNMENT:



**Governance**



**Relationships**



**Region**



**Prosperity**

## EXECUTIVE SUMMARY:

As per the attached letter a request has been submitted to council for consideration of a tax penalty waiver request in the amount of \$5,849.19

## RECOMMENDATION:

That County Council not waive tax penalties in the amount of \$5,849.19 as requested for the 125 tax rolls titled to the Hutterian Brethren Church of Turin.

## REASON(S) FOR RECOMMENDATION(S):

Administration has made the recommendation to not waive the tax penalty as penalties have been levied per the Tax Penalty Bylaw #1273. Additionally, a waiver of penalty could set some precedent for future requests of a similar nature.

## PREVIOUS COUNCIL DIRECTION / POLICY:

Historically County Council has not waived tax penalties, however, the Municipal Government Act states the following with regards to cancellation, reduction, refund or deferral of taxes;

**Section 347(1)** If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;
- (b) cancel or refund all or part of a tax;
- (c) defer the collection of a tax.

## BACKGROUND INFORMATION:

Following a phone conversation between Mr. Waldner on behalf of the Hutterian Brethren Church of Turin and the Customer Services Representative, Mathew Patenaude regarding late tax payments,

Mr. Waldner was informed that due to the late payment that a 5% penalty was applied to all outstanding taxes as of July 31st per the Tax Penalty Bylaw.

Following that conversation the attached letter for a penalty waiver request was received. As per the letter, Mr. Waldner has stated that the payment was late due to a clerical error on his end when entering the the tax payments online and that the error was not realized until after the tax due date.

**ALTERNATIVES / PROS / CONS:**

Waive tax penalty in the amount of \$5,849.19 as requested:

**PRO** - Would satisfy the penalty waiver request.

**CON** - There is a tax penalty bylaw in place, and waiving the penalty would set a precedent for future requests.

Waive a portion of the tax penalty in the amount of \$5,849.19 as requested:

**PRO** - Would partially satisfy the penalty waiver request.

**CON** - There is a tax penalty bylaw in place, and waiving the penalty would set a precedent for future requests.

**FINANCIAL IMPACT:**

Loss of tax penalty levied in the amount of \$5,849.19.

**LEVEL OF PUBLIC PARTICIPATION:**



Inform



Consult



Involve



Collaborate



Empower

**ATTACHMENTS:**

[Turn Tax Penalty Waiver Request](#)

Date: August 11,2023



**To:** Lethbridge City Council

**From:** Hutterian Brethren Church of Turin

**Subject:** Penalty on 2023 Land Taxes

Attention: Lethbridge City Council-Lethbridge County –Taxes Invoices

On August 11,2023 I realized that we had a payment mishap in June 2023.

June 6<sup>th</sup> I had keyed the 2023 Turin land taxes into our bill payment area.

Then all I had to do was hit **submit** for this land tax payment transaction to take place.

This was the first year I was paying our taxes by EFT method and unknowingly missed a critical step.

I did not realize until doing month end, August11 that the tax dollar amount never cleared our bank.

In checking to see what happened I could then see the submit Icon still waiting to be pushed.

I spoke with Matthew Wells and he informed me a 5 % penalty was added as of August 1 2023 on unpaid taxes.

This amount of penalty is a large sum of extra funds to pay in these struggling times due to loss of crop this year.

If you look back at our payment records you will see we have always paid long before the deadline.

I am asking if there is any way you could possibly reverse the penalty of 5% on our account.

Thank you for looking at my question it is greatly appreciated.

**Martin Waldner:** Manager Hutterian Brethren Church of Turin - 403-359-4162

A handwritten signature in black ink, appearing to be "M. Waldner", written over a horizontal line.



# AGENDA ITEM REPORT



**Title:** Tax Penalty Waiver Request - I3 Energy  
**Meeting:** Council Meeting - 07 Sep 2023  
**Department:** Corporate Services  
**Report Author:** Jennifer Place

## APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 17 Aug 2023

## STRATEGIC ALIGNMENT:



**Governance**



**Relationships**



**Region**



**Prosperity**

## EXECUTIVE SUMMARY:

As per the attached email, a tax penalty waiver request has been received in the amount of \$8,117.20.

