



Agenda

Council Meeting | Thursday, May 21, 2026 | 9:00 AM | Council Chambers

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A. CALL TO ORDER

B. ADOPTION OF AGENDA

C. ADOPTION OF MINUTES

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[Council Meeting - 07 May 2026 - Minutes](#)

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

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1. **Bylaw 26-001 - Amendment to the Land Use Bylaw to Redesignate 105071 Range Road 220 (Plan 0110514 Block 1 Lot 1, portion of NW-31-10-21-W4) from Rural Agriculture (RA) to Direct Control (DC) - Public Hearing**
[Bylaw 26-001 - Amendment to the Land Use Bylaw to Redesignate 105071 Range Road 220 \(Plan 0110514 Block 1 Lot 1, portion of NW-31-10-21-W4\) from Rural Agriculture \(RA\) to Direct Control \(DC\) - Public Hearing](#)

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[Chinook Arch Library Board Report - April 2026](#)

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55 3. **Picture Butte Ag Society**
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G. COUNTY COUNCIL AND COMMITTEE UPDATES

56 - 60 1. **Lethbridge County Council Attendance Update - April 2026**
[Lethbridge County Council Attendance Update - April 2026](#)

H. NEW BUSINESS

I. CLOSED SESSION

1. **Land Disposition (ATIA Section 30 - Disclosure harmful to economic & other interests of a public body)**
2. **Council Government Relations Brief (ATIA Section 26 - Disclosure harmful to intergovernmental relations)**
3. **Regional Water Strategy (ATIA Section 30 - Disclosure harmful to economic & other interests of a public body)**
4. **CAO Report - C.Beck (ATIA Sections 19, 20, 28 and 29)**
5. **Council Matters (ATIA Section 32 - Privileged Information)**

J. ADJOURN



Minutes

Council Meeting | Thursday, May 7, 2026 | 9:00 AM | Council Chambers

The Council Meeting of Lethbridge County was called to order on Thursday, May 7, 2026, at 9:00 AM, in the Council Chambers, with the following members present:

PRESENT:

- Reeve Tory Campbell
- Deputy Reeve John Kuerbis
- Councillor Lorne Hickey
- Councillor Mark Sayers
- Councillor Eric Van Essen
- Councillor Tony Ankermann
- Chief Administrative Officer Cole Beck
- Director, Development & Infrastructure Devon Thiele
- Director, Corporate Services Hailey Pinksen
- Director, Operations Ryan Thomson
- Director, Growth & Engagement Trevor Lewington
- Legislative Coordinator & Executive Assistant Candice Robison
- Coordinator, Payroll & HR Erin Lyster
- Manager, Planning & Development Kaylyn Franklin
- Senior Planner Steve Hardy

A. CALL TO ORDER

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

Reeve Tory 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 acknowledged Emergency Preparedness Week.

B. ADOPTION OF AGENDA

108-2026	Deputy Reeve Kuerbis	MOVED that the May 7, 2026 Lethbridge County Council Meeting Agenda be adopted as amended.	CARRIED
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C. ADOPTION OF MINUTES

C.1. County Council Meeting Minutes

109-2026	Councillor Van Essen	MOVED that the April 16, 2026 Lethbridge County Council Minutes be adopted as presented	CARRIED
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D. SUBDIVISION APPLICATIONS

D.1. Subdivision Application #2025-0-098 – Tokariuk - Portion of SW1/4 36-9-21-W4M

110-2026	Councillor Sayers	MOVED that the Country Residential subdivision of SW1/4 36-9-21-W4M (Certificate of Title No. 231 268 452), to subdivide a parcel of 3.02 acres (1.223 ha) from a title of 79.34 acres (32.108 ha) within a previously subdivided quarter-section for country residential use; BE APPROVED subject to the following:
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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 3.02 acres at the market value of \$15,000 per acre with the actual acreage and amount to be paid to Lethbridge County be determined at the final stage, for Municipal Reserve purposes.

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created, if required.
3. That the applicant submits a plan as prepared by an Alberta Land Surveyor that certifies the exact location and dimensions of the parcel being subdivided as approved.
4. That the applicant has a professional soils analysis done at their expense by an accredited agency or engineer on the 3.02 acre lot in the area of the proposed septic field to ensure that the soil characteristics are capable of supporting a septic system. Analyses of the test must be performed and approved by an approved agency under Alberta Labour, with a copy of the report submitted and deemed acceptable to the Subdivision Authority.
5. That the septic system for the existing dwelling be relocated or a new system installed so the private sewage system is situated entirely within the property lines of the smaller 3.02 acre parcel being subdivided and it does not encroach over the new property line, with suitable confirmation of such provided to the satisfaction of the Subdivision Authority. (The applicant must provide verification, to the satisfaction of the Subdivision Authority, that the onsite private sewage system complies with the Alberta Private Sewage Systems Standard of Practice (current) and the requirements of the (AR 229/97) in respect of lot size and distances between property lines, buildings, water sources and private sewage disposal systems as identified in section 4(4)(b) and (c).)
6. That any easement(s) as required by FORTIS ALBERTA and ATCO Gas shall be established prior to finalization of the application

CARRIED

F. DEPARTMENT REPORTS

F.1. DEVELOPMENT & INFRASTRUCTURE

F.1.1. Bylaw 26-003 - Amendment to the Land Use Bylaw to Redesignate a portion of NW-4-9-20-W4M (90081 Range Road 204) from Urban Fringe (UF) to a Direct Control (DC)

111-2026 Councillor Van Essen MOVED that Bylaw 26-003, be read a first time.

CARRIED

F.1.2. Bylaw 26-009 - Amendment to the Land Use Bylaw to Redesignate Plan 309 DT Block 1 Lots 9-11 (120 Main Street, Turin) from Hamlet Direct Control (H DC) to Hamlet Residential (HR)

112-2026 Deputy Reeve Kuerbis MOVED that Bylaw 26-009, be read a first time.

CARRIED

F.2. CORPORATE SERVICES

113-2026 Councillor Sayers MOVED that the Lethbridge County Council Meeting move into Closed Session, pursuant to Section 197 of the Municipal Government Act, the time being 9:20 a.m. for the discussion on the following:

F.2.1 - 2026 Operating Budget Amendment (*ATIA Sections 26 - Disclosure harmful to intergovernmental relations & 30 - Disclosure harmful to economic and other interests of a public body*)

F.2.2 - Bylaw 26-013 - 2026 Tax Mill Rate Bylaw (*ATIA Sections 26 - Disclosure harmful to intergovernmental relations & 30 - Disclosure harmful to economic and other interests of a public body*)

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

114-2026 Councillor Van Essen MOVED that the Lethbridge County Council Meeting move out of the closed session at 9:33 a.m.
CARRIED

Reeve Campbell reconvened the regular meeting at 9:33 a.m.

F.2.1. 2026 Operating Budget Amendment

115-2026 Deputy Reeve Kuerbis MOVED that County Council increase the 2026 Operating Budget by \$1,080,000 to address operational pressures related to fuel pricing, inflationary uncertainty and anticipated changes in contractual services, in accordance with previous direction of Council.
CARRIED

116-2026 Councillor Van Essen MOVED that the 2026 Operating Budget expenses in the amount of \$43,892,682 be approved.
CARRIED

F.2.2. Bylaw 26-013 - 2026 Tax Mill Rate Bylaw

117-2026 Deputy Reeve Kuerbis MOVED That Bylaw 26-013 2026 Tax Mill Rate Bylaw be read a first time.
CARRIED

118-2026 Councillor Van Essen MOVED that Bylaw 26-013 2026 Tax Mill Rate Bylaw be read a second time.
CARRIED

119-2026 Councillor Sayers MOVED that Council consider third reading of Bylaw 26-013 2026 Tax Mill Rate Bylaw.
UNANIMOUSLY CARRIED

120-2026 Councillor Hickey MOVED that Bylaw 26-013 2026 Tax Mill Rate Bylaw be ready a third time.
CARRIED

G. CORRESPONDENCE

G.1. Legion

Council reviewed an invitation from the Legion to attend their 100th Anniversary celebrations on July 18, 2026.

- G.2. **Whoop Up Days - Pancake Breakfast**
Council reviewed an invitation for the Whoop Up Days pancake breakfast being held on August 18, 2026.
- G.3. **Coaldale Public Library - May-June Newsletter**
Council reviewed the Coaldale Public Library May-June Newsletter.
- G.4. **United Conservatives - Taber Warner Constituency Association Invitation**
Council reviewed an invitation from United Conservatives - Taber Warner Constituency Association Invitation to attend a BBQ on July 18, 2026.
- G.5. **Letter from Jaylene Chrupka**
Council reviewed correspondence from Jaylene Chrupka regarding the CFO Expansion Near Hamlet of Turin.
- G.6. **Shaughnessy Community Association**
Council reviewed correspondence from the Shaughnessy Community Association regarding their request for assistance with their playground project.

Reeve Campbell recessed the meeting at 9:58 a.m.

Reeve Campbell reconvened the meeting at 10:04 a.m.

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

- E.1. **Bylaw 26-007 - Amendment to the Land Use Bylaw to Redesignate Plan 931 2354, Block 1, Lot 1 (within NW-24-9-22-W4M) from Urban Fringe (UF) to Grouped Country Residential (GCR) - Public Hearing**

Reeve Campbell called a recess to the Council Meeting, for the Public Hearing for Bylaw 26-007 at 10:04 a.m.

121-2026 Councillor Hickey MOVED that the Public Hearing for Bylaw 26-007 commence at 10:05 a.m. CARRIED

The Manager, Planning and Development reviewed Bylaw 26-007.

Reeve Campbell asked if anyone wished to speak in favour or opposition of Bylaw 26-007.

Steven Zwarthal, applicant spoke in favor of Bylaw 26-007.

Reeve Campbell asked if anyone wished to speak in favour or opposition of Bylaw 26-007.

Mark Davis spoke in opposition of Bylaw 26-007.

Dave Clifton spoke in opposition of Bylaw 26-007.

Tyler Watmough spoke in opposition of Bylaw 26-007.

Reeve Campbell asked if anyone wished to speak in favour or opposition of Bylaw 26-007.

No further comments were made.

122-2026 Councillor Ankermann MOVED that the Public Hearing for Bylaw 26-007 adjourn at 10:18 a.m. CARRIED

Reeve Campbell reconvened the regular meeting at 10:18 a.m.

