



AGENDA

Council Meeting

9:00 AM - Thursday, July 6, 2023
Council Chambers

Page

A. CALL TO ORDER

B. ADOPTION OF AGENDA

C. ADOPTION OF MINUTES

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1. County Council Meeting Minutes
[Council Meeting - 15 Jun 2023 - Minutes](#)

D. DELEGATIONS

E. DEPARTMENT REPORTS

E.1. COMMUNITY SERVICES

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- E.1.1. Bylaw 23-019 - Road Closure, Sale and Consolidation-First Reading
[Bylaw 23-019 - Road Closure, Sale and Consolidation - First Reading](#)

E.2. FINANCE AND ADMINISTRATION

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- E.2.1. Asset Retirement Obligation (ARO) Policy # 187
[Asset Retirement Obligation \(ARO\) Policy # 187](#)

E.3. PUBLIC OPERATIONS

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- E.3.1. Shaughnessy Wastewater Lagoon - Desludging Expense
[Shaughnessy Wastewater Lagoon - Desludging Expense](#)

E.4. INFRASTRUCTURE

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- E.4.1. Malloy Drain Phase 2B - Additional ACRP Funding Request
[Malloy Drain Phase 2B - Additional ACRP Funding Request](#)

E.5. ADMINISTRATION

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

- 71 - 79 1. **Bylaw 23-014 - Road Closure, Sale and Consolidation- Public Hearing**
[Bylaw 23-014 - Road Closure, Sale and Consolidation - Public Hearing](#)
- 80 - 91 2. **Bylaw 23-018 - Reconfigure the land use districts for portions of NW 21-11-20-W4 and Plan 1810343 Block 1 Lot 1 - Public Hearing**
[Bylaw 23-018 - Re-designate Portions of NW 21-11-20-W4 and Plan 1810343 Block 1 Lot 1- Public Hearing](#)

G. SUBDIVISION APPLICATIONS

- 92 - 99 1. **Subdivision Application #2023-0-066 – Schapansky Farms Ltd. - SE1/4 28-08-19-W4M**
[Subdivision Application #2023-0-066 – Schapansky Farms Ltd. - SE1/4 28-08-19-W4M](#)
- 100 - 106 2. **Subdivision Application #2023-0-071 – Herget - SE1/4 27-7-20-W4M**
[Subdivision Application #2023-0-071 – Herget - SE1/4 27-7-20-W4M](#)
- 107 - 117 3. **Subdivision Application #2023-0-054 – Penner - Lot 1, Block 1, Plan 181 0343 & a ptn of NW1/4 21-11-20-W4M all within SW1/4 28 & NW1/4 21-11-20-W4M (Hamlet of Iron Springs)**
[Subdivision Application #2023-0-054 – Penner - Lot 1, Block 1, Plan 181 0343 & a ptn of NW1/4 21-11-20-W4M all within SW1/4 28 & NW1/4 21-11-20-W4M \(Hamlet of Iron Springs\)](#)

H. CORRESPONDENCE

- 118 1. **Lethbridge & District Exhibition - Whoop-Up Days Parade Pancake Breakfast**
[Lethbridge & District Exhibition - Whoop-Up Days Parade Pancake Breakfast](#)
- 119 2. **Coaldale & District Agricultural Society**
[Coaldale & District Agricultural Society](#)
- 120 3. **Iron Springs Water Co-op**
[Iron Springs Water Co-op](#)
- 121 - 122 4. **County of Stettler No. 6 - Agricultural Disaster**
[County of Stettler No. 6 - Agricultural Disaster](#)
- 123 - 124 5. **County of Paintearth No. 18 - Declaration of Agricultural Disaster**

[County of Paintearth No. 18 Agricultural Disaster Declaration](#)

125 6. **Village of Stirling - Settler Days Invitation - July 15, 2023**
[Stirling Settler Days Parade Invitation](#)

126 7. **Village of Barons Council Appointments**
[Village of Barons Council Appointments](#)

I. NEW BUSINESS

127 - 128 1. **Request to Rename Range Road 21-2 to "Recovery Road"**
[Request to Rename Range Road 21-2 to Recovery Road](#)

J. COUNTY COUNCIL AND COMMITTEE UPDATES

129 - 134 1. **2023 Bursary Award**
[2023 Bursary Award](#)

K. ADJOURN



MINUTES

Council Meeting

9:00 AM - Thursday, June 15, 2023
Council Chambers

The Council Meeting of Lethbridge County was called to order on Thursday, June 15, 2023, at 9:00 AM, in the Council Chambers, with the following members present:

PRESENT: Reeve Tory Campbell
Councillor Lorne Hickey
Councillor Eric Van Essen
Councillor Klaas VanderVeen
Councillor Morris Zeinstra
Chief Administrative Officer, Cole Beck
Director of Community Services, Larry Randle
Director of Public Operations, Jeremy Wickson
Director of Infrastructure, Devon Thiele
Director of Finance & Administration, Jennifer Place
Supervisor of Planning & Development, Hilary Janzen
Executive Assistant, Candice Robison

Deputy Reeve Kuerbis and Councillor Mark Sayers – Excused

A. CALL TO ORDER

Reeve Campbell called the meeting to order at 9:00 a.m.

Reeve Campbell read the following land acknowledgement:

In the true spirit of reconciliation, we acknowledge all those who call this land home now and for thousands of years in the past. May we respect each other and find understanding together and recognize the benefits that this land provides to all of us.

Reeve Campbell welcomed new CAO Cole Beck.

CAO Cole Beck indicated he was happy to be with Lethbridge County, thanked staff and is looking forward to working with everyone going forward.

B. ADOPTION OF AGENDA

205-2023 Councillor VanderVeen MOVED that the June 15, 2023 Lethbridge County Council Meeting Agenda be adopted as presented.

CARRIED

C. ADOPTION OF MINUTES

C.1. County Council Meeting Minutes

206-2023 Councillor Van Essen MOVED that the June 1, 2023 Lethbridge County Council Minutes be adopted as presented.

CARRIED

E. DEPARTMENT REPORTS

E.1. COMMUNITY SERVICES

E.1.1. Disposal of Land - Plan 9312230 Block 1 Lot 9

- 207-2023 Councillor Van Essen MOVED that County Council approve the disposal of the pond and transfer it to the Riverbrink Water Users Co-op Ltd.
- CARRIED

E.1.2. Bylaw 22-003 - Road Closure, Sale and Consolidation of a portion of Range Road 22-0 (between SE 25-9-22-W4 and SW 30-9-21-W4)- 2nd and 3rd Reading

- 208-2023 Councillor Hickey MOVED that Bylaw 22-003 be read a second time.
- CARRIED
- 209-2023 Councillor Van Essen MOVED that Bylaw 22-003 be read a third time.
- CARRIED

E.2. ADMINISTRATION

E.2.1. Letters to Ministers - McCain Foods

- 210-2023 Councillor VanderVeen MOVED that administration draft a letter under the Reeve's signature to the Premier and new Ministers regarding the waterline for the McCain Foods expansion.
- CARRIED

E.3. PUBLIC OPERATIONS

E.4. INFRASTRUCTURE

E.5. FINANCE AND ADMINISTRATION

D. DELEGATIONS

D.1. 9:15 a.m. - RCMP

S/Sgt. Mike Numan and Sgt. Dave Marentette were present to provide Council the quarterly RCMP update.

F. CORRESPONDENCE

F.1. Prairie Hill Farms & Haskalife - A Taste of Innovation - 2023 Haskap Berry Harvest Invitation

Council reviewed the invitation to the Prairie Hill Farms & Haskalife - A Taste of Innovation - 2023 Haskap Berry Harvest taking place on June 29, 2023.

F.2. Nobleford Heritage Day - Invitation to Participate

Council reviewed the correspondence from the Nobleford Heritage Society regarding the annual Nobleford Heritage Day event taking place on August 12, 2023.

F.3. Lethbridge Northern Irrigation District

- 211-2023 Councillor Van Essen MOVED that Lethbridge County draft a letter of support regarding the proposed volunteer set-aside support program.
- CARRIED

G. COUNTY COUNCIL AND COMMITTEE UPDATES

G.1. Lethbridge County Council Attendance Update - May 2023

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

Division 1

Councillor Lorne Hickey

May 1-3	CPAA Conference
May 4	Lethbridge County Council Meeting
May 11-13	Green Acres Strategic Planning
May 17	Green Acres Finance Meeting
May 18	Lethbridge County Council Meeting
May 18	Truth and Reconciliation Committee Meeting
May 24	Green Acres Board Meeting
May 30	Land Use Bylaw Review Workshop

Division 2

Reeve Tory Campbell

May 4	Lethbridge County Council Meeting
May 18	Lethbridge County Council Meeting
May 25	Meeting with Incoming CAO
May 27	Picture Butte High School Graduation
May 29	Exhibition Park Ownership Engagement Meeting
May 30	Land Use Bylaw Review Workshop

Division 3

Councillor Mark Sayers

May 4	Lethbridge County Council Meeting
May 17	Coaldale Chamber of Commerce
May 18	Lethbridge County Council Meeting
May 18	Truth and Reconciliation Committee Meeting
May 23	Emergency Advisory Committee Meeting
May 30	Land Use Bylaw Review Workshop

Division 4

Deputy Reeve John Kuerbis

May 1-3	CPAA Conference
May 4	Lethbridge County Council Meeting
May 18	Lethbridge County Council Meeting
May 23	Emergency Advisory Committee
May 24	Community Futures Meeting

Division 5

Councillor Eric Van Essen

May 4	Lethbridge County Council Meeting
May 11	Picture Butte Chamber of Commerce Meeting
May 18	Lethbridge County Council Meeting
May 23	Emergency Advisory Committee Meeting
May 30	Land Use Bylaw Review Workshop

Division 6

Councillor Klaas VanderVeen

May 4	Lethbridge County Council Meeting
May 18	Lethbridge County Council Meeting
May 18	Truth and Reconciliation Committee Meeting
May 26	SAEWA Meeting
May 30	Land Use Bylaw Review Workshop

Division 7
Councillor Morris Zeinstra
May 1-3 CPAA Conference
May 4 Lethbridge County Council Meeting
May 18 Lethbridge County Council Meeting
May 30 Land Use Bylaw Review Workshop
May 30 Picture Butte Ag Society Meeting

H. CLOSED SESSION

H.1. - Fire Services Response Fees Waiver Request Analysis (FOIP Section 27 - Privileged Information)

212-2023 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 10:02 a.m. for the discussion on the following:

H.1. - Fire Services Response Fees Waiver Request Analysis (FOIP Section 27 - Privileged Information)

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

213-2023 Councillor Hickey MOVED that the Lethbridge County Council Meeting move out of the closed session at 10:20 a.m.
CARRIED

H.1. Fire Service Response Fees Waiver Request Analysis (FOIP Section 27 - Privileged Information)

214-2023 Councillor Van Essen MOVED that County Council waive the fire services invoice fee associated with the Nobleford roundabout blockade.
CARRIED

I. NEW BUSINESS

J. ADJOURN

215-2023 Councillor Zeinstra MOVED that the Lethbridge County Council Meeting adjourn at 10:22 a.m.
CARRIED

Reeve

CAO

AGENDA ITEM REPORT



Title: Bylaw 23-019 - Road Closure, Sale and Consolidation- First Reading
Meeting: Council Meeting - 06 Jul 2023
Department: Community Services
Report Author: Hilary Janzen

APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development	Approved - 15 Jun 2023
Larry Randle, Director of Community Services	Approved - 16 Jun 2023
Cole Beck, Chief Administrative Officer	Approved - 19 Jun 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

An application has been made to close a portion Township Road 10-0 east of Range Road 23-3.

RECOMMENDATION:

That Bylaw 23-019 be read a first time.

REASON(S) FOR RECOMMENDATION(S):

Proceeding with first reading of the bylaw will allow County Administration to set up the Public Hearing time and date and send out the notices to the adjacent landowners and the utility companies.

PREVIOUS COUNCIL DIRECTION / POLICY:

- Policy 109A - Road Allowance Closure and Sale approved by County Council on March 6, 2014 with revisions approved on November 5, 2020.

BACKGROUND INFORMATION:

An application has been made to close a portion of Township Road 10-0 directly east of Range Road 23-3 (as shown on the enclosed map). It has been determined that this road is no longer required as part of the Lethbridge County road network and the closure does not impact any other landowners.

If the road closure were successful, the road would be consolidated with the adjacent properties and all the titles will be consolidated onto one title. Alberta Transportation has been circulated with the proposed road closure and has no objections with the County proceeding with the closure, sale and consolidation.

It is anticipated that the Public Hearing for the road closure will be held during a council meeting in August 2023.

ALTERNATIVES / PROS / CONS:

County Council may deny first reading of the bylaw if there are concerns with the proposed road closure. This would be contrary to legal advice which has been that first reading of the bylaw shall be given as the applicant and the public have the right to attend and speak at a Public Hearing which is set up upon first reading of the bylaw. The Public Hearing process allows County Council the opportunity to hear out all positions on the bylaw and make an informed decision. If first reading is not given, the applicant would have the right to appeal that decision to the Court of Appeal of Alberta.

FINANCIAL IMPACT:

The applicant will be required to pay the assessed land value of \$3,500 per acre. The total payable amount would be \$8,995.00.

LEVEL OF PUBLIC PARTICIPATION:

☐

Inform

☒

Consult

☐

Involve

☐

Collaborate

☐

Empower

ATTACHMENTS:

[Application - Bylaw 23-019](#)

[Bylaw 23-019 - Road Closure - Groenenboom](#)



LETHBRIDGE COUNTY
APPLICATION FOR ROAD CLOSURE

OFFICE USE		
Date of Application: <u>June 7, 2023</u>	Assigned Bylaw	No. <u>23-019</u>
Date Deemed Complete:	Application & Processing Fee:	\$ <u>1500.00</u>
	Assessed Value:	\$

APPLICANT INFORMATION

Name of Applicant: Groenenboom Farms Ltd.
Mailing Address: Box 976 Coalhurst Phone: 403-331-9999
Postal Code: T0L 0V0 Email: aaron@gboomfarms.ca

Name of Owner: _____
(if not the applicant)
Mailing Address: _____ Phone: _____
Postal Code: _____ Email: _____

ROAD CLOSURE INFORMATION


The applicant shall provide the following information:

- A map showing proposed road closure area and the applicant's property,
- Copy of the certificate of title(s) to which the road closure would be consolidated to,
- Legal Description of the proposed Road Closure (acceptable at the Land Titles Office) provided by a Surveyor,
- If there are other adjacent landowners provide written confirmation that they have been consulted with on the proposed road closure,
- Provide the reasons for the road closure request, and
- Application fee payment (See Schedule of Fees).

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.

The applicant is responsible for all road closure costs including the road closure application fee, all costs associated with the Transfer of Land (surveying costs, transfer documents, registration, etc.), land purchase costs (based on the assessed value).



APPLICANT

June 1, 2023

DATE

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

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

Road Closure Agreement

In signing this letter I acknowledge that I have been made aware of the intent of Groenenboom Farms to apply for a road closure on NW-34-9-23-W4, which is directly east of my property that is situated on NE-33-9-23-W4. I don't have any concerns with the intentions to close the mentioned road.

Sincerely

Tim Groenenboom

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

Joe Groenenboom, Groenenboom Farms

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

Date: Feb 13/23





LAND TITLE CERTIFICATE

S		
LINC	SHORT LEGAL	TITLE NUMBER
0022 029 862	4;23;9;34;NW	171 080 414 +15

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 23 TOWNSHIP 9
SECTION 34
QUARTER NORTH WEST
CONTAINING 64.7 HECTARES (160 ACRES) MORE OR LESS
EXCEPTING THEREOUT: 2.31 HECTARES (5.71 ACRES) MORE OR LESS
DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE
EAST LIMIT OF PLAN 8411203 WITH THE SOUTH BOUNDARY OF SAID
QUARTER SECTION; THENCE EASTERLY ALONG THE SAID SOUTH BOUNDARY
123.624 METRES; THENCE NORTHERLY AND AT RIGHT ANGLES THERETO
TO A POINT ON THE SAID EAST LIMIT; THENCE SOUTHERLY THEREON
TO THE POINT OF COMMENCEMENT
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: LETHBRIDGE COUNTY

REFERENCE NUMBER: 931 247 418 +2

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
171 080 414	18/04/2017	TRANSFER OF LAND		SEE INSTRUMENT

OWNERS

GROENENBOOM FARMS LTD.
OF P.O. BOX 976
COALHURST
ALBERTA T0L 0V0

ENCUMBRANCES, LIENS & INTERESTS		
REGISTRATION		
NUMBER	DATE (D/M/Y)	PARTICULARS
5615GA	04/10/1949	EASEMENT

(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

171 080 414 +15

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
		"SUBJECT TO, IN FAVOUR OF A PORTION OF THE MINERALS IN THE SW 1/4 34"
1640KU	08/10/1970	UTILITY RIGHT OF WAY GRANTEE - FORTISALBERTA INC. 320-17 AVE SW CALGARY ALBERTA T2S2V1 "NORTH 20 FT OF EAST 650 FT OF WEST 2085 FT" (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT OF WAY 021161671) (DATA UPDATED BY: TRANSFER OF UTILITY RIGHT OF WAY 071353326)
741 091 031	27/09/1974	IRRIGATION ORDER/NOTICE THIS PROPERTY IS INCLUDED IN THE LETHBRIDGE NORTHERN IRRIGATION DISTRICT
781 128 029	11/08/1978	UTILITY RIGHT OF WAY GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY LIMITED.
851 076 083	10/05/1985	EASEMENT AS TO PORTION OR PLAN:8411203 "SUBJECT TO, IN FAVOUR OF PORTION OF SOUTH 1/2 OF 34 9 23 W4TH"
931 241 453	29/09/1993	WATER RESOURCES ACT CERTIFICATE OVER LSD 10 IN THE NE 34-9-23-W4M FOR BENEFIT OF S1/2 AND NW1/4 34-9-23-W4M
151 096 128	15/04/2015	UTILITY RIGHT OF WAY GRANTEE - LETHBRIDGE NORTH COUNTY POTABLE WATER CO-OP LTD.
171 080 415	18/04/2017	MORTGAGE MORTGAGEE - ROYAL BANK OF CANADA. PERSONAL SERVICE CENTRE 10 YORK MILLS ROAD, 3RD FLOOR TORONTO ONTARIO M2P0A2 ORIGINAL PRINCIPAL AMOUNT: \$10,000,000
181 168 590	14/08/2018	CAVEAT RE : UTILITY RIGHT OF WAY CAVEATOR - LETHBRIDGE NORTHERN IRRIGATION DISTRICT. 2821 18TH AVENUE NORTH LETHBRIDGE ALBERTA T1H6T5 AGENT - ALAN HARROLD (CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 3

171 080 414 +15

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

191 155 436 31/07/2019 MORTGAGE
MORTGAGEE - ROYAL BANK OF CANADA.
36 YORK MILLS RD, STE 400, 4 FLR
TORONTO
ONTARIO M2P0A4
ORIGINAL PRINCIPAL AMOUNT: \$30,000,000

TOTAL INSTRUMENTS: 010

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 30 DAY OF
JANUARY, 2023 AT 10:56 A.M.

ORDER NUMBER: 46371261

CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

Road Closure Application Cover Letter

To whom it may concern,

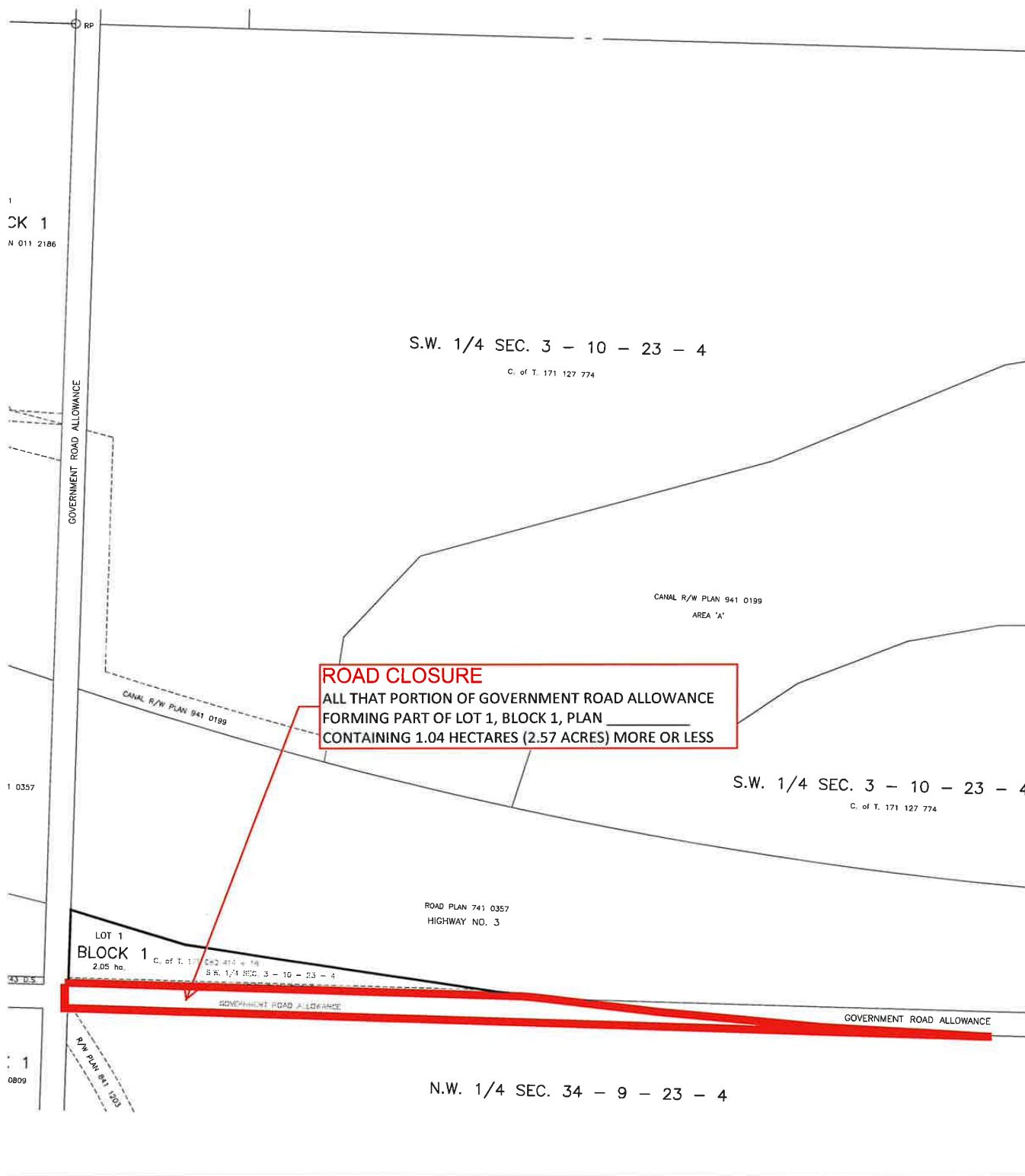
I am writing this cover letter to inform you of our application for a road closure. The road allowance runs on the north-west corner of NW-34-9-23-W4. The purpose for us seeking the road closure is that we are the current adjacent land owner on either side of the existing road allowance. The road allowance is an extension of Township Road 10-0. River Ridge Road runs to the north of the existing road allowance and we can not see there ever being any need to develop a road on the road allowance. In having the road closed it would repurpose the land into productive farm land and make access to our land on the north side of the road allowance easier.

Thank-you

A handwritten signature in black ink, appearing to read 'Aaron Groenenboom', with a long horizontal stroke extending to the right.

Aaron Groenenboom

Groenenboom Farms Ltd.





BYLAW NO. 23-019
OF LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA

A BYLAW OF **LETHBRIDGE COUNTY** FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND CREATING TITLE TO AND DISPOSING OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel,

WHEREAS, application has been made to Council to have the roadway closed, and;

WHEREAS, the Council of LETHBRIDGE COUNTY deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads or portions thereof, situated in the said municipality and thereafter creating title to and disposing of same and;

WHEREAS, notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and;

WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw;

NOW THEREFORE BE IT RESOLVED that the Council of LETHBRIDGE COUNTY in the Province of Alberta does hereby close to Public Travel and creating title to and disposing of the following described highways, subject to rights of access granted by other legislation.

ALL THAT PORTION OF GOVERNMENT ROAD ALLOWANCE FORMING PART OF LOT 1, BLOCK 1, PLAN _____

CONTAINING 1.04 HECTARES (2.57 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

GIVEN first reading this _____ day of _____, 2023.

Reeve

Chief Administrative Officer

Public Hearing held on _____

Forwarded to the Minister of Transportation on: _____

Approved this _____ day of _____, 20____

Minister of Transportation

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

Reeve

Chief Administrative Officer

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

Reeve

Chief Administrative Manager

AGENDA ITEM REPORT



Title: Asset Retirement Obligation (ARO) Policy # 187
Meeting: Council Meeting - 06 Jul 2023
Department: Finance and Administration
Report Author: Jennifer Place

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 19 Jun 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

Administration has prepared a policy with regards to the Public Sector Accounting Standards Board (PSAB) 3280, Asset Retirement Obligations. The purpose of the policy is to stipulate the accounting treatment for asset retirement obligations (ARO) so that users of the financial statements can discern information about County's assets, and their end-of-life obligations.

The policy also incorporates some standard ARO procedures including a decision tree to determine applicability scope and has assigned some role responsibilities for the implementation of PSAB 3280. This regulation must be implemented and included with the December 2023 Year End Financial Statements.

RECOMMENDATION:

That Asset Retirement Obligation Policy #187 be approved.

REASON(S) FOR RECOMMENDATION(S):

PSAB 3280 is a requirement of the Public Sector Accounting Board and all municipal governments and public bodies are required to report on it.

PREVIOUS COUNCIL DIRECTION / POLICY:

Council has approved funds within the 2023 operating budget for the assessment of assets and implementation of PSAB 3280.

BACKGROUND INFORMATION:

The Public Sector Accounting Standards Board (PSAB) Section 3280, Asset Retirement Obligations, was issued in August 2018. this regulation will be effective for fiscal years beginning on or after April 1, 2022 which means March 31, 2023 and December 31, 2023 will be the first year ends impacted.

PSAB Section 3280 applies to all public sector entities following Public Sector Accounting Standards (PSAS).

County Administration and the Audit Committee discussed this standard with KPMG, the County's auditors at the meeting in April and Administration will continue to work with them on the implementation of ARO reporting for the 2023 year end financials. Administration is also working with a third party to conduct the ARO assessments and to assist in determining the appropriate costs related to any assets that will be reported on.

ALTERNATIVES / PROS / CONS:

Council could choose not to approve the policy

PRO - an additional policy would not be required

CON - reporting on PSAB 3280 will take place regardless based on legislation, having a policy in place defines the ARO guidelines for Lethbridge County and assigns procedure and responsibility accordingly.

FINANCIAL IMPACT:

A budget of \$50,000 through MSI Operating funds has been approved within the 2023 budget for implementation of the ARO PSAB standard.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[Asset Retirement Obligation Policy 187](#)



Lethbridge County Policy Handbook

EFFECTIVE:

SECTION: NO. 187 Page 1 of 5

APPROVED BY:

**SUBJECT: Asset Retirement
Obligation (ARO)**

REVISED DATE:

PURPOSE:

The objective of this Policy is to stipulate the accounting treatment for asset retirement obligations (ARO) so that users of the financial report can discern information about these assets, and their end-of-life obligations. The principal issues in accounting for ARO's is the recognition and measurement of these obligations.

Lethbridge County shall account for and report on Asset Retirement Obligations in compliance with the Public Sector Accounting Board (PSAB) accounting standard 3280.

POLICY:

This Policy applies to all departments, branches, boards, and agencies falling within the reporting entity of Lethbridge County, that possess asset retirement obligations including:

- Assets with legal title held by the Lethbridge County;
- Assets controlled by the Lethbridge County;
- Assets that have not been capitalized or recorded as a tangible capital asset for financial statement purposes.