## RECOMMENDATION:

That County Council not waive tax penalties in the amount of \$8,117.20 as requested for the 21 tax rolls titled to I3 Energy.

## REASON(S) FOR RECOMMENDATION(S):

Administration has made the recommendation to not waive the tax penalty as penalties have been levied per the Tax Penalty Bylaw #1273. Additionally, a waiver of penalty could set some precedent for future requests of a similar nature.

## PREVIOUS COUNCIL DIRECTION / POLICY:

Historically County Council has not waived tax penalties, however, the Municipal Government Act states the following with regards to cancellation, reduction, refund or deferral of taxes;

**Section 347(1)** If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax arrears;
- (b) cancel or refund all or part of a tax;
- (c) defer the collection of a tax.

## BACKGROUND INFORMATION:

Reeve Campbell received an email request on August 11th, with a request from I3 Energy asking for forgiveness of the 5% tax penalty levied on outstanding balances as of July 31st.

The letter states that I3 Energy has full intentions of paying by September 29th, prior to the September 30th penalty date but is requesting some consideration from Council to waive the initial penalty in the amount of \$8,117.20 due to lower than anticipated revenues for this time of year.

**ALTERNATIVES / PROS / CONS:**

Waive tax penalty in the amount of \$8,117.20 as requested:

**PRO** - Would satisfy the penalty waiver request.

**CON** - There is a tax penalty bylaw in place, and waiving the penalty would set a precedent for similar future requests.

Waive a portion of the tax penalty in the amount of \$8,117.20 as requested:

**PRO** - Would partially satisfy the penalty waiver request.

**CON** - There is a tax penalty bylaw in place, and waiving the penalty would set a precedent for similar future requests.

**FINANCIAL IMPACT:**

Loss of tax penalty in the amount of \$8,117.20.

**LEVEL OF PUBLIC PARTICIPATION:**



Inform



Consult



Involve



Collaborate



Empower

**ATTACHMENTS:**

[I3 Energy Penalty Waiver Request](#)

On Aug 11, 2023, at 2:25 PM, Gary Taylor <[gtaylor@i3.energy](mailto:gtaylor@i3.energy)> wrote:

Hello Tory, I wanted to reach out to you to let you know that i3 did not pay property taxes of approx.. \$162k, which were due July 31, 2023. I did not want you to be concerned as it is our intention to pay and we have slated payment for September 29<sup>th</sup>, 2023. Revenues received in July and coming up here in August were not consistent with our normal monthly revenues, due to shut-in production from forest fires and major facility turnarounds. As a result we pushed back payment. I also noticed that there is a one-time penalty of 5% if taxes are paid after July 31, 2023 and before September 30, 2023.

Under the circumstances above, would it be possible to waive the 5% charge, if we pay the original taxes due on September 29, 2023?

Please let me know and thank you in advance for your consideration.

Gt

**Gary Taylor, CPA, CGA**  
**Controller**

403-355-0444  
2273498 Alberta Ltd.  
Toscana Energy Income Corp.  
Firenze Energy Ltd.  
**New Address Suite 500, 207 – 9<sup>th</sup> Avenue SW**  
**Calgary, AB T2P 1K3**



*Town of*  
**NOBLEFORD**  
EST 1918

---

Cole Beck, Chief Administrative Officer  
Lethbridge County  
#100, 905 – 4<sup>th</sup> Avenue South  
Lethbridge, AB T1J 4E4

**RE: Notice of Intent for Annexation**

Cole:

As a follow up to our IDP meeting on March 15, 2023, please accept this letter as notification of the Town of Nobleford's intent to annex land from Lethbridge County.

The purpose of the annexation is to accommodate future industrial growth in the Town of Nobleford. The land that is intended to be annexed was included within the Lethbridge County & Town of Nobleford Intermunicipal Development Plan as a "preferred growth direction" in 2012.

The lands subject to the annexation application are legally described as a portion of:

SW 11-11-23 W4

Which currently lie outside of the Town of Nobleford's corporate boundary. The approximate area of the proposed annexation is 20.37 hectares (50.34 acres), and is captured within the Oldman River Regional Services Commission (ORRSC)'s Subdivision File 2023-0-076.

Should you require additional information, please do not hesitate to contact me at (403) 824-3555 or [cao@nobleford.ca](mailto:cao@nobleford.ca).