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| 123-2026 | Councillor
Van Essen | MOVED that Bylaw 26-007, be read a second time. | CARRIED |
| 124-2026 | Councillor
Ankermann | MOVED that Bylaw 26-007, be read a third time. | CARRIED |

I. CLOSED SESSION

I.1. - CAO Report - C. Beck (ATIA Sections 19, 20, 28 & 29)

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| 125-2026 | Councillor
Hickey | MOVED that the Lethbridge County Council Meeting move into Closed Session, pursuant to Section 197 of the Municipal Government Act, the time being 10:30 a.m. for the discussion on the following: | |
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I.1. - CAO Report - C. Beck (ATIA Section 19, 20, 28 and 29)

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

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| 126-2026 | Deputy
Reeve
Kuerbis | MOVED that the Lethbridge County Council Meeting move out of the closed session at 12:20 p.m. | CARRIED |
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J. ADJOURN

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| 127-2026 | Deputy
Reeve
Kuerbis | MOVED that the Lethbridge County Council Meeting adjourn at 12:21 p.m. | CARRIED |
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Reeve

CAO

AGENDA ITEM REPORT



Title: Bylaw 26-001 - Amendment to the Land Use Bylaw to Redesignate 105071 Range Road 220 (Plan 0110514 Block 1 Lot 1, portion of NW-31-10-21-W4) from Rural Agriculture (RA) to Direct Control (DC) - Public Hearing

Meeting: Council Meeting - 21 May 2026

Department: Development & Infrastructure

Report Author: Kaylyn Franklin

APPROVAL(S):

Kaylyn Franklin, Manager, Planning and Development	Approved - 12 May 2026
Devon Thiele, Director, Development & Infrastructure	Approved - 12 May 2026
Cole Beck, Chief Administrative Officer	Approved - 12 May 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The proposed redesignation will enable a Direct Control District to accommodate a small-scale Social Care Facility, including supportive housing, within an existing rural yard site operated by Kavana. The development includes agricultural-based day programming and limited supportive housing for children and young adults with special needs.

The proposal maintains the rural character of the property, includes clear operational limits, and has addressed all circulation comments. No objections were received through public consultation. Administration supports the application as it aligns with Municipal Development Plan policies.

RECOMMENDATION:

That Bylaw 26-001, be read a second time.
That Bylaw 26-001, be read a third time.

REASON(S) FOR RECOMMENDATION(S):

Administration recommends that Bylaw 26-001 as the proposed use is compatible with the surrounding rural area, supports housing options and community-based services, and is appropriately limited in scale through the Direct Control Bylaw. All technical concerns have been addressed, and no objections were received through public consultation.

PREVIOUS COUNCIL DIRECTION / POLICY:

- Municipal Development Plan (MDP), Policy 14.8, the review and decision-making process for applications regarding the redesignation, subdivision, or development of land will take into consideration the compatibility of a proposed use with existing uses in the area.
- MDP, Policy 6.0, the County shall provide a range of housing types as reflected in the Land Use Bylaw.
- MDP, Policy 15.12, County recognizes the importance of community associations and non-profit groups that assist or provide services or social opportunities to citizens.

BACKGROUND INFORMATION:

The purpose of the proposed redesignation is to accommodate a new Social Care Facility, including supportive housing, to be operated by Kavana, a newly formed organization. The facility will be located within the existing dwelling and yard site.

The proposed development includes day programming with agricultural-based experiences, as well as supportive housing and respite care intended to support the development of children and young adults with special needs. The parcel is intended to remain rural in character, maintaining its agricultural and residential context.

The proposed Direct Control Bylaw establishes the following operational parameters:

- A maximum of 10 social care patrons at any one time for day programming;
- A maximum of 5 clients for supportive housing or respite care; and
- A maximum of 6 single-day events per year.

Circulation

The application was circulated to internal departments and external agencies for review and comment.

- Administration initially identified concerns regarding emergency access provisions. These concerns have been addressed by the applicant through the submission of a Fire Sweep Plan.
- Alberta Transportation and Economic Corridors has advised that a permit will be required from the Province.

Public Consultation

The County issued a formal circulation notice by mail on December 9, 2025. No objections were received. One comment was received by an adjacent landowner seeking clarification on whether the proposal would impact Minimum Distance Separation (MDS) requirements as regulated by the Natural Resources Conservation Board (NRCB). Administration clarified that this redesignation would not impact MDS because the residential use is existing.

ALTERNATIVES / PROS / CONS:

1. To refuse second reading of Bylaw 26-001.

Pros - None

Cons - Delays the availability of new social support within the community.

FINANCIAL IMPACT:

There are no financial implications.

LEVEL OF PUBLIC PARTICIPATION:

- Inform
 Consult
 Involve
 Collaborate
 Empower

ATTACHMENTS:

[Bylaw 26-001 Amendment to LUB Reading Page](#)

[Schedule A Direct Control District Kavana 2026-04-07](#)

[Bylaw 26-001 - RA to DC Rezoning Map](#)

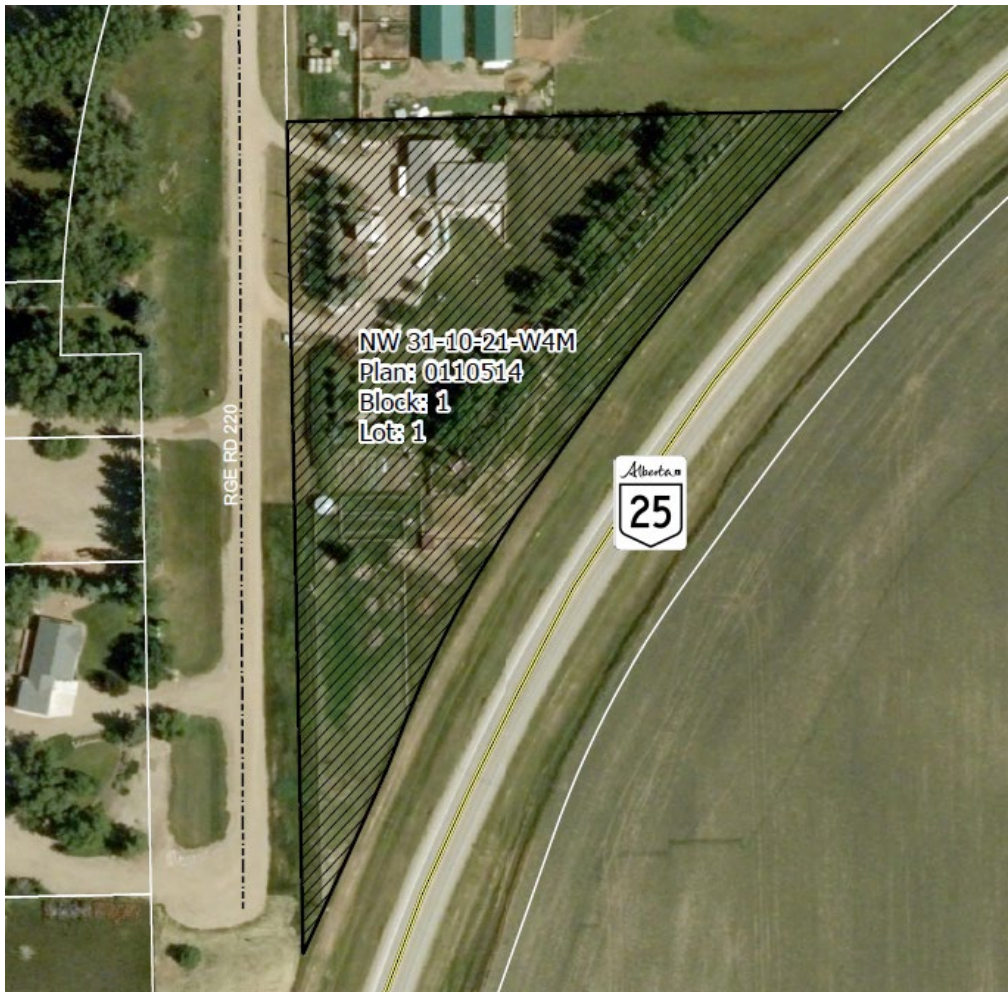
[Application_Redacted](#)

LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA

BYLAW NO. 26-001

Bylaw 25-027 of Lethbridge County being a bylaw for the purpose of amending Land Use Bylaw 24-007, in accordance with Sections 230, 606 and 692 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 as amended.

WHEREAS the purpose of Bylaw 26-001 is to redesignate Plan 0110514 Block 1 Lot 1 containing 1.25 ha (3.077 Acres) more or less from Rural Agriculture to Direct Control as shown below;



AND WHEREAS the redesignation of the lands is for the purpose of allowing a supportive housing and social care facility within the existing residential dwelling and yard;

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

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

1. To redesignate a title legally described as Plan 0110514 Block 1 Lot 1 containing 1.25 ha (3.077 Acres) more or less from Rural Agriculture to Direct Control as shown on the map.
2. Bylaw No. 24-007, being the municipal Land Use Bylaw, is hereby amended.

3. The land use district map shall be amended to reflect this change.

GIVEN first reading this 16 day of April 2026.

Reeve

Chief Administrative Officer

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

Reeve

Chief Administrative Officer

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

Reeve

Chief Administrative Officer

Schedule 'A'
DIRECT CONTROL BYLAW NO. 26-001

1. PURPOSE

To provide a means whereby Council may regulate and control the use and Development on a site-specific basis for the following Lot:

Descriptive Plan 0110514 Block 1 Lot 1 in NW 31-10-21-4 (title comprised of 3.08 acres) in total) as shown in Map 1.

For the specific purpose of allowing the Lot, including the existing residential Dwelling and yard to be used for Institutional Uses, specifically a Social Care Facility operated by Kavana. Social Care Facility will include day programming with agricultural-related experiences (may be considered a Hobby Farm) and Supportive Housing to support the development of children and young adults with special needs. The Lot is to remain rural agricultural and residential in character.

2. PERMITTED, DISCRETIONARY AND PROHIBITED USES

(1) Permitted Uses

Accessory Buildings, Structures and Uses to an Approved Permitted Use

Dwelling:

- Single Detached Site-built
- Single Detached Manufactured Home 1
- Single Detached Manufactured Home 2
- Single Detached Ready-to-move
- Single-detached Moved-in

Shipping Containers, Temporary (see Part 2 – Development Not Requiring a Development Permit)

Signs Type 1

Solar Collectors, Individual (roof, wall mount) (see Part 2 – Development Not Requiring a Development Permit)

(2) Discretionary Uses

Accessory Buildings, Structures and Uses to an Approved Discretionary Use

Additions to Existing Buildings

Home Occupation 1, 2, and 3(see Part 5 – Use Specific Land Use Provisions)

Horticulture

Institutional

Institutional Workshop / Specialty Manufacturing

Secondary Suites (see Part 5 of the Land Use Bylaw)

Sign Type 2

Social Care Facility
Solar Collectors, Individual (ground mount)
Supportive Housing

(3) Prohibited Uses

Any use which is not listed as either a Permitted or Discretionary Use, or is not ruled to be similar to a Permitted or Discretionary Use in accordance with Part 1 Section 31 of the Land Use Bylaw, is a prohibited Use.

3. DEFINITIONS

Customer means any non-resident person, paying or non-paying, visiting the Lot for the purposes of participating or purchasing goods or services from the Institutional Workshop / Specialty Manufacturing Use.

Institutional means a Use by or for the Kavana organization for social care purposes.

Institutional Workshop / Specialty Manufacturing means a development that is associated with not-for-profit sales of products produced or manufactured on-site or off-site by the social care clients. This includes but not limited to, agricultural related products, horticultural related products, food related products, various artisan and craftsman products, cabinetry and wood working, and any other small product assembly.

