



AGENDA

Council Meeting

9:30 AM - Thursday, May 19, 2022
Council Chambers

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A. CALL TO ORDER

B. ADOPTION OF AGENDA

C. ADOPTION OF MINUTES

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2. **Special County Minutes**
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- D.1.1. **Draft Fire Bylaw No. 22-002 - First Reading**
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- D.1.2. **January- March 2022 Community Peace Officer Report**
[January- March 2022 Community Peace Officer Report](#)

- D.1.3. **Requests from Air Show Committee**

E. DELEGATIONS

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- D.2.1. **Agricultural Service Board Composition and Bylaw**
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- D.2.2. **2022 Calgary Stampede BMO Farm Family Awards**
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	D.4. ADMINISTRATION
	D.4.1. <u>Highway 3 Twinning Development Association - Request for Letter of Support</u>
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86	1. <u>Alberta Municipal Affairs</u> Alberta Municipal Affairs
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	I. SUBDIVISION APPLICATIONS
	J. COUNTY COUNCIL AND COMMITTEE UPDATES
87 - 90	1. <u>Lethbridge County Council Attendance Update - April 2022</u> Lethbridge County Council Attendance Update - April 2022
	K. CLOSED SESSION
	K.1. <u>Water Supply Request (FOIP Section 16 - Disclosure Harmful to Business Interests of a Third Party)</u>
	K.2. <u>Discussion on Proposed Development (FOIP Section 16 - Disclosure Harmful to Business Interests of a Third Party)</u>
	L. ADJOURN



MINUTES

Council Meeting

9:30 AM - Thursday, May 5, 2022
Council Chambers

The Council Meeting of Lethbridge County was called to order on Thursday, May 5, 2022, at 9:30 AM, in the Council Chambers, with the following members present:

PRESENT:

- Reeve Tory Campbell
- Deputy Reeve Klaas VanderVeen
- Councillor Lorne Hickey
- Councillor Mark Sayers
- Councillor John Kuerbis
- Councillor Eric Van Essen
- Councillor Morris Zeinstra
- Chief Administrative Officer, Ann Mitchell
- Director of Public Operations, Jeremy Wickson
- Director of Community Services, Larry Randle
- Infrastructure Manager, Devon Thiele
- Manager of Finance & Administration, Jennifer Place
- Executive Assistant, Candice Robison
- Supervisor of Planning & Development, Hilary Janzen
- Senior Planner, Steve Harty

A. CALL TO ORDER

Deputy Reeve Klaas VanderVeen called the meeting to order at 9:30 a.m.

B. ADOPTION OF AGENDA

101-2022 Councillor MOVED that the May 5, 2022 Lethbridge County Council Meeting
Kuerbis Agenda be approved as presented.

CARRIED

C. ADOPTION OF MINUTES

C.1. County Council Meeting Minutes

102-2022 Councillor MOVED that the April 21, 2022 Lethbridge County Council Meeting
Sayers Minutes be approved as presented.

CARRIED

Deputy Reeve Klaas VanderVeen relinquished the chair to Reeve Campbell at 9:32 a.m.

Councillor Lorne Hickey joined the meeting at 9:40 a.m.

D. DELEGATIONS

D.1. 9:30 a.m. - Erin Crane - Lethbridge Tourism

Erin Crane, Lethbridge Tourism CEO was present to provide a presentation to Council and to request a letter of support for the Lethbridge Tourism's PrairiesCan application and Travel Alberta funding.

103-2022	Councillor Hickey	MOVED to provide a letter of support to Lethbridge Tourism for their PrairiesCan application and Travel Alberta funding.
		CARRIED

E. SUBDIVISION APPLICATIONS

E.1. Subdivision Application #2022-0-030 – Neveridle Farms Ltd. - N1/2 33-7-20-W4M

104-2022	Councillor Hickey	MOVED that the Industrial subdivision of N1/2 33-7-20-W4M (Certificate of Title No. 981 032 415 +2), to subdivide a 5.00-acre (2.02 ha) parcel from a 77.96-acre (31.55 ha) title for rural industrial use; BE APPROVED subject to the following:
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RESERVE: The 10% reserve requirement, pursuant to Sections 666 and 667 of the Municipal Government Act, be provided as money in place of land on the 5.00 acres at the market value of \$8,000 per acre with the actual acreage and amount to be paid to Lethbridge County be determined at the final stage, for Municipal Reserve purposes.