Sincerely,

  
Joseph (Joe) Hutter, MPP, CLGM  
Chief Administrative Officer

**Cc** Steve Harty, Senior Planner – ORRSC  
Diane Horvath, Senior Planner – ORRSC  
Hilary Janzen, Supervisor of Planning & Development – Lethbridge County

# Welcome to MADD Message

The MADD Message Yearbook is designed to raise awareness and funds helping MADD Canada in its mission to 'stop impaired driving and support victims of this violent crime.'

The yearbook is distributed to hundreds of high profile public locations in each of our annual editions serving local markets across Canada, and is a key tool in disseminating important information on victim services, educational programs, local chapter events & information and much more.

The MADD Message Yearbook attracts a wide variety of business advertisers who increase their exposure while supporting the programs and services of MADD Canada.

*A Publication for...*





MADD Canada's mission is to stop impaired driving and to support victims of this violent crime.

MADD Canada is appealing all levels of government for more effective legislation and better enforcement of the law. These measures must include:

1. Lowering the legal blood-alcohol limit
2. Enhancing police enforcement powers
3. Legislating stiffer penalties for repeat offenders

Back Cover (8.25" x 10.625")*	\$2200
Inside Covers (8.25" x 10.625")*	\$1600
Full Page (8.25" x 10.625")*	\$1300
Half Page (7.5" x 4.75")	\$875
Quarter Page (3.625" x 4.75")	\$675
Banner (7.5" x 1.75")	\$575
Eighth Page (3.625" x 2.25")	\$399
Business Card (2.33" x 1.5")	\$299

applicable taxes extra

\*Text content must be 1/4" inside + bleed 1/4" beyond these dimensions.



Approximately 65,000 Canadians are impacted by impaired drivers annually

On average, 4 Canadians are killed and 175 are injured every day as a result of impaired driving

Motor vehicle crashes are the leading cause of death among 15 to 25 year olds, and alcohol is a factor in 45% of those crashes

MADD Canada will show its School Assembly Program to over 1 million students in Grades 7 to 12 every year!

**I want to support MADD Canada by placing an ad in The MADD Message Yearbook!**

**PLEASE SELECT THE DESIRED AD : ALL ADS ARE IN FULL COLOUR ON GLOSS PAPER**

☐ BACK COVER ☐ INSIDE COVERS ☐ FULL PAGE ☐ HALF PAGE ☐ QUARTER PAGE ☐ BANNER ☐ EIGHTH PAGE ☐ BUSINESS CARD

**PLEASE SELECT THE DESIRED PAYMENT METHOD:** ☐ VISA ☐ MASTERCARD ☐ AMEX ☐ INVOICE ME

CREDIT CARD # 



 EXP. DATE: \_\_\_\_/\_\_\_\_ CVV: \_\_\_\_

**COMPANY:**\_\_\_\_\_ **DATE:**\_\_\_\_\_

**AUTHORIZED SIGNATURE:**\_\_\_\_\_ **PRINT NAME:**\_\_\_\_\_

**THANK YOU FOR YOUR SUPPORT! CALL 1-866-767-1736**

**FAX: 1-866-293-3068 EMAIL: [message@maddmessage.ca](mailto:message@maddmessage.ca)**

[www.maddmessage.ca](http://www.maddmessage.ca)



## CYPRESS COUNTY

816 — 2<sup>nd</sup> Avenue, Dunmore, Alberta T1B 0K3  
Phone: (403) 526-2888 | Fax: (403) 526-8958 | [www.cypress.ab.ca](http://www.cypress.ab.ca)

August 10, 2023

Lethbridge County Council  
#100, 905 fourth Ave S  
Lethbridge, AB  
T1J 4E4

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**RE: Invitation to Cypress County Ag Connections Conference Presented by MNP**

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Lethbridge County Council,

On behalf of Cypress County, I would like to encourage your Council and your ratepayers to attend the first-annual Cypress County Ag Connections Conference Presented by MNP, taking place November 22, 2023, in Medicine Hat, Alberta at the Medicine Hat Exhibition and Stampede Grounds.