Social Care Facility means a place of non-residential care, supervision, life-skills training, and/or support services to children or adults with special needs. The facility may be open to the community periodically for the purpose of supporting the development and opportunities for the social care clients, without restricting the generality of the term, this includes organization-led community events and sales of Institutional Workshop / Specialty Manufacturing products.

Supportive Housing means a temporary, permanent, or some combination thereof accommodation, care, supports or supervision for persons with special needs within the Social Care Facility. This Use does not include a hospital, sanatorium, seniors long-term care facility, jail, prison, reformatory or hostel.

Land Use Bylaw means the Lethbridge County Land Use Bylaw No. 24-007.

All other words or terms have the same meaning as what is specified in the Land Use Bylaw.

4. SITE SUITABILITY

- The Subdivision Authority or Development Authority shall take into consideration, all applicable sections of the Land Use Bylaw No. 24-007, when making a decision on an application for Subdivision or Development in this Direct Control District.

- The Subdivision Authority or Development Authority may place any or all of the following conditions, in addition to a Development Agreement, on Subdivision or Development Permit approval to ensure any concerns over the suitability of the land and Development are satisfied:
 - the provision of a professional geotechnical investigation/test and report to ensure the Site is suitable in terms of topography, stability, soil characteristics, flooding subsidence, erosion and sanitary sewerage servicing;
 - require the developer to provide suitable access, so the Site will be legally and physically accessible to a developed municipal road or if within 300 metres (984 feet) of a provincial highway will meet the requirements of Alberta Transportation and Economic Coordinator;
 - stipulate the alteration of proposed Lot configurations, Building sizes or locations to ensure any Setback requirements of this Land Use Bylaw or the Subdivision and Development Regulation can be met;
 - any reasonable measures to ensure any other requirements of this Land Use Bylaw are complied with;
 - any measures to adequately ensure applicable provincial legislation such as the Safety Codes Act is complied with or not compromised; and
 - The Development Authority will provide direction as to which sections of the Bylaw are relevant and applicable to each particular Lot.

5. MINIMUM LOT SIZE

The minimum lot size shall be 3.08 acres.

6. MINIMUM YARD SETBACK REQUIREMENTS

- (1) **Side** - 6.1 metres (20 feet);
- (2) **Rear Yard (Highway 25)** – 70.0 metres (230 feet) from the centre line or 40.0 metres (131 feet) from the right-of-way boundary, whichever is greater;
 - (a) for any development adjacent to provincial roadways classified as a four-lane divided highway or freeways/expressways, the required setback distances and accesses will be reviewed on a highway-by-highway/development-by-development basis and shall be as prescribed by Alberta Transportation and Economic Corridors;
 - (b) any greater distance that may be required by the Development Authority in order to facilitate future road widening, service road dedication, to reduce potential snow drifting, or vision restrictions; and
- (3) **Front Yard (Range Road 220)** – 15.2 metres (50 feet).

7. ACCESSORY BUILDINGS AND STRUCTURES

- (1) An Accessory Building shall not be located in the required setback from a Public Roadway or on an Easement.
- (2) An Accessory Building shall be setback a minimum 3.0 metres (10 feet) from the principal dwelling and from all other structures on the same lot.
- (3) Where a structure is attached to the principal building on a site by a roof, an open or enclosed structure, a floor or foundation, it is to be considered a part of the principal building and is not an accessory building.
- (4) Maximum height – No Accessory Buildings shall exceed 8.5 m (28 feet) in height.
- (5) Maximum size of accessory buildings or structures:
 - (a) the maximum size of an Accessory Building or Structure shall not exceed 371.61 m² (4,000 sq. feet) and
 - (b) the maximum size is the combined total size for all Accessory Buildings on a Parcel (the cumulative square footage of all accessory buildings).

8. INSTITUTIONAL WORKSHOP / SPECIALTY MANUFACTURING

- (1) The Development Permit application for the Institutional Workshop / Specialty Manufacturing is required for the general non-profit sales by the Kavana organization but shall not be limited to the specific product.
- (2) Customer Visits
 - (a) A maximum of 15 Customers may be on-site at one time and shall not exceed 100 Customers per week.
- (3) Parking must be provided on-site and if located in the Setback area from Highway 25 is subject to the approval of Alberta Transportation and Economic Corridors.
- (4) The Use is not permitted to employ any employees, rather the producing, manufacturing and associated sales are administered by the children and adults receiving supports from the Social Care Facility.

9. SOCIAL CARE FACILITY

- (1) The Social Care Facility may host day programming for children and adults with a maximum of 10 social care patrons at one time.
- (2) Social Care Facility may host single-day, temporary indoor and/or outdoor community event, subject that the Lot shall not have more 25 non-social care clients related-vehicles on the Lot in a single day.
- (3) Parking must be provided on-site and if located in the Setback area from Highway 25 is subject to the approval of Alberta Transportation and Economic Corridors.
- (4) The Social Care Facility may not host more than six (6) single-day events per year.

10. SUPPORTIVE HOUSING

- (1) The applicant is required as part of the development permit application, to provide information on the following:
 - (a) the type of client served;
 - (b) the number of clients accommodated;
 - (c) the number of staff employed; and
 - (d) the submission of a plan that describes how communication with neighbours will be carried out and how neighbourhood compatibility problems are to be resolved.
- (2) All Supportive Housing that may be approved are subject to the following conditions and requirements:
 - (a) The total occupancy by clients and staff shall be specified in any Development Permit. The total number of clients shall not exceed more than one (1) per bedroom to a maximum of 5 social care clients on the Lot.
 - (b) Site lighting must be designed not to “flood or spill” into adjacent property.
 - (c) On-site parking is required with the provision of one (1) space per three (3) beds plus one (1) space per employee.
 - (d) All applications for Supportive Housing shall, as a condition of approval, obtain the necessary approvals required from regulatory agencies and shall comply with provincial standards.

11. GENERAL STANDARDS OF DEVELOPMENT

- At the discretion of the Development Authority having regard for the Land Use Bylaw.
- The development shall provide emergency access route, to the satisfaction of the Development Authority.
- The Lot shall maintain a residential character similar in nature to the Grouped Country Residential district.
- Prior to development, a Development Permit is required for each prescribed Permitted and Discretionary Use in this district.

12. SIGN REGULATIONS

- As per the Land Use Bylaw.

13. OTHER STANDARDS

- All finished lot grading shall be constructed and maintained to the satisfaction of the Lethbridge County and shall be in accordance with the Engineering Guidelines and Minimum Servicing Standards.

- Approaches and Driveway access shall be in accordance with the Lethbridge County Engineering Guidelines and Minimum Servicing Standards or as otherwise stipulated by Council.
- Any additional standards as required by the Development Authority.

14. OTHER REQUIREMENTS

- At the time of any Development Permit application a Site, Layout, and Grading Plan is required – that shows the property dimensions, building locations, parking areas, outdoor storage areas, and utility easements and servicing areas, including the septic field location and any dugouts or storm ponds.
- At the time of any Development Permit application, the provision of Professionally Prepared Reports / Study Plans may be required. This includes but is not limited to a professional geotechnical investigations/tests and report, storm water management plans, and septic evaluation reports.
- Servicing
 - the landowner shall be responsible for ensuring all required servicing is provided to the development, including potable water and private septic. If an on-site private septic treatment system is used to handle sewage disposal, then the system and field must be installed by a certified installer licensed with the provincial department of Municipal Affairs.
- At the time of the Development Permit application, the Development Authority may impose Landscaping or Screening requirements if, in their opinion, they would serve to improve the quality or compatibility with nearby uses, as per Part 4 of the Land Use Bylaw.
- At the time of the Development Permit application, the Development Authority may impose additional restrictions to a new use, in consideration for the intensity of the existing uses on site.

15. SUBDIVISION

- No further subdivision of this Lot shall be allowed. Council, acting in the capacity of the Subdivision Authority, shall make decisions on any future Subdivision applications with respect to this bylaw.

16. DELEGATION OF AUTHORITY

- The Development Officer in accordance with the Land Use Bylaw and pursuant to Section 641 (3) of the Municipal Government Act may approve Development Permit applications for Permitted Uses, provided that they conform to the standards of this bylaw.
- County Council shall be the Development Authority to decide on applications for Discretionary Uses and any Waivers of development standards.

17. APPROVAL PROCEDURE

- Where the Development Officer as the Development Authority has been delegated the authority to decide upon Development Permit applications and has done so, then immediately upon issuance shall cause a notice of the decision to be issued to the applicant and persons likely to be affected accordance with Part 1.
- Before consideration of an application for a Development requiring a Waiver on the subject Lot, Council shall:
 - Cause a notice to be issued by the designated officer to any person likely to be affected.
 - Ensure that the notice contains the date and time that Council will hear the application for Waiver of Development standards.
 - Hear any persons that claims to be affected by the decision on the application.
- Council may then approve the Development application with or without conditions or refuse the application with reasons.
- Where Council has decided on a Development Permit application, the Development Officer acting on behalf of Council, shall cause a notice of the decision to be issued to the applicant and persons likely to be affected accordance with Part 1.
- When applicable, the County should seek comments from other agencies such as the planning advisor, Alberta Health Service, Alberta Transportation and Economic Corridors, or any applicable provincial or federal government department.

18. APPEAL PROCEDURE

- Pursuant to Section 685(4)(a) of the Municipal Government Act, if a decision with respect to a Development Permit application is made by Council, there is no appeal to the Subdivision and Development Appeal Board.
- Pursuant to Section 685(4)(b) of the Municipal Government Act, if the Development Officer has been delegated the Authority to decide upon Development Permit applications as the Development Authority, then the appeal to the Subdivision and Development Appeal Board is limited to whether the Development Officer followed the directions of Council.



Bylaw 26-001: Rural Agriculture to Direct Control

Plan 0110514; Block 1 Lot 1; (Portion of NW 31-10-21-W4M) Approx 3.077 Acres Located in Lethbridge County, AB

 **Bylaw 26-001 - Rural Agriculture (RA) to Direct Control (DC)**



FORM C: APPLICATION FOR A LAND USE BYLAW AMENDMENT

Pursuant to Land Use Bylaw No. 24-007

OFFICE USE		
Date of Application: <u>Nov 4 / 25</u>	Assigned Bylaw	No. <u>26-001</u>
Date Deemed Complete: <u>Nov 14 / 25</u>	Application & Processing Fee:	\$ <u>1500.00</u>
<input checked="" type="checkbox"/> Redesignation <input type="checkbox"/> Text Amendment	Certificate of Title Submitted:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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

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

APPLICANT INFORMATION

Name of Applicant: kavana Phone: Fred [Redacted]

Mailing Address: Box 759 Phone (alternate): _____

Picture Butte AB Fax: _____

email: [Redacted]

Postal Code: T0K 1V0

Is the applicant the owner of the property? Yes No

IF "NO" please complete box below

Name of Owner: Pelleboer Farms Ltd Phone: [Redacted]

Mailing Address: Box 57

Monarch AB

Postal Code: T0L 1M0

Applicant's interest in the property:

Agent

Contractor

Tenant

Other _____

PROPERTY INFORMATION

Municipal Address: 105071 RR 220

Legal Description: Lot(s) 1 Block 1 Plan 0110514

OR Quarter _____ Section _____ Township _____ Range _____

FORM C: APPLICATION FOR A LAND USE BYLAW AMENDMENT

Pursuant to Land Use Bylaw No. 24-007

AMENDMENT INFORMATION

What is the proposed amendment?