A liability for an asset retirement obligation cannot be recognized unless all of the criteria above are satisfied.

Existing laws and regulations require public sector entities to take specific actions to retire certain tangible capital assets at the end of their useful lives. This includes activities such as removal of asbestos, and retirement of landfills. Other obligations to retire tangible capital assets may arise from contracts, court judgments, or lease arrangements.

The legal obligation, including obligations created by promises made without formal consideration, associated with retirement of tangible capital assets controlled by Lethbridge County, will be recognized as liability in the books of Lethbridge County, in accordance with PS3280 which Lethbridge County will be adopting beginning January 1, 2023.

Asset retirement obligations result from acquisition, construction, development, or normal use of the asset. These obligations are predictable, likely to occur and unavoidable. Asset retirement obligations are separate and distinct from contaminated



Lethbridge County Policy Handbook

EFFECTIVE:

SECTION: NO. 187 Page 2 of 5

APPROVED BY:

**SUBJECT: Asset Retirement
Obligation (ARO)**

REVISED DATE:

site liabilities. The liability for contaminated sites normally results from unexpected contamination exceeding the environmental standards. Asset retirement obligations are not necessarily associated with contamination.

DEFINITIONS:

Accretion expense is the increase in the carrying amount of a liability for asset retirement obligations due to the passage of time.

Asset retirement activities include all activities related to an asset retirement obligation. These may include, but are not limited to:

- decommissioning or dismantling a tangible capital asset that was acquired,
- constructed, developed, or leased;
- remediation of contamination of a tangible capital asset created by its normal use;
- post-retirement activities such as monitoring; and
- constructing other tangible capital assets to perform post-retirement activities.

Asset retirement cost is the estimated amount required to retire a tangible capital asset.

Asset retirement obligation is a legal obligation associated with the retirement of a tangible capital asset.

Controlled asset means an asset that is owned or controlled, directly or indirectly, by the Municipality.

Tangible Capital Assets are non-financial assets, including betterments, having physical substance that:

- are in excess of the capitalization thresholds set out in this policy;
- are held for use in the production or supply of goods and services, for rental to others, for administrative purposes or for the development, construction, maintenance or repair of other tangible capital assets;
- have useful economic lives extending beyond the current accounting period;
- are to be used on a continuing basis; and
- are not for sale in the ordinary course of operations.



Lethbridge County Policy Handbook

EFFECTIVE:

SECTION: NO. 187 Page 3 of 5

APPROVED BY:

**SUBJECT: Asset Retirement
Obligation (ARO)**

REVISED DATE:

PROCEDURE:

Lethbridge County shall account for and report on Asset Retirement Obligations (ARO) in compliance with the PSAB, section 3280.

Recognition

- A liability should be recognized when, as at the financial reporting date:
 - There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
 - The past transaction or event giving rise to the liability has occurred;
 - It is expected that future economic benefits will be given up; and
 - A reasonable estimate of the amount can be made.
- A liability for an asset retirement obligation cannot be recognized unless all of the criteria above are satisfied.
- The estimate of the liability would be based on requirements in existing agreements, contracts, legislation or legally enforceable obligations, and technology expected to be used in asset retirement activities.
- The estimate of a liability should include costs directly attributable to asset retirement activities. Costs would include post-retirement operation, maintenance and monitoring that are an integral part of the retirement of the tangible capital asset.
- Directly attributable costs would include, but are not limited to, payroll and benefits, equipment and facilities, materials, legal and other professional fees, and overhead costs directly attributable to the asset retirement activity.
- Upon initial recognition of a liability for an asset retirement obligation, the Municipality will recognize an asset retirement cost by increasing the carrying amount of the related tangible capital asset (or a component thereof) by the same amount as the liability. Where the obligation relates to an asset which is no longer in service, and not providing economic benefit, or to an item not recorded by the Municipality as an asset, the obligation is expensed upon recognition.



Lethbridge County Policy Handbook

EFFECTIVE:

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APPROVED BY:

**SUBJECT: Asset Retirement
Obligation (ARO)**

REVISED DATE:

RESPONSIBILITIES:

Council

Council is responsible for the approval of this policy via resolution and review and monitor it as per the PSAB Handbook.

Administration

Roles and Responsibilities per Department are as follows:

All Departments are required to:

- Communicate with the Director of Finance & Administration and GIS and Asset Coordinator on retirement obligations, and any changes in asset condition or retirement timelines,
- Assist in the preparation of cost estimates for retirement obligations, and
- Inform the Finance Department of any legal or contractual obligations at inception of any such obligation.

Finance and Administration Department will implement the asset retirement obligation policy in accordance with the legal obligation of the Federal and Provincial legislation.

Director of Finance & Administration and GIS and Asset Coordinator are responsible for the development of and adherence to policies for the accounting and reporting of asset retirement obligations in accordance with Public Sector Accounting Board section 3280.

This includes responsibility for:

- Reporting asset retirement obligations in the financial statements of Lethbridge County and other statutory financial documents,
- Monitoring the application of this Policy,
- Managing processes within the Asset Management Program, and
- Investigating issues and working with asset owners to resolve issues.

Senior Leadership Team will be responsible for providing cost-effective projections of asset retirement obligations, by consulting with engineers, technicians, and other personnel familiar with the assets and conditional assessments, collecting the relevant information required to minimize service cost, and providing the information to the Director of Finance & Administration for processing.



Lethbridge County Policy Handbook

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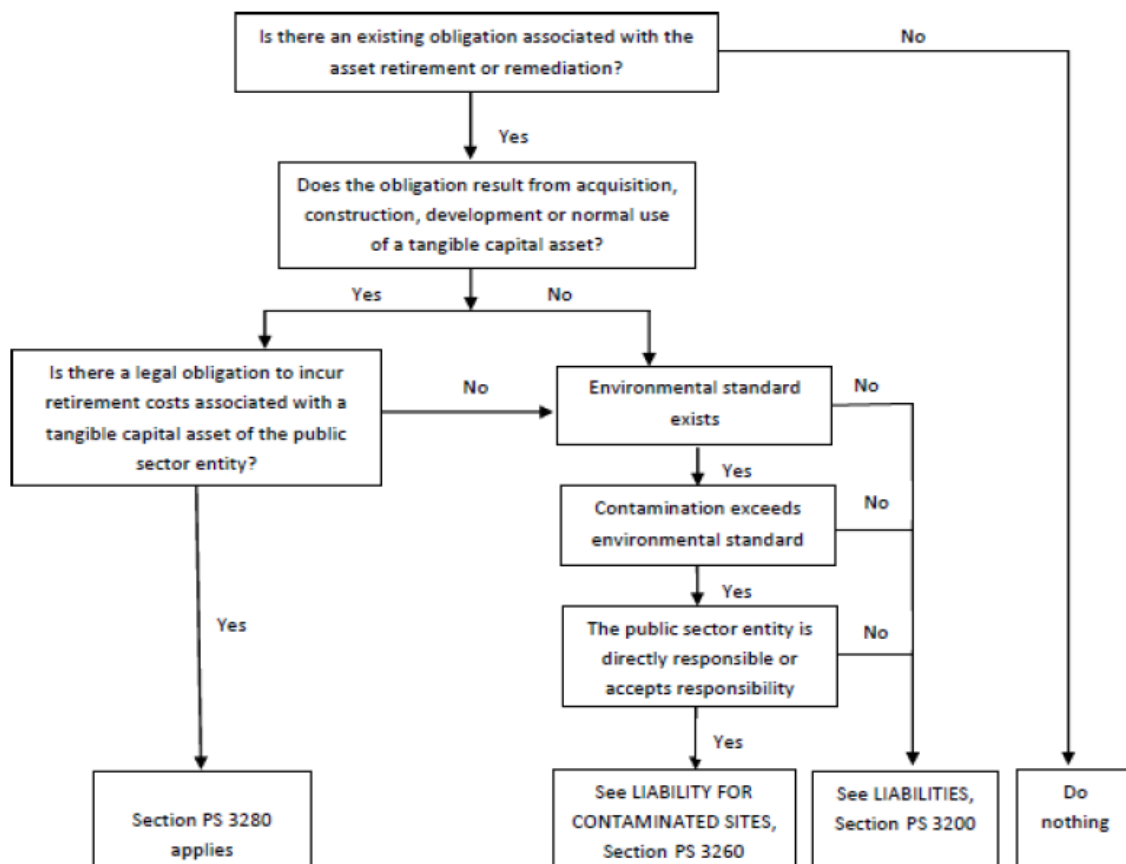
APPROVED BY:

SUBJECT: Asset Retirement
Obligation (ARO)

REVISED DATE:

SCHEDULE A

Decision Tress – Scope of Applicability



AGENDA ITEM REPORT



Title: Shaughnessy Wastewater Lagoon - Desludging Expense
Meeting: Council Meeting - 06 Jul 2023
Department: Public Operations
Report Author: Jeremy Wickson

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 28 Jun 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

Shaughnessy wastewater lagoons were recently assessed through a third-party hydrological survey that estimated the amount of sludge build-up. The main collection cells are over capacity and the lagoon system is not operating as designed.

The operational budget was not allocated for the cleaning in 2023, which would incur additional operating expenses. This work would need to be completed prior to the planned capital wastewater upgrades in the hamlet scheduled for 2024.

RECOMMENDATION:

That Council approves an additional operating expenditure budget of \$200-250,000 from the Utility reserve for wastewater lagoon desludging.

REASON(S) FOR RECOMMENDATION(S):

An internal assessment of wastewater lagoons was identified as a level of service requirement for ongoing hamlet operations. Every hamlet wastewater lagoon was assessed in the spring for sludge build-up versus the original design.

Shaughnessy was identified as in need of immediate attention for the wastewater collection lagoons as the sludge build-up was significant. As the Shaughnessy hamlet upgrades are scheduled for 2024 this would be required lagoon cleaning before those could take place.

PREVIOUS COUNCIL DIRECTION / POLICY:

No previous direction on wastewater lagoons.

BACKGROUND INFORMATION:

The Utility department operates wastewater lagoons at each hamlet. The lagoon cells were previously not analyzed for desludging requirements which prompted a budget for the evaluation in 2023. Each lagoon was surveyed by a third-party contractor and recommendations were developed around maintenance requirements for each. Shaughnessy was the only area of concern with the remaining hamlet lagoons operating efficiently.

The testing parameters are in accordance with the Alberta Government Code of Practice for Wastewater Systems Using a Wastewater Lagoon.

ALTERNATIVES / PROS / CONS:

Desludging delay could affect the 2024 Shaughnessy capital upgrades.

FINANCIAL IMPACT:

The estimated cost for the contract sludge disposal is \$200-250,000.

This could be expensed in 2 ways:

1. Transfer from Utility reserve to cover expenses.
2. Incur as a 2023 operating expense which reduces the end-of-year transfer to reserves.

LEVEL OF PUBLIC PARTICIPATION:

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

ATTACHMENTS:

[23009C Shaughnessy AB Sludge Surveys - Report.2023.06.01.R0-1](#)

[23009 Lethbridge County Lagoon Management Strategy Report.2023.06.06](#)

LETHBRIDGE COUNTY SLUDGE SURVEY REPORT 2023

SHAUGHNESSY, AB WASTEWATER LAGOON

Location: Hamlet of Shaughnessy, AB

Name of Lagoon Cell(s): Cells 1, 2, 3 & 4

Client: Lethbridge County

Client Contact(s): Bill MacMillan

Report prepared by: R. Machado

Surveyors: A. Ambrocichuk, N. Misghna

Date(s) of Survey: 28-29/04/2023

Map Grid Reference: Horizontal Datum NAD83(CSRS) (2002.0) Projection: UTM, Zone 12N

Vertical Datum: CGVD2013

Control Points: HCP1 – (Base occupied static control point for processing with NRCAN PPP Service)


Revision Number: 0

Report Print Size: 11x17"



Figure 1 Shaughnessy, AB Wastewater Lagoon overview

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Survey data collected on April 28-29, 2023.
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	Name	Date	HYDRASURVEY 		
Prepared by:	RM	19-05-2023	Project	Shaughnessy, AB Wastewater Lagoon Sludge Survey 2023	
Reviewed by:	AA	01-06-2023	Title	Report	
			Project	23009C	
			Number		
			Revision	0	
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- Appendix B – A note on volume calculations
- Appendix C – Shaughnessy, AB Wastewater Lagoon sludge sample test results

List of Supplements

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- Supplement B – 3D Top of sludge blanket depths map
- Supplement C – 3D sludge blanket thickness map

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EXECUTIVE SUMMARY

Hydrasurvey conducted sludge surveys at the Shaughnessy, AB Wastewater Lagoon for the Lethbridge County on 28-29/04/23. The purpose of the sludge survey and this report is to map and quantify sludge accumulation in cells 1, 2, 3 & 4. Cells 1, 2, 3 & 4 were in service at the time of survey. A virtual site tour can be accessed [here](#).

Cell	Date of survey	Water Elevation CGVD2013 (m)	Maximum measured liner depth inside toe (m)	Current hydraulic capacity (m³)	Freeboard (m)	Estimated sludge volume (m³)	*Estimated dredgeable sludge volume (m³)	Estimated bone dry tonnes (BDTs) of sludge to be removed	Percent of total cell volume occupied by sludge (at surveyed dimensions)
CELL 1	28-Apr-23	894.934	**	113	0.84	352	290	26	76%
CELL 2	28-Apr-23	894.894	3.28	265	0.55	260	160	44	49%
CELL 3	28-Apr-23	888.361	2.01	7,535	0.52	2,873	1,856	336	28%
CELL 4	29-Apr-23	888.303	2.88	24,300	0.39	3,350	1,573	444	12%

* Note: For details regarding dredgeable volumes please refer to Appendix A - Glossary.

**Note: Cell 1 was full of sludge. Liners were not measured. Cell 1 Dimensions (Slope and depths) were estimated using drawings provided by the client as well as Cell 2 Dimensions.

Table 1 Summary of sludge survey findings

Cells 1, 2, 3 & 4 findings:

- Cells 1 & 2 have, respectively, 76% and 49% of their volumes occupied by sludge/sediment; Cells 3 & 4 have, respectively, 28% and 12% of their volumes occupied by sludge.
- Cell 1 is virtually full of sludge.
- Floating synthetic solids (non-flushable wipes) and floating crusts were observed in Cell 1.
- Shoreline vegetation is overgrown (cattails) in all cells, but it is more noticeable in Cells 1 & 2.
- Cells 1 & 2 passed for all biosolids land application criteria & Alberta Landfill Class II criteria.
- There is limited laydown space on site with a steep slope and road connecting Cells 1 and 2 with Cells 3 and 4.



Figure 3 Floating crusts in the southwestern corner of Cell 1.



Figure 4 Erosional process in the southwestern shoreline of Cell 3.

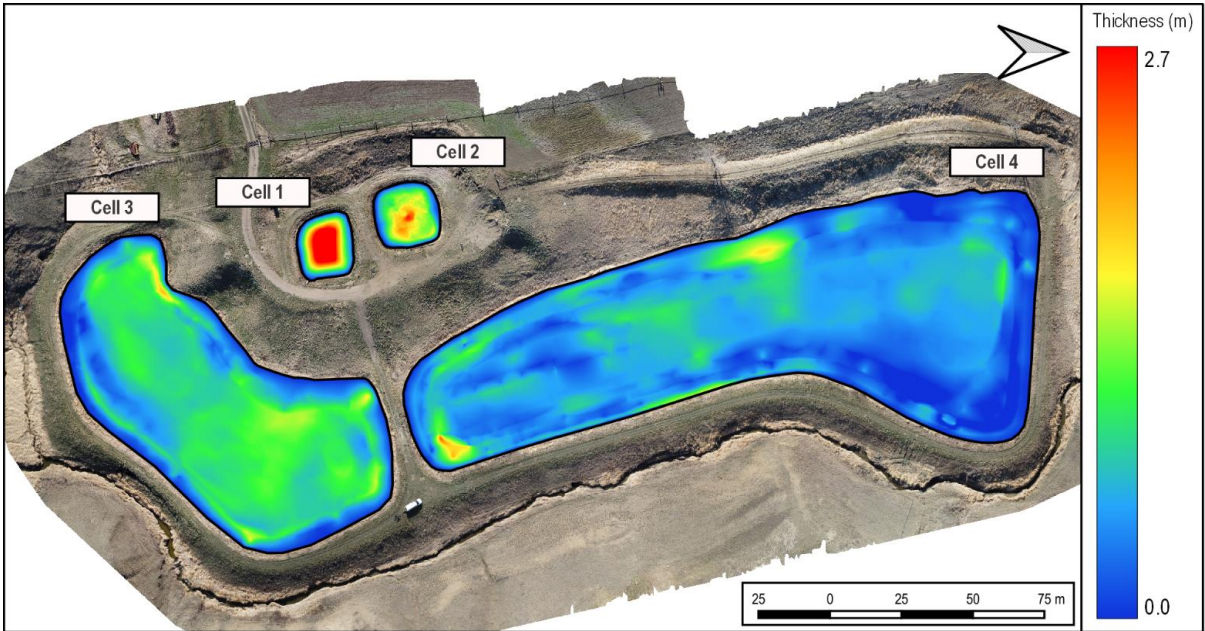



Figure 2 Shaughnessy, AB Wastewater Lagoon cells 1, 2, 3 & 4 sludge blanket thickness

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CELLS 1 & 2 – SLUDGE BLANKET THICKNESS

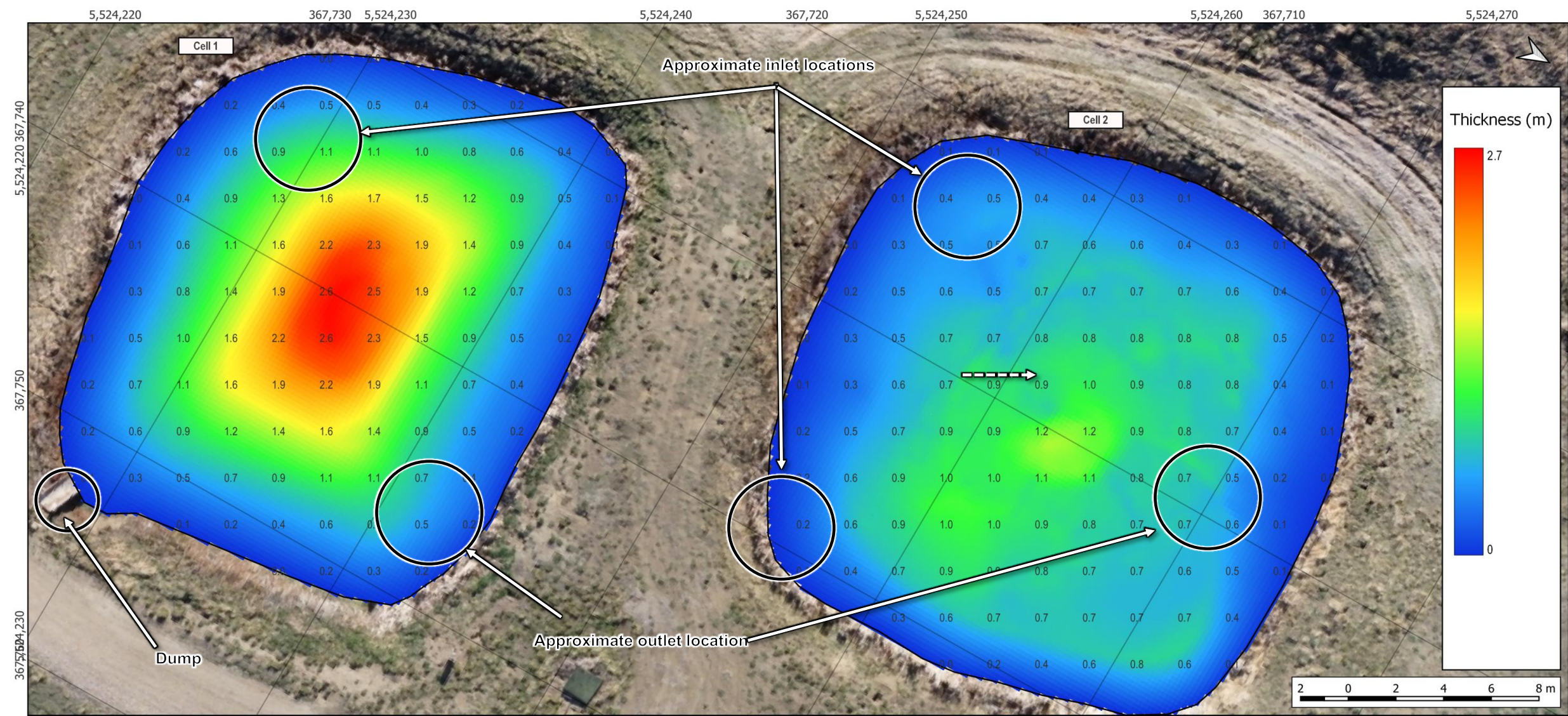



Figure 5 Cells 1 & 2 sludge blanket thickness

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CELL 3 – SLUDGE BLANKET THICKNESS

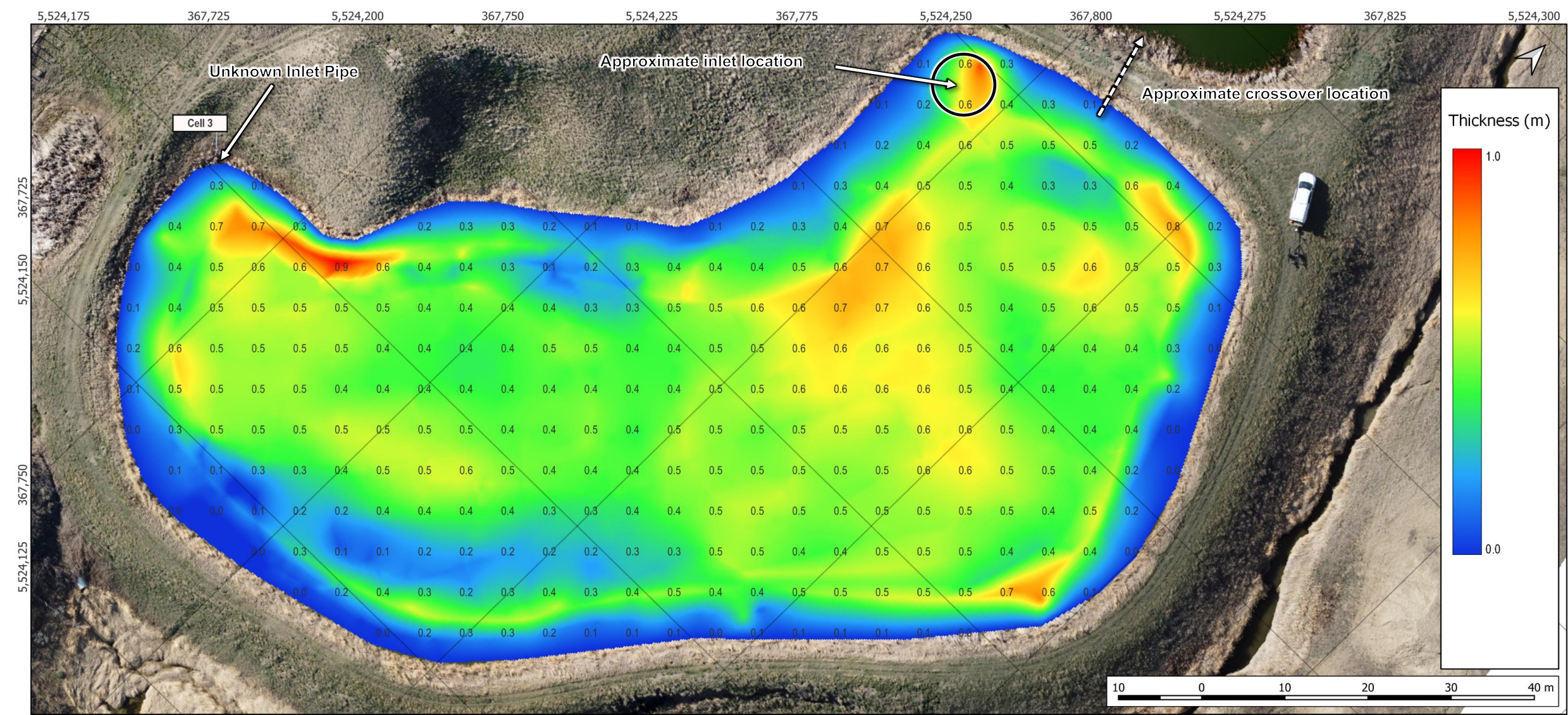



Figure 6 Cell 3 sludge blanket thickness

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CELL 4 – SLUDGE BLANKET THICKNESS

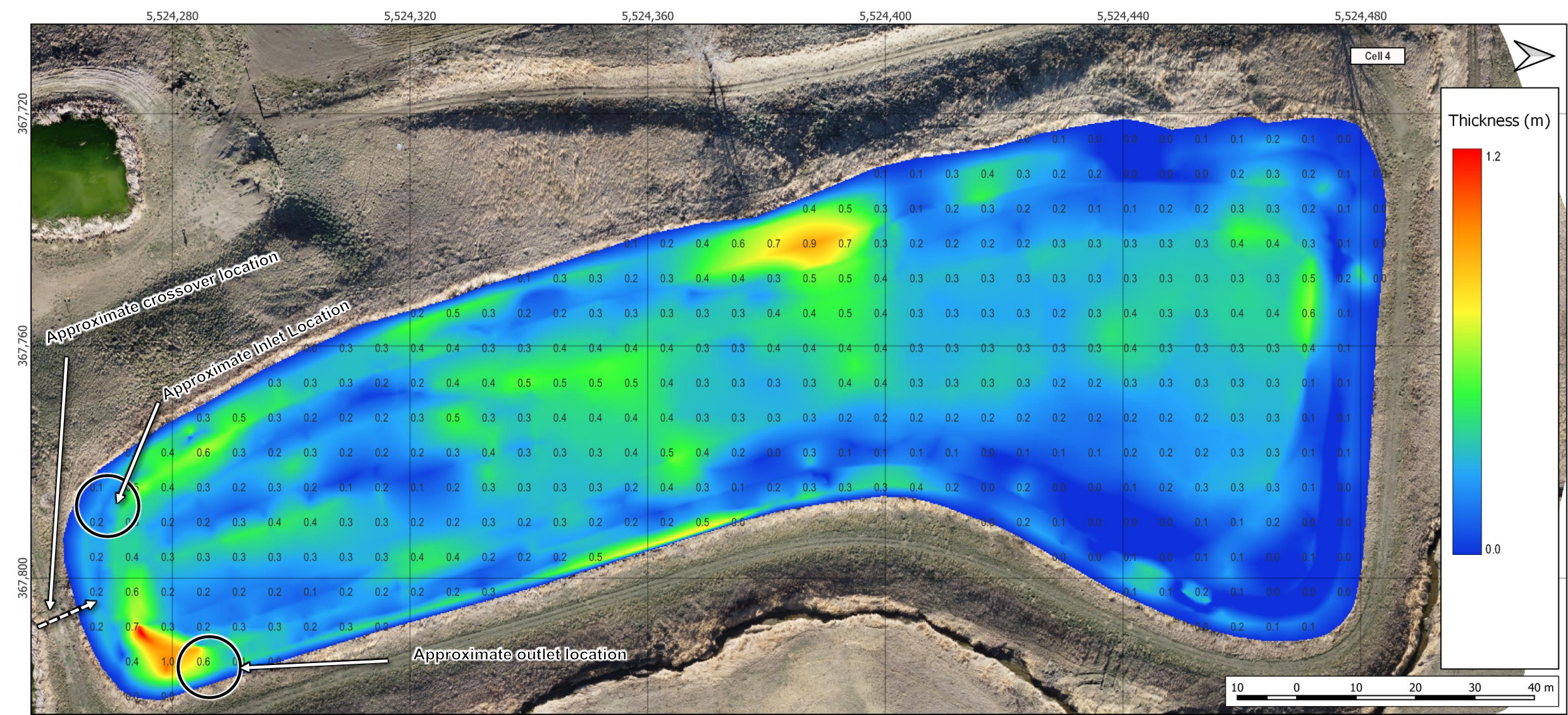



Figure 7 Cell 4 sludge blanket thickness

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CELLS 1 & 2 – TOP OF SLUDGE DEPTHS