“Cypress County Ag Connections” aims to support the growth, diversification, and sustainability of the agriculture industry in the region, through innovation and education. The event will feature over 18 agriculture-focused speakers discussing topics relevant to beef and crop producers in southern Alberta. We plan to welcome over 250 attendees including primary producers, ag retailers, businesses, and students.

Keynote speaker, farmer and mental health advocate Lesley Kelly will share ‘When Stress is more than a Season’. Other sessions include Smart Irrigation, Innovation in Ag: Drones, The First 48 Hours of a Calves Life, In-Bin Grain Storage & Management, Farm Direct Marketing, Farm Financials, Forage Blends for Southern Alberta, Trends in Ag Technology, 2024 Global Farming Outlook, and more. Additionally, there will be exhibitors set up promoting various organizations and projects in agriculture.

For more information on the event or to register starting September 1, 2023, please visit [www.cypresscountybusiness.ca](http://www.cypresscountybusiness.ca). If you have any questions about the event, please contact Event Coordinator Beth Cash at [beth.cash@cypress.ab.ca](mailto:beth.cash@cypress.ab.ca) or 403-52-3238.

Yours truly,

Dan Hamilton  
Reeve, Cypress County



120362

ALBERTA

ENVIRONMENT AND PROTECTED AREAS

*Office of the Minister*

August 23, 2023

His Worship Jack Van Rijn, Mayor, Town of Coaldale  
Reeve Tory Campbell, Lethbridge County  
Mr. George Lohues, Chairman, St. Mary River Irrigation District Board of Directors  
Malloy Drain Steering Committee  
[mayor@coaldale.ca](mailto:mayor@coaldale.ca)  
[tcampbell@lethcounty.ca](mailto:tcampbell@lethcounty.ca)  
[glohues@smrid.com](mailto:glohues@smrid.com)

Dear Mayor Van Rijn, Reeve Campbell, and Mr. Lohues:

Thank you for letter requesting additional funding to complete Phase 2(b) of the Malloy Drainage Implementation Project.

I acknowledge how escalating costs and inflation have affected municipal projects, such as the Malloy Drainage Implementation Project, and empathize with your situation. The Alberta government recently joined the western provinces to call on the federal government to support communities experiencing unprecedented inflationary pressures and cost overruns due to supply chain issues and input costs, and we will continue to engage the federal government on this.

I also appreciate your continued efforts to improve the safety of your communities through the Malloy Drainage Implementation Project. While there is currently no provincial program available to fund the anticipated \$4.4 million shortfall, Environment and Protected Areas will continue working with the Town of Coaldale to assist with any flood-mitigation needs. For more information, please contact Ms. Denise Auriat, Manager of Community Resilience, in Edmonton, at 780-717-0794, or at [denise.auriat@gov.ab.ca](mailto:denise.auriat@gov.ab.ca).

Thank you again for writing.

Sincerely,

Rebecca Schulz  
Minister

cc: Denise Auriat, Environment and Protected Areas



# BOARD REPORT



Chinook Arch Library Board Meeting - August 3, 2023

## Summer Reading Program 2023!

The Chinook Arch Summer Reading Program is in full swing! SRP Coordinators Amy Kim and Tori Norlin have made nearly 40 visits to libraries to deliver their program. So far, 435 kids have attended. Thanks to Amy and Tori for a wonderful summer!



## Resource Sharing Agreement

Chinook Arch has a long-standing agreement with the City of Lethbridge Library Board that acknowledges the Lethbridge Public Library's contribution to the System through its collections, expertise, and resources. The agreement is reviewed by both parties every two years. No changes to the agreement are recommended by the Chinook Arch Library Board at this time.

## Board Members Present

Arrowwood	Corry Walk
Barons	Ron Gorzitza
Cardston	Marsha Jensen
Coutts	Stephen A. Pain
Crowsnest Pass	Doreen Glavin
Fort Macleod	Jim Monteith
Hill Spring	Suzanne French
Lethbridge (County)	Tory Campbell
Lomond	Marie Logan
Magrath	Darryl Christensen
Milk River	Anne Michaelis
Nanton	Amanda Bustard
Pincher Creek	Mark Barber
Pincher Creek M.D.	Dave Cox
Stavely	Chelsey Hurt
Taber M.D.	Tamara Miyanaga
Vauxhall	Marilyn Forchuk
Vulcan County	Doug Logan
Ministerial Appointment	Vic Mensch (Chair)