Text Amendment

Land Use Redesignation

IF TEXT AMENDMENT:

For text amendments, attach a description including:

- The section to be amended;
- The change(s) to the text; and
- Reasons for the change(s).

IF LAND USE REDESIGNATION:

Current Land Use Designation (zoning):

agricultural/residential

Proposed Land Use Designation (zoning) (if applicable):

direct control

SITE DESCRIPTION:

Describe the **lot/parcel dimensions** _____ and **lot area/parcel acreage** 3.08
Indicate the information on a scaled PLOT or SITE PLAN: (0-4 acres at 1" = 20'; 5-9 acres at 1" = 100'; 10 acres or more at 1" = 200')

Site or Plot Plan Attached

Conceptual Design Scheme or Area Structure Plan Attached

OTHER INFORMATION:

Section 55 of the *Land Use Bylaw* regulates the information required to accompany an application for redesignation. Please **attach a descriptive narrative** detailing:

- The existing and proposed future land use(s) (i.e. details of the proposed development);
- If and how the proposed redesignation is consistent with applicable statutory plans;
- The compatibility of the proposal with surrounding uses and zoning;
- The development suitability or potential of the site, including identification of any constraints and/or hazard areas (e.g. easements, soil conditions, topography, drainage, etc.);
- Availability of facilities and services (sewage disposal, domestic water, gas, electricity, fire protection, schools, etc.) to serve the subject property while maintaining adequate levels of service to existing development; and
- Access and egress from the parcel and any potential impacts on public roads.

In addition to the descriptive narrative, an Area Structure Plan or Conceptual Design Scheme may be required in conjunction with this application where:

- redesignating land to another district;
- multiple parcels of land are involved;
- four or more lots could be created;
- several pieces of fragmented land are adjacent to the proposal;
- new internal public roads would be required;
- municipal services would need to be extended; or
- required by Council, or the Subdivision or Development Authority if applicable.

FORM C: APPLICATION FOR A LAND USE BYLAW AMENDMENT

Pursuant to Land Use Bylaw No. 24-007

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

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

if deemed necessary.

SITE PLAN

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

DECLARATION OF APPLICANT/AGENT

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

APPLICANT

REGISTERED OWNER (if not the same as applicant)

Nov 01 2025

DATE

IMPORTANT: The personal information requested on this form is being collected under the authority of Section 4(c) of the Protection of Privacy Act (POPA). The information will be used for the purpose for which it was collected. For further information about the collection and use of this information please contact Lethbridge County by email at atippcoordinator@lethcounty.ca or call 403-328-5525.

TERMS

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

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

AGENDA ITEM REPORT



Title: 2026 Agricultural Service Board Level of Service
Meeting: Council Meeting - 21 May 2026
Department: Operations
Report Author: Candice Robison

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 12 May 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The Agricultural Services department has updated the Level of Service (LOS) document to formalize the activities performed by the department. The document mirrors the ASB Grant Agreement and sets a baseline for the LOS that is provided through operational activities in conjunction with legislated requirements under the numerous Acts. Each year as the budget is set the LOS document is brought forward to council as recommended by the Agricultural Service Board with revisions that will adjust the service levels to increase or decrease activities.

RECOMMENDATION:

Moved that Council approve the 2026 Agriculture Service Board Level of Service document as recommended by the Agricultural Service Board.

REASON(S) FOR RECOMMENDATION(S):

To provide an accurate and measurable Level of Service that is formed on an approved budget. Department staff will work within the budget to deliver the services based on Council priorities and field-level observation of maintenance needs. The goals set forward in this document will require flexibility as weather conditions can be a major factor in delivering Agricultural Services programs.

PREVIOUS COUNCIL DIRECTION / POLICY:

Council has previously approved the Agriculture Department Level of Service on a yearly basis.

BACKGROUND INFORMATION:

The Agricultural Service Board Level of Service Document will provide clear and measurable target for ASB activities that will be set annually by Council. Modifications to the document must take into consideration our baseline obligations under the ASB Grant which was renewed for a five year term from 2025-2029. The document will be available to the public who will gain a better understanding of service levels provided and approved.

ALTERNATIVES / PROS / CONS:

Council can suggest changes to the LOS to administration to be brought forward for council resolution at a future meeting.

FINANCIAL IMPACT:

The budget for 2026 is the main consideration of the Level of Service that can be provided. As the budget amounts have been considered and passed the Level of Service provides a business plan to carry our ASB services with the set budget amount as a template.

LEVEL OF PUBLIC PARTICIPATION:

- Inform Consult Involve Collaborate Empower

ATTACHMENTS:

[2026 ASB Level of Service](#)

Agricultural Service Board

Level of Service

Created July 2022, Revised January 2026





Agricultural Service Board Business Plan

Vision

Lethbridge County Agricultural Service Board effectively supports one of the strongest agricultural economies in Canada.

Mission

Lethbridge County council and staff will support Agriculture Sustainability in all sectors through strong leadership and empowered employees. Our parks environment will inspire residents to be active and involved in their rural community.

Values

Service: Agriculture is the foundation of Lethbridge County. We are committed to achieving the highest level of customer service through evolving programs that support Agriculture.

Financial Accountability: Lethbridge County Agricultural Service Board will make wise use of financial resources in providing efficient and effective services.

Empowered Staff: Lethbridge County Agricultural Service Board intends to recruit and retain committed staff by providing a positive work environment that encourages teamwork, initiative, safety, respect, innovation, learning and hard work. Support and resources are provided to help employees succeed and contribute to our goals.

Strong Relationships: Lethbridge County Agricultural Service Board is committed to maintaining strong working relationships with provincial and federal governments, provincial and regional associations, agricultural commodity groups, neighboring municipalities, research and training institutions and educational institutions.

Sustainability: We are committed to using our resources wisely, thinking about long-term success and continuity in our operations and the services we provide. Our staff perform their duties safely and thoroughly, taking the time to make informed decisions to work efficiently and effectively. We measure new ideas and innovations carefully to make sure they'll have a positive impact and keep us strong for the long haul.

Continuous Improvement: We regularly look at how we can improve our processes and systems, ensuring our producers, residents, landowners and businesses are receiving services that are relevant and meaningful. Our staff are committed to learning and growing their skillset to best serve our community.



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Purpose, Considerations, and Level of Service

Lethbridge County Agricultural Service Board (hereinafter referred to as ASB) was officially formed in 1958. Operating under the Agricultural Service Board Act, Lethbridge County has always been a strong proponent in administering Provincial Legislation including:

- Alberta Weed Control Act
- Alberta Soil Conservation Act
- Alberta Agricultural Pest Act
- Animal Health Act

The Agricultural Service Board (ASB) is committed to the promotion of the quality of life in a rural environment. The ASB does this by providing services, information, and new technology in cooperation with other governments, jurisdictions, and agencies. This is achieved by establishing “levels of service” that ensure statutory requirements are met with consideration for the collective interests of residents and clients.

The ASB receives a portion of its funding from the provincial government for implementing the delegated legislation at the ground level. The ASB carries out mowing, spraying, and seeding programs for industry, landholders (i.e., owners and lessees) other County departments and several parks and cemeteries in the County. The County also rents specific equipment to county landholders to help them maintain their obligations under the County’s various legislative responsibilities. The ASB partners with the province and other partners to provide Rural Extension programming aimed at delivering Alberta’s agriculture environmental sustainability initiatives. Vegetation management constitutes a large portion of the ASB duties, including both mowing and spraying activities on all County owned right of way. Other ASB Vegetation Management areas include Cemeteries, Hamlets, Subdivisions, and County-owned Yards, Grader Camps and Water and Wastewater sites. The Parks department is also an additional service of the ASB.

Lethbridge County actively delivers weed and pest control programs that support agriculture production. Programs are designed to assist producers in both identification and control measures for designated weeds and pests. Weed control efforts give special attention to areas of concern that focus on:

- lands adjacent to the bed and shores of water resource features,
- haul routes to intensive livestock operations and other agricultural/rural businesses,
- CPKC Railway right of ways and,
- Recent road construction projects.

Roadside mowing efforts also contribute to the integrated program as ASB staff operate a fleet of mowers and are given the flexibility to control weed infestations occurring outside the first pass.



Scope of Responsibility

Lethbridge County ASB is responsible for Vegetation Management on all County owned right of way and public areas. Herbicide applications are also performed for Alberta Transportation on all Provincial Highways that are within County Municipal Boundaries.

Level of Service (LOS)

It is the expectation of County landholders, citizens, and the agriculture community that the ASB programs maintain a Level of Service that supports agriculture production and rural living. The Level of Service is achieved through funding for a balance between legislated commitments and the needs of our rural population.

Delivery/Support of the Weed Control Act

Strategy

To control the spread and establishment of noxious and prohibited weeds in Lethbridge County on both private and public land with guidelines provided under the following guidelines and procedures included in Appendix A; Weed Control and Vegetation Management:

- Weed Notices.
- Weed Extension and Inspections
- Leafy Spurge and Knapweed Vegetation Management
- Prohibited Noxious Weed Control
- Seed Cleaning Plants
- Integrated Weed Management

Level of Service Measures

- Two weed inspectors will be continuously appointed.
- An appeal committee for weed notices will be appointed at the annual organizational meeting, and the term will be for the upcoming calendar year.
- 33% of municipal right-of-way will be sprayed to control regulated weeds. The 33% rotation is illustrated in the Spraying LOS map.
- All newly seeded roads will be mowed on an as needed basis to control weeds until the grass can withstand a chemical application.
- Revisit the GPS (200+) marked weed sites and hand pull or apply herbicide where necessary.
- Enter into a yearly service agreement with Volker Stevin to provide weed control on Alberta Transportation highways in the County. The contract will provide chemical weed control with allocations used on previously identified weed infestation or hot spots. Funding amounts for this service will depend on the Provincial budget.
- Work with the Planning and Development Department to develop a permitting program/system for Solar and other large industrial developments to include submission of vegetation and pest control plans to ensure compliance with the Weed Control and Pest Control Acts.



Delivery/Support of the Agricultural Pests Act

Strategy

To control the spread and establishment of declared pests and nuisances as outlined in the Pest and Nuisance Regulation with guidelines provided under the following guidelines and procedures included in Appendix B Pest Control and Management:

- Surveys
- Norway Rat
- Coyotes
- Skunks
- Live Traps
- Grasshopper Control

Level of Service Measures

- Two (2) pest inspectors are continuously appointed.
- An appeal committee for pest notices will be appointed at the annual organizational meeting, and the term will be for the upcoming calendar year.
- Up to date pest information is available on the County website and in County Newsletters, which are published at least once a year.