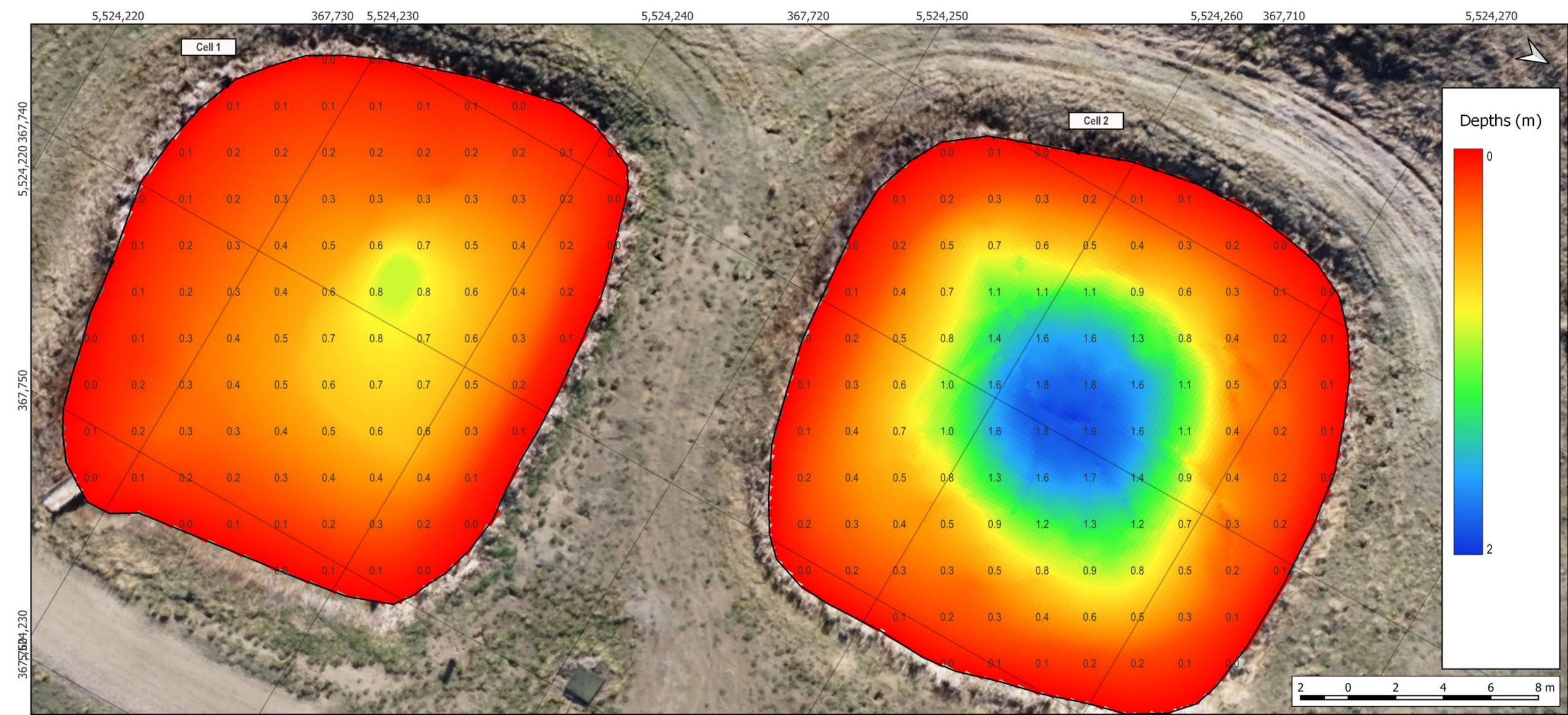



Figure 8 Cells 1 & 2 top of sludge blanket depths

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CELLS 3 – TOP OF SLUDGE DEPTHS

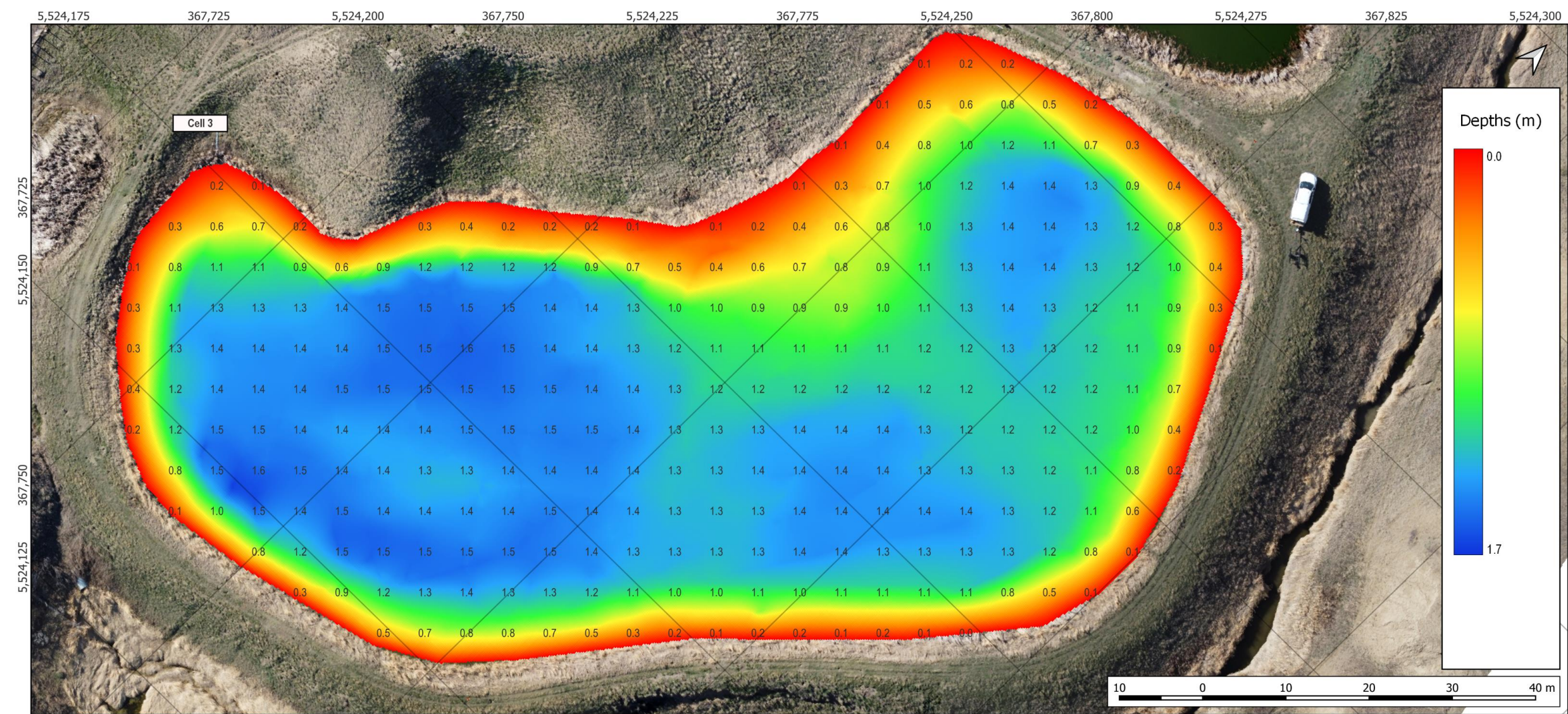



Figure 9 Cell 3 top of sludge blanket depths

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CELL 4 – TOP OF SLUDGE DEPTHS

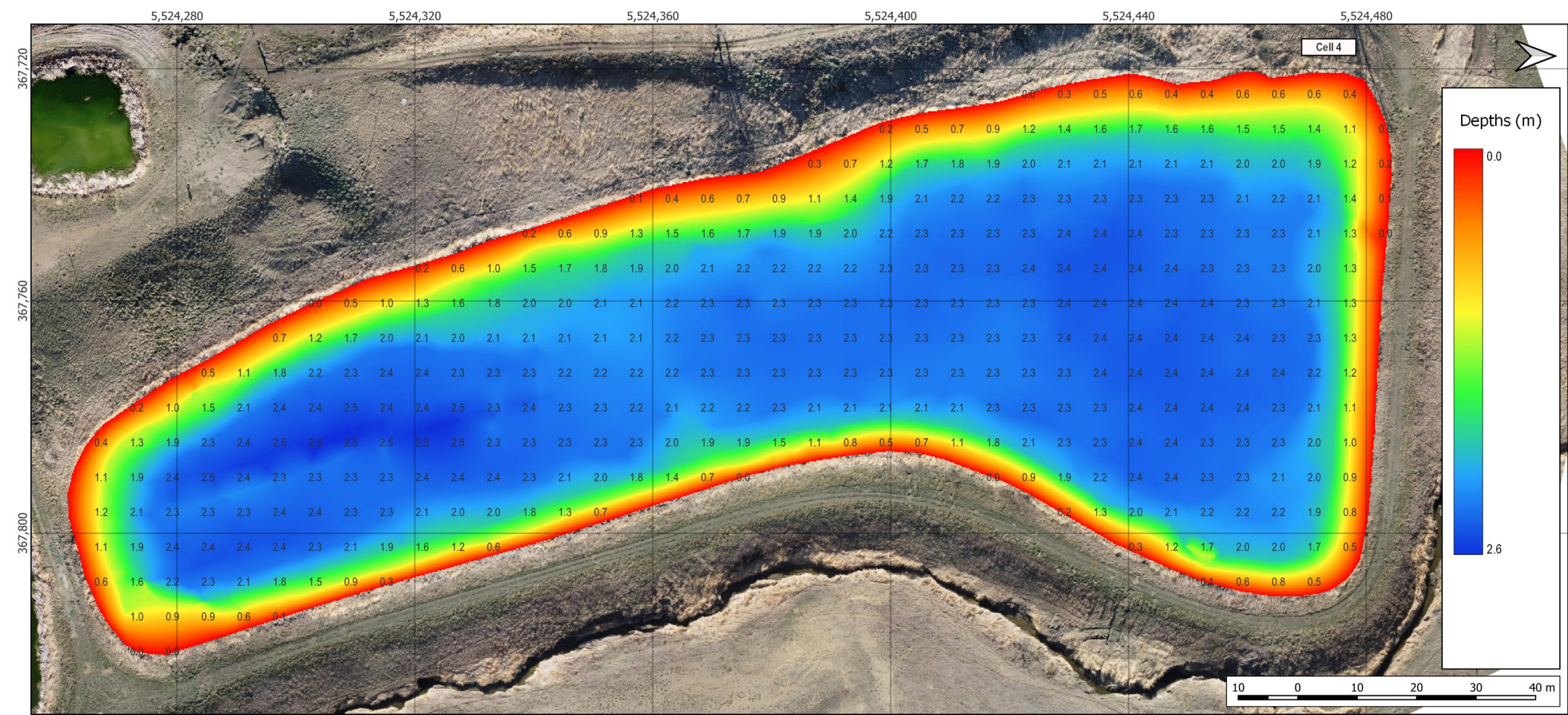



Figure 10 Cell 4 top of sludge blanket depths

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CELLS 1 & 2 – TOP OF SLUDGE ELEVATIONS

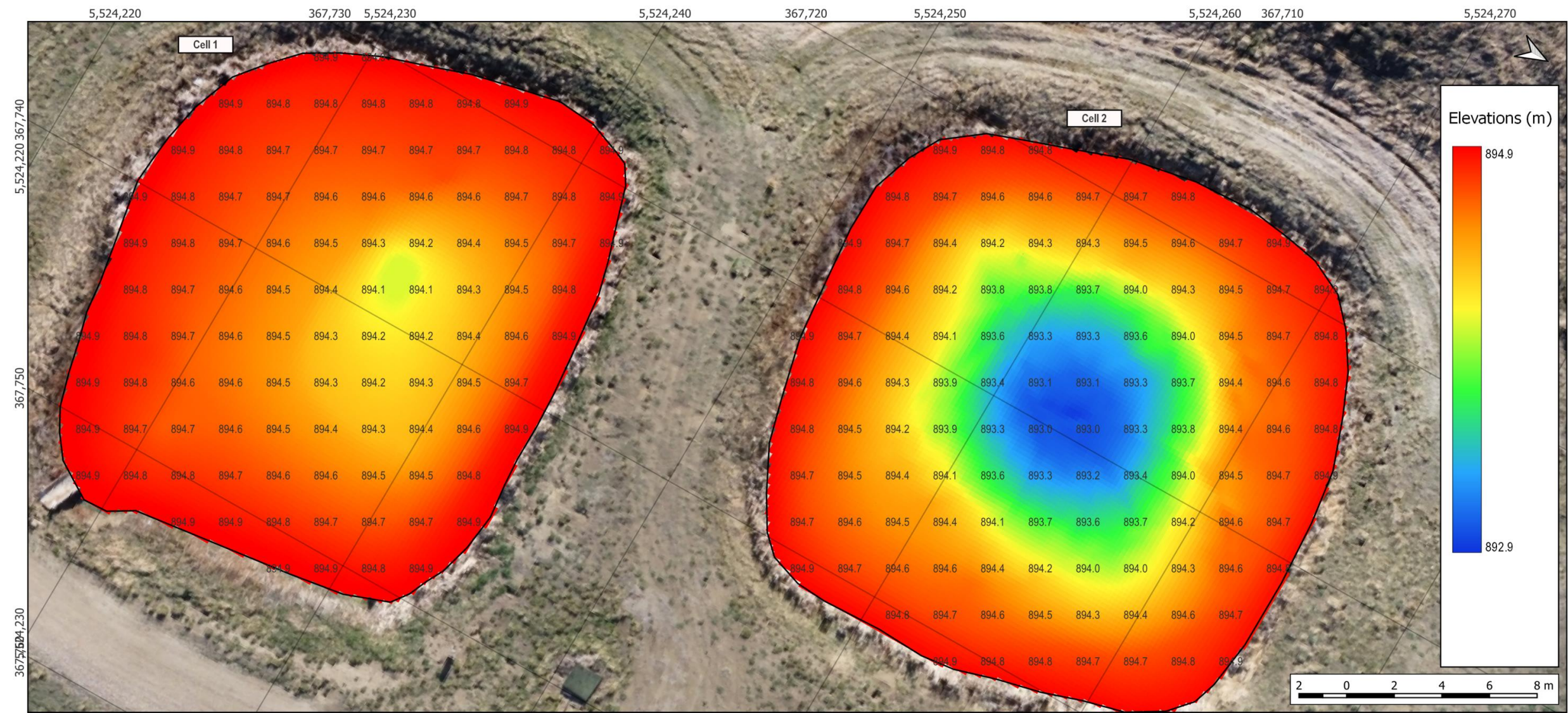



Figure 11 Cells 1 & 2 top of sludge blanket elevations

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CELL 3 – TOP OF SLUDGE ELEVATIONS

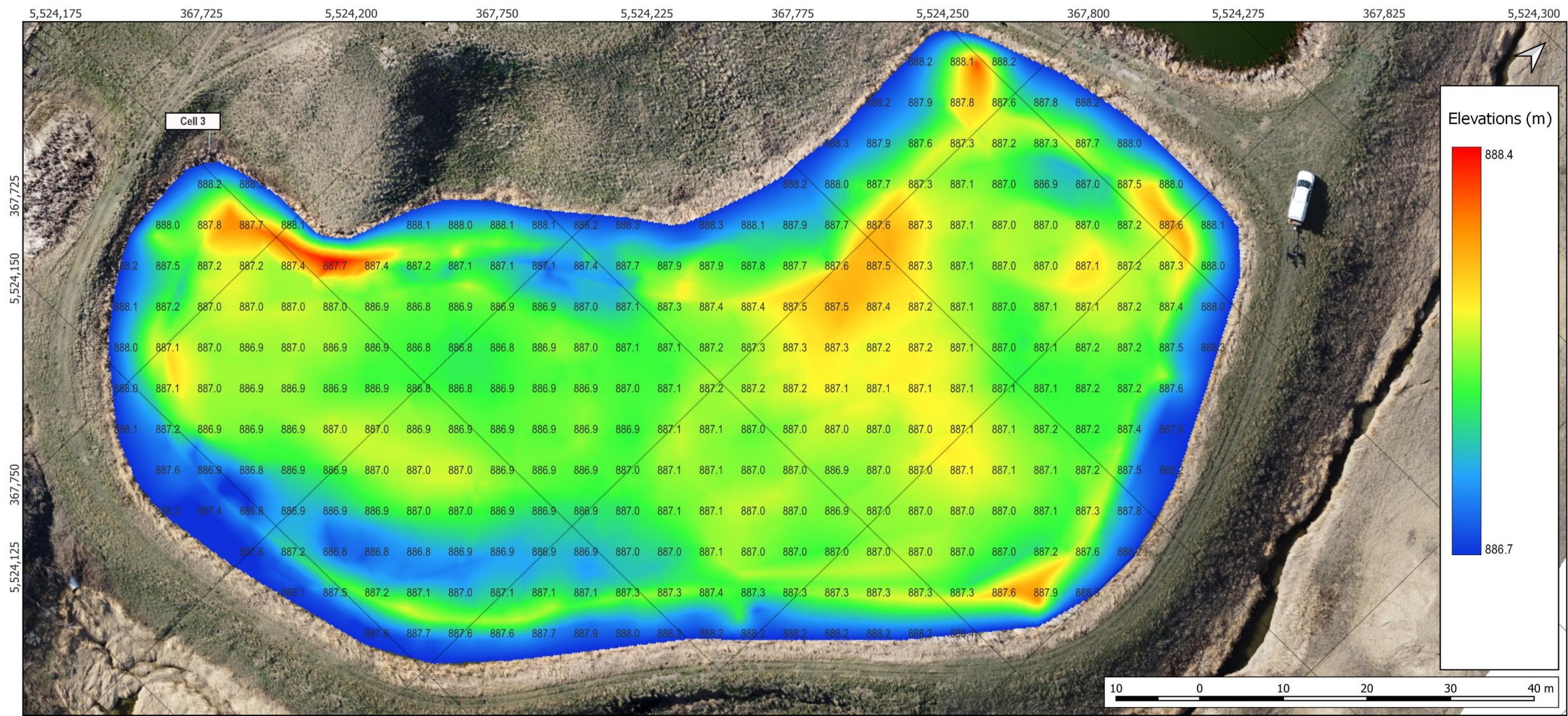



Figure 12 Cell 3 top of sludge blanket elevations

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CELL 4 – TOP OF SLUDGE ELEVATIONS

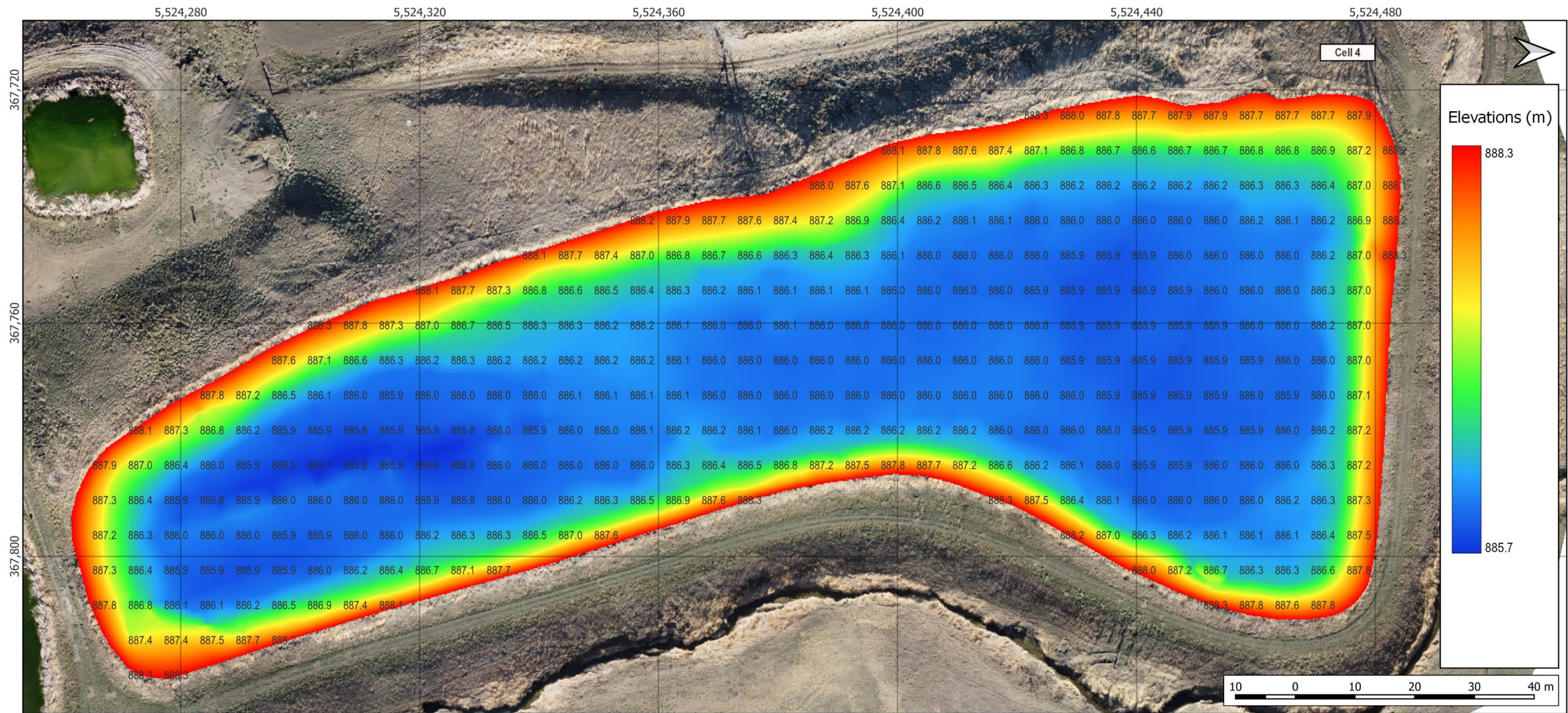



Figure 13 Cell 4 top of sludge blanket elevations

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CELLS 1 - 4 – TOPOGRAPHIC FEATURES



Figure 14 Cells 1, 2, 3 & 4 topographic features.

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CELL 1 VOLUMES

CELL 1 ESTIMATED SLUDGE QUANTITY

Estimated sludge volume is calculated using software that compares the measured and interpolated sludge depths with the depths of the lagoon liner obtained from engineered drawings and/or field measurements. A sludge sample is taken for lab analysis to determine total solids and total volatile solids and to obtain dry volume.

CELL 1:

TOTAL ESTIMATED VOLUME OF SLUDGE TO BE REMOVED (WET) = 352 m³
TOTAL ESTIMATED VOLUME OF SLUDGE TO BE REMOVED (DRY) = 25 m³
SPECIFIC GRAVITY (DRY AS SAMPLED) = 1.01
TOTAL ESTIMATED MASS OF SLUDGE TO BE REMOVED = 26 BDT (Bone Dry Tonnes)
TOTAL ESTIMATED VOLATILE SOLIDS QUANTITY (DRY) = 15 m³
IN-SITU SLUDGE DENSITY = 1,001 kg/m³

CELL 1 HYDRAULIC CAPACITY AT PRESENT SLUDGE LOADING

Hydraulic capacity calculations for each lagoon are performed by comparing the water level at the time of survey to the sludge profile with results shown below.

ESTIMATED HYDRAULIC CAPACITY - WATER LEVEL @ 894.934 m = 113 m³

CELL 1 APPROXIMATE DIMENSIONS AND VOLUMES
(AS SURVEYED)

Shape / Sides	Rectangular
Length	24 m
Width	20 m
Area	404 m²
Max. Depth	* m
Total Volume	465 m³
Total Potential Volume (high water level)	804 m³
Average Sludge Thickness	0.87 m


*Note: Cell 1 was full of sludge. Liners were not measured. Cell 1 Dimensions (Slope and depths) were estimated using drawings provided by the client as well as Cell 2 Dimensions.

REMAINING CAPACITY OF CELL BASED ON SURVEYED SLUDGE VOLUME

Stage	Depth (m)	Volume (m³)	Area (m²)
1	0.0	113	404
2	0.2	50	226
3	0.4	18	103
4	0.6	5	45
5	0.8	0	7
6	1.0	-	-

Figure 15 Cell 1 volumes

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CELL 1 - ALBERTA LAND APPLICATION OF BIOSOLIDS CRITERIA COMPARISON

Municipal Biosolids Quality Report and Parameters Limiting Application Rate - Cell 1		QUALITY REPORT						
		NITROGEN METAL RATIO			PHOSPHOROUS METAL RATIO			
		METAL	Calculated	Guide Minimum (Table 1)	Status	Calculated	Guide Minimum (Table 1)	Status
Client			21,875	1500	OK	3,738	600	OK
Lagoon Location			1,148	20	OK	196	8	OK
Project Number			92	15	OK	16	6	OK
Sample Work Order			1,151	20	OK	197	8	OK
			127,273	3000	OK	21,745	1100	OK
			1,296	100	OK	221	40	OK
			32	10	OK	6	4	OK
mmonium Nitrogen (NH4-N)			0.2470%					
Nitrogen, Total Kjeldahl			3.5000%					
Solids, Volatile			4.2000%					
Moisture			92.8000%					
Solids, Total			7.2000%					
Cadmium			1.600					mg/kg
Chromium			30.500					mg/kg
Copper			382.000					mg/kg
Lead			30.400					mg/kg
Mercury			0.275					mg/kg
Nickel			27.000					mg/kg
Total Phosphorus			0.5980%					
Zinc			1080.000					mg/kg

PARAMETERS LIMITING APPLICATION RATE							t/Ha kg/Ha kg/Ha kg/Ha kg/Ha kg/Ha kg/Ha kg/Ha kg/Ha kg/Ha kg/Ha kg/Ha
	Class 1 Site		Class 2 Site		Class 3 Site		
	Digested	Lagoon	Digested	Lagoon	Digested	Lagoon	
Solids	25.0	10.0	20.0	8.0	10.0	5.0	
Total Nitrogen	25.7	22.9	20.0	17.1	11.4	8.6	
NH4-N (inject)	81.0	81.0	81.0	81.0	60.7	60.7	
NH4-N (surface)	182.2	161.9	141.7	121.5	81.0	60.7	
Cadmium (Cd)	312.5	312.5	229.2	229.2	166.7	166.7	
Chromium (Cr)	1,092.9	1,092.9	819.7	819.7	546.4	546.4	
Copper (Cu)	174.5	174.5	130.9	130.9	87.3	87.3	
Lead (Pb)	1,096.5	1,096.5	822.4	822.4	548.2	548.2	
Mercury (Hg)	606.1	606.1	484.8	484.8	242.4	242.4	
Nickel (Ni)	308.6	308.6	234.6	234.6	148.1	148.1	
Zinc (Zn)	92.6	92.6	61.7	61.7	46.3	46.3	
Most limiting rate	25.0	10.0	20.0	8.0	10.0	5.0	
Parameter	Solids	Solids	Total Nitrogen	Solids	Solids	Solids	

Figure 16 Cell 1 – Alberta land application of biosolids criteria comparison

Above municipal biosolids quality report and parameters limiting application rate calculations referenced from “Alberta Guidelines for the Application of Municipal Wastewater Sludges to Agricultural Lands 2001” (Updated 2009)

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	Name	Date	<div>HYDRASURVEY</div>			
Prepared by:	RM	19-05-2023				
Reviewed by:	AA	01-06-2023				
			Project Title	Shaughnessy, AB Wastewater Lagoon Sludge Survey 2023 Report		
			Project Number	23009C		
Unless otherwise specified all dimensions are in meters			Revision	0		
			Sheet	15	OF 31	

CELL 1 - ALBERTA CLASS 2 LANDFILL CRITERIA ANALYSIS RESULTS

Biosolids Quality Report and Parameters Limiting Application Rate (Alberta Class II Landfill Disposal Criteria) - Cell 1					
Client		Lethbridge County			
Lagoon Location		Shaughnessy, AB			
Project Number		21009C			
Sample Work Order		330613			
Leachable BTEX				STATUS	Alberta Class II Landfill guidelines
Benzene		< 0.050	mg/L	OK	0.5
Toluene		< 0.050	mg/L	OK	0.5
Ethylbenzene		< 0.050	mg/L	OK	0.5
Xylenes		< 0.100	mg/L	OK	0.5
Leachable Metals					
TCLP Antimony		< 0.1	mg/L	OK	500
TCLP Arsenic		< 0.06	mg/L	OK	5
TCLP Barium		0.230	mg/L	OK	100
TCLP Beryllium		< 0.06	mg/L	OK	5
TCLP Boron		< 0.5	mg/L	OK	500
TCLP Cadmium		< 0.04	mg/L	OK	1
TCLP Chromium		< 0.04	mg/L	OK	5
TCLP Cobalt		< 0.05	mg/L	OK	100
TCLP Copper		< 0.05	mg/L	OK	100
TCLP Iron		7.800	mg/L	OK	1000
TCLP Lead		< 0.04	mg/L	OK	5
TCLP Mercury		< 0.020	mg/L	OK	0.2
TCLP Nickel		< 0.06	mg/L	OK	5
TCLP Selenium		< 0.2	mg/L	OK	1
TCLP Silver		< 0.08	mg/L	OK	5
TCLP Thallium		< 0.08	mg/L	OK	5
TCLP Uranium		< 0.05	mg/L	OK	2
TCLP Vanadium		< 0.03	mg/L	OK	100
TCLP Zinc		0.170	mg/L	OK	500
TCLP Zirconium		< 0.10	mg/L	OK	500
Sulphur					
pH		6.900		OK	2 to 12.5
Flash Point		> 75	°C	OK	60.5
Free Liquids		Present		Rejected	Not Present

Figure 17 Cell 1 – Alberta Class 2 landfill criteria analysis result

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			Project Title	Shaughnessy, AB Wastewater Lagoon Sludge Survey 2023 Report
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CELL 2 VOLUMES

CELL 2 ESTIMATED SLUDGE QUANTITY

Estimated sludge volume is calculated using software that compares the measured and interpolated sludge depths with the depths of the lagoon liner obtained from engineered drawings and/or field measurements. A sludge sample is taken for lab analysis to determine total solids and total volatile solids and to obtain dry volume.