### Regrets

Claresholm	Kelsey Hipkin
Coaldale	Jordan Sailer
Picture Butte	Teresa Feist
Raymond	Kelly Jensen
Stirling	Gary Bikman
Taber	Monica McLean
Vulcan	Debra Wyatt
Willow Creek M.D.	Maryanne Sandberg
LPL Resource Centre	Brendan Cummins

### Absent

Barnwell	Jane Johnson
Cardston County	Tom Nish
Carmangay	Sarah Mitchell
Champion	Terry Penney
Coalhurst	Lyndsay Montana
Glenwood	Linda Allred
Lethbridge (City)	Robin Harper
Milo	Christopher Northcott
Nobleford	Melissa Jensen
Warner	Derek Baron
Warner County	Morgan Rockenbach
ID of Waterton	Lesley Little

## Thank You and Farewell to Lisa Weekes

Chinook Arch Associate Director Lisa Weekes has accepted a position at the UBC Okanagan Library. The Board would like to formally thank Lisa for her significant contributions to Chinook Arch. During her 5 years with the organization, she masterminded several successful programs, including the Digital Literacy Exchange Program (DLEP), the Seniors and Intergenerational Program, and many others. She also fundraised nearly \$1 million dollars to support these multi-year programs. Chinook Arch Board and staff wish Lisa well in her future endeavours.



## Policies Reviewed

The board reviewed and approved the following policies:

- Workplace Violence and Harassment
- Board Meetings
- Bylaws

## Contact Us

Chinook Arch Regional Library System

2902 7th Avenue North

Lethbridge, AB T1H 5C6 | 403-380-1500

[www.chinookarch.ca](http://www.chinookarch.ca) | [arch@chinookarch.ca](mailto:arch@chinookarch.ca)



[facebook.com/  
chinook.arch7](https://facebook.com/chinook.arch7)



[@chinooklibs](https://www.instagram.com/chinooklibs)



[@chinooklibs](https://twitter.com/chinooklibs)

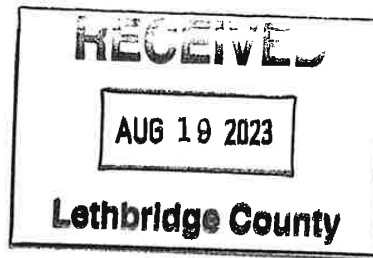


PO Box 1130 Picture Butte AB T0K 1V0  
(403)732-4141

May 16, 2023

Lethbridge County Council  
#100, 905 - 4 Av S  
Lethbridge AB T1J 4E4

Reeve Tory Campbell  
Councillor Lorne Hickey  
Councillor John Kuerbis  
Councillor Mark Sayers  
Councillor Eric Van Essen  
Councillor Morris Zeinstra



As you are aware, the Picture Butte Municipal Library is a valuable and busy community service, providing educational, social and information resources for both the Town and the surrounding County.

Residents of Lethbridge County are able to become members of any library serving the County, which include Picture Butte, Coaldale and both Lethbridge locations. Since provincial funding for libraries is calculated on population, and the number of residents living in the Town is a fraction of those in Lethbridge, we still charge a small fee at Picture Butte to cover operating expenses.

For the past 3 years the Lethbridge locations have waived membership fees for all members, including those residing in the County, reducing our County memberships to 15% of our total patrons. However, those County patrons acquiring free memberships at Lethbridge are still using the Picture Butte library as their main library for the services we provide.

In light of this loss of funds, the Town of Picture Butte Library Board respectfully requests that Lethbridge County consider adding a contribution to the Picture Butte Library into their yearly budget, so that we can continue to provide this essential and vibrant service to all patrons using our services.

Amanda Anderson

Town of Picture Butte Library Board Chairman





**2023 JOANNE PERLICH  
'RIDE FOR DREAMS'  
IN SUPPORT OF THE  
LETHBRIDGE THERAPEUTIC RIDING  
ASSOCIATION**



**WHAT IS THE JOANNE PERLICH 'RIDE FOR DREAMS'?**

As we celebrate the ruby anniversary of the Joanne Perlich 'Ride for Dreams', we're honouring not just four decades of a wonderful tradition but also the cause at the heart of it - the Lethbridge Therapeutic Riding Association (LTRA).