CONDITIONS:

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

CARRIED

E.2. Subdivision Application #2022-0-038 – Hobbs - SW1/4 24-12-24-W4M

105-2022	Councillor Sayers	MOVED that the Country Residential subdivision of SE1/4 24-12-24-W4M (Certificate of Title No. 951 138 797 +4), to subdivide a 4.46-acre (1.81 ha) first parcel out farmstead subdivision from a unsubdivided ¼-section title of 160.00 acres (64.75 ha) for country residential use; BE APPROVED subject to the following:
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CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to the 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 any easement(s) as required by utility agencies shall be established prior to finalization of the application.

CARRIED

**E.3. Subdivision Application #2022-0-060 – M.R. Low Prof. Corp.
- Lot 2, Block 1, Plan 2010998 within SE1/4 10-8-21-W4M**

106-2022 Councillor Kuerbis MOVED that the Country Residential subdivision of Lot 2, Block 1, Plan 2010998 within SE1/4 10-8-21-W4M (Certificate of Title No. 211 092 552), to re-split a 11.25-acre (4.55 ha) subdivided title and create a 3.0-acre and an 8.25-acre (1.21 & 3.34 ha) lot both for country residential use; BE APPROVED subject to the following:

RESERVE: The 10% reserve requirement, pursuant to Sections 666 and 667 of the Municipal Government Act, be provided as money in place of land on the 11.25-acres at the market value of \$27,000 per acre with the actual acreage and amount to be paid to Lethbridge County be determined at the final stage, for Municipal Reserve purposes.

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with the Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. That the applicant submits a plan of survey as prepared by an Alberta Land Surveyor that certifies the exact location and dimensions of the parcel being subdivided.
4. That the applicant has a professional soils analysis completed (with tests on both the parcels) to demonstrate suitability of a private on-site septic treatment system on the land, with results to be as determined satisfactory to the Subdivision Authority.
5. That any easement(s) as required by utility agencies shall be established prior to finalization of the application.

CARRIED

Reeve Campbell recessed the meeting at 10:35 a.m.

Reeve Campbell reconvened the meeting at 10:50 a.m.

F. PUBLIC HEARINGS

G. DEPARTMENT REPORTS

G.1 COMMUNITY SERVICES

G.1.1 Planning and Development Department - 1st Quarter Report 2022

107-2022 Deputy Reeve VanderVeen MOVED that County Council receive the 2022 Planning and Development Department 1st Quarter Report for Information. CARRIED

G.1.2 Grouped Country Residential Development - Access to Municipal Potable Water Systems

108-2022 Councillor Kuerbis MOVED that County Council receive this report for information. CARRIED

G.1.3 Bylaw 21-010 Ramias Subdivision Area Structure Plan and Bylaw 21-011 Land Use Bylaw Amendment Rural Urban Fringe to Grouped Country Residential - Second and Third reading

109-2022 Councillor Kuerbis MOVED to hold a second public hearing for Bylaw 21-010 and Bylaw 21-011.

DEFEATED

Councillors Sayers, Kuerbis, Zeinstra and Van Essen abstained from voting for second and third readings of Bylaw 21-010 and Bylaw 21-011 the reason that they were not present for the Public Hearing.

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|----------|-------------------------------|--|---------|
| 110-2022 | Deputy
Reeve
VanderVeen | MOVED that Bylaw 21-010 be read a second time, as amended. | CARRIED |
| 111-2022 | Councillor
Hickey | MOVED that Bylaw 21-010 be read a third time. | CARRIED |
| 112-2022 | Deputy
Reeve
VanderVeen | MOVED that Bylaw 21-011 be read a second time. | CARRIED |
| 113-2022 | Councillor
Hickey | MOVED that Bylaw 21-011 be read a third time. | CARRIED |