CELL 2:

TOTAL ESTIMATED VOLUME OF SLUDGE TO BE REMOVED (WET) = 260 m³
TOTAL ESTIMATED VOLUME OF SLUDGE TO BE REMOVED (DRY) = 39 m³
SPECIFIC GRAVITY (AS SAMPLED) = 1.13
TOTAL ESTIMATED MASS OF SLUDGE TO BE REMOVED = 44 BDT (Bone Dry Tonnes)
TOTAL ESTIMATED VOLATILE SOLIDS QUANTITY (DRY) = 9 m³
IN-SITU SLUDGE DENSITY = 1,018 kg/m³

CELL 2 HYDRAULIC CAPACITY AT PRESENT SLUDGE LOADING

Hydraulic capacity calculations for each lagoon are performed by comparing the water level at the time of survey to the sludge profile with results shown below.

ESTIMATED HYDRAULIC CAPACITY - WATER LEVEL @ 894.894 m = 265 m³

CELL 2 APPROXIMATE DIMENSIONS AND VOLUMES (AS SURVEYED)


Shape / Sides	Square / 4
Length	23 m
Width	23 m
Area	464 m²
Max. Depth	3.28 m
Total Volume	525 m³
Total Potential Volume (high water level)	780 m³
Average Sludge Thickness	0.56 m

REMAINING CAPACITY OF CELL BASED ON SURVEYED SLUDGE VOLUME

Stage	Depth (m)	Volume (m³)	Area (m²)
1	0.0	265	464
2	0.4	134	226
3	0.8	66	128
4	1.2	26	74
5	1.6	5	32
6	2.0	-	-

Figure 18 Cell 2 volumes

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CELL 2 – ALBERTA LAND APPLICATION OF BIOSOLIDS CRITERIA COMPARISON

Municipal Biosolids Quality Report and Parameters Limiting Application Rate - Cell 2

Client

Lethbridge County

Lagoon Location

Shaughnessy, AB

Project Number

23009A

Sample Work Order

330613

Ammonium Nitrogen (NH4-N)

0.0824%

Nitrogen, Total Kjeldahl

1.4200%

Solids, Volatile

3.4000%

Moisture

84.9000%

Solids, Total

15.1000%

Cadmium

0.800

mg/kg

Chromium

19.600

mg/kg

Copper

122.000

mg/kg

Lead

14.600

mg/kg

Mercury

0.116

mg/kg

Nickel

22.800

mg/kg

Total Phosphorus

0.4150%

Zinc

305.000

mg/kg

QUALITY REPORT

METAL

Calculated

[Guide Minimum \(Table 1\)](#)

Status

Cadmium (Cd)

17,750

1500

OK

Chromium (Cr)

724

20

OK

Copper (Cu)

116

15

OK

Lead (Pb)

973

20

OK

Mercury (Hg)

122,414

3000

OK

Nickel (Ni)

623

100

OK

Zinc (Zn)

47

10

OK

PHOSPHOROUS METAL RATIO

Calculated

[Guide Minimum \(Table 1\)](#)

Status

5,188

600

OK

212

8

OK

34

6

OK

284

8

OK

35,776

1100

OK

182

40

OK

14

4

OK

PARAMETERS LIMITING APPLICATION RATE

Solids

Total Nitrogen

NH4-N (inject)

NH4-N (surface)

Cadmium (Cd)

Chromium (Cr)

Copper (Cu)

Lead (Pb)

Mercury (Hg)

Nickel (Ni)

Zinc (Zn)

Class 1 Site

Digested

Lagoon

Class 2 Site

Digested

Lagoon

Class 3 Site

Digested

Lagoon

t/Ha

kg/Ha

kg/Ha

kg/Ha

kg/Ha

kg/Ha

kg/Ha

kg/Ha

kg/Ha

kg/Ha

kg/Ha

Most limiting rate

Parameter

25.0

Solids

10.0

Solids

20.0

Solids

8.0

Solids

10.0

Solids


5.0

Solids

Figure 19 Cell 2 – Alberta land application of biosolids criteria comparison

Above municipal biosolids quality report and parameters limiting application rate calculations referenced from “Alberta Guidelines for the Application of Municipal Wastewater Sludges to Agricultural Lands 2001” (Updated 2009)

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Reviewed by:	AA	01-06-2023	Title	Report		
			Project Number	23009C		
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CELL 2 - ALBERTA CLASS 2 LANDFILL CRITERIA ANALYSIS RESULTS

Biosolids Quality Report and Parameters Limiting Application Rate (Alberta Class II Landfill Disposal Criteria) - Cell 2					
Client		Lethbridge County			
Lagoon Location		Shaughnessy, AB			
Project Number		21009C			
Sample Work Order		330613			
Leachable BTEX				STATUS	Alberta Class II Landfill guidelines
Benzene		< 0.050	mg/L	OK	0.5
Toluene		< 0.050	mg/L	OK	0.5
Ethylbenzene		< 0.050	mg/L	OK	0.5
Xylenes		< 0.100	mg/L	OK	0.5
Leachable Metals					
TCLP Antimony		< 0.1	mg/L	OK	500
TCLP Arsenic		< 0.06	mg/L	OK	5
TCLP Barium		0.330	mg/L	OK	100
TCLP Beryllium		< 0.06	mg/L	OK	5
TCLP Boron		< 0.5	mg/L	OK	500
TCLP Cadmium		< 0.04	mg/L	OK	1
TCLP Chromium		< 0.04	mg/L	OK	5
TCLP Cobalt		< 0.05	mg/L	OK	100
TCLP Copper		< 0.05	mg/L	OK	100
TCLP Iron		36.000	mg/L	OK	1000
TCLP Lead		< 0.04	mg/L	OK	5
TCLP Mercury		< 0.020	mg/L	OK	0.2
TCLP Nickel		< 0.06	mg/L	OK	5
TCLP Selenium		< 0.2	mg/L	OK	1
TCLP Silver		< 0.08	mg/L	OK	5
TCLP Thallium		< 0.08	mg/L	OK	5
TCLP Uranium		< 0.05	mg/L	OK	2
TCLP Vanadium		0.040	mg/L	OK	100
TCLP Zinc		< 0.07	mg/L	OK	500
TCLP Zirconium		< 0.10	mg/L	OK	500
Sulphur					
pH		7.200		OK	2 to 12.5
Flash Point		> 75	°C	OK	60.5
Free Liquids		Present		Rejected	Not Present

Figure 20 Cell 2 – Alberta Class 2 landfill criteria analysis result

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Reviewed by:	AA	01-06-2023		
			Project Title	Shaughnessy, AB Wastewater Lagoon Sludge Survey 2023 Report
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CELL 3 VOLUMES

CELL 3 ESTIMATED SLUDGE QUANTITY

Estimated sludge volume is calculated using software that compares the measured and interpolated sludge depths with the depths of the lagoon liner obtained from engineered drawings and/or field measurements. A sludge sample is taken for lab analysis to determine total solids and total volatile solids and to obtain dry volume.

CELL 3:

TOTAL ESTIMATED VOLUME OF SLUDGE TO BE REMOVED (WET) = 2,873 m³
TOTAL ESTIMATED VOLUME OF SLUDGE TO BE REMOVED (DRY) = 253 m³
SPECIFIC GRAVITY (AS SAMPLED) = 1.33
TOTAL ESTIMATED MASS OF SLUDGE TO BE REMOVED = 336 BDT (Bone Dry Tonnes)
TOTAL ESTIMATED VOLATILE SOLIDS QUANTITY (DRY) = 63 m³
IN-SITU SLUDGE DENSITY = 1,022 kg/m³

CELL 3 HYDRAULIC CAPACITY AT PRESENT SLUDGE LOADING

Hydraulic capacity calculations for each lagoon are performed by comparing the water level at the time of survey to the sludge profile with results shown below.

ESTIMATED HYDRAULIC CAPACITY - WATER LEVEL @ 888.361 m = 7,535 m³

CELL 3 APPROXIMATE DIMENSIONS AND VOLUMES (AS SURVEYED)


Shape / Sides	Irregular
Length	125 m
Width	80 m
Area	7217 m ²
Max. Depth	2.01 m
Total Volume	10408 m ³
Total Potential Volume (high water level)	14137 m ³
Average Sludge Thickness	0.40 m

REMAINING CAPACITY OF CELL BASED ON SURVEYED SLUDGE VOLUME

Stage	Depth (m)	Volume (m ³)	Area (m ²)
1	0.0	7,535	7,217
2	0.4	4,846	6,242
3	0.8	2,529	5,315
4	1.2	650	3,816
5	1.6	0	8
6	2.0	-	-

Figure 21 Cell 3 volumes

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CELL 4 VOLUMES

CELL 4 ESTIMATED SLUDGE QUANTITY

Estimated sludge volume is calculated using software that compares the measured and interpolated sludge depths with the depths of the lagoon liner obtained from engineered drawings and/or field measurements. A sludge sample is taken for lab analysis to determine total solids and total volatile solids and to obtain dry volume.

CELL 4:

TOTAL ESTIMATED VOLUME OF SLUDGE TO BE REMOVED (WET) = 3,350 m³
TOTAL ESTIMATED VOLUME OF SLUDGE TO BE REMOVED (DRY) = 332 m³
SPECIFIC GRAVITY (AS SAMPLED) = 1.34
TOTAL ESTIMATED MASS OF SLUDGE TO BE REMOVED = 444 BDT (Bone Dry Tonnes)
TOTAL ESTIMATED VOLATILE SOLIDS QUANTITY (DRY) = 8 m³
IN-SITU SLUDGE DENSITY = 1,026 kg/m³

CELL 4 HYDRAULIC CAPACITY AT PRESENT SLUDGE LOADING

Hydraulic capacity calculations for each lagoon are performed by comparing the water level at the time of survey to the sludge profile with results shown below.

ESTIMATED HYDRAULIC CAPACITY - WATER LEVEL @ 888.303 m = 24,300 m³

CELL 4 APPROXIMATE DIMENSIONS AND VOLUMES
(AS SURVEYED)


Shape / Sides Irregular
Length 233 m
Width 100 m
Area 13388 m²
Max. Depth 2.88 m
Total Volume 27649 m³
Total Potential Volume (high water level) 32929 m³
Average Sludge Thickness 0.25 m

REMAINING CAPACITY OF CELL BASED ON SURVEYED SLUDGE VOLUME

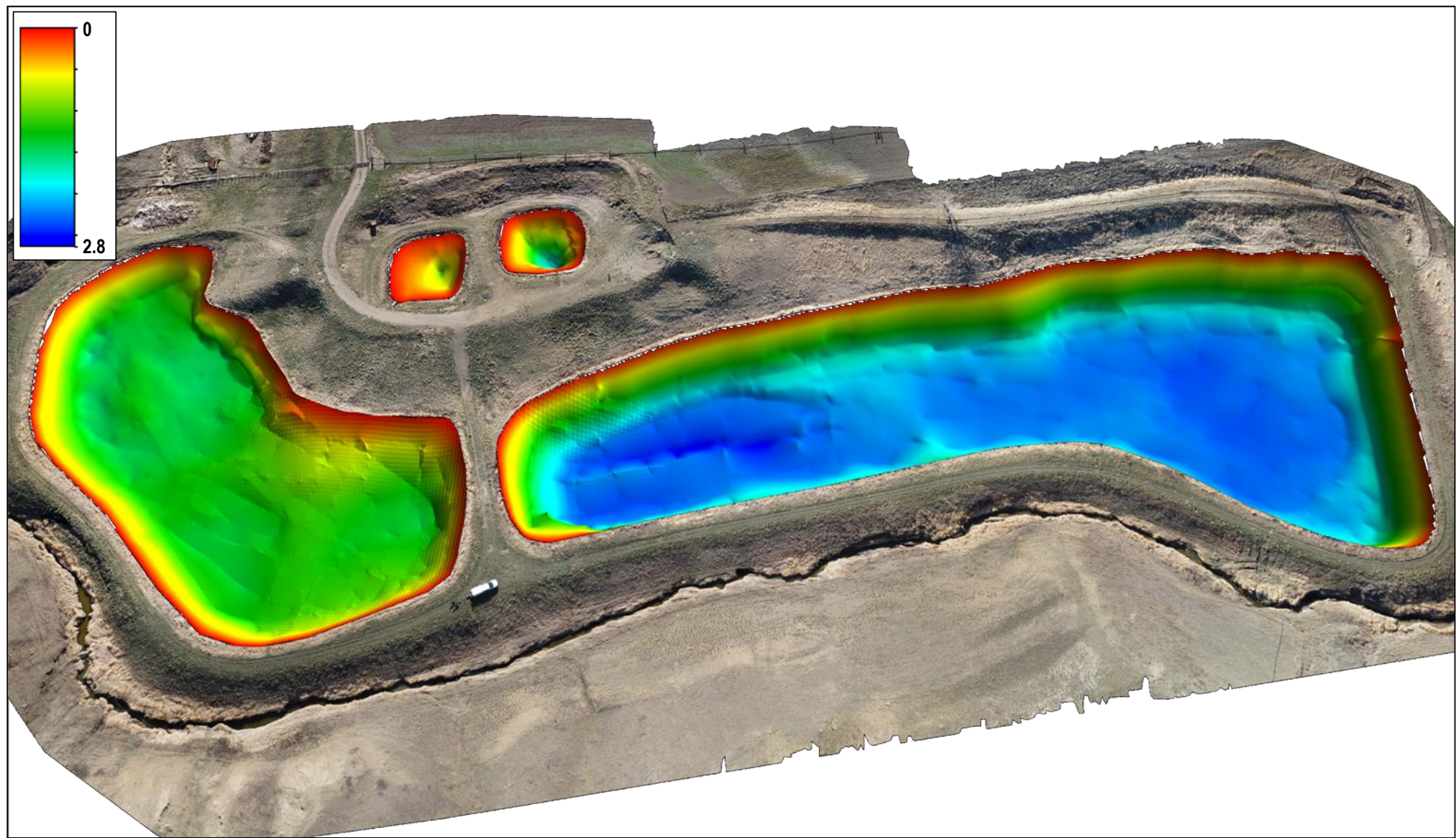
Stage	Depth (m)	Volume (m³)	Area (m²)
1	0.0	24,300	13,388
2	0.6	16,689	11,996
3	1.2	9,893	10,643
4	1.8	3,974	9,104
5	2.4	48	948
6	3.0	-	-

Figure 22 Cell 4 volumes

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CELLS 1 - 4 – TOP OF SLUDGE 3D PROFILE




A 6x vertical exaggeration has been applied to the 3D isometric drawing to highlight bottom features.

In Cells 1 & 2, sludge depths are higher near the center of the cell, with shallower depths in cell 1.

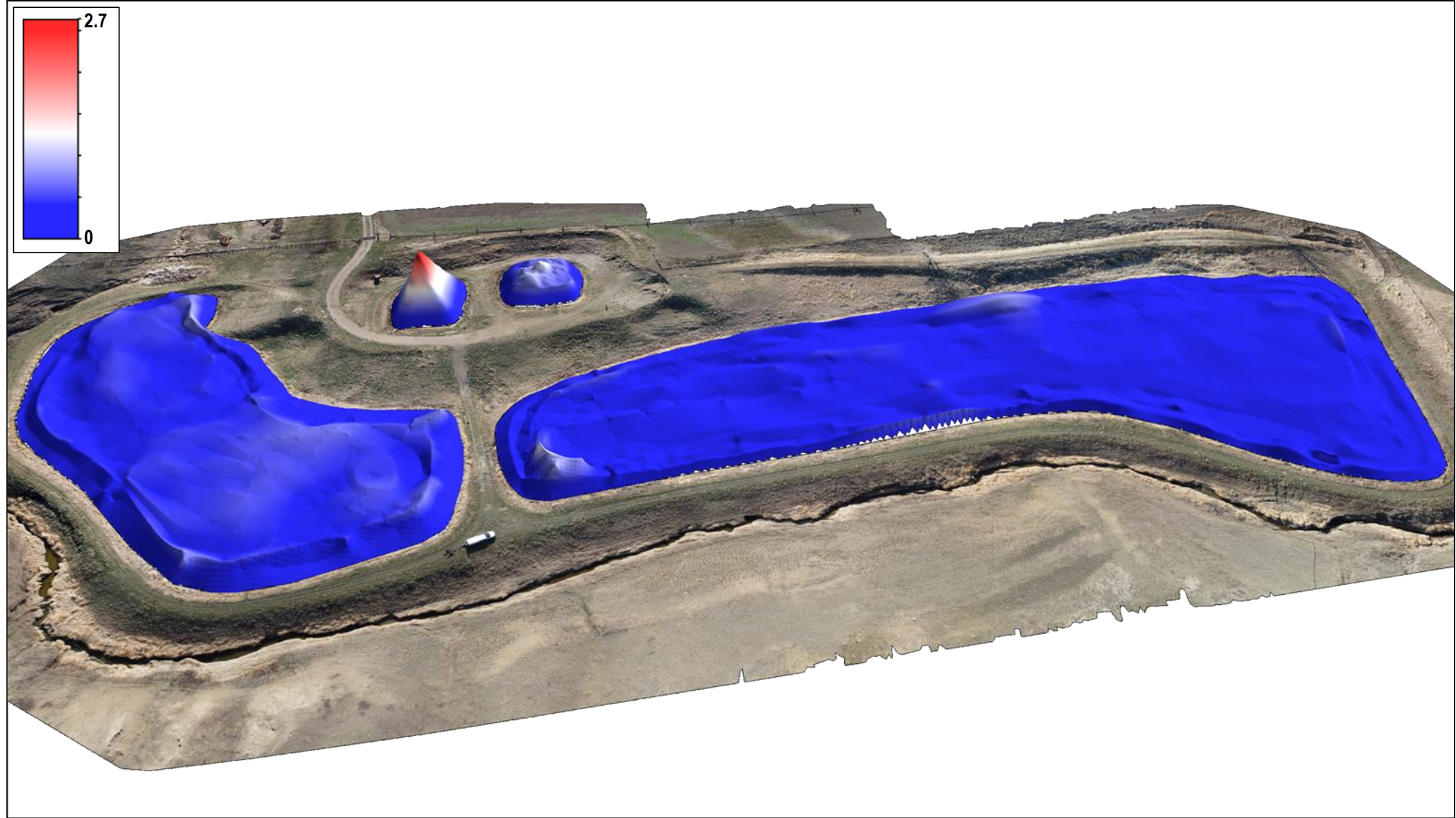
Sludge depths are evenly distributed throughout Cells 3 & 4.

Figure 23 Cells 1, 2, 3 & 4 top of sludge 3D isometric drawing – East to West

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CELLS 1 - 4 – SLUDGE THICKNESS 3D PROFILE




A 6x vertical exaggeration has been applied to the 3D isometric drawing to highlight bottom features.

Sludge build-up is more significant in Cells 1 & 2.

Cells 3 & 4 have little sludge build up.

Figure 24 Cells 1, 2, 3 & 4 top of sludge 3D isometric drawing – East to West

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APPENDIX A – GLOSSARY

Bone dry tonnes (BDT): The in-situ sludge volume reduced to an ideal dry mass in metric tonnes (all moisture removed).

CGVD2013: Canadian Geodetic Vertical Datum of 2013

CGVD28: Canadian Geodetic Vertical Datum of 1928

Dredgeable area: The area of a lagoon or pond that is accessible to be cleaned by a floating dredge. Features that restrict dredge access include excessive shoreline vegetation (cattails), riprap, infrastructure, etc.

Dredgeable volume: The volume of sludge in the dredgeable area adjusted to account for the cutterhead guard and sludge-liner interface by raising the liner surface by 15 cm and by applying an offset from the shoreline of 1.5 m for cells 1, 3 & 4 and 3 m for Cell 2.

Echogram: A visualization of acoustic returns displayed as a vertical cross section (elevation view) or ‘slice’ of the entire water column (waterline down to sludge) that shows the bottom profile and basic underwater features.

Floating crust: A layer of material (made up of biosolids and synthetic debris) which is less dense and therefore floats on the surface of the effluent and forms a crust.

Freeboard: Distance from the surveyed cell water elevation to the cell level of capacity or overflow.

In-situ sludge density: The calculated density of the in-situ sludge.

Sludge accumulation: The amount of sludge (in depth or volume) that accumulates over a period of time.

Sludge blanket thickness: The amount of sludge that has accumulated on the bottom of the pond.


Sludge volume: The in-situ sludge volume that exists between the liner and the top of the sludge surface.

Top of sludge depths: The vertical measurement from the water surface down to the top of the sludge layer.

Top of sludge elevations: The elevations mapped at the top of the sludge layer. By tracking these elevations overtime sludge accumulation can be accurately monitored or dredging progress can be assessed even with varying pond levels.

Water volume / hydraulic capacity: Volume of water/effluent in the pond at the time of survey. This value represents the hydraulic capacity on top of the settled sludge blanket.

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APPENDIX B – A NOTE ON VOLUME CALCULATIONS

This Sludge Survey Report has been prepared by Hydrasurvey Ltd. ("HS") for the City of Lethbridge (herein referred to as the "Client"). It is intended to provide the Client with an estimate of sludge quantity and lagoon hydraulic capacity.


This report is based on data and information obtained by measuring pond depths with the Single Beam Echosounder, or Infrared Sludge Interface Detector and verified using manual checks. Estimated sludge volumes and dry tonne amounts are calculated using software that creates interpolations between the sounding lines measured in the field.

The Client recognizes and acknowledges that estimated sludge volumes will vary from actual sludge volumes and that this report should be used only as a general guideline for planning maintenance desludging or dredging and should not be assumed to be an exact quantification of sludge volume. HS shall not be liable for any damages resulting from any difference between estimated sludge volumes and actual sludge volumes.

Furthermore, the liability of HS to the Client and to all third parties shall be limited to injury or loss caused by the negligent acts, errors or omissions of HS. Notwithstanding the foregoing, the total aggregate liability of HS shall not exceed the lesser of the actual damages incurred, or the total fee of HS for services rendered on this project.


The Client agrees to defend, indemnify, and hold harmless HS, its affiliates, officers, directors, employees, and agents from any and all liabilities, in excess of the limits of HS' entire liability set out above, incurred by HS or any other party, in connection with the services provided. Such indemnity shall include the costs of the time spent and expenses incurred by HS and its affiliates in connection with the defence of any claims.

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	Name	Date	HYDRASURVEY 		
Prepared by:	RM	19-05-2023			
Reviewed by:	AA	01-06-2023			
			Project Title	Shaughnessy, AB Wastewater Lagoon Sludge Survey 2023 Report	
			Project Number	23009C	
Unless otherwise specified all dimensions are in meters			Revision	0	
			Sheet	25	OF 31

APPENDIX C – SHAUGHNESSY, AB WASTEWATER LAGOON SLUDGE SAMPLE TEST RESULTS

This is not a legal survey document
Matrix depths and elevations are interpolated from field measurements
Depths are relative to water level at the time of the survey.
Infrastructure shown on drawings is approximate.
Survey data collected on April 28-29, 2023.
Report any discrepancies in this report to Hydrasurvey Ltd.
Do not modify or use this report for purposes other than which it is intended
Drone aerial imagery is georeferenced.