Started as a grassroots program by Joanne Perlich and friends in 1976, LTRA has been dedicated to providing therapeutic riding services, changing lives, and bringing joy to those most in need. Our annual fundraiser, now in its 40th year, is an integral part of this journey, symbolizing the commitment of our community to this worthy cause.

\* This year's fundraiser is comprised of two events on consecutive days. We invite you to join our cause and participate in the **Murray Chevrolet Cadillac 'Boots, Buckle, BBQ'** event on **September 15th**. Amidst the live concert featuring **Trevor Panczak**, mouth-watering BBQ, and a lively auction, you'll be contributing to LTRA's continued mission.

Our celebrations continue on **September 16th** by getting back to our roots with the family-friendly **Ride for Dreams Trail Ride**. A staple of this fundraiser since its inception, this event has participants collect pledges - sponsoring their participation in the ride in support of LTRA. Together, we'll traverse beautiful landscapes, have fun, enjoy each other's company, and ride for a reason - raising funds and awareness for the therapeutic services provided by LTRA.

**'BOOTS, BUCKLES & BBQ' TICKET PURCHASE OPTIONS**

**RUBY: PREMIUM TABLE**

**\$1000.00**

Experience the event from the best seats in the house as a Ruby Premium Table Sponsor. Along with a reserved premium table for eight, your contribution will be acknowledged with a display of your logo in the event program and a special shout-out during the celebration. With your support, our mission takes a leap forward. Plus, benefit from a \$500 tax receipt.

**REGULAR TABLE**

**\$450.00**

Secure your spot at the heart of the celebration with a regular table for eight at \$450. Your presence and support contribute immensely towards our cause. Join us to partake in a night of fun, celebration, and shared commitment to making a difference. Every seat, every person, every moment counts towards the dreams we ride for.

**INDIVIDUAL TICKETS**

**\$60.00**

Join the festivities with an individual ticket for just \$60. It's more than just a ticket; it's a passport to a night of celebration, camaraderie, and commitment to LTRA's mission to heal through horses.

**Tickets for Youth 13 and under can be purchased for \$40.00**

More information about the event and tickets can found online @  
[www.ltra.ca/events/ride-for-dreams](http://www.ltra.ca/events/ride-for-dreams)



**SAVE THE DATES!**

**September  
15th & 16th  
2023**





# Picture Butte

## *Picture Perfect!*

29<sup>th</sup> August, 2023

Lethbridge County Council  
#100, 905 – 4<sup>th</sup> Avenue South  
Lethbridge, AB. T1J 4E4

Sent electronically: cbeck@lethcounty.ca

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**Re: Picture Butte Urgent Care Centre**

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Dear Reeve and Council,

The Town was recently informed that Alberta Health Services (AHS) had decided to shut down the Urgent Care Centre in Picture Butte. The Urgent Care Centre provided after hours medical attention by having the two local Picture Butte doctors provide an on call service to those that needed it.

AHS is hosting an engagement session on Wednesday the 13<sup>th</sup> of September from 7:00 – 8:00 p.m. at the Town of Picture Butte Community Centre. As this decision will impact services offered to your residents we are informing you of this meeting and would like to ask if you can post the attached AHS announcement so that your residents are also aware of this decision and the engagement session.

We appreciate your assistance.

Sincerely,

*Cathy Moore*

Cathy Moore  
Mayor  
Town of Picture Butte

August 28, 2023

## Public invited to Picture Butte engagement session

PICTURE BUTTE – Picture Butte and area residents are invited to an in-person community engagement session to learn more about primary healthcare services in Picture Butte, as well as the upcoming closure of the ambulatory care clinic (ACC) at the Piyami Health Centre.

The session will provide residents with an opportunity to speak with Alberta Health Services (AHS) representatives and learn more about the healthcare services that will continue at Piyami Health Centre.

As the ACC is only a portion of the overall facility, this session will provide clarity around the healthcare services that will remain and the recruitment efforts that will support primary care in the area.

**Where:** Picture Butte Community Centre, 607 Hwy Avenue N.

**When:** Wednesday September 13, from 7 p.m. to 8 p.m.

AHS is working hard to ensure local residents continue to have access to the primary care they need in the community and looks forward to sharing our plans to support residents now and in the future.