Annual Inspections or Trapping Requirements:

- In cooperation with Alberta Agriculture, a total of ten (10) fields are inspected for Clubroot and Virulent Blackleg.
- Two (2) fields will be monitored for Bertha Army Worm.
- Bacterial Ring Rot inspections will take place on potato fields with locations supplied by the Alberta Potato Growers Association.
- Each township in the County will be surveyed for grasshoppers annually.
- Lethbridge County will have a supply of twenty (20) traps for Magpie and Skunk Control.

Delivery/Support of the Soil Conservation Act

Strategy

To prevent or stop soil erosion from occurring as outlined in the Soil Conservation Act with guidelines provided under guidelines and procedures in Appendix C Soil Conservation Management.



Level of Service Measures

- Two (2) soil conservation officers will be appointed.
- The members of the Agricultural Service Board are the appeal committee for Soil Conservation Act and this will be confirmed at the annual organizational meeting.
- All known instances of soil erosion will be inspected.
- Current information on how to control soil erosion will be posted on the County website and will be promoted through the County newsletter and social media.
- Lethbridge County will have available tractors, straw crimper, cultivator with lister shovels and heavy equipment to carry out control measures when necessary.
- Work with the Planning and Development Department to develop a permitting program/system for Solar and other large industrial developments to include submission of soil conservation and plans to ensure compliance with the Soil Conservation Act.

Support of the Animal Health Act

Strategy

To support the Chief Provincial Veterinarian should a disease outbreak occur in Lethbridge County.

Level of Service Measures

- Have an up-to-date emergency management plan that addresses disease in livestock.
- Have staff trained on relevant diseases and how to support an animal disease outbreak situation should one occur. Training is provided during mandatory In-Service Training for Members of the Association of Agricultural Fieldmen or other seminars that may occur.

Resource Management/Rural Extension Program

Strategy

To provide rural extension programming that supports rural living and sustainable agricultural practices.

Level of Service Measures

- Collaboration of internal staff to provide Resource Management services and activities.
 - External expertise is leveraged to further support the program, as appropriate.
- Deliver Environmental Farm Plans to County producers.
- Assist producers with Sustainable Canadian Agricultural Partnership Programs and other funding programs available.
- Collaborate with various stakeholders and support applied research projects that support sustainable agriculture.
- Work with drag line manure applicators to identify and install culvert road crossings that are mutually beneficial to producers and the County.
- Work with commercial manure applicators to extend Agricultural Operations Practices Act regulations and guidelines regarding appropriate manure management and application.
- Publish two magazines to support Rural Living and Agricultural Services programs.
- Provide and promote programs to improve Riparian Health in the County
 - Work cooperatively with the four watershed groups.
 - Maintaining open communication with the Oldman Watershed Council, Cows and Fish and other groups and agencies focused on environmental sustainability.
- Host an annual Nutrient Management Webinar Series for producers and provide recordings for later viewing.
- Deliver workshops that address producer challenges with practical, up-to-date information

Roadside Mowing

Strategy

To maintain a mowing program that is aesthetically pleasing while also providing: weed control, elimination of sightline issues and snow drift prevention with guidelines provided in Appendix D Roadside Mowing.

Level of Service Measures

- Paved roads will be mowed starting in the beginning of June. Mowing will then be treated on an as-needed basis during the growing season.
- All gravel roads will be mowed twice throughout the growing season commencing in mid- June. If re-growth is minimal a second cut may not be required. Mowing LOS map indicates the dryland areas of the County where a second cut is typically not required in dry years.
- A deeper cut into the ditch is made where heavy weed infestations or excess vegetation that may cause snow drift issues are identified.

Rental Equipment

Strategy

To provide a variety of agriculture related equipment to loan or rent to producers with guidelines provided in Appendix E ASB Rental Equipment.

Level of Service Measures

- The following pieces of equipment will be available: Brillion Drills, Plastic Mulcher, Tree Planter, and Chisel Plow with Lister shovels, Plastic Roller, and Straw crimper.
- Yearly rental rates will be set on an annual basis through the Lethbridge County Schedule of Fees Bylaw #26-001.

Parks, Cemetery, Hamlet, and Subdivision Maintenance

Strategy

To maintain all public areas to a consistent and set standard that Lethbridge County stakeholders can rely on as described in the following Appendix F Parks, Cemetery, Hamlet, and Subdivision Maintenance.

- Parks Vegetation Management
- Playgrounds and Trail Inspection

Level of Service Measures

Parks

- Parks are maintained on an as needed basis from May until October. Cycle times for mowing will vary on moisture conditions, cycling from 10-14 days between maintenance.
- Playgrounds are inspected by staff certified in playground inspection every two months, at a minimum.
- Trail Systems are inspected for safety related issues in the Spring and Fall.
- Enhance and renew playground equipment in cooperation with community groups.

Cemetery

- Cemeteries are mowed twice per year, subject to prevailing drought or excess moisture conditions.



- Mowing events are scheduled by the Supervisor of Agriculture on an “as needed” basis.

Hamlets/Subdivisions

- Hamlets are mowed twice a year, or more, depending on moisture conditions.
- Water and Wastewater Lagoons will be mowed and cleared of woody plants once per year or more depending on regrowth.
- Back-alley gravel levelling is completed, as needed, in the Spring and Fall.

Brushing/Tree Removal/Pruning Program

Strategy

To maintain all Lethbridge County Roadways, Water and Wastewater Lagoons, Parks, and Environmental Reserve land to address overgrowth and hazards created by trees, brush, and general vegetation.

Level of Service Measures

- Three (3) staff members are available for brushing work during the months of November to March when weather conditions allow.
- Priority brushing is completed where intersection obstruction is noted.
- Brushing will only take place from June to October for downed trees or brush caused by adverse weather conditions.
- Tree maintenance is performed in Parks and Environmental Reserves on an on an as needed basis.

Delay of Maintenance Operations

Vegetation Management on public spaces are impacted by multiple factors that can disrupt services and/or affect maintenance operations timelines, such as:

- Unsuitable or inclement weather.
- Equipment breakdowns.
- Intense farm activity causing safety considerations.
- Manpower shortage due to illness or absenteeism.
- Municipal emergencies.
- Public health emergencies (e.g., pandemic).

Conclusion

Lethbridge County ASB activities are a balance between legislated responsibility and levels of service defined by Council as representatives of the public. The ASB Grant, which provides supplemental funding, was renewed for a five-year term in 2025 (i.e., 2025 – 2029), all legislated activity is also set out in this document. The province requires annual reporting on ASB activities to demonstrate that the County’s commitments are met for both the Legislative and Resource Management Grant funding streams.



Appendices

Guidelines, Procedures, Policy

Appendix A: Weed Control and Vegetation Management

1. Integrated Weed Management
2. Weed Extension and Inspections
3. Weed Notices
4. Leafy Spurge and Knapweed Vegetation Management
5. Prohibited Noxious Weed Control
6. Seed Cleaning Plants

Appendix B: Agricultural Pest Act Policies

1. Surveys
2. Live Traps
3. Norway Rat
4. Coyotes
5. Skunks
6. Grasshopper Control
7. Clubroot Inspection and Control

Appendix C: Soil Conservation Act

1. Soil Conservation Management

Appendix D: Roadside Mowing

1. Roadside Mowing

Appendix E: Rental Equipment and ASB Schedule of Fees

1. ASB Rental Equipment
2. Schedule of Fees/ASB Related Portion of Bylaw #25-001

Appendix F: Parks Policies

1. Parks Vegetation Management
2. Playground and Trail Inspection

Appendix G: Maps

1. Roadside Mowing
2. Roadside Spray Program



Appendix A: Weed Control and Vegetation Management

Guidelines, Procedures, Policy

1. Integrated Weed Management

- 1.1. To control weeds in Lethbridge County on a timely basis; to ensure compliance with the Weed Control Act.
- 1.2. Paved and oiled roads receive priority.
- 1.3. Spraying is carried out on a three-year rotation within the County, as follows:
 - Area 1 – All right-of-way west of RR-23-0 north of 519, west of 22-0 south of 519 and west of Highway 4 south of Lethbridge.
 - Area 2 – All right-of-way south and east of the Oldman River and east of Highway 4.
 - Area 3 – All right-of-way east of RR 23-0 north of 519 and south of 519 east of RR 22-0. The areas not scheduled for spraying will receive spot treatment.
- 1.4. Weeds that are too mature to be effectively controlled with chemicals or that are located too close to sensitive crops are mowed to control the spread of seeds. It is recognized that inclement weather could impede implementation of portions of the LOS.
- 1.5. Only chemicals registered for right-of-way use are employed.
- 1.6. Spray truck operators will exclude areas such as farmstead frontages and where canals, drainage channels, sloughs, and ponds encroach on the road allowance. Spray booms are also turned off 100 meters on either side of visible beehives.
- 1.7. Landowners that do not want their road allowances sprayed must visibly post DO NOT SPRAY signage so that operators have sufficient time to react.
- 1.8. “Do Not Spray” signs are available at the Lethbridge County office.
- 1.9. a. Landholders posting “Do Not Spray” must sign a “No Spray Zone” Agreement with Lethbridge County.
- 1.10. The County’s rights-of-way are not considered as a “buffer zone” for organic farming purposes.
- 1.11. Operators will only spray when weather and wind conditions warrant and will keep a daily log of roads sprayed, weather conditions, wind direction and speed and the PCP number of the chemical being applied.
- 1.12. Difficult to control noxious or prohibited noxious weeds located in rights-of-way in small, contained infestations are mowed, pulled or hand-sprayed with a selective herbicide registered for control of the specific species involved.
- 1.13. The roadside spraying program is advertised prior to commencement of spray activities.
- 1.14. Roadside spraying is coordinated with roadside mowing to avoid duplication.

2. Weed Inspections

- 2.1. The Weed Inspector will enforce the Provincial Weed Control Act during the growing season from May to September.
- 2.2. The Inspector conducts their duties under the supervision of the Agricultural Fieldman or their designate.
- 2.3. The Inspector will contact landholders to provide weed control extension materials, where necessary.

2.4. County employees will always exercise suitable public relation skills when engaging landholders by applying a firm but fair approach.

3. Weed Notices

- 3.1. Notices to remedy a weed problem are issued at the discretion of the Agricultural Fieldman or their designate.
- 3.2. Notices are issued under the provisions outlined in the current Alberta Weed Control Act.
- 3.3. When a landholder demonstrates non-compliance with a weed notice, remedial work will be implemented by the County, or its agents, and all related costs are applied against the landowner.
- 3.4. Where payment is not received for remedial work, the amount owing is placed on the tax roll as an additional levy against the affected lands.
- 3.5. In cases of continued non-compliance, the Agricultural Fieldman, or their designate, may determine that prosecution is the only remaining compliance instrument. In such cases, the ASB Committee will review the case and approve or reject initiation of legal action in a Court of Law.