	Name	Date	HYDRASURVEY 	
Prepared by:	RM	19-05-2023		
Reviewed by:	AA	01-06-2023		
			Project Title	Shaughnessy, AB Wastewater Lagoon Sludge Survey 2023 Report
			Project Number	23009C
Unless otherwise specified all dimensions are in meters			Revision	0
			Sheet	26 OF 31

Unit# 288, 2880 45 Ave S.E.
 Calgary, AB, T2B 3M1
 Phone (403) 297-0868
 Fax: (403) 297-0869



ANALYTICAL REPORT

Client: Hydrasurvey Ltd.
 9715 76 St NW
 Edmonton, AB T6C 2L1

Attention: Andrew Ambrocichuk

KaizenLAB JOB #:	330613
DATE RECEIVED:	09-May-2023
DATE REPORTED:	12-May-2023
PROJECT ID:	23009C Shaughnessy
LOCATION:	Lethbridge, AB

KaizenLAB Sample #: 330613_001 **Sample ID:** 23009C Shaughnessy Cell 1
Date Sampled: 27-Apr-2023 **Matrix:** SLUDGE

Parameter Description	Units	Result	Detection Limit
Alberta Class II Landfill Criteria Package			
pH (1S:2W)		6.9	
Flashpoint	deg_C	>75	
Paint Filter Test		Free liquid is present	
TCLP BTEX in Waste			
TCLP Benzene	mg/L	<0.050	0.050
TCLP Toluene	mg/L	<0.050	0.050
TCLP Ethylbenzene	mg/L	<0.050	0.050
TCLP Xylenes	mg/L	<0.100	0.100
TCLP Mercury	ug/L	<0.020	0.020
TCLP Metals in Waste			
TCLP Antimony	mg/L	<0.1	0.1
TCLP Arsenic	mg/L	<0.06	0.06
TCLP Barium	mg/L	0.23	0.20
TCLP Beryllium	mg/L	<0.06	0.06
TCLP Boron	mg/L	<0.5	0.5
TCLP Cadmium	mg/L	<0.04	0.04
TCLP Chromium	mg/L	<0.04	0.04
TCLP Cobalt	mg/L	<0.05	0.05
TCLP Copper	mg/L	<0.05	0.05
TCLP Iron	mg/L	7.8	0.03
TCLP Lead	mg/L	<0.04	0.04
TCLP Manganese	mg/L	0.16	0.04
TCLP Nickel	mg/L	<0.06	0.06
TCLP Selenium	mg/L	<0.2	0.2
TCLP Silver	mg/L	<0.08	0.08
TCLP Thallium	mg/L	<0.08	0.08
TCLP Uranium	mg/L	<0.05	0.05

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 e-Mail: kaizenlan@kaizenlab.ca



KaizenLAB Sample #: 330613_001 **Sample ID:** 23009C Shaughnessy Cell 1
Date Sampled: 27-Apr-2023 **Matrix:** SLUDGE

Parameter Description	Units	Result	Detection Limit
TCLP Vanadium	mg/L	<0.03	0.03
TCLP Zinc	mg/L	0.17	0.07
TCLP Zirconium	mg/L	<0.10	0.10

LWSS in Sludge

Available Ammonia in Soil

Available Ammonium-N	mg/kg	2470	1.0
Available Ammonium-N	%	0.2469	0.0001
Mercury	mg/kg	0.276	0.030 *

Metals in Soil by ICP-MS

Cadmium	mg/kg	1.6	0.5
Chromium	mg/kg	30.5	2.0
Copper	mg/kg	382	2.0
Lead	mg/kg	30.4	1.0
Nickel	mg/kg	27.0	2.0
Zinc	mg/kg	1080	10.0
% Solids	%	7.1	0.1

Total Kjeldahl Nitrogen in Soil

Total Kjeldahl Nitrogen	mg/kg	35000	100
Total Kjeldahl Nitrogen	%	3.50	0.010
Phosphorus	% (w/w)	0.598	0.020
Specific Gravity (Dry)	g/mL	1.01	

Volatile and Total Solids (gravimetric) in soil

Total and Volatile Solids in Soil

Total Solids	%	7.2	0.1
Volatile Solids	%	4.2	0.1

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KaizenLAB Sample #: 330613_002 **Sample ID:** 23009C Shaughnessy Cell 2
Date Sampled: 27-Apr-2023 **Matrix:** SLUDGE

Parameter Description	Units	Result	Detection Limit
Alberta Class II Landfill Criteria Package			
pH (1S:2W)		7.2	
Flashpoint	deg_C	>75	
Paint Filter Test		Free liquid is present	
TCLP BTEX in Waste			
TCLP Benzene	mg/L	<0.050	0.050
TCLP Toluene	mg/L	<0.050	0.050
TCLP Ethylbenzene	mg/L	<0.050	0.050
TCLP Xylenes	mg/L	<0.100	0.100
TCLP Mercury	ug/L	<0.020	0.020
TCLP Metals in Waste			
TCLP Antimony	mg/L	<0.1	0.1
TCLP Arsenic	mg/L	<0.06	0.06
TCLP Barium	mg/L	0.33	0.20
TCLP Beryllium	mg/L	<0.06	0.06
TCLP Boron	mg/L	<0.5	0.5
TCLP Cadmium	mg/L	<0.04	0.04
TCLP Chromium	mg/L	<0.04	0.04
TCLP Cobalt	mg/L	<0.05	0.05
TCLP Copper	mg/L	<0.05	0.05
TCLP Iron	mg/L	36	0.03
TCLP Lead	mg/L	<0.04	0.04
TCLP Manganese	mg/L	1.1	0.04
TCLP Nickel	mg/L	<0.06	0.06
TCLP Selenium	mg/L	<0.2	0.2
TCLP Silver	mg/L	<0.08	0.08
TCLP Thallium	mg/L	<0.08	0.08
TCLP Uranium	mg/L	<0.05	0.05
TCLP Vanadium	mg/L	0.04	0.03
TCLP Zinc	mg/L	<0.07	0.07
TCLP Zirconium	mg/L	<0.10	0.10
LWSS in Sludge			
Available Ammonia in Soil			
Available Ammonium-N	mg/kg	824	1.0
Available Ammonium-N	%	0.0824	0.0001
Mercury	mg/kg	0.116	0.030 *
Metals in Soil by ICP-MS			
Cadmium	mg/kg	0.8	0.5

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KaizenLAB Sample #: 330613_002 **Sample ID:** 23009C Shaughnessy Cell 2
Date Sampled: 27-Apr-2023 **Matrix:** SLUDGE

Parameter Description	Units	Result	Detection Limit
Chromium	mg/kg	19.6	2.0
Copper	mg/kg	122	2.0
Lead	mg/kg	14.6	1.0
Nickel	mg/kg	22.8	2.0
Zinc	mg/kg	305	10.0
% Solids	%	16.3	0.1
Total Kjeldahl Nitrogen in Soil			
Total Kjeldahl Nitrogen	mg/kg	14200	100
Total Kjeldahl Nitrogen	%	1.42	0.010
Phosphorus	% (w/w)	0.415	0.020
Specific Gravity (Dry)	g/mL	1.13	
Volatile and Total Solids (gravimetric) in soil			
Total and Volatile Solids in Soil			
Total Solids	%	15.1	0.1
Volatile Solids	%	3.4	0.1

KaizenLAB Sample #: 330613_003 **Sample ID:** 23009C Shaughnessy Cell 3
Date Sampled: 27-Apr-2023 **Matrix:** SLUDGE

Parameter Description	Units	Result	Detection Limit
Specific Gravity (Dry)	g/mL	1.33	
Volatile and Total Solids (gravimetric) in soil			
Total and Volatile Solids in Soil			
Total Solids	%	8.8	0.1
Volatile Solids	%	2.2	0.1

KaizenLAB Sample #: 330613_004 **Sample ID:** 23009C Shaughnessy Cell 4
Date Sampled: 27-Apr-2023 **Matrix:** SLUDGE

Parameter Description	Units	Result	Detection Limit
Specific Gravity (Dry)	g/mL	1.34	
Volatile and Total Solids (gravimetric) in soil			
Total and Volatile Solids in Soil			
Total Solids	%	9.9	0.1
Volatile Solids	%	2.5	0.1

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* The detection limit has been adjusted due to sample matrix type and/or insufficient sample volume.

Test Methodologies

Available Ammonia in Soil: Modified from Soil Sampling & Methods of Analysis, M.R. Carter, 2008 and SM 4500-NH₃ F
Flashpoint in Soil: ASTM Method D93-16a
Mercury in Soil: Modified from EPA 3050B and EPA 1631 Revision E
Metals in Soil: Modified from EPA 3050B and SM 3120B
Metals in Soil: Modified from EPA 3050B and SM 3125B
Moisture Content in Soil: Modified from Soil Sampling & Methods of Analysis, M.R. Carter, 2008
Paint Filter Test in Waste: Modified from EPA 9095B
pH in Soil: Modified from Soil Sampling & Methods of Analysis, M.R. Carter, 2008 and SM 4500-H+ B
pH of Water: Modified from SM 4500-H+ B
Specific Gravity / Bulk Density in Soil/Sludge: Modified from Soil Sampling & Methods of Analysis, M.R. Carter, 2008 and Directive 050 of the Alberta Energy Regulator, August 2019
TCLP BTEX in Waste: EPA 1311 and Modified from EPA 8260B, EPA 5030B/EPA 5021A
TCLP Mercury in Waste: EPA 1311 and Modified from EPA 1631 Revision E
TCLP Metals in Waste: EPA 1311 and Modified from SM 3120B
Total and Volatile Solids in Soil: Modified from SM 2540 B and E
Total Kjeldahl Nitrogen in Soil: Modified from SM 4500-N(org) B and D

Final Review by:

A handwritten signature in black ink, appearing to read 'Irene De Leon', written over a horizontal line.

Irene De Leon
Client Services Representative

Note: The results in this report relate only to the items tested and as received. Information is available for any items in 7.8.2.1 of ISO/IEC 17025:2017 that cannot be put on a test report. The report shall not be reproduced except in full without written approval of KaizenLAB. The validity of results may be affected if the information is provided by the customer.

Lethbridge County Lagoon Management Strategy Report

Prepared by: Andrew Ambrocichuk, P. Eng., CEO, Hydrasurvey Ltd.

Hydrasurvey conducted sludge surveys at 4 wastewater lagoons in Lethbridge County from April 24-30, 2023. This Lagoon Management Strategy Report is intended to provide a summary of important findings at each lagoon location to guide in the management of each cell.

Table 1 below summarizes the critical findings of the sludge surveys.

Lagoon Location	Cell	Percent of total cell volume occupied by sludge	Estimated Sludge Volume (m ³)	Estimated Dry Tonnes	Estimated Dredgeable Sludge Volume	Disposal Suitability		Sludge Accumulation Monitoring	Lagoon Site Access	Laydown Space	Vegetation	Odour Assessment
						Land Apply	Landfill					
Monarch	Facultative	24%	2,399	382	1,303	Yes	Yes	3 years	Good	Good	Good	Minor
Monarch	Storage	2%	651	69	83	N/A	N/A	N/A				
Diamond City	Facultative	15%	1,237	115	60	Yes	Yes	3-5 Years	Poor	Good	Good	Minor
Diamond City	Storage	2%	748	175	122	N/A	N/A	N/A				
Shaughnessy	Cell 1	76%	352	26	290	Yes	Yes	5 yrs post desludging	Poor	Poor	Poor	Poor
Shaughnessy	Cell 2	49%	260	44	160	Yes	Yes	5 yrs post desludging				
Shaughnessy	Cell 3	28%	2,873	336	1,856	N/A	N/A	3 years				
Shaughnessy	Cell 4	12%	3,350	444	1,573	N/A	N/A	5 years				
Turin	Facultative	12%	521	41	132	Yes	Yes	3-5 years	Good	Good	Good	Moderate
Turin	Storage	5%	683	74	57	N/A	N/A	N/A				

Table 1 Sludge Survey Findings Summary

Dredging and Desludging Priority

Based on the sludge volumes measured during the sludge surveys, Hydrasurvey found that Cells 1 and 2 at Shaughnessy should have the highest priority for desludging followed by Cell 3 at Shaughnessy and the Facultative Cell at Monarch. Where budgetary constraints exist, consideration should be given to localized dredging at locations such as Monarch where sludge accumulation occurs mostly near the inlet. As primary cells fill with sludge, hydraulic retention time is reduced and settling can tend to occur in secondary cells. This is the reason Cell 3 at Shaughnessy has significant sludge accumulation. Cells 1 and 2 are effectively short-circuiting effluent and allowing solids to move directly to Cell 3.

Sludge Disposal

Samples collected from the Facultative Cells in Monarch, Diamond City and Turin and Cells 1 and 2 in Shaughnessy were analyzed for Alberta Biosolids Agricultural Land Application Criteria and Alberta Class 2 Landfill Criteria. These cells passed the regulated requirements for each of the disposal options allowing for both options of disposal. Land application of biosolids typically has a lower cost than landfill disposal, however land application disposal requires available agricultural land and is dependant on seasonal timing.



Quality Management for Dredging and Desludging

A good quality management plan is critical to a successful dredging/desludging project. All dredging and desludging projects should include, at minimum, a post dredging sludge survey to determine volume of sludge removed (note that this is not necessary if the lagoon will be dewatered as part of desludging since the remaining sludge and the cell liner will be visible).

During dredging, interim sludge surveys can be beneficial to ensure contractors will complete the project as specified. The contractor should provide an estimate of production using a flow meter to measure flow rate and sample collection to measure solids content. From these 2 datasets dry tonnes removed can be estimated and compared to survey results.

Opportunities for Improvement

There are several opportunities for improvement of each lagoon location.

Monarch Lagoon

Overall, the Monarch lagoon was in good repair and well maintained. If desludging is not desired in the Facultative Cell at this time another sludge survey should be undertaken in 3 years to re-assess sludge accumulation and distribution.

Diamond City Lagoon

The lagoon site access at Diamond City is through a farm field. If desludging is undertaken in the future, consideration should be given to the impact of sludge hauling on the field and access to the roadway in wet conditions. Trees that are growing into the liner of the Facultative Cell should be removed since their root systems can damage the clay liner.

Shaughnessy Lagoon

Desludging in Cells 1 and 2 should be undertaken in the near future. Cattail vegetation should be removed at the same time. Overgrown cattails in Cells 3 and 4 should be removed since cattails contribute to the organic loading in the lagoon. After desludging is completed in Cells 1 and 2, odour can be reassessed since desludging may significantly improve the odour issue.

Shoreline erosion in Cells 3 and 4 should be periodically observed to ensure it is not worsening. If erosion continues, repairs will be necessary to maintain integrity of the berms. Attention should be paid to the number of gophers living around the Shaughnessy lagoon. Their burrowing activities can impact berm integrity and accelerate erosion over time.

Turin Lagoon

Odour at the Turin was noted to be moderate and since the sludge volume in the facultative cell is relatively low consideration may be given to using a bioaugmentation product to improve odours. The effectiveness of the product should be measured with a before and after dosage odour study. The tree in the northeast corner of the Facultative Cell should be removed to eliminate the risk of damage to the lagoon liner.

AGENDA ITEM REPORT



Title: Malloy Drain Phase 2B - Additional ACRP Funding Request
Meeting: Council Meeting - 06 Jul 2023
Department: Infrastructure
Report Author: Devon Thiele

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 29 Jun 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The Malloy Drain Steering Committee met on June 23rd to receive an update from the Technical Committee regarding the status of the project. An overview of the project was presented to the Committee including how the project has evolved since the last phase was completed. A couple key items noted in the update included a revised cost estimate which indicates a significant increase in projected costs since the original estimate was completed in 2017. As well a revision of the original scope of work was presented, due to the cost increases projected.

The Town of Coaldale, as the managing partner, has drafted a letter to the Minister of Environment and Protected Area, Rebecca Schultz. Included in the letter is a request for the Province to increase their commitment to the project from \$1,238,000 to \$4,445,850. This also includes a commitment from the three parties to increase their share from \$285,550 to \$600,000 per partner. This increase in the partners funding commitment demonstrates that all three parties are willing to increase their contribution if the province does the same.

RECOMMENDATION:

Council approve the Reeve's signature on the letter of support to Minister Shultz, and to approve an additional \$240,000 in funds towards the project for a total of \$600,000, contingent on receiving an additional \$4,445,850 from the Province.

REASON(S) FOR RECOMMENDATION(S):

The Committee feels that increasing the funding commitment of the three parties increases the chances of receiving additional funding from the Province. If this request is not successful, the County's commitment will remain at \$340,000.

PREVIOUS COUNCIL DIRECTION / POLICY:

2021 Budget Item #21-IS-05 Malloy Phase 2B (Budget \$340,000)

BACKGROUND INFORMATION:

As indicated above, a request for scope reduction has been submitted to the grant administrators to lessen the financial burden of the project. This scope reduction would exclude the construction of the pond south of the Cottonwood subdivision. The project will still result in about 500,000 m3 of storage in the existing abandoned water reservoirs. The intent with removing the south pond would be to use this area as a source of fill material for developers, which would almost eliminate the costs associated with excavating and transporting material.

The increase in costs can be attributed to a few items. The cost estimate in which the funding was based upon was established in 2017, now 6 years old. This cost estimate did not include engineering services as the intent at the time was to have a staff member from the Town of Coaldale complete the engineering. Since then, due to reasons outside anyone's control, the Town is no longer in the position to provide in house engineering, which is a additional cost to be incurred. Land costs have also significantly increased since 2017, resulting in increased costs for the group.

ALTERNATIVES / PROS / CONS:

ALT 1: Do not commit to any additional funding

PRO: This would maintain the County's current financial commitment

CON: This would lessen the chances of the province contributing additional funds

FINANCIAL IMPACT:

An additional \$240,000 funded from the Public Work Project Reserve. The remaining \$360,000 is currently in the budget, funded through MSI.

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

[2023.06.26 ACRP Top-Up Funds Malloy Phase 2b.](#)

June 26, 2023

Attention: Minister Rebecca Schulz
Environment & Protected Areas
204 Legislative Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

Delivered Electronically
(‘aep.minister@gov.ab.ca’)

Re: Request for Additional Provincial Funding for Phase 2(b) of the Malloy Drainage Implementation Project (the ‘Project’)

Dear Minister Schulz:

On behalf of the tri-party Malloy Drain Stormwater Master Plan Steering Committee, I write to express the critical importance that the above-captioned infrastructure project represents for the Town of Coaldale (the ‘Town’) and its project partners, Lethbridge County and the St. Mary River Irrigation District (‘Project Partners’).

The purpose of this letter is to formally request top-up funding from the Government of Alberta – through the Alberta Community Resilience Program (ACRP) or an alternate grant or funding source that may be available – to help us offset major project cost escalations that have occurred as a result of:

- pandemic-induced inflation, material shortages and supply chain disruptions;
- protracted land negotiations and higher-than-anticipated acquisition costs;
- required design modifications; and,

While the Project Partners learned in 2019/2020 that their Project funding applications under the ACRP and Investing in Canada Infrastructure (ICIP) programs were successful, for the reasons listed a significant funding shortfall continues to plague our collective ability to get this much-needed project off the ground. We respectfully request your assistance, as Minister, to help us tap into provincial funding opportunities to assist us in our efforts.

In this letter, we seek to provide:

- relevant background information to get you up to speed about this particular project;
- a breakdown of our project readiness efforts (i.e., what makes it ‘shovel-ready’);
- listing of additional funding sources – and innovative phasing techniques – we have explored to assist our need to proceed;
- a renewed pledge at the local level as a means of doing our part to get this important project off the ground;

Background:

The Town of Coaldale (Town) has been collaborating with its regional partners, Lethbridge County (County) and the St. Mary River Irrigation District (SMRID), over many decades to review and address drainage issues within the Malloy Drainage Basin. The Malloy 2B project was identified as part of the Malloy Drain Master Drainage Plan (MPE, 2010), the Malloy Drain Project Implementation Plan (MPE, 2011), the Malloy Drain Three Year Project Implementation Plan (MPE, 2014), the Malloy Drain Phase 2 Preliminary Engineering Report (MPE, 2015), and the Infrastructure Master Plan (MPE, 2019).

The regional partners have made significant progress over the last decade to address the drainage issues within the basin and have completed multiple successful projects together, including: Phase 1 of the Malloy Drainage Implementation project in 2015 – a canal widening and riprap project between Coaldale and Stafford Reservoir; and Phase 2(a) – a naturalized stormwater detention facility on the western boundary of Coaldale.

The Phase 2(b) Project, as the sequence suggests, is the next critical component of the broader masterplan to protect critical infrastructure in the Town of Coaldale and surrounding areas from a catastrophic flooding event. However, unlike Phase 1 and Phase 2(a), which were both completed on budget, Phase 2(b) has posed major unprecedented challenges.

Cost Escalation:

The Town received \$1,021,350 in provincial funding through the Alberta Community Resilience Program (ACRP) in 2019, and on the advice of provincial officials, applied for and received \$1,238,000 in federal funding through ICIP in 2020.

Difficulties acquiring the land upon which the Phase 2(b) project will be constructed caused significant delays on the project schedule. Indeed, it is difficult to proceed to detailed design of a project on lands you do not own. Now that the requisite land has been acquired, the Town has engaged a local consultant, MPE Engineering, who has extensive knowledge of the Project to begin detailed design.

Due to pandemic-induced inflation, material shortages and supply chain disruptions, the initial project cost estimate of \$3,095,000 has skyrocketed to \$10,636,000 (a revised cost estimate developed by MPE Engineering). Significant cost increases related to a land purchase, labour, materials, and diesel fuel, have contributed to significantly higher overall anticipated project costs than first thought.

In addition to inflationary factors and higher than expected land costs, it has since been identified that several important items, in our original Phase 2(b) ACRP (2019) and ICIP (2020) applications, were not included in the development of the original project scope. Items not covered in the

estimate submitted with the funding application, but that have since been determined to be required, include:

- Geotechnical investigations,
- Dam Safety assessment – due to recently heightened provincial regulations,
- An allowance for rehabilitation of the raw water reservoirs to meet new Dam Safety requirements,
- Bioswale finishing/surface restoration,
- Second pump station,
- Force mains,
- Extension of force main from an existing stormwater pump station,
- Upstream management facility compacted clay liner,
- Property Access – Utility Right of Way acquisition and legal survey, Construction easements, Crop Compensation;
- Utility crossings.

During preliminary design, it was also noted by MPE Engineering that it is, indeed, feasible to convey the stormwater between the upstream and downstream management facilities by gravity. This was not thought to be originally possible. However, this is great news from an operating perspective, for a gravity conveyance system is more reliable during an emergency event, and more operationally efficient, effective and sustainable.

The change to a gravity pipeline has the following benefits:

- Eliminate the need for two pump stations,
- Simplification of operations,
- Increase system capacity and reliability,
- Eliminate energy consumption and ongoing operational costs related to pump stations,
- Increase the capacity of an existing stormwater management facility.

Project Readiness Efforts:

We recognize the significant increase in cost that this Project represents. Instead of expecting a “handout” from the Province, we have been diligent in our efforts to be both shovel-ready and resourceful, as we hope to demonstrate by providing the following updates:

A. Engineering Design

Detailed engineering design is taking place as we speak. In order for this to happen, as part of our due diligence efforts, we applied for and received two provincial grants under the Municipal Climate Change Action Centre (MCCAC) program to update and reexamine the Malloy Drainage Implementation Master Plan (2010) to verify project scope, as well as complete a portion of the

preliminary design for the project. Provided the Project Partners can tap into required funding sources, Phase 2(b) will be ready for tender in the Spring of 2024.

B. Land acquisition

All of the land and right-of-way's required to construct Phase 2(b) has been acquired.

C. Due diligence measures

To ensure the project is ready for construction, we have undertaken the following due diligence measures to date:

- Dam safety review and geotechnical analysis of existing decommissioned raw water reservoirs;
- Geotechnical analysis of the lands upon which the new stormwater management facility will be constructed.

D. Additional funding sources

As a way to lessen the cost burden on both the Province and the Project Partners, we have applied for \$2,130,800 under the Federal Government's Disaster Mitigation & Adaptation Fund (DMAF). If successful, this will reduce the project's funding shortfall from \$7,541,000 to \$5,410,200.

E. Increased cost-sharing at the local level:

If we are applying for additional federal funds (through the DMAF program), and requesting additional assistance from the Province, it is only fair that we, as the Project Partners, step up and increase the amount of funding at the local level that we are prepared to contribute. Whereas the local Project Partners were previously set to collectively contribute \$856,650, we pledge to increase this amount to \$1,800,000, thus bringing the total anticipated project shortfall down to \$4,445,850.

F. Innovative Phasing Strategy

Finally, we have devised a phased approach to digging the upstream storm pond; that is, because it was determined that the land contained high quality fill material, we will allow developers to use it as a borrow pit for their developments, effectively allowing us to excavate a substantial portion of the pond at little expense to the project. We estimate this to bring down the remaining total by an additional \$500,000.

The Ask:

We respectfully request that the Government of Alberta provide an additional \$4,445,850 in funding support toward Phase 2(b) of the Malloy Drain Implementation Project. In speaking with our neighbors in Drumheller, we understand there is precedent for requests like this; the tri-party Project Partners of Lethbridge County, the Town of Coaldale and St. Mary River Irrigation District thank you in advance for your consideration of our situation and request for much-needed assistance.

Closing:

Given the significant increase in overall cost, it is unlikely that the project can proceed in its current form. In the event we are unable to secure additional provincial funding, the regional partners will be forced to either redesign/reevaluate the entire project or evaluate the implications of canceling or deferring the project to a later date once additional funds become available. We certainly want to maximize and utilize our Federal ICIP funding, but we do not currently have a viable means of funding the rest of the project in order to do so.

On behalf of the Malloy Drainage Steering Committee,

Sincerely,

Jack Van Rijn
Mayor, Town of Coaldale

Tory Campbell
Reeve, Lethbridge County

George Lohues
Chairman, St. Mary River Irrigation District Board of Directors

AGENDA ITEM REPORT



Title: Bylaw 23-014 - Road Closure, Sale and Consolidation- Public Hearing
Meeting: Council Meeting - 06 Jul 2023
Department: Community Services
Report Author: Hilary Janzen

APPROVAL(S):

Larry Randle, Director of Community Services
Cole Beck, Chief Administrative Officer

Approved - 21 Jun 2023
Approved - 26 Jun 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

An application has been made to close all of Township Road 9-4A.

RECOMMENDATION:

That Bylaw 23-014 be sent to the Minister of Transportation for Approval

REASON(S) FOR RECOMMENDATION(S):

After the Public Hearing and prior to receiving second and third reading the Bylaw must be sent to the Minister of Transportation for Approval. Once the Bylaw receives Ministerial approval, second and third reading of the Bylaw can proceed.

PREVIOUS COUNCIL DIRECTION / POLICY:

- Policy 109A - Road Allowance Closure and Sale approved by County Council on March 6, 2014 with revisions approved on November 5, 2020.
- Bylaw 23-014 was read for a first time on June 1, 2023.

BACKGROUND INFORMATION:

An application has been made to close all of Township Road 9-4A directly adjacent to the SE 25-9-19-W4 (as shown on the enclosed map). It has been determined that this road is no longer required as part of the Lethbridge County road network and the closure does not impact any other landowners.

If the road closure were successful, the road would be consolidated with the adjacent properties and all the titles will be consolidated onto one title. Alberta Transportation has been circulated with the proposed road closure and has no objections with the County proceeding with the closure, sale and consolidation.

The notice of public hearing for Bylaw 23-014 was advertised in the June 13 and 20 editions of the Sunny South News. No comments or concerns were received with regards to the proposed road closure.

ALTERNATIVES / PROS / CONS:

County Council may decide not to send the proposed bylaw for Ministerial approval if there were concerns with the proposed road closure that come up during the public hearing.

Pros:

- None identified.

Cons:

- The County would forgo the sale revenue.
- The County would have to manage and maintain the road way.

FINANCIAL IMPACT:

The applicant will be required to pay the assessed land value (\$15,000 per acre) for the roadway and prorated rate for the paving of a portion of Township Road 9-4A (\$143,285.350). The total payable amount would be \$232,508.35.

LEVEL OF PUBLIC PARTICIPATION:

☐ Inform ☒ Consult ☐ Involve ☐ Collaborate ☐ Empower

ATTACHMENTS:

[Bylaw 23-014 - Signed First Reading](#)
[Bylaw 23-014 Road Closure Map](#)
[Road Closure Application](#)
[AT Comments - May 11 2023](#)

BYLAW NO. 23-014

**OF LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA**

A BYLAW OF **LETHBRIDGE COUNTY** FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND CREATING TITLE TO AND DISPOSING OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel,

WHEREAS, application has been made to Council to have the roadway closed, and;

WHEREAS, the Council of LETHBRIDGE COUNTY deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads or portions thereof, situated in the said municipality and thereafter creating title to and disposing of same and;

WHEREAS, notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and;

WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw;

NOW THEREFORE BE IT RESOLVED that the Council of LETHBRIDGE COUNTY in the Province of Alberta does hereby close to Public Travel and creating title to and disposing of the following described highways, subject to rights of access granted by other legislation.

**PUBLIC WORKS PLAN 9813399, SERVICE ROAD WITHIN SE 25-9-19-4
CONTAINING 2.41 HECTARES (5.95 ACRES MORE OR LESS)
EXCEPTING THEREOUT ALL MINES AND MINERALS**

GIVEN first reading this 1ST day of JUNE, 2023.