Alberta Health Services is the provincial health authority responsible for planning and delivering health supports and services for more than four million adults and children living in Alberta. Our mission is to provide a patient-focused, quality health system that is accessible and sustainable for all Albertans. Our current focus is on reducing emergency department wait-times, improving EMS response times, increasing access to surgeries, and improving patient flow.

- 30 -

**For media inquiries, contact:**

Kelly Morris  
AHS Communications  
kelly.morris2@ahs.ca  
587-220-1805

**From:** Bruce Holstead <[bruce@freshstartrecovery.ca](mailto:bruce@freshstartrecovery.ca)>  
**Sent:** Thursday, June 22, 2023 4:13 PM  
**To:** John Kuerbis <[jkuerbis@lethcounty.ca](mailto:jkuerbis@lethcounty.ca)>  
**Cc:** [blaine.hyggen@lethbridge.ca](mailto:blaine.hyggen@lethbridge.ca); Jennifer Kent-Charpentier <[jennifer@freshstartrecovery.ca](mailto:jennifer@freshstartrecovery.ca)>; Tony Kokol <[tony@freshstartrecovery.ca](mailto:tony@freshstartrecovery.ca)>; Britt Isenor <[Britt@freshstartrecovery.ca](mailto:Britt@freshstartrecovery.ca)>  
**Subject:** Renaming of Range road 212

Good day, John, It was a pleasure connecting again, and I appreciate your encouraging support.

I am writing to propose a significant and meaningful change that has the potential to positively impact countless lives in our community. I humbly request the renaming of Range Road 212, currently known as Research Road, to "Recovery Road."

Renaming this road to "Recovery Road" would honour the resilience and determination of individuals who have embarked on the journey of recovery from addiction and convey a powerful message of hope, support, and solidarity to those seeking assistance and the families affected by addiction.

Addiction is a profoundly challenging issue that affects individuals from all walks of life, and it is crucial that we create an environment that fosters understanding, empathy, and a sense of community for those in need. By renaming this road, we will be making a symbolic gesture that acknowledges the struggles faced by individuals dealing with addiction while simultaneously emphasizing the importance of recovery and the availability of resources within our community.

This name change would act as a beacon of hope, encouraging those struggling to seek help and demonstrating our community's commitment to supporting their recovery journey. It would send a clear message that recovery is possible, that it is a path worthy of recognition, and that no one should face addiction alone.

The renaming of Range Road 212 to "Recovery Road" is an opportunity for us to take great pride in our community and showcase our ongoing support for those affected by addiction. I am confident this change will inspire unity and compassion and provide a strong foundation for positive change in our community.

By renaming this road to "Recovery Road," we would not only demonstrate our support but also send a powerful message of empathy, encouragement, and hope to those who seek assistance and to the families affected by addiction. This change would allow us to showcase, through a renaming ceremony, the county's vital role in providing support and resources in the battle against addiction.

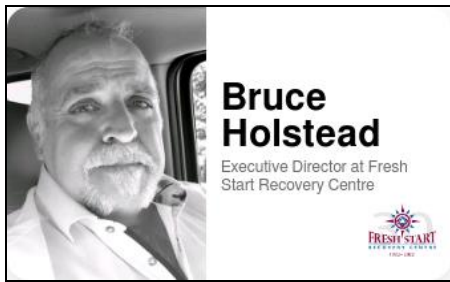
A renaming ceremony would serve as a symbolic event, illuminating the importance of recovery and highlighting our community's significant efforts to assist those in need. It would create a positive atmosphere, fostering unity and inspiring individuals to seek help, knowing they are not alone in their journey toward recovery.

I believe renaming Range Road 212 to "Recovery Road" would instill a sense of pride in our community as we stand together in solidarity and demonstrate our commitment to combatting addiction. It would be a constant reminder that assistance and support are readily available, encouraging individuals to take the courageous step towards healing and a brighter future.

I recognize the history and respect it in its entire meaning. I, however, also strongly believe in change and unity and community. The Greek philosopher, Heraclitus of Ephesus, said, "The only constant in life is change." Yet, when change happens, we are often surprised. We are all human. Change is constant.