4. Leafy Spurge and Knapweed

- 4.1. During the growing season, the ASB will send operators to systemically survey, map and treat Knapweed and Leafy Spurge within the bed and shore and vacant public lands adjacent to water resource features.
 - 4.1.1. The County is compensated for costs associated with the water resource protection program through the ASB grant and a grant from Alberta Environment and Protected Areas.
- 4.2. Landowners adjacent to the bed and shore are encouraged to treat infestations of these weeds on their land. Where necessary, the County's Weed Inspector provides information to help landholders achieve effective results.
- 4.3. If the landowner does not respond to treatment requests for these species, a weed notice will be issued.

5. Prohibited Noxious Weeds

- 5.1. When a prohibited noxious weed infestation is discovered or reported, the County will conduct a thorough inspection to determine the area affected and the number of plants present.
- 5.2. Where necessary, the affected landholder is issued a Weed Notice, as outlined under the Weed Control Act.
- 5.3. Where the landholder is provided with the option to treat infestations occurring in row cropped fields.
- 5.4. The landholder is obliged to hand rogue or spot spray, as many times as the Weed Inspector deems necessary, to destroy all prohibited noxious plant material.
- 5.5. Spot spraying must be with a non-selective herbicide registered for control of the prohibited noxious weed.
- 5.6. All impacted plant material must be disposed of as directed by the Weed Inspector.
- 5.7. Where the weed inspector determines that:
 - 5.7.1. Roguing or spot spraying a prohibited noxious weed occurring in a row crop is not feasible, or
 - 5.7.2. The noxious weed infestation eradication was not conducted effectively.



- 5.8. The affected area will, at the discretion of the Agricultural Fieldman, be eradicated of all vegetation within the infested area through:
 - 5.8.1. The application of a non-selective herbicide to the entire infested area or,
 - 5.8.2. By plowing under the entire infested area.
 - 5.9. Harvest of a previously affected row crop field must be supervised by the Weed Inspector to reduce potential cross-contamination risks.
 - 5.10. Eradication methods for prohibited noxious weed infestations identified in non- row cropped areas are determined by the Weed Inspector.
 - 5.11. Persons failing to comply with a noxious weed notification are subject to the provisions set out under the Weed Control Act.
6. Seed Cleaning Plants
- 6.1. Seed cleaning plants in the County and City of Lethbridge, or Village or Town whose borders are surrounded by the County will be inspected, as outlined in the Weed Control Act, Seed Cleaning Plant Regulations.
 - 6.2. Seed plants are inspected once a year by the Agricultural Fieldman, or their designate.
 - 6.3. A minimum of 20 samples per plant will be collected randomly throughout the year.
 - 6.4. License issuance is based on test results, in conjunction with the licensing form provided under the Seed Cleaning Regulations of the Weed Control Act.

Appendix B: Pest Control Management

Guidelines, Procedures, Policy

1. Surveys

- 1.1. At the request of senior government, agricultural pest surveys are undertaken by ASB staff for diseases such as the Blackleg and Clubroot in Canola, Ring rot in Potatoes, Fusarium in cereals and the Grasshopper Forecast survey.
- 1.2. The Agricultural Fieldman will negotiate survey methodology and cost share agreements prior to any survey being undertaken.
- 1.3. Surveys are completed with consideration to optimum survey timing, accounting for competing county programs and staffing needs.

2. Live Traps

- 2.1. Live traps are available to County landowners or lessees to enable control of Magpies, Raccoons, or Skunks.
- 2.2. A "Use Agreement," valid for 30 days, is required to obtain a live trap. The agreement includes the name, address, legal land description, telephone number and signature of the responsible landowner or lessee.
- 2.3. The landholder is charged for Live Traps in accordance with the Schedule of Fees Bylaw.

3. Norway Rat

- 3.1. All valid, reported sightings of a Norway Rat are investigated immediately.
 - 3.1.1. The validity of Norway rat sightings is determined by the Agricultural Fieldman or their designate.
- 3.2. Where the investigation identifies a positive sighting, where the animal(s) cannot be readily eradicated, the Provincial Rat Specialist will be contacted for assistance.
- 3.3. Lethbridge County will contact the individual(s) who originally submitted the sighting to disclose the outcome of the investigation.

4. Coyotes

- 4.1. All complaints involving Coyote predation on domestic livestock will be investigated as soon as is feasibly possible.
- 4.2. The investigating officer, as outlined under the Agricultural Pests Act, will determine the best method for eliminating the predator responsible.
- 4.3. The appropriate forms must be completed prior to issuance of pest control devices, such as poison or snares.
- 4.4. In particularly difficult cases the Provincial Predator Control Specialist will be contacted to assist the producer.

5. Skunks

- 5.1. All complaints involving skunks behaving abnormally are dealt with immediately. Residents in rural areas are encouraged to eliminate the skunk immediately, preferably without destroying the head or brain.
- 5.2. Where the resident is unable, for any reason, to eliminate the animal, the investigating Officer will trap or eliminate any skunk(s) behaving abnormally on behalf of the complainant.
- 5.3. The Provincial Wildlife Disease Specialist will be contacted to assist with having the animal tested. Results obtained from the Animal Disease Research Institute (ADRI) will be shared with the complainant.
- 5.4. Where positive results are established, the Provincial Wildlife Disease Specialist will cooperate with Canadian Food Inspection Agency (lead agency), the Agricultural Fieldman and ADRI to organize the necessary control measures.
- 5.5. Live traps are available to residents wishing to remove nuisance skunks from their property. Live traps issuance is provided in accordance with the Schedule of Fees Bylaw.

6. Grasshopper Control

- 6.1. Lethbridge County will cooperate with landholders wishing to control the severity of grasshopper infestations on adjacent County owned rights-of-way.
- 6.2. Landholders planning to perform grasshopper control on County owned right-of-way must have approval from the Agricultural Fieldman or their designate.
- 6.3. Grasshopper control methodologies must use procedures that minimize risks to road users/traffic.
- 6.4. Applicants for grasshopper control on County lands must include a signed waiver agreement prior to execution of county implemented control measures.
- 6.5. Grasshopper control approvals are issued where pest numbers are above the economic threshold, as per provincial guidelines.
- 6.6. Control methodologies must follow label directions provided for an approved pesticide brand formulation registered for use on grasshoppers.

7. Clubroot Inspection and Control

7.1. Field Surveys

- 7.1.1. Yearly inspections for Clubroot in Canola are completed by Agricultural Services Staff.
- 7.1.2. Clubroot survey method, sampling technique, reporting and calculation of disease incidence must follow standard protocols provided by the Alberta Clubroot Management Committee.
- 7.1.3. Positive identification of Clubroot in canola shall be confirmed by certified laboratory testing. Submit samples to two independent accredited laboratories.

7.2. Disease Spread Reduction

- 7.2.1. A "Notice to Control Pests" shall be issued to any landowner found to own the land infested with clubroot, pursuant to the Agricultural Pests Act.
- 7.2.2. The "Notice to Control Pests" may include any or all the following conditions:
 - A four-year prohibition from growing canola, mustard, and brassica crops.
 - Following the four (4) year prohibition period, the landholder must notify the Agricultural Fieldman, in writing, of their intent to grow canola variety. Whereby, the canola must be a registered clubroot resistant variety.



- An owner or occupant must follow a Clubroot Management Plan, intended to reduce the spread of the disease through movement of soil or equipment¹.
- All other users of the said field(s) must adhere to the same best management practices for Clubroot sanitation.
- Prohibited crops grown within the four-year prohibition period will be destroyed, at the expense of the grower, using any appropriate means.
- All neighboring landowners and all industries having genuine commercial interest will be notified of the confirmed positive Clubroot incidence and its location.
- Canola growers in high-risk situations/locations should follow traditional Canola rotation recommendations (1 in 4 years) to reduce the risk of Clubroot introduction to clean fields.
- Lethbridge County will review these guidelines and procedures within one year of a positive Clubroot result with the County.

Appendix C: Soil Conservation Management

Guidelines, Procedures, Policy

1. Soil Conservation

- 1.1. Lethbridge County's ASB recognizes the protection of soil quality and integrity is vital to agricultural, environmental, and human sustainability.
 - 1.1.1. Alberta's Soil Conservation Act, its associated regulations, as periodically amended, provide the legislated mandate to prevent loss or deterioration of the soil resource.
 - 1.1.2. The County is authorized by the province to enforce the Soil Conservation Act
- 1.2. Soil Conservation notices are issued at the discretion of the Agricultural Fieldman or their designate.
- 1.3. When a notice is issued, non-compliance may result in remedial work, either by the County or a Contractor designated by the County.
- 1.4. Remedial work may include mitigation work in the affected field(s) or removal of resulting soil deposits in County owned roadways or drainage ditches.
- 1.5. When remediation of County owned/controlled ditches is deemed necessary, the landholder will be notified prior to commencement of the work, including an estimate of cost.
- 1.6. Costs for the work are calculated using current Alberta Roadbuilders and Heavy Construction Association rates as authorized by the County's Schedule of Fees bylaw.
- 1.7. Upon completion, costs for the remedial complete by the County or its contractor, the legally titled landholder is issued an invoice.
- 1.8. Where the invoice is not paid on or before the due date, the amount will be subject to penalties and interest charges.
- 1.9. All outstanding invoices 120 days or more overdue will be placed on the County tax roll and collected based on County Tax bylaws and policy.
- 1.10. In cases of continued non-compliance, the Agricultural Fieldman or their designate. may determine that prosecution is the only remaining compliance instrument. In such cases, the ASB Committee will review the case and approve or reject initiation of legal action in a Court of Law.



Appendix D: Roadside Mowing

Guidelines, Procedures, Policy

1. Roadside Mowing

- 1.1. This program is developed, planned, and implemented by the Agricultural Department, in conjunction with Public Works operations.
- 1.2. Paved or oiled roads are mowed beginning in June, on an as-needed basis, during the growing season.
- 1.3. If necessary, all gravel roads will be mowed twice throughout the growing season, commencing in mid-June.
 - 1.3.1. Where re-growth is minimal, a second cut may not be required.
 - 1.3.2. Inclement weather, such as heavy rain events or early winter, could prevent the completion of the program.
- 1.4. Grader operations are coordinated and implemented in a manner that minimizes interference with and efficiency of mowing operations.
- 1.5. Roadside spraying operations are coordinated and implemented in a manner that minimizes interference with and efficiency of mowing operations.

Appendix E: ASB Rental Equipment

Guidelines, Procedures, Policy

1. Rental Equipment

- 1.1. ASB rents equipment for use exclusively on land located within Lethbridge County boundaries.
- 1.2. A current ASB rental equipment list and fees are advertised annually.
- 1.3. A chronological applicants list is maintained, and equipment distribution is provided on a first come, first-serve basis, as near as practical.
- 1.4. County personnel are responsible for moving rental equipment to and between farms.
- 1.5. The applicant is responsible to service, clean and maintain rental equipment, as necessary, before it is returned to the County and/or passed onto the next applicant.
- 1.6. The applicant will provide suitable equipment and competent personnel to operate County equipment.
- 1.7. Customers are assessed fees on a per acre or maximum daily charge, as specified by the Schedule of Fees Bylaw, at the discretion of the County.
- 1.8. The program is evaluated annually to implement necessary LOS or guideline changes.