Reeve

Chief Administrative Officer

Public Hearing held on _____

Forwarded to the Minister of Transportation on: _____

Approved this _____ day of _____, 20____

Minister of Transportation

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

Reeve

Chief Administrative Officer

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

Reeve

Chief Administrative Manager



LETHBRIDGE COUNTY APPLICATION FOR ROAD CLOSURE

OFFICE USE		
Date of Application: <u>April 11, 2023</u>	Assigned Bylaw	No. <u>23-014</u>
Date Deemed Complete: <u>April 12, 2023</u>	Application & Processing Fee:	\$ <u>1500.00</u>
	Assessed Value:	\$

APPLICANT INFORMATION

Name of Applicant:	<u>Clement Dubois</u>		
Mailing Address:	<u>One Tower Lane, 11th Floor</u>	Phone:	<u>312.485.0759</u>
	<u>Oakbrook Terrace, IL, USA</u>		
Postal Code:	<u>60181</u>	Email:	<u>clement.dubois@mccain.com</u>
Name of Owner:	<u>McCain Foods Limited</u>		
(if not the applicant)			
Mailing Address:	<u>439 King Street West, 5th Floor</u>	Phone:	<u>416.955.1700</u>
	<u>Toronto, ON, Canada</u>		
Postal Code:	<u>M5V 1K4</u>	Email:	<u>clement.dubois@mccain.com</u>

ROAD CLOSURE INFORMATION

The applicant shall provide the following information:

- A map showing proposed road closure area and the applicant's property,
- Copy of the certificate of title(s) to which the road closure would be consolidated to,
- Legal Description of the proposed Road Closure (acceptable at the Land Titles Office)
- If there are other adjacent landowners provide written confirmation that they have been consulted with on the proposed road closure,
- Provide the reasons for the road closure request, and
- Application fee payment (See Schedule of Fees).

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.

The applicant is responsible for all road closure costs including the road closure application fee, all costs associated with the Transfer of Land (surveying costs, transfer documents, registration, etc.), land purchase costs (based on the assessed value).

Clement Dubois

2023-03-13

APPLICANT

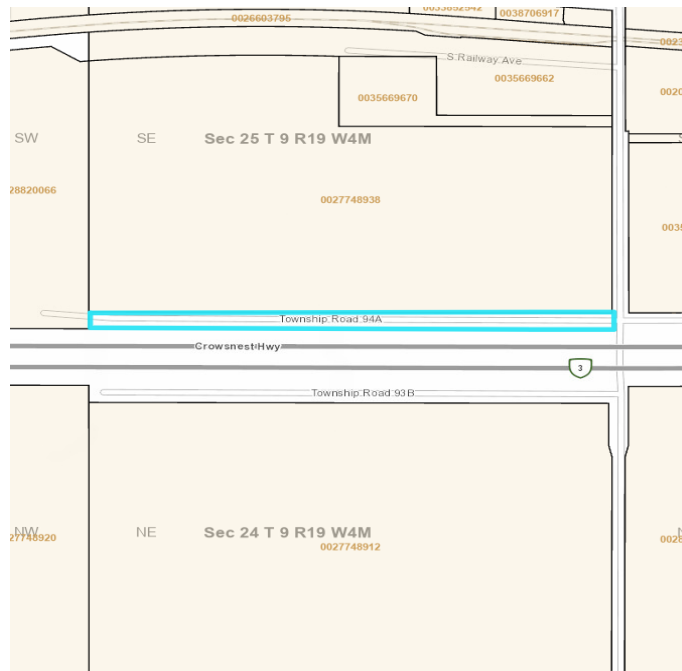
DATE

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

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

Alberta Transportation and Economic Corridors Notice of Referral Decision **Road Closure Request**

Municipality File Number:		Highway(s):	3
Legal Land Location:	QS-SE SEC-25 TWP-009 RGE-19 MER-4	Municipality:	Lethbridge County
Decision By:	Evan Neilsen	Issuing Office:	Southern Region / Lethbridge
Issued Date:	2023-05-11 08:19:33	AT Reference #:	RPATH0034409
Description of Development:	Application has been made to close, sale, and consolidate Township Road 9-4A.		



This will acknowledge receipt of the above referenced road closure application, which is subject to the requirements of the Municipal Government Act.

Following the public hearing, please submit the bylaw package to Alberta Transportation and Economic Corridors through the RPATH Portal, referencing the RPATH number noted above. The hard copy of the road closure package shall be sent directly to:

Road Closure Coordinator
Alberta Transportation and Economic Corridors
Technical Standards Branch
2nd Floor, Twin Atria Building
4999 98 Avenue NW
Edmonton, Alberta T6B 2X3

Additional information is available for road closure by bylaw, or by resolution.

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



Issued by **Evan Neilsen**, , on **2023-05-11 08:19:33** on behalf of the Minister of Transportation and Economic Corridors pursuant to *Ministerial Order 52/20 – Department of Transportation Delegation of Authority*

AGENDA ITEM REPORT



Title: Bylaw 23-018 - Reconfigure the land use districts for portions of NW 21-11-20-W4 and Plan 1810343 Block 1 Lot 1 - Public Hearing
Meeting: Council Meeting - 06 Jul 2023
Department: Community Services
Report Author: Hilary Janzen

APPROVAL(S):

Larry Randle, Director of Community Services
Cole Beck, Chief Administrative Officer

Approved - 21 Jun 2023
Approved - 26 Jun 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

An application has been submitted to reconfigure the land use districts for portions of NW 21-11-20-W4 and Plan 1810343 Block 1 Lot 1 in Iron Springs.

RECOMMENDATION:

That Bylaw 23-018 be read a second time.
That Bylaw 23-018 be read a third time.

REASON(S) FOR RECOMMENDATION(S):

The proposed rezoning meets the requirements as outlined in the Municipal Development Plan and the Grouped Country Residential Strategy.

PREVIOUS COUNCIL DIRECTION / POLICY:

- The Municipal Development Plan policy 4.13 states that landowners/developers may apply to Lethbridge County to initiate a re-designation process for parcels of land in support of development proposals that may not conform to the existing land use designation.
- Bylaw 23-018 was read a first time on June 1, 2023.

BACKGROUND INFORMATION:

An application has been submitted to reconfigure the land use districts for portions of NW 21-11-20-W4 and Plan 1810343 Block 1 Lot 1 as shown on the attached sketch. The land use districts change as follows:

- Hamlet Residential – from 0.14 acres to 2.57 acres
- Hamlet Commercial – from 1.24 acres to 0.64 acres

- Hamlet Industrial – from 5.70 acres to 3.86 acres

The re-designation will allow the applicant to adjust the property lines and have a larger building area for their residence while still allowing the Hamlet Commercial and Hamlet Industrial Districts.

The proposed bylaw meets the policies of the Municipal Development Plan (Bylaw 22-001). Specifically Section 9 - Hamlets, where the policies allow for a range of uses (residential, commercial, and industrial) within the Hamlet. The proposal also adheres to the regulations of the Land Use Bylaw and Municipal Development Plan, as the proposed residential area would now exceed the 2 acre minimum required for unserviced parcels within the County.

Bylaw 23-018 was advertised in the June 13 and 20 editions of the Sunny South News and also directed mailed to the affected landowners.

An adjacent landowner called the County office expressing concerns with the road access to the industrial parcel being close to the existing shop building south of the proposed rezoning.

ALTERNATIVES / PROS / CONS:

County Council may refuse second reading of the bylaw:

Pros - potentially address concerns from the adjacent landowner

Cons - the existing residential use would continue to be non-complying and the landowners would not have any opportunity to redevelop the residential parcel as it is currently too small.

FINANCIAL IMPACT:

If the bylaw was approved, future development would be taxed at the County's tax rate. There are no additional costs to the County (i.e. maintenance of infrastructure) that would arise if that bylaw were approved.

LEVEL OF PUBLIC PARTICIPATION:

☐

Inform

☐

Consult

☒

Involve

☐

Collaborate

☐

Empower

ATTACHMENTS:

[Bylaw 23-018 - Signed First Reading](#)

[Bylaw 23-018 - Application](#)

[23_018_HI_HR_Ortho](#)

[Existing Land Use Map](#)

**LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA**

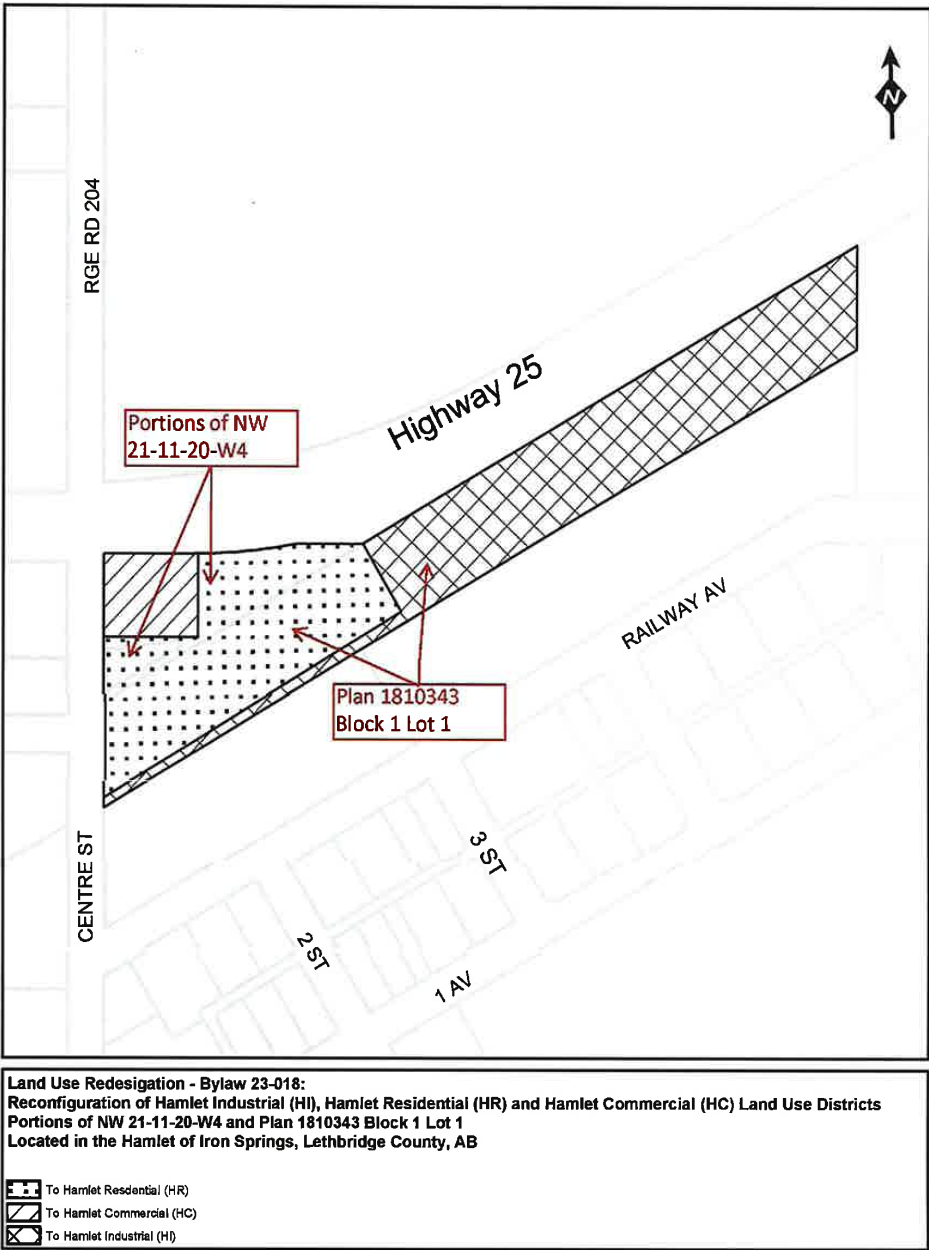
BYLAW NO. 23-018

Bylaw 23-018 of Lethbridge County being a bylaw for the purpose of amending Land Use Bylaw 1404, in accordance with Sections 230, 606 and 692 of the Municipal Government Act, R.S.A. 2000, Chapter M-26.

WHEREAS the purpose of Bylaw 23-018 is to reconfigure the land use districts being Hamlet Residential, Hamlet Commercial and Hamlet Industrial for portions of NW 21-11-20-W4 and Plan 1810343 Block 1 Lot 1;

AND WHEREAS the re-designation of the lands will allow for parcels to be subdivided and allow for the future development of the parcels;

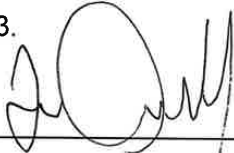
AND WHEREAS the municipality must prepare an amending bylaw and provide for its notification and consideration at a public hearing;



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;

GIVEN first reading this 1st day of June 2023.



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

1 st Reading	June 1, 2023
2 nd Reading	
Public Hearing	
3 rd Reading	



LETHBRIDGE COUNTY
APPLICATION FOR A
LAND USE BYLAW AMENDMENT
Pursuant to Bylaw No. 1404

Form C

OFFICE USE		
Date of Application: <u>April 21/2023</u>	Assigned Bylaw	No. <u>23-018</u>
Date Deemed Complete: <u>April 24/2023</u>	Application & Processing Fee:	\$ <u>1500.00</u>
Redesignation <input checked="" type="checkbox"/> Text Amendment <input type="checkbox"/>	Certificate of Title Submitted:	<input type="checkbox"/> Yes <input checked="" 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 sections 53(1))

IMPORTANT NOTE: Although the Supervisor of Planning and Development 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: Mary Penner Martin Penner
Mailing Address: Box 92 Phone: 403 634 9701
Iron Springs Phone (alternate): 403 732 5473
Postal Code: T0K 1G0 Fax: _____
Is the applicant the owner of the property? ☒ Yes ☐ No

IF "NO" please complete box below

Name of Owner: _____	Phone: _____
Mailing Address: _____	Applicant's interest in the property:
_____	<input type="checkbox"/> Agent
_____	<input type="checkbox"/> Contractor
_____	<input type="checkbox"/> Tenant
Postal Code: _____	<input type="checkbox"/> Other _____

PROPERTY INFORMATION

Municipal Address: 21 Center Street, Iron Springs
Legal Description: Lot(s) 5 Block 1 Plan 1810343 a-d
OR Quarter 1/4 Section 21 Township 11 Range 20, w 4 m

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):

Hamlet Residential, Hamlet Industrial, Hamlet commercial

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

Same as above, just reconfigured

SITE DESCRIPTION:

Describe the **lot/parcel dimensions** _____ and **lot area/parcel acreage** _____
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 52 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.

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 section 52(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.***

Mary and Martin Penner
APPLICANT


REGISTERED OWNER
(if not the same as applicant)

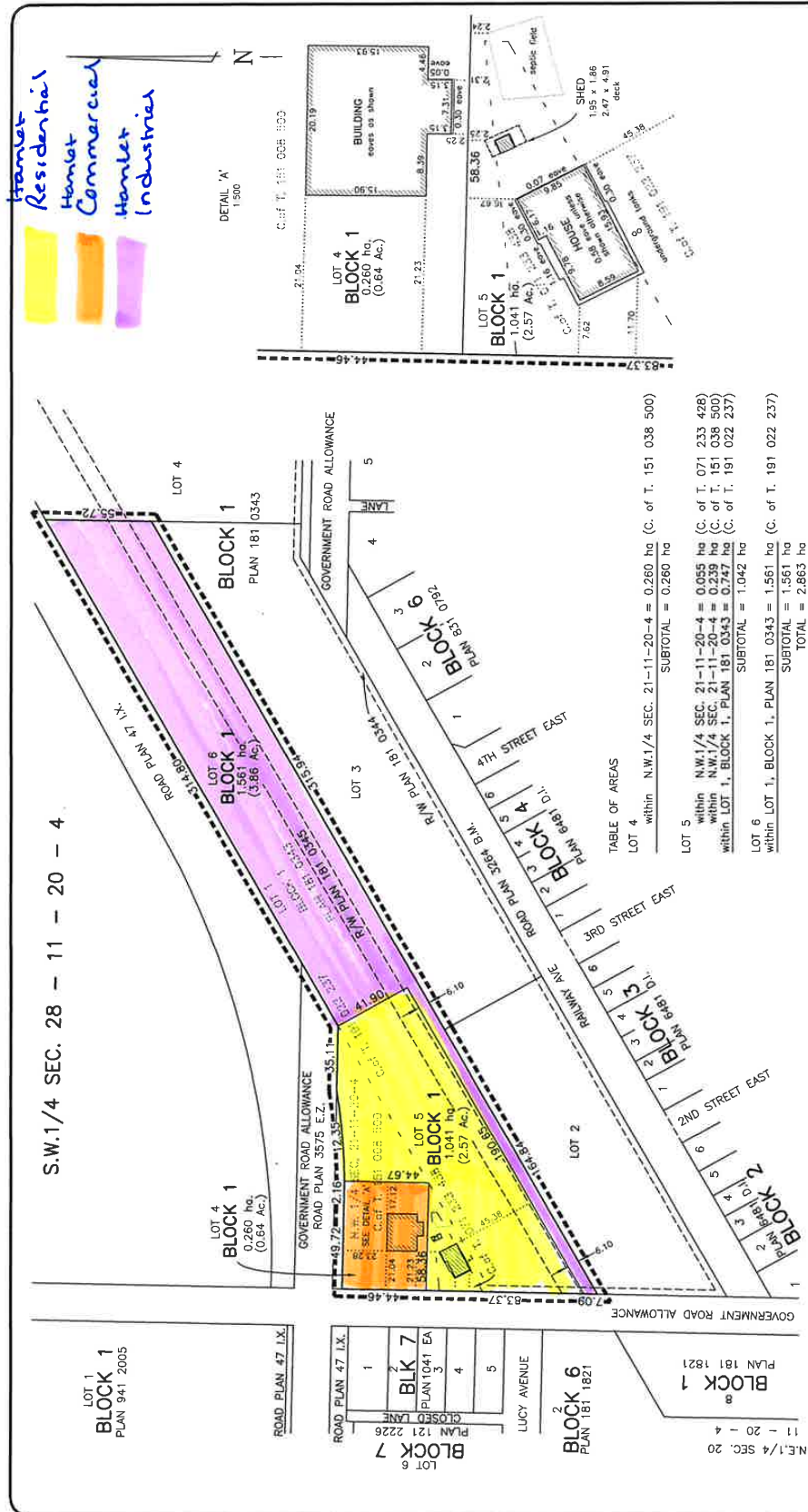
DATE: 4/18/23

IMPORTANT: This information may also be shared with appropriate government/ other agencies and may also be kept on file by the agencies. This information may also be used by and for any or all municipal programs and services. Information provided in this application may be considered at a public meeting. The application and related file content will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection of this information, please contact Lethbridge County.

TERMS

1. Subject to the provisions of the Land Use Bylaw No. 1404 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.



MARTIN & MARY PENNER

TENTATIVE PLAN SHOWING SUBDIVISION of part of N.W.1/4 SEC. 21 and all of LOT 1, BLOCK 1, PLAN 181 0343 all within N.W.1/4 SEC. 21, TWP. 11, RGE. 20, W.4 M. Lehigh County (Hamlet of Iron Springs)

Professional Surveyors

2830 - 12 Avenue North, Lehigh, Alberta

APPROVED	DRAWN MJ	DATE MAR 24/23
	CHECKED DJA	JOB 23-15890
	SCALE	DRAWING
		23-15890TB

1:2000

D.J. Amanteo, A.L.S.

We are planning to reconfigure the lots to make a bigger yard. In the future we want to build a house on the lot. The proposal is consistent with the growth study, and compatible with the surrounding activities.

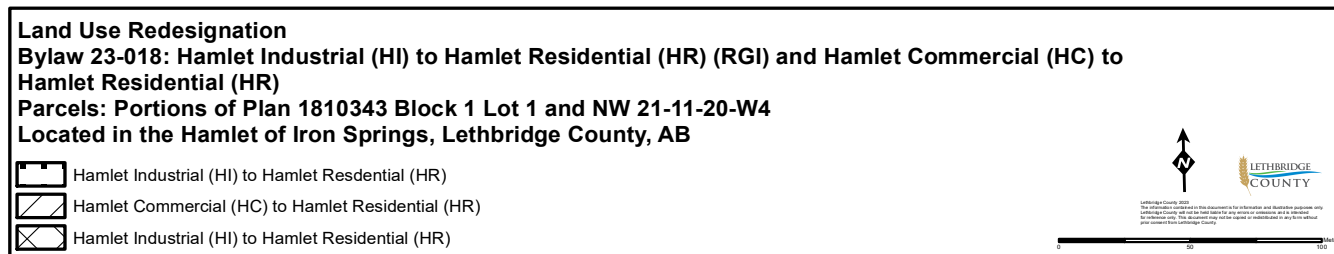
LETHBRIDGE COUNTY
#100, 905 - 4 AVENUE SOUTH
LETHBRIDGE, ALBERTA
T1J 4E4
TELEPHONE: (403) 328-5525
FAX: (403) 328-5602
O F F I C I A L R E C E I P T

PENNER, MARY

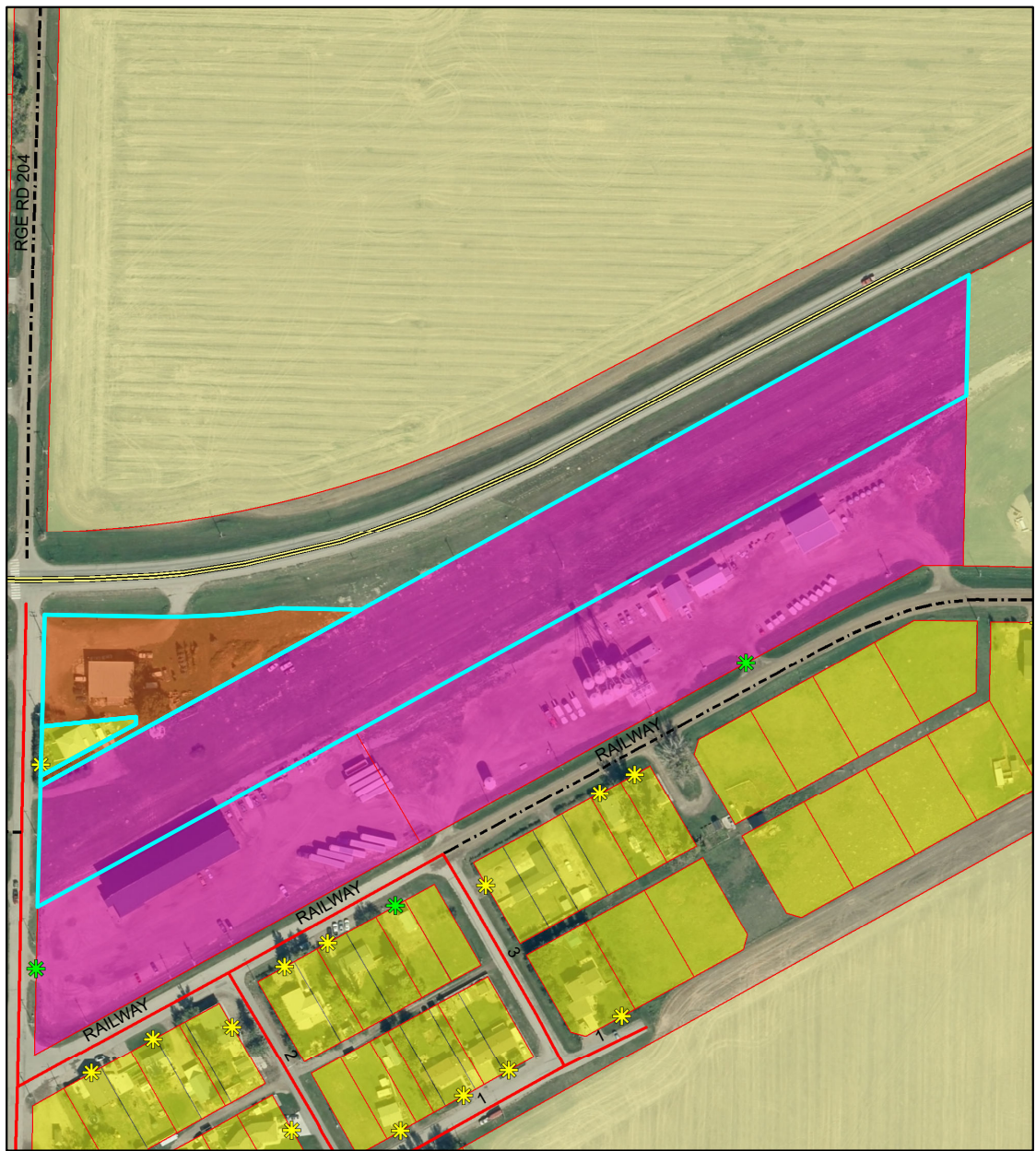
GST Reg. #: R106989023
Receipt #: 0344546
Date: 2023/04/21

Account #	Description	Opening Bal	Payment	Amount Due
1.3.599.10.5.00	REZONING		1,500.00	

		** Payment Total:	1,500.00	
CASH	Cash			1,500.00








Mary and Martin Penner Redesignation Existing Parcels and Land Use Districts



Legend

LAND USE DESCRIPTION

-  RURAL URBAN FRINGE - RUF
-  HAMLET RESIDENTIAL - HR
-  HAMLET COMMERCIAL - HC
-  HAMLET INDUSTRIAL - HI
-  SUBJECT PARCELS - Portions of NW -21-11-20-W4 and Plan 1810343 Block 1 Lot 1



AGENDA ITEM REPORT



Title: Subdivision Application #2023-0-066 – Schapansky Farms Ltd.
- SE1/4 28-08-19-W4M
Meeting: Council Meeting - 06 Jul 2023
Department: ORRSC
Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development	Approved - 22 Jun 2023
Larry Randle, Director of Community Services	Approved - 22 Jun 2023
Cole Beck, Chief Administrative Officer	Approved - 26 Jun 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The application is to subdivide a 2.28-acre first subdivision from a ¼-section title of 157.83-acres for country residential use. The proposal does meet the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2023-0-066 be approved subject to the conditions as outlined in the draft resolution.

REASON(S) FOR RECOMMENDATION(S):

The proposed subdivision is the first subdivision from the ¼-section and meets the provincial Subdivision and Development Regulations and the municipal subdivision policies as stated in the Land Use Bylaw.

PREVIOUS COUNCIL DIRECTION / POLICY:

- The isolated single-parcel subdivision policies are within Land Use Bylaw No. 1404 that allow one subdivision per ¼-section, which the proposed first parcel-out subdivision complies with.
- The bylaw criteria stipulate a minimum 2.0-acre to maximum 10.0-acre parcel size to capture existing improvements (thus the proposed 2.28-acres complies).
- The proposal meets the bylaw's required minimum distance separation (MDS) to a nearby confined feeding operation (5,000 beef feeders) to the north. An MDS of 550 m is required and an actual distance of 626 m exists to the dwelling.
- All private servicing requirements are in place, including private cistern water, septic field, and private utilities.

BACKGROUND INFORMATION:

Located approximately 4½-miles southeast of the Town of Coaldale, 1½-miles south of Highway 512. The application is to subdivide a corner of an agricultural parcel for a residential yard area.

The applied for subdivision is located in the very northeast corner of the SE ¼-section and presently contains a dwelling and no other improvements. The proposed parcel configuration is triangular in shape to accommodate the irrigation pivot system on the agricultural portion. Water is provided from a private cistern haul system and sewage is treated by an individual on-site private septic system west of the dwelling. Access is provided from the east municipal road allowance. There are no identified environmental or historical features present that require consideration.

Overall, the proposal is the first parcel out subdivision from the ¼-section and meets the criteria of Land Use Bylaw No. 1404. The resulting residual agricultural parcel size meets and exceeds the minimum 70-acres required. The application was circulated to the required external agencies and no easements or concerns were expressed regarding the application.

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve the subdivision if it determines it is not suitable and the title would remain as is.

Pros:

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

Cons:

- the decision would likely be appealed as the County's criteria have been met.

FINANCIAL IMPACT:

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

LEVEL OF PUBLIC PARTICIPATION:

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

ATTACHMENTS:

[5A Lethbridge County 2023-0-066 APPROVAL
Diagrams 2023-0-066](#)

RESOLUTION

2023-0-066

Lethbridge County

Country Residential subdivision of SE1/4 28-8-19-W4M

THAT the Country Residential subdivision of SE1/4 28-8-19-W4M (Certificate of Title No. 231 046 114), to subdivide a 2.28-acre (0.920 ha) first subdivision from a ¼-section title of 157.83-acres (63.87 ha) for country residential use; BE APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. That the applicant submits a final plan of survey as prepared by an Alberta Land Surveyor that corresponds to the approved parcel being subdivided.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The Subdivision Authority has determined the application is the first subdivision from the ¼-section and the proposed 2.28-acre parcel size conforms to the land use bylaw's minimum 2.0-acre and maximum 10.0-acre parcel size criteria.

INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(a) of the Municipal Government Act, Reserve is not required.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (d) Telus Communications Inc has no objection.
- (e) Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.

Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.

2023-0-066
Page 1 of 2

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

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

ATCO Gas would also like to make the MD/County and Landowner/Developer aware of the following:

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

Any further questions please email southlandadmin@atco.com.

- (g) ATCO Transmission high pressure pipelines has no objections. Questions or concerns related to ATCO high pressure pipelines can be forwarded to hp.circulations@atco.com.

- (h) Alberta Health Services – Michael Swystun, Public Health Inspector/Executive Officer:

"Due to the close proximity to the neighbouring residence, the Septic filed must not be closer than 15m to a drinking water well (Alberta Nuisance and General Sanitation Regulation AR 243/2003 – Section 15)

- (i) SMRID – Linda Park, Land Administrator:

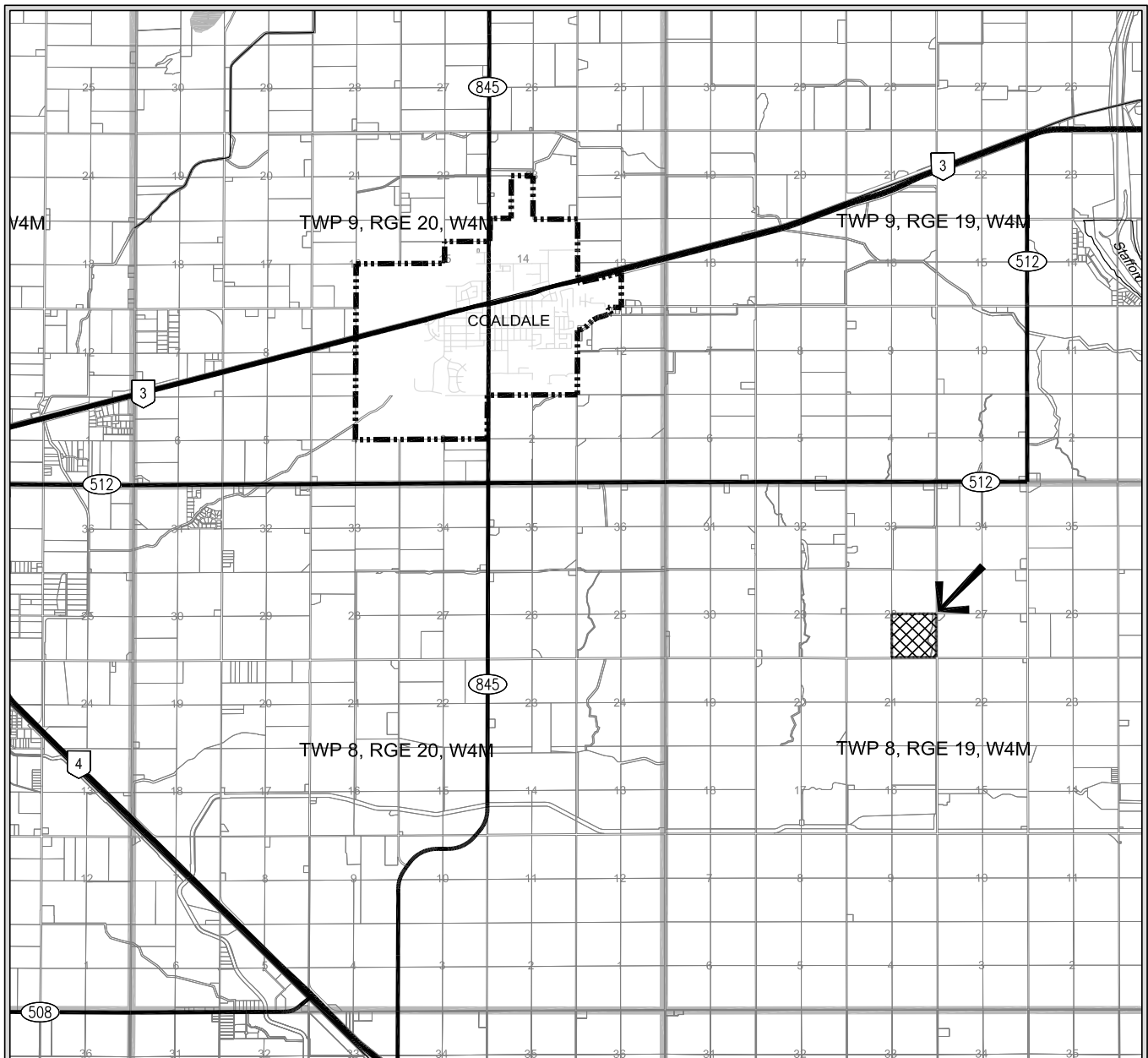
"The St. Mary River Irrigation District reviewed this application and, if this subdivision is approved, the district requires that the following conditions be met:

- The proposed subdivision will be classified as "dry".
- If the proposed subdivided lot wishes to use water from the district for domestic use, either a Household Purposes Agreement or a Rural Water Use Agreement must be signed with the district prior to any water use.
- It appears the turnout is located on the irrigated parcel; therefore, the landowner must enter into a Remote Delivery Agreement with the District and have an easement registered on title guaranteeing supply of water to the proposed subdivision. All works, easements, etc., involved to provide water to the proposed subdivision will be at the landowner's cost.
- A fee of \$250.00 plus GST is due upon receipt of the invoice for consideration of the subdivision application by the district.

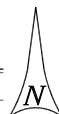
MOVER

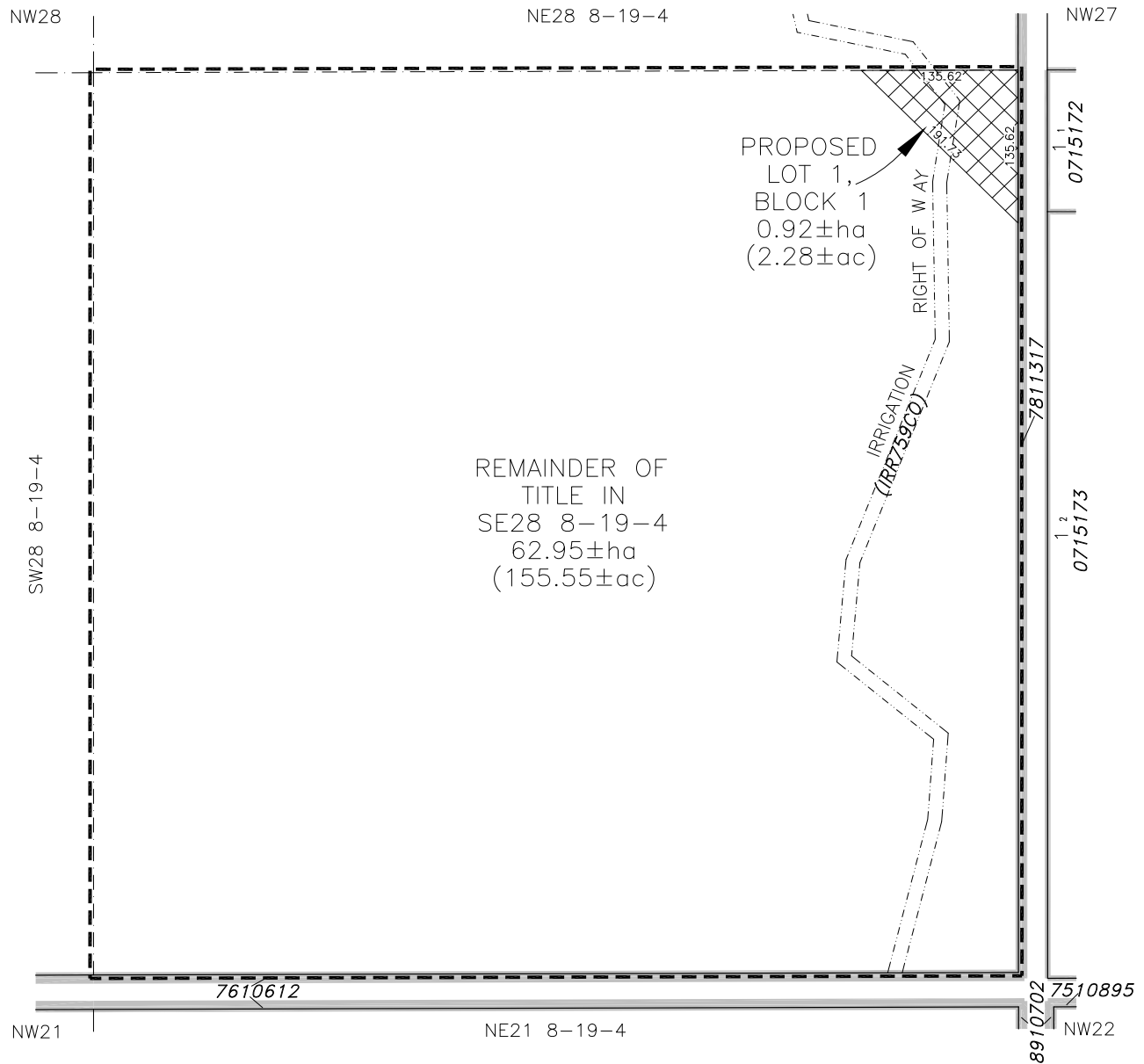
REEVE

DATE



SUBDIVISION LOCATION SKETCH
SE 1/4 SEC 28, TWP 8, RGE 19, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: MAY 11, 2023
FILE No: 2023-0-066





SUBDIVISION SKETCH

See tentative plan of subdivision by Wilde Bros. Engineering Ltd., file no. 23017Sch

SE 1/4 SEC 28, TWP 8, RGE 19, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

DATE: MAY 11, 2023

FILE No: 2023-0-066





SUBDIVISION SKETCH

See tentative plan of subdivision by Wilde Bros. Engineering Ltd., file no. 23017Sch

SE 1/4 SEC 28, TWP 8, RGE 19, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

DATE: MAY 11, 2023

FILE No: 2023-0-066



May 11, 2023 N:\Subdivision\2023\2023-0-066.dwg



AERIAL PHOTO DATE: 2018

AGENDA ITEM REPORT



Title: Subdivision Application #2023-0-071 – Herget
- SE1/4 27-7-20-W4M
Meeting: Council Meeting - 06 Jul 2023
Department: ORRSC
Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development	Approved - 22 Jun 2023
Larry Randle, Director of Community Services	Approved - 22 Jun 2023
Cole Beck, Chief Administrative Officer	Approved - 26 Jun 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The application is to subdivide a fragmented ¼-section title comprised of 138.98 acres and create a 126.42-acre agricultural title and a 12.56-acre cut-off title. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2023-0-071 be approved subject to the conditions as outlined in the draft resolution.

REASON(S) FOR RECOMMENDATION(S):

The proposed subdivision meets the provincial Subdivision and Development Regulations and the municipal cut-off/fragmented parcel subdivision policies as stated in the Land Use Bylaw.

PREVIOUS COUNCIL DIRECTION / POLICY:

- The cut-off/fragmented parcel subdivision policies are within Land Use Bylaw No. 1404 that allows a title physically severed by a public roadway (highway), railway, permanent watercourse, etc., to be subdivided to create separate title to each side of the physical division of the land.
- Land Use Bylaw No. 1404 stipulates the parcel size shall be as to what is defined by the physical fragmentation with a minimum 2.0-acre resulting parcel size.
- Both the proposed title and residual title have physical and legal access as required by the cut-off/fragmented parcel subdivision policies.

BACKGROUND INFORMATION:

Located approximately 6-miles southeast of the City of Lethbridge, half a mile east of Highway 845 and split by Highway 4. The purpose is to create separate titles for each portion of land that is physically separated from each other due to Highway 4 and the CPR rail-line right-of-way.

The two transportation networks create a physical severance of the land for the landowner. There is no method to cross from one portion to the other without using the local road system and crossing the highway which creates a physical barrier for the owner. There are no buildings or improvements located on either portion of the ¼-section and the land is cultivated agricultural land. There is no need for potable water or sewer disposal provisions for this agricultural cut-off subdivision. The owners have an agreement to sell the larger west 126.42-acre title to accommodate a future rural business/industrial use; however, any future development proposal will be dealt with on the merits of that proposal and the bylaw requirements at the time of development. This subdivision can be considered based on conformity to the municipal cut-off/fragmented subdivision policies for agricultural land. Access to each portion of land on each side of the highway shall remain as it currently is from the local road and service road system (access to the smaller east parcel is to an agricultural standard).

Overall, the proposal meets the criteria of the County's Land Use Bylaw No. 1404 as a cut-off/fragmented subdivision of agricultural land. The application was circulated to the required external agencies with no concerns expressed and no requests for utility easements. Alberta Transportation had no concerns and authorized the County to grant an approval. Alberta Culture does not require historical resource act approval (land is adjacent to a HRV category 5 archaeological).

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve if it is not satisfied the subdivision criteria are met.

Pros:

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

Cons:

- a refusal would be appealed by the applicants to the province (LPRT) as the County's subdivision criteria have been met.

FINANCIAL IMPACT:

None.

LEVEL OF PUBLIC PARTICIPATION:

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

ATTACHMENTS:

[5A Lethbridge County 2023-0-071 APPROVAL
Diagrams 2023-0-071](#)

RESOLUTION

2023-0-071

Lethbridge County

Country Residential subdivision of SE1/4 27-7-20-W4M

THAT the Country Residential subdivision of SE1/4 27-7-20-W4M (Certificate of Title No. 051 222 207 +1), to subdivide a ¼-section and create a 126.42-acre (51.16 ha) agricultural title and a 12.56-acre (5.08 ha) cut-off title, from an agricultural title comprised of 138.98 acres (56.24 ha) in size; BE APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. That the applicant submits a final subdivision plan as prepared by an Alberta Land Surveyor that certifies the exact location and dimensions of the parcel being subdivided.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The Subdivision Authority has determined the application conforms to the bylaw subdivision criteria regarding a cut-off/fragmented subdivision of agricultural land.

INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(b) of the Municipal Government Act, Reserve is not required.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (d) Telus Communications Inc has no objection.
- (e) ATCO Gas has no objections to the proposed Subdivision as it is out of our Franchise Area.
- (f) Triple W Natural Gas Co-op Ltd. has no objection.
- (g) Historical Resources – Barry Newton, Land Use Planner:

“We have reviewed the captioned subdivision application and determined that in this instance formal *Historical Resources Act* approval is not necessary, and submission of a Historic Resources application is not required.”

2023-0-071
Page 1 of 2

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

“This will acknowledge receipt of your circulation regarding the above noted proposal. The subsequent subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 4, 845

Transportation and Economic Corridors offers the following comments with respect to this application:

The requirements of Section 18 are met, therefore no variance is required. While no variance is required, the department expects the municipality will mitigate the impacts from this proposal to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 648(2)(c.2) of the Municipal Government Act.

The requirements of Section 19 are met, therefore no variance is required.

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

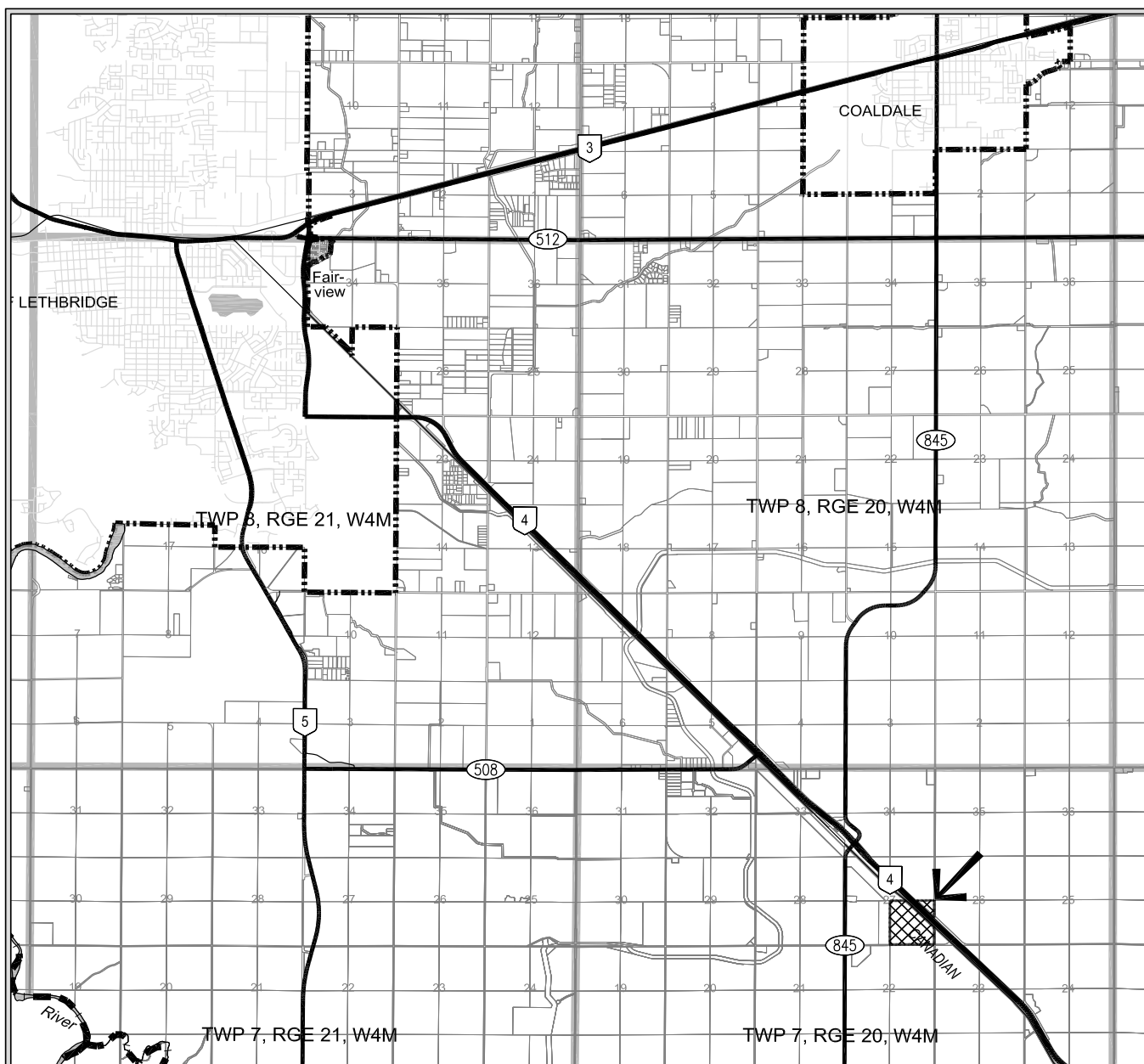
1. The department expects that the municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 618.4 of the Municipal Government Act

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

MOVER

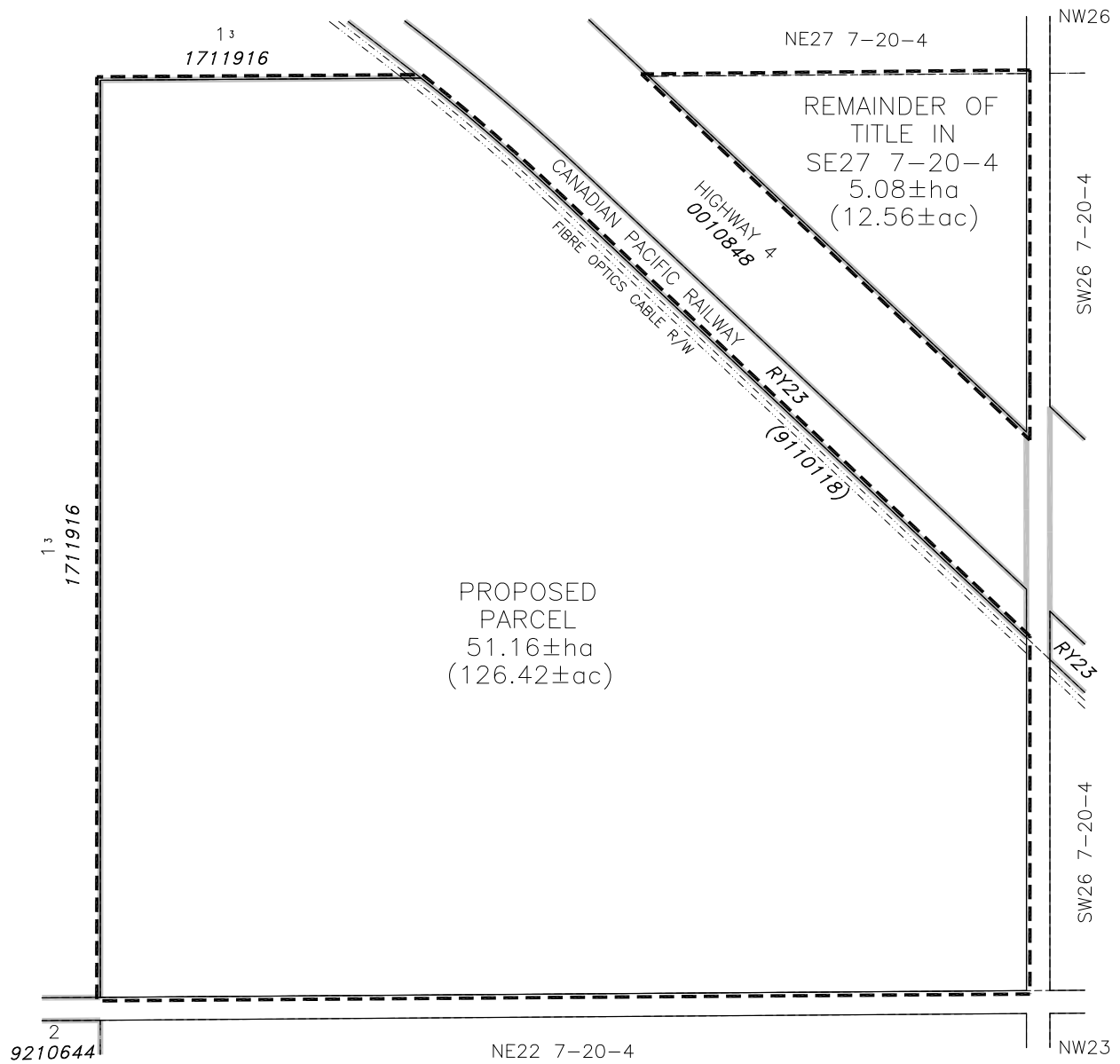
REEVE

DATE



SUBDIVISION LOCATION SKETCH
SE 1/4 SEC 27, TWP 7, RGE 20, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: MAY 29, 2023
FILE No: 2023-0-071





SUBDIVISION SKETCH
 SE 1/4 SEC 27, TWP 7, RGE 20, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: MAY 29, 2023
 FILE No: 2023-0-071

Note: Areas derived using cadastral
mapping as supplied by AltaLIS





SUBDIVISION SKETCH
SE 1/4 SEC 27, TWP 7, RGE 20, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: MAY 29, 2023
FILE No: 2023-0-071

Note: Areas derived using cadastral
mapping as supplied by AltaLIS



AGENDA ITEM REPORT



Title: Subdivision Application #2023-0-054 – Penner
- Lot 1, Block 1, Plan 181 0343 & a ptn of NW1/4 21-11-20-W4M all within
SW1/4 28 & NW1/4 21-11-20-W4M (Hamlet of Iron Springs)

Meeting: Council Meeting - 06 Jul 2023

Department: ORRSC

Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development	Approved - 22 Jun 2023
Larry Randle, Director of Community Services	Approved - 22 Jun 2023
Cole Beck, Chief Administrative Officer	Approved - 26 Jun 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The application is for a land swap and reconfiguration of three adjacent hamlet titles, 5.71, 1.24 & 0.13-acres in size, by subdividing and consolidating to create three adjusted titles 3.86, 0.64, & 2.57-acres in size for various hamlet uses. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2023-0-054 be approved subject to the conditions as outlined in the draft resolution.

REASON(S) FOR RECOMMENDATION(S):

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

PREVIOUS COUNCIL DIRECTION / POLICY:

- LUB No. 1404 contains subdivision policies to allow a realignment/reconfiguration of titles and property lines without an increase in titles of what would normally be permitted. In this application the applicant starts with three titles and will end up with three but in a different layout/orientation.
- The LUB No. 1404 realignment/reconfiguration of titles policy enables land boundaries to be realigned based on constraints, land use, access, and the rationale for the property realignment.
- The resulting parcel sizes for hamlet residential, hamlet commercial and hamlet industrial all comply with the land use bylaw's minimum size stipulations.

- The reconfiguration of parcels may be viewed in support of the *Hamlet of Iron Springs Growth Study* which encourages opportunity and growth in the hamlet, as the owners plan to further develop and enhance their properties.

BACKGROUND INFORMATION:

Located within the NW corner of the Hamlet of Iron Springs, immediately south of Highway 25 and east of Centre St. (Range Rd 20-4). The proposal is to realign the property lines (layout) and size of three adjacent lots owned by the same landowner.

The first aspect is to increase the size of the hamlet residential lot from 0.13 to 2.57-acres. This is to create a larger residential yard and rectify an encroachment issue with the septic field situated east of the dwelling. A shed also sits on the north property line and the adjustment will enable it to be setback from the property line. Secondly, the north commercial lot will be squared-off and reduced to 0.64-acres in size. The third component of the application is that the east vacant industrial lot will be reconfigured and reduced from 5.71 to 3.86-acres in size. This parcel is comprised of a portion of hamlet former CPR railway lands. Access for the realigned east industrial lot will be provided from a 6.1 m (20 ft.) wide pan-handle private access that connects west to Centre St. S. which is needed due to the residential lot gaining some yard area from the industrial title. Access will remain as it is for the other two lots, also from the west hamlet street. There is a utility line right-of-way registered over the industrial lot land for the County's water line that extends east to Turin that shall carry over and remain on title. Lethbridge County had a Phase II ESA completed when it purchased the industrial land from the CPR in 2010 which examined the station lands specifically south of the former rail track. The ESA reported the findings to be acceptable for the land zoned hamlet industrial. This proposal to reconfigure the property boundaries of the existing land will not change the use of the land from the current situation.

Overall, the proposal meets the criteria of the County's LUB No. 1404 for a reconfiguration/realignment of titles subdivision and the Hamlet Residential, Commercial, and Industrial land use district standards. The application was circulated to the required external agencies with no concerns expressed and no utility easements are requested (at time of agenda report). Alberta Transportation has not yet formally responded but previously indicated it had no concerns.

ALTERNATIVES / PROS / CONS:

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

Pros:

- there are no advantages to denying the subdivision as the County's bylaws and criteria are met

Cons:

- the deficiently sized residential lot with the septic field encroachment would remain a problem and non-compliant

FINANCIAL IMPACT:

None.

LEVEL OF PUBLIC PARTICIPATION:

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

ATTACHMENTS:

[5A Lethbridge County 2023-0-054](#)
[Diagrams for Lethbridge County 2023-0-054](#)
[2023-0-054 Subd Sketch color](#)

RESOLUTION

2023-0-054

Lethbridge County

Residential & Commercial subdivision of Lot 1, Block 1, Plan 181 0343 & a portion of NW1/4 21-11-20-W4M all within SW1/4 28 & NW1/4 21-11-20-W4M

THAT the Residential & Commercial subdivision of Lot 1, Block 1, Plan 181 0343 & a portion of NW1/4 21-11-20-W4M all within SW1/4 28 & NW1/4 21-11-20-W4M (Certificate of Title No. 191 022 237, 151 038 500, 071 233 438), to accommodate a land swap and reconfiguration of three adjacent hamlet titles, 5.71, 1.24 & 0.13-acres (2.31, 0.50 & 0.053 ha) in size, by subdividing and consolidating to create three adjusted titles 3.86, 0.64, & 2.57-acres (1.56, 1.04 & 0.26 ha) in size for various hamlet uses; BE APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. That the titles and portions of land to be subdivided and consolidated to realign/ reconfigure the three adjacent parcel titles be done by a plan prepared by a certified Alberta Land Surveyor in a manner such that the resulting titles cannot be further subdivided without approval of the Subdivision Authority.
4. That any easement(s) as required by utility companies, or the municipality shall be established.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The Subdivision Authority has determined the subdivision meets the subdivision criteria for a realignment/reconfiguration of titles, the applicant starts with three titles and will end up with three but in a different orientation.
4. No objections or concerns have been received. The proposal conforms to the bylaw's various hamlet criteria and all the lots exceed the minimum required hamlet size.