Please consider this proposal. "Changing" Range Road 212 to "Recovery Road" would be a powerful symbol of our community's dedication to positively impacting the lives of those affected by addiction.

With Gratitude and respect,



[Click for additional contact information.](#)

**"How we walk with the broken speaks louder than how we sit with the great." — Bill Bennot.**

Please feel free to call or text if this is urgent and requires an immediate reply. [See the contact info linked in the image above.](#)

In the spirit of respect and truth, we honour and acknowledge Moh'kinsstis and the traditional Treaty 7 territory of the Blackfoot confederacy: Siksika, Kainai, Piikani, and the Stoney Nakoda and Tsuut'ina Nations. We acknowledge the members of the Metis community and, specifically, the Métis Nation of Alberta – Region Three. Fresh Start Recovery Centres are committed to advancing reconciliation, partnering with Indigenous peoples, and sharing our work with those affected by addiction.



# AGENDA ITEM REPORT



**Title:** Lethbridge County Council Attendance Update - July 2023  
**Meeting:** Council Meeting - 07 Sep 2023  
**Department:** Administration  
**Report Author:** Candice Robison

## APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 30 Aug 2023

## STRATEGIC ALIGNMENT:



**Governance**



**Relationships**



**Region**



**Prosperity**

## EXECUTIVE SUMMARY:

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

## RECOMMENDATION:

No motion required.

## REASON(S) FOR RECOMMENDATION(S):

To remain transparent to the citizens of Lethbridge County.

## PREVIOUS COUNCIL DIRECTION / POLICY:

A County Council update is provided monthly.

## BACKGROUND INFORMATION:

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

## ALTERNATIVES / PROS / CONS:

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

## FINANCIAL IMPACT:

None at this time.

## LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

**ATTACHMENTS:**

[Lethbridge County Council Attendance Update - July 2023](#)

**Lethbridge County Council Attendance  
July 2023**

**Division 1**

**Councillor Lorne Hickey**

July 6	Lethbridge County Council Meeting
July 20	Green Acres Blue Sky Lodge 50 <sup>th</sup> Anniversary Celebration
July 24	CAO – Division 1 Councillor Meeting

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**Division 2**

**Reeve Tory Campbell**

July 1	Canada Day Opening Ceremonies, Henderson Lake
July 5	Exhibition Park Board Meeting
July 6	Lethbridge County Council Meeting
July 7	Media, re: Canada's Premier Corridor, Agri-Food Processing opportunity
July 10	FCC Roundtable Industry Discussion, Agri-Food Hub Tour
July 12	Lethbridge County Economic Development
July 14	Meeting with McCain, re: water
July 20	Media, re: Radio ad spot, Economic Development Survey
July 24	Exhibition Park Ownership Engagement Committee
July 26	Agri-Food Hub & Trade Centre Tour with CAO Cole Beck

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**Division 3**

**Councillor Mark Sayers**

July 6	Lethbridge County Council Meeting
July 17	CAO – Division 3 Councillor Meeting
July 18	Water Co-op Liaison Committee Meeting
July 19	Economic Development Consultation
July 27	Water Co-op Liaison Committee Meeting
July 27	Water Co-op Meeting in Diamond City
July 31	Meeting with CAO

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**Division 4**

**Deputy Reeve John Kuerbis**

July 6	Lethbridge County Council Meeting (Via Teams)
July 10	Calgary Stampede BMO Farm Family Awards
July 19	Meet & Greet with MLA Hunter & Simplot
July 27	Water Co-op Liaison Committee Meeting
July 27	Water Co-op Meeting in Diamond City

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**Division 5****Councillor Eric Van Essen**

July 6	Lethbridge County Council Meeting
July 7	CAO – Division 5 Councillor Meeting
July 8	Village of Barons Parade
July 12	Economic Development Consultation

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**Division 6****Councillor Klaas VanderVeen**

July 6	Lethbridge County Council Meeting
July 10	CAO – Division 6 Councillor Meeting
July 27	Bridge City News Interview
July 27	Radio Ad Recording
July 27	Water Co-op Liaison Committee Meeting
July 27	Water Co-op Meeting in Diamond City
July 28	SAEWA Board Meeting

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**Division 7****Councillor Morris Zeinstra**