Appendix F: Parks, Cemetery, Hamlet, and Subdivision Maintenance

Guidelines, Procedures, Policy

1. Parks

- 1.1. County Parks maintenance is the responsibility of the Agricultural Department.
- 1.2. The Parks department consists of the following:
 - 1.2.1. All municipal designated hamlet playgrounds and equipment.
 - 1.2.2. Municipal designated green space and walking paths.
 - 1.2.3. Inactive municipal school yards.
 - 1.2.4. Cemetery maintenance at Elinor, Albion Ridge, White Lake, and Barons cemeteries.

2. Playground & Trail Inspection

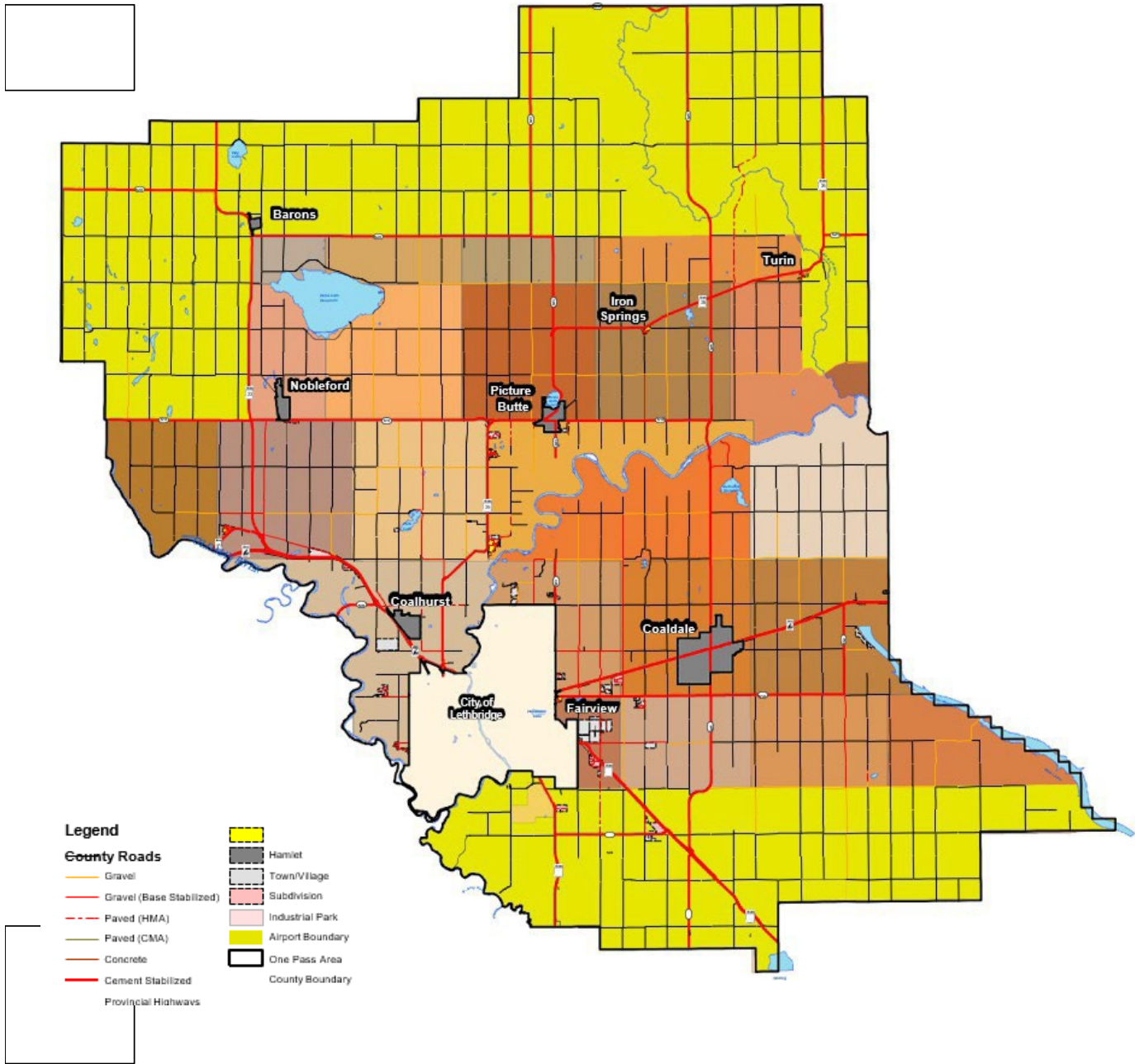
- 2.1. Playgrounds are inspected by staff certified in playground inspection every two months, at a minimum.
- 2.2. Lethbridge County trail systems are inspected by a department staff member on a semi-annual basis.
- 2.3. Inspections are recorded on the appropriate forms, including:
 - 2.3.1. Hazardous or potentially hazardous conditions.
 - 2.3.2. Corrective action required or taken to address identified hazards.
 - 2.3.3. Inspection date and inspector's signature.
 - 2.3.4. Inspection forms are submitted to the Agricultural Fieldman for review and coordination of necessary actions.

3. Supplemental

- 3.1. Playground equipment and Trails are also inspected by County crews during maintenance activities.
- 3.2. All equipment, facility and trail deficiencies identified by County maintenance crews are recorded and, wherever possible, corrected immediately.
- 3.3. Any debris, broken glass, foreign objects, etc. are removed from the site during inspection or maintenance activities.
- 3.4. Where identified deficiencies cannot be corrected immediately:
 - 3.4.1. The inspector or maintenance crew will erect caution tape to isolate the affected area.
 - 3.4.2. In such cases, qualified staff will be notified immediately to schedule the necessary corrective action as soon as is feasibly possible.

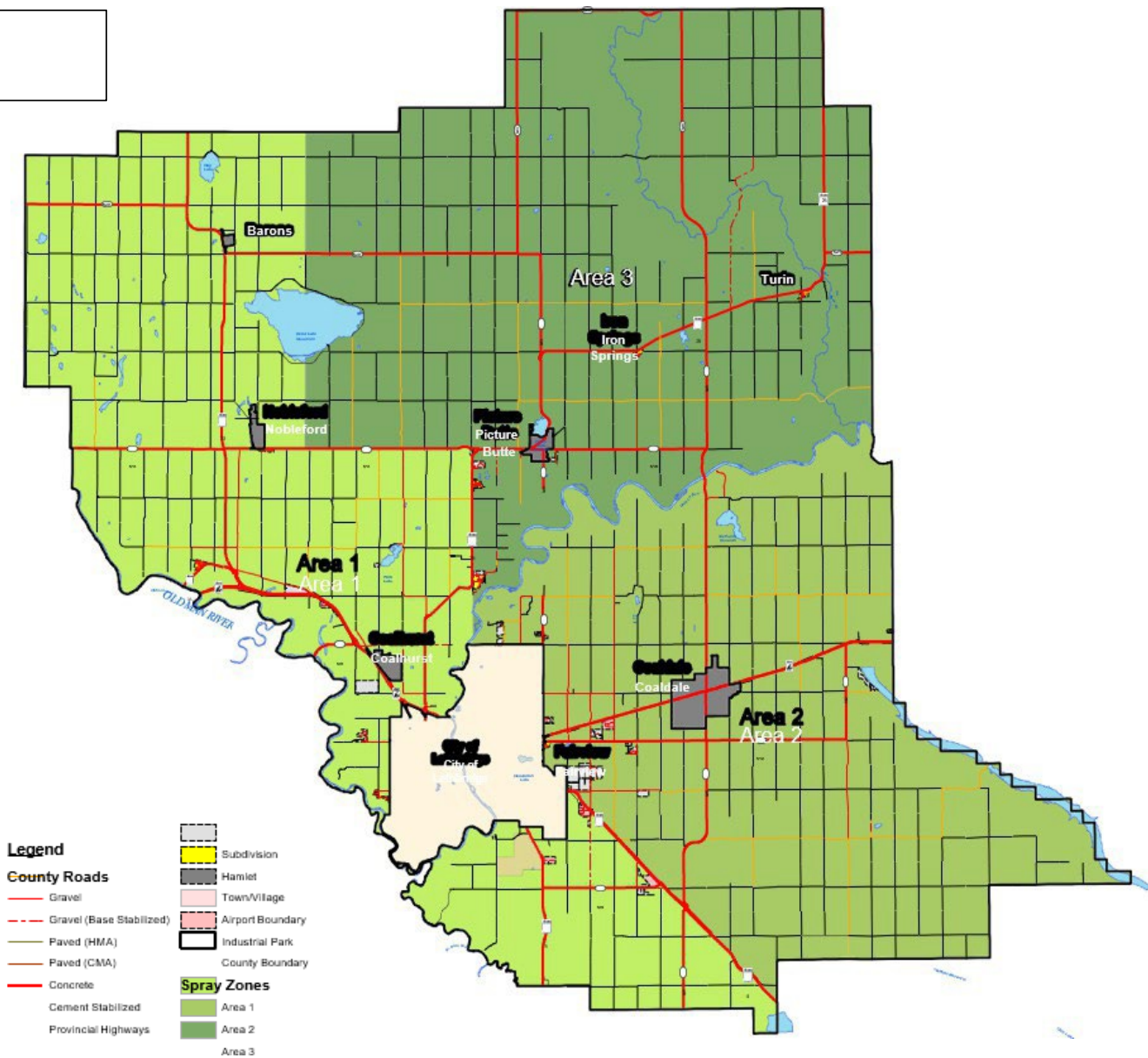


Lethbridge County Roadside Mowing – Map





Lethbridge County Roadside Spraying – Map



AGENDA ITEM REPORT



Title: ASB Strychnine Vendor Authorization
Meeting: Council Meeting - 21 May 2026
Department: Agriculture Service Board
Report Author: Candice Robison

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 12 May 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The Agricultural Service Board (ASB) respectfully requests that Lethbridge County Council authorize the ASB department to become a registered vendor for the sale and distribution of Strychnine to eligible agricultural producers within Lethbridge County. This initiative would provide local producers with convenient, regulated access to a critical pest control tool while ensuring compliance with all applicable federal, provincial, and municipal regulations governing the sale and use of this substance.

RECOMMENDATION:

That County Council authorize the ASB department to become a registered vendor for the sale and distribution of strychnine to eligible producers within Lethbridge County.

REASON(S) FOR RECOMMENDATION(S):

Strychnine remains an effective tool for managing predatory wildlife and rodent populations that threaten agricultural operations. Authorizing the ASB as a registered vendor would provide producers with convenient local access, expert guidance on proper application and safety, and reduced costs compared to sourcing from distant vendors. The ASB possesses the expertise and infrastructure to maintain strict compliance with all federal and provincial regulations, including proper licensing, customer verification, secure storage, and comprehensive record-keeping.