INFORMATIVE:

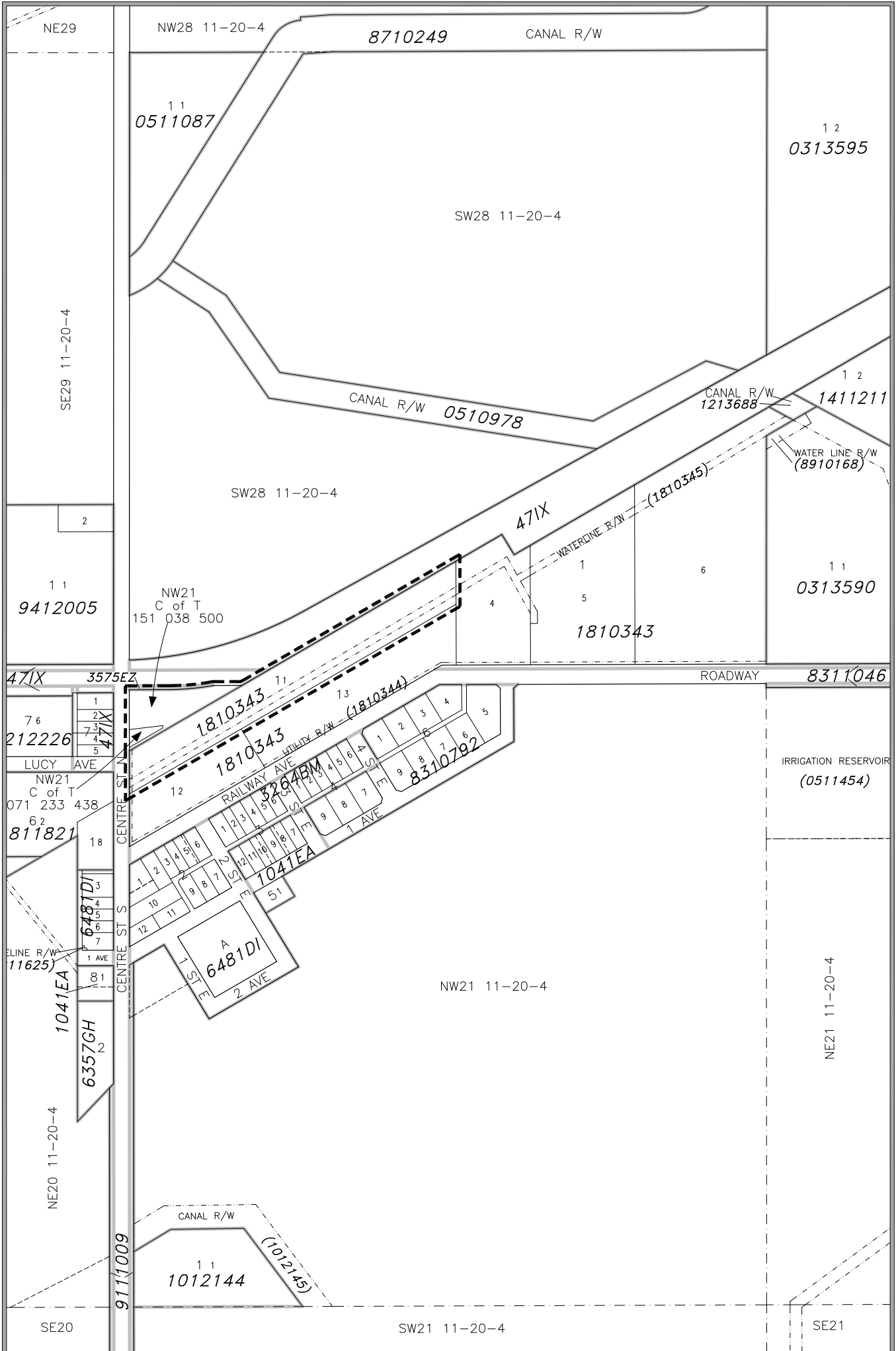
- (a) The payment of Municipal Reserve is not applicable on the parcel with respect to Section 663 of the MGA as the application is a reconfiguration of titles.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.

- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (d) Telus Communications Inc has no objection.
- (e) Lethbridge Northern Irrigation District (LNID) – Alan Harrold, General Manager:
- “The above noted Application for Subdivision has been reviewed by the Lethbridge Northern Irrigation District (LNID) and is approved subject to the following conditions:
1. Payment of the District's subdivision endorsement fee. The current fee is \$52.50 (includes GST).
- Thank you for the opportunity to comment. If you require more information or would like to set up an appointment to discuss the conditions above, please contact Janet Beck, Land Agent, at the Lethbridge Northern Irrigation District Office, 403-327-3302.”
- (f) Canada Post has no comments.

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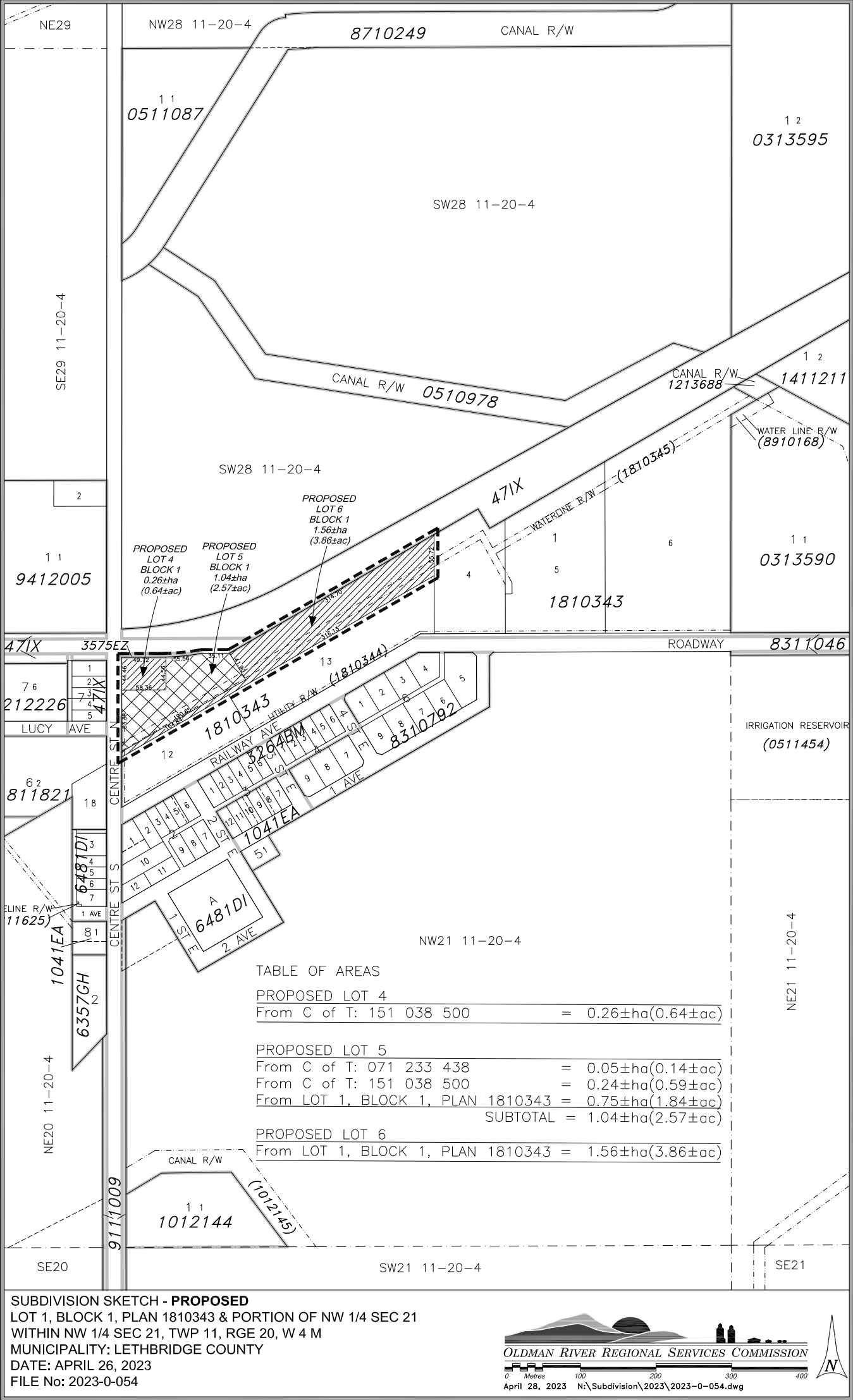
REEVE

DATE



SUBDIVISION SKETCH - **EXISTING**
LOT 1, BLOCK 1, PLAN 1810343 & NW 1/4 SEC 21
WITHIN NW 1/4 SEC 21, TWP 11, RGE 20, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: APRIL 26, 2023
FILE No: 2023-0-054









Lethbridge & District Exhibition
3401 Parkside Drive S
Lethbridge, Alberta
T1J 4R3

June 6, 2023

Lethbridge County

RE: Request to Host the 2023 Whoop-Up Days Parade Pancake Breakfast

Dear Lethbridge County,

I hope this letter finds you well. On behalf of Lethbridge & District Exhibition, thank you for supporting last years' Whoop-Up Days Parade pancake breakfast. Your support was appreciated as we welcomed hundreds of community members to celebrate the beginning of Whoop-Up Days.

As we eagerly approach Whoop-Up Days 2023, we invite you to once again host the Whoop-Up Days Parade pancake breakfast.

The Whoop-Up Days Parade is an iconic tradition that brings together residents, visitors, and local businesses to celebrate our regions rich heritage and culture. The parade is an integral part of Whoop-Up Days and the pancake breakfast is a vital component of this event, significantly contributing to its overall success.

Scheduled to take place on August 22, 2023, at 6:30 AM in the Park Place Mall parking lot, we'd love to continue our partnership with Lethbridge County as we welcome our community to celebrate Southern Alberta as Canada's Agriculture Destination.

The pancake breakfast offers parade participants a unique opportunity to socialize, connect, and create lasting memories as they embark on a fun-filled week. By hosting the pancake breakfast, you can demonstrate your dedication to Southern Alberta and gain valuable exposure and recognition across our community.

Collaboration on the Whoop-Up Days pancake breakfast would include:

- Provide volunteer support for the 2023 pancake breakfast
- Collaborate on production of the pancake breakfast, including cooking of breakfast
- Support with the pancake breakfast as required

Thank you for considering this request and expanding on our current partnership. We look forward to hearing from you to discuss this request further.

Sincerely,

A handwritten signature in blue ink that reads 'Sydney Koppe'.

Sydney Koppe
Director, Community Engagement

June 11, 2023

Lethbridge County Council
#100, 905 – 4th Avenue South
Lethbridge, AB T1J 4E4

Attention: **Reeve Tory Campbell and Lethbridge County Council:**

It is with a sense of pride that we recognize that the Lethbridge County covers a diverse agricultural area, which includes within its' boundaries, several progressive and successful industries, family farms and ranches, large scale operations, innovative businesses, rural communities and municipalities. Within several of these communities are found a range of agricultural societies.

Closest to the city of Lethbridge is the *Coaldale and District Agricultural Society*. Where some may say that agriculture is shrinking with young people leaving rural areas, our society is proud to be growing and learning together from both our young and 'experienced' members, all keenly interested in being part of the agricultural sector, striving to keep agriculture vibrant and visible in the area.

In November 2022, it was announced that the Lethbridge County council unanimously voted to contribute \$2 million towards the construction of the Lethbridge & District Exhibition's Agri-Food Hub and Trade Centre. The Coaldale and District Agricultural Society requests a meeting with the County Council to gain insight into the Hub investment, and to discuss how the County and our own society may best work together to meet goals and mandates of both organizations over the next years.

We propose that approximately 3 or 4 of our directors meet with representatives from the county council but understand that a suitable meeting date and time may be difficult to agree upon through the next several busy farming months, so propose that some information be provided to us via letter/email to enable the preparation of some discussion points by both organizations to ensure a concise meeting when the time comes.

We appreciate your time, and look forward to hearing back from you at your earliest convenience. Please respond to email coaldaledistrictag@gmail.com , cc'ing hitimeangus@gmail.com .

Yours truly,

Ginny Smith, Director
on behalf of
Coaldale and District Agricultural Society

Dear Lethbridge County council

The Iron Springs Water Co-op along with other local water co-ops have been on the County's radar for the last little while. The Iron Springs Water Co-op was recently put in the bylaws under a set of billing guidelines which doesn't reflect our unique situation. We would ask the council to review this bylaw and allow us to present our information and give you some insight into what we are doing and how this came about. Some of the information presented by your county public works officer at your January meeting was incorrect. We have been dealing with this for several months with the County office and haven't had the proper communication or understanding of our co-op and our history. We would like the opportunity to meet with you and discuss this matter and come to a conclusion. Thank you for your time and if you have any questions please feel free to contact me.

Thank you

Iron Springs Water Co-op President
Tony Ankermann
(C) 403-382-9399
tankermann4@gmail.com





County of Stettler No. 6

Box 1270
6602 – 44 Avenue
Stettler, Alberta T0C 2L0
T:403.742.4441 F: 403.742.1277
www.stettlercounty.ca

For Immediate Release
June 14, 2023

County of Stettler Declares Agricultural Disaster Due to Drought

Lack of spring moisture leaves land stressed, entering prime growing season.

A very light snow pack with no run-off combined with an early and extended heat wave and no moisture led Council to declare an Agricultural Disaster in the County of Stettler on Wednesday, June 14, 2023 at their Regular Council Meeting.

After reviewing current conditions, empty dugouts and wetlands throughout our region, Council made the serious decision to declare an Agricultural Disaster. Recent moisture maps and data for our region support this move.

"We're seeing exceptionally large numbers of livestock being dispersed at auction marts for this time of year, and producers are contacting us to report they are out of feed, cannot afford feed and looking ahead and realizing at this point that the probability of growing feed to support their operations is very, very slim," said Larry Clarke, Reeve for the County of Stettler No. 6. "Agriculture is a very big part of what we do here in Stettler County and of what fuels our economy and lives. We are hearing the pleas from our farmers and producers and we need to take action," he added.

Quinton Beaumont, Manager of Agricultural Operations added, "The Alberta Government has announced some pasture programs in light of the lack of pasture due to the wildfire situation in our province. While that is not a consideration in our area, we are seeing producers putting herds out into their hay fields, with no other options at hand beyond herd dispersals." Relief for the agriculture industry due to drought has not been announced at this time, and Council will use today's declaration to reach out to government to advocate for assistance and support for an agriculture industry battling drought in Alberta.

Attached is moisture mapping data for our region, provided to the County of Stettler by the Agro-meteorology Applications and Modelling Unit, Alberta Agriculture and Forestry.

County Council made this declaration of Agricultural Disaster today and intends to encourage the Provincial and Federal Government to initiate programming to assist our agricultural industry and producers. The County of Stettler is the first municipality to declare an Agricultural Disaster in the Province of Alberta this year, due to drought.

For more information contact: Quinton Beaumont, Agricultural Services at 403-742-4441 or email asb@stettlercounty.ca.

Niki Thorsteinsson
Director of Communications
403-742-4441
nthorsteinsson@stettlercounty.ca

Yvette Cassidy
Chief Administrative Officer
403-742-4441
ycassidy@stettlercounty.ca

June 22, 2023

Honorable RJ Sigurdson
Minister of Agriculture and Irrigation
131 Legislature Building
10800 - 97 Avenue
Edmonton, AB
T5K 2B6

Dear Honorable Sigurdson:

On June 20, 2023, Council of the County of Paintearth No. 18 declared this County an Agricultural Disaster due to the drought conditions and the extreme heat.

Weather patterns within the County varied, but according to the Alberta Climate Information Service and the Agricultural Moisture Situation Update overall this area has been extremely dry relative to long term normal during the first two months of the growing season. Generally, up until this last week spring soil moisture reserves are a once in 6 to 12 years low compared to long term normal.

Depending on the soil type and the timing of seeding some crops have already headed out and the crops that did emerge had poor or no germination due to the dry conditions. As you are aware the feed situation is not good, the cows have been put out onto the hay land to try and take advantage of what vegetation is there and the feed is going to be scarce across the province.

Through no fault of their own with high input costs already in some fields, poor field conditions in others and some livestock producers having to downsize their herds, the prospects are not looking very good.

The council is aware that by declaring a drought that it does not automatically trigger access to funding, but it does bring awareness to the situation. In 2021 the county declared an Agricultural Disaster as well.

Thank you for your attention in this matter.

Yours truly,

County of Paintearth No. 18

A handwritten signature in black ink, appearing to read 'Stan Schulmeister', with a long horizontal flourish extending to the right.

Stan Schulmeister

Reeve

Cc: Nate Horner, Minister of Finance
Damien Kurek, MP for Battle River-Crowfoot
Kelly Smith, Board Chair AFSC
Paul McLauchlin, President RMA
Linda Hunt, Executive Assistant, ASB Provincial Committee
Ryan Hallett, Agricultural Fieldman, (AAAF) Drought and Excess Moisture
Advisory Group
Alberta Agricultural Service Board Chairman



STIRLING

June 22, 2023

Attention:
All Mayors, Councilors, or Municipal Representatives

It's a new year and another invitation to join us for *Stirling Settlers Days*! This year, we will be celebrating on July 14th and 15th, 2023, with the parade being on Saturday, July 15th at 11:00a.m.

Please join our Mayor, Councilors, and their families Saturday morning with our annual Fireman's Toonie Pancake Breakfast from 7:30am to 9:30am at Community Centre at 417, 2 Street, Stirling.

We would like you, or your representative, to enter a float or decorated car in the parade. Dignitaries are asked to line up on 6th Street, between 2nd and 3rd Avenue, before 10:30 a.m. for judging.

We look forward to seeing you there!

Sincerely,

Scott Donselaar
Chief Administrative Officer
Village of Stirling



VILLAGE OF BARONS
P.O. Box 129 Barons, Alberta T0L 0G0 Phone 403-757-3633

Copy: SLT
Council

June 13, 2023

Lethbridge County
#100, 905 4 Avenue South,
Lethbridge, Alberta
T1J 4E4

To Whom It May Concern:

Re: Council Appointments

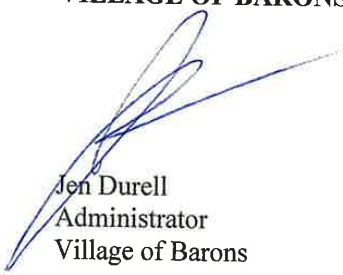
Please be advised that Council is apprised of three members:

Mayor Clinton Bishop
Deputy Mayor Dan Doell
Councillor Ron Gorzitza

If you have any questions, please feel free to contact me.

Sincerely,

VILLAGE OF BARONS


Jen Durell
Administrator
Village of Barons



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

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

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

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

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

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

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

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

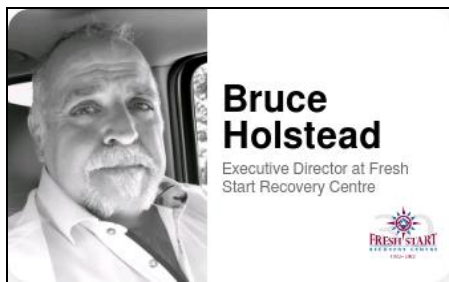
A renaming ceremony would serve as a symbolic event, illuminating the importance of recovery and highlighting our community's significant efforts to assist those in need. It would create a positive atmosphere, fostering unity and inspiring individuals to seek help, knowing they are not alone in their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

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

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

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

With Gratitude and respect,



[Click for additional contact information.](#)

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

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

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

AGENDA ITEM REPORT



Title: 2023 Bursary Award
Meeting: Council Meeting - 06 Jul 2023
Department: Council
Report Author: John Kuerbis, Lorne Hickey, Mark Sayers

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 26 Jun 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The Bursary Ad-Hoc Committee met on June 19, 2023 to review the bursary applications for eligibility and to determine applicant winners. There were a total of 22 applications received by the June 1st deadline which is 9 more than were received in 2022. Although some applications did not meet all of the bursary requirements as outlined within Policy #182, the quality of student applicants based on grades, community involvement and post-secondary plans was impressive.

Three bursary winners have been selected as per the Council resolution to increase the bursary award from two awards in the amount of \$1,000 each to three awards in the amount of \$1,500 each.

RECOMMENDATION:

That County Council awards the 2023 Bursary in the amount of \$1,500 each to be presented at the County Council meeting on August 3rd, 2023 to the following recipients:

- 1) Abigail Giacchetta
- 2) Elayna Vucurevich
- 3) Emma Reurink

REASON(S) FOR RECOMMENDATION(S):

The Committees recommendation aligns with Policy# 182 guidelines.

PREVIOUS COUNCIL DIRECTION / POLICY:

Policy #182 - Bursary Policy

E.2.1. 2023 Bursary and Bursary Ad-Hoc Selection Committee

71-2023 Councillor MOVED that County Council increase the number of bursary award
VanderVeen recipients to three, receiving \$1,500 each, with the additional funding
to come from the Council Discretionary Reserve.

CARRIED

BACKGROUND INFORMATION:

In 2020, Lethbridge County Council approved Bursary Policy #182 in an effort to assist students from within the County with their post-secondary education expenses. Due to the increased number and quality of applicants applying, Council made the decision to increase the 2023 bursary from 2 recipients at \$1,000 each to 3 at \$1,500 each.

County Council appointed 3 members of Council to review the applications and select the students best suited for this award based on the policy criteria to present to Council as a whole for final approval. The ad-hoc committee did a thorough review of the applications and used a scoring matrix to determine eligibility based on the requirements set out in the policy.

ALTERNATIVES / PROS / CONS:

Council can award just one bursary or none.

PRO - Would reduce the amount of funds issued for the 2023 bursaries.

CON - There is a policy, resolution and funds in place to support the bursary applications.

Council could award additional bursary's if desired

PRO - Additional applicants would receive some post-secondary financial support.

CON - Does not align with the council resolution and additional funds would have to be allocated.

FINANCIAL IMPACT:

Bursary funds were budgeted and the additional portion per resolution 71-2023 will be funded from the Council Discretionary Reserve.

LEVEL OF PUBLIC PARTICIPATION:

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

ATTACHMENTS:

[182BursaryPolicywithScheduleA](#)



Lethbridge County Policy Handbook

EFFECTIVE: February 20, 2020

SECTION: 100 NO. 182 Page 1 of 2

APPROVED BY: County Council

SUBJECT: Bursary Policy

REVISED DATE:

PURPOSE:

To provide Lethbridge County Students an opportunity to receive a bursary for post-secondary education.

OBJECTIVE:

To provide some financial assistance to Lethbridge County citizens who are pursuing a post-secondary education.

PARAMETERS:

1. Bursary Amount: The amount of and number of bursaries available will be determined annually by Council through the annual budget process.
2. Selection Committee: Lethbridge County Council will have full authority in the selection of the recipients.

CRITERIA:

1. Primary Considerations:

Open to any student or adult as qualified by the undernoted conditions:

- a) Shall be a resident of Lethbridge County who is attending school within Lethbridge County's Municipal boundaries.

OR

- b) Shall have at one time attended school within Lethbridge County's Municipal boundaries.

2. Secondary Considerations:

Based on an academic standing sufficient to achieve stated goals. Based on good citizenship demonstrated through community and social participation, volunteer work, etc.



Lethbridge County Policy Handbook

EFFECTIVE: February 20, 2020

SECTION: 100 NO. 182 Page 2 of 2

APPROVED BY: County Council

SUBJECT: Bursary Policy

REVISED DATE

3. Other Considerations:

- Financial need will be considered.
- Applicant need not be a High School student but must provide proof of enrolment in a post-secondary education institute.
- Is a resident of Lethbridge County and must provide proof of such.
- Only students going into first year of studies are eligible to apply.
- Has not received the Lethbridge County bursary in the past.

APPLICATION PROCEDURES AND DATES

- The Lethbridge County Bursary Application, as per Schedule "A" will be made available at the Lethbridge County Administrative Office or on the Lethbridge County Website.
- Applications can be received by hand delivering to the Lethbridge County Administrative Office or by email, in .pdf format to mailbox@lethcounty.ca
- Applications postmarked after June 1st will not be accepted.
- Transcripts of marks must accompany application.
- Awards to be disbursed by Lethbridge County to the recipient by August 31, annually.
- The availability of the bursary shall be advertised annually in March of each year.



LETHBRIDGE COUNTY BURSARY APPLICATION Schedule "A"

Lethbridge County Council is proud to administer Bursary opportunities to County students as per the Lethbridge County Bursary Policy #182. A representative of County Council will award three County students a \$1,500 bursary each at the first County Council Meeting held in August of each year.

The student must plan to attend a post-secondary or trade school within 18 months of winning the bursary and provide proof of enrollment prior to the disbursement of funds. Lethbridge County Council will review the applications and choose the student best suited for this award. (A 2nd and 3rd place recipient will be chosen in case the 1st place recipient does not proceed with post-secondary plans). The decision of Council is final.

To be considered, please submit an application via email to mailbox@lethcounty.ca in a .pdf format preferably. **Application deadline is June 1st, without exception.**

PERSONAL INFORMATION

Name: _____

Mailing Address: _____

Town: _____ Postal Code: _____

Telephone Number: _____ Alternate Number: _____

Email Address: _____

Post-Secondary School to be Attended: _____

Certification / Credentials Sought (Diploma, Degree, etc.): _____

Plans after Completing Post-Secondary Education: _____

Reason Applying for Bursary: _____

SEE PAGE 2 FOR ITEMS TO BE ATTACHED WITH APPLICATION.

DECLARATION OF APPLICANT

- All information is true and complete.
- I agree to allow my name and study plans to be released publicly if I receive this bursary.
- I authorize the release and exchange of my personal information by and between Lethbridge County and any federal and provincial government departments, boards or institutions to verify the information I have provided.

Signature of Applicant

Date



LETHBRIDGE COUNTY BURSARY APPLICATION Schedule "A"

The following information must accompany your application:

EDUCATIONAL BACKGROUND

Your most recent complete transcript of marks, including all high school courses completed to date, or a copy of your high school report cards to date, must accompany this application.

WRITE A SUMMARY DESCRIBING THE FOLLOWING:

- Yourself
- Interests
- Goals and objectives
- Past accomplishments
- School related activities (i.e. Student Council, Sports, Drama etc.)
- Community related activities (i.e. Clubs, Church, Cultural etc.)
- Other information you wish to provide (i.e. volunteering, academic accomplishments, awards or recognition received, favourite school memory etc.)

Deadline date for submission of applications – June 1st.

APPLICATIONS WILL NOT BE ACCEPTED IF POSTMARKED OR SENT BY E-MAIL AFTER JUNE 1st.

Deadline date for submission of most recent marks (high school or post-secondary) – JUNE 1st.

LATE SUBMISSION OF TRANSCRIPTS WILL RESULT IN DISQUALIFICATION.

Completed applications can be hand delivered or mailed to:

**Lethbridge County Bursary
#100, 905 4th Avenue South
Lethbridge, Alberta T1J 4E4**

OR may be e-mailed to: mailbox@lethcounty.ca (.pdf format preferred)

All applicants will be notified of the status of their application after marks become available to the committee.

*Please **do not** include proof of enrolment with your application. You will be asked for proof of enrolment if you are chosen to receive an award.*