PREVIOUS COUNCIL DIRECTION / POLICY:

No previous Council direction has been provided.

BACKGROUND INFORMATION:

Predatory wildlife and rodent populations continue to pose significant challenges to agricultural producers in Lethbridge County. These populations can cause substantial losses to livestock, crops, and farm infrastructure. While multiple pest management strategies exist, strychnine remains a proven, and regulated solution for controlling these populations when applied appropriately.

Strychnine is a restricted pesticide in Canada, regulated under the Pest Control Products Act. Sale and distribution are subject to strict federal and provincial requirements, including vendor registration with Health Canada, compliance with Alberta Environment and Protected Areas regulations, verification that purchasers hold valid pesticide applicator certification or training requirements, comprehensive record-keeping of all sales transactions, and secure storage and security protocols.

ALTERNATIVES / PROS / CONS:

Alternative:

The ASB does not become a registered vendor for the sale and distribution.

FINANCIAL IMPACT:

No direct financial impact.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

BOARD REPORT



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

Chinook Arch Library Board Meeting - April 2, 2026



Clean Audit Opinion for 2025 Financials

The Board's 2025 Financial Statements have received a clean audit opinion from Insight LLP. The Board reviewed and approved the Audited Financial Statements as presented. Chinook Arch continues to face financial challenges due to revenue pressures, and some funds had to be transferred from the Board's reserves at the end of 2025 to make up a budget shortfall.

Annual Reports Approved

The Board approved the annual reports of the Chinook Arch Library Board and the Sylvia Hirsche Memorial Library (Wrentham). Key metrics show a growing demand for Chinook Arch services. The number of items shared between libraries increased in 2025, as did online resource usage and online catalogue visits.



Board Members Present

Corry Walk – Village of Arrowwood
Jane Johnson – Village of Barnwell
Belinda Rempel – Village of Barons
Tim Court – Town of Cardston
LeGrande Bevans – Cardston County
Brad Schlossberger – Town of Claresholm
Lori Harasem – Town of Coalhurst
Stephen A. Pain – Village of Coutts
Doreen Glavin – Municipality of Crowsnest Pass
Jim Monteith – Town of Fort Macleod
Suzanne French – Village of Hillspring
Al Beeber – City of Lethbridge
Kevin Slomp – County of Lethbridge
Marie Logan (Vice Chair) – Village of Lomond
Darryl Christensen (Chair) – Town of Magrath
Dorothy Fraser – Town of Milk River
JoAnne LeBlanc – Village of Milo
Melissa Jensen – Town of Nobleford
Mark Barber – Town of Pincher Creek
Tony Bruder – Pincher Creek MD
Kate Kindt – Town of Raymond
Stacey Maynes – Village of Stirling
Tamara Miyanaga – Taber MD
Marilyn Forchuk – Town of Vauxhall
Lorraine Kirk – Town of Vulcan
Doug Logan – Vulcan County
Derek Baron – Village of Warner
David Nilsson – Warner County
Barbara Clay – ID of Waterton
Maryanne Sandberg – Willow Creek M.D.
Allan Quinton – LPL Resource Centre

Regrets

Blanche Anderson – Village of Carmangay
Judy Perkin – Village of Champion
Jason Beekman – Town of Coaldale
John Doney – Village of Glenwood
Amanda Bustard – Town of Nanton
Chelsey Hurt – Town of Stavely
Naomi Wiebe – Town of Taber

2027 Chinook Arch Member Levy Request

The Board has passed a motion to request an increase to the 2027 per capita municipal levy. The levy, which was reduced to \$7.76 per capita in the early days of the COVID-19 pandemic, would be restored to the pre-pandemic level of \$8.17. For the change to take effect, it must be approved by two thirds of member councils representing two thirds of the total service population. A memo explaining the request will be sent to all member municipalities in May 2026.

Policies Approved

The board reviewed and approved the following policies. All board policies are reviewed once every three years, or as necessary. All policies can be found on the Chinook Arch website at <https://chinookarch.ca/about-us/board-policies>.

- Access to Information
- By-laws
- Confidentiality of Patron Records
- Library Outlets
- LAPP Policy
- Personal Vehicle for Business Use
- Personnel
- Protection of Privacy
- Working Remotely

Contact Us

Chinook Arch Regional Library System
2902 7th Avenue North
Lethbridge, AB T1H 5C6 | 403-380-1500
www.chinookarch.ca | arch@chinookarch.ca



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



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

May 8, 2026

Dear County of Lethbridge,

On behalf of the Moon River Estates Playground Committee, I am reaching out to request your support for our upcoming playground upgrade project.

Our community is working to replace the aging playground structure that was installed in the 1980's, with a newer, second-hand structure that will provide a safer and more enjoyable space for the many families who rely on it. While Moon River Estates is located within the MD of Willow Creek, we have a long-standing and valued relationship with the County of Lethbridge through your ongoing servicing of our water station. Your team visits daily to test and maintain the system, and our residents deeply appreciate the reliability and care you provide.

This project is 100% community funded, and our volunteer committee is working extremely hard to secure \$20,000 by August to make this upgrade possible. The structure we found through BDI Playgrounds is \$6,300 and we have currently raised \$2000 from bake sales, bottle drives and resident donations. We have attached the business letter we are sending out to potential supporters, which outlines further details.

Because of the important connection between our community and the County, we hope you might consider contributing to our playground upgrade. Any financial support would make a meaningful difference and help us create a safe, vibrant gathering place for children and families in our area.

We would be happy to provide additional information at your convenience. Thank you for the work you already do for our community and for considering this request.

Warm regards, Moon River Estates Playground Committee

Rebecca Foss

Michelle Brink

Leah Dormaar

Erica Larson

*Moon River Estates
Alberta, T0L1M0,
moonriverestates@outlook.com
Alberta Society Number
504149485*

*Moon River Estates
Playground Committee
Playground Upgrade
Donation Request*



Dear local business owner,

We are reaching out from the hamlet of **Moon River Estates**, a small community of 60 homes just south of Monarch. Our families are coming together to upgrade our community playground, which was originally installed during the development of Moon River in the 1980s. We have secured an affordable, second-hand playground structure to replace the well-loved existing equipment, with installation planned for August of this year.

This project is entirely community-funded. We do not have access to large grants or outside funding, and both the fundraising and installation efforts are being carried out by Moon River families. As part of our fundraising initiatives, we are hosting a **silent auction on June 20th at the Monarch Hall**. We are humbly inviting local businesses such as yours to consider donating an item or service for the auction.

Every contribution, regardless of size, makes a meaningful difference. All donations will be publicly acknowledged in our auction materials and at the event, providing recognition within our community and among visitors.

For those who prefer to make a monetary contribution, donations are also welcome. Official tax receipts will be issued through the **MD of Willow Creek No. 26** by contacting **Johanne Hannas** at **403-625-3351 ext. 250**. Monetary donations of **\$500 or more** will be recognized with an engraved nameplate at the park.

If you are interested in donating an auction item or making a financial contribution, please contact us by **June 1, 2026**. Thank you sincerely for your time, generosity, and support of our community.

Kindly,

Moon River Estates Residents
The Moon River Playground Committee
Rebecca Foss, Committee Member
604-798-1259 rdallamore@hotmail.com

March 11th, 2026

Farmers Day BBQ

The Picture Butte Ag Society will be hosting its annual Farmers Day BBQ in Picture Butte on June 12th in the community center parking lot. We are looking for support to help offset the costs of the event and are hoping that your business would like to be a sponsor. We encourage all sponsors to come to the event. Please wear your company logo so they can identify you and share conversation with all the community members who come out to enjoy a good BBQ burger, refreshments, snacks and fresh baking from the bakery. Last year we fed over 420 people, this is a great turnout by all members of the community and surrounding area. All sponsors will be recognized with signage up at the event if you have a banner or sign, we will gladly put it up. We encourage all donors to have a representative present if possible. All donations can be made out to the Picture Butte Ag Society. If you have any questions, please do not hesitate to contact me. I can be reached at 403-330-7447.

Yours truly,



Roxanne Adams

Picture Butte Ag Society Chair

AGENDA ITEM REPORT



Title: Lethbridge County Council Attendance Update - April 2026
Meeting: Council Meeting - 21 May 2026
Department: Administration
Report Author: Candice Robison

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 12 May 2026

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 - April 2026](#)

Lethbridge County Council Attendance
April 2026

Division 1

Councillor Lorne Hickey

April 2	Lethbridge County Council Meeting
April 10	Green Acres Anniversary Lunch
April 13	Green Acres Executive Meeting & Finance Meeting
April 20-22	Green Acres Conference in Halifax
April 27-29	Strategic Planning
April 29	Green Acres Board Meeting

Division 2

Reeve Tory Campbell

April 2	Lethbridge County Council Meeting
April 10	Meeting w/MP Thomas
April 15	EDL Board Meeting, virtual
April 15	Audit Committee Meeting
April 15	Town of Picture Butte Post Office Centennial Celebration
April 16	Lethbridge County Council Meeting
April 23	SouthGrow Quarterly Board Meeting
April 27-29	Strategic Planning
April 30	Tim Hortons FCSS Smile Cookie Decorating

Division 3

Councillor Mark Sayers

April 1	FCSS Board Meeting
April 2	Lethbridge County Council Meeting
April 8	Link Pathway Committee Meeting
April 16	Lethbridge County Council Meeting
April 17	Local Producers Gala
April 27-29	Strategic Planning
April 30	Tim Hortons FCSS Smile Cookie Decorating

Division 4

Deputy Reeve John Kuerbis

April 2	Lethbridge County Council Meeting
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April 7	Weekly meeting with Community Futures Executive Director
April 14	Weekly meeting with Community Futures Executive Director
April 14	Regional Waste Commission Meeting
April 15	Audit Committee Meeting
April 16	Lethbridge County Council Meeting
April 20	Corteva 100 Anniversary of Pioneer Brand Celebration
April 21	Regional Water Commission Meeting
April 22	Meeting with Prairies Can
April 22	Community Futures Monthly Board Meeting
April 27-29	Strategic Planning
April 28	Weekly meeting with Community Futures Executive Director
April 28	Diamond City Annual General Meeting
April 30	Emergency Advisory Committee

Division 5

Councillor Kevin Slomp

April 2	Lethbridge County Council Meeting
April 2	Chinook Arch Meeting
April 14	Regional Waste Commission Meeting
April 16	Lethbridge County Council Meeting
April 27-29	Strategic Planning

Division 6

Councillor Eric Van Essen

April 2	Lethbridge County Council Meeting
April 2	Town Hall with Deputy Ag Minister
April 15	Audit Committee
April 16	Lethbridge County Council Meeting
April 17	Local Producers Gala
April 27-29	Strategic Planning

Division 7

Councillor Tony Ankermann

April 2	Lethbridge County Council Meeting
April 15	Town of Picture Butte Post Office Centennial Celebration
April 16	Lethbridge County Council Meeting
April 21	Regional Water Commission Meeting

April 27-29

Strategic Planning

April 30

Tim Hortons FCSS Smile Cookie Decorating