G.4. CORPORATE SERVICES

G.4.1. Bylaw 22-007 Tax Mill Rate

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|----------|-------------------------------|--|---------|
| 114-2022 | Councillor
Kuerbis | MOVED that the 2022 Tax Mill Rate Bylaw 22-007 be read a first time. | CARRIED |
| 115-2022 | Deputy
Reeve
VanderVeen | MOVED that the 2022 Tax Mill Rate Bylaw 22-007 be read a second time. | CARRIED |
| 116-2022 | Councillor
Van Essen | MOVED that Council proceeds to consideration of third reading of Bylaw 22-007. | CARRIED |
| 117-2022 | Councillor
Hickey | MOVED that the 2022 Tax Mill Rate Bylaw 22-007 be read a third time. | CARRIED |

G.3. MUNICIPAL SERVICES

G.3.1 2022 Revision - Agricultural Service Board Level of Service

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|----------|-----------------------|--|---------|
| 118-2022 | Councillor
Kuerbis | MOVED that Council approve the 2022 Agriculture Service Board Level of Service document from ASB Committee recommendation. | CARRIED |
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G.3.2 Revisions to Road Use Policy #352

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| 119-2022 | Deputy
Reeve
VanderVeen | MOVED that Council adopt the revised policy #352. | CARRIED |
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Reeve Campbell recessed the meeting at 12:05 p.m.

The meeting reconvened at 12:47 p.m. with all members of Council present as previously stated.

G.2. INFRASTRUCTURE

G.2.1 Treated Water Supply and Wastewater Capacity Study for Lethbridge County Hamlets

120-2022	Deputy Reeve VanderVeen	MOVED that County Council receive this report for information.	CARRIED
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G.5. ADMINISTRATION

G.5.1. Airshow Support

121-2022	Councillor Kuerbis	MOVED to direct administration to make a small amendment to the letter of support for the Air Show to indicate that in order for the County to meet any asks we need the appropriate time to facilitate.	CARRIED
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H. CORRESPONDENCE

Correspondence Items H.1 - H.5 were reviewed.

H.1. Diamond City Citizen's Association

H.2. Oceans Day

H.3. Minister of Transport - CP Rail Strike

H.4. Minister of Agriculture & Agri-Food - CP Rail Strike

H.5. Alberta Transportation

I. NEW BUSINESS

J. COUNTY COUNCIL AND COMMITTEE UPDATES

K. CLOSED SESSION

K.1. Local Election Campaign Financial Disclosure Requirement (FOIP Section 17 - Disclosure Harmful to Personal Privacy)

122-2022	Councillor Van Essen	MOVED that the Lethbridge County Council Meeting move into Closed Session, pursuant to Section 197 of the <i>Municipal Government Act</i> , the time being 1:25 p.m. for the discussion on the following:
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K.1. Local Election Campaign Financial Disclosure Requirement (FOIP Section 17 - Disclosure Harmful to Personal Privacy)

Present during the Closed Session:
Lethbridge County Council
Senior Management
Administration Staff
CARRIED

123-2022	Councillor Sayers	MOVED that the Lethbridge County Council Meeting move out of the closed session at 1:52 p.m.	CARRIED
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K.1. Local Election Campaign Financial Disclosure Requirement (FOIP Section 17 - Disclosure Harmful to Personal Privacy)

124-2022	Deputy Reeve VanderVeen	MOVED that the Local Election Campaign Financial Disclosure Requirement Report be made public with the names of the candidates who failed to meet the requirements under the Local Authorities Election Act included in the report and to direct administration to notify the candidates and Elections Alberta.
		CARRIED

L. ADJOURN

125-2022	Councillor Hickey	MOVED that the Lethbridge County Council Meeting adjourn at 1:53 p.m.
		CARRIED

Reeve

CAO



MINUTES

Council Meeting

9:30 AM - Tuesday, May 10, 2022
Council Chambers

The Council Meeting of Lethbridge County was called to order on Tuesday, May 10, 2022, at 9:30 AM, in the Council Chambers, with the following members present:

PRESENT: Reeve Tory Campbell
Deputy Reeve Klaas VanderVeen
Councillor Lorne Hickey
Councillor Mark Sayers
Councillor John Kuerbis
Councillor Eric Van Essen
Councillor Morris Zeinstra
Chief Administrative Officer, Ann Mitchell
Director of Community Services, Larry Randle
Executive Assistant, Candice Robison

A. CALL TO ORDER

Reeve Tory Campbell called the meeting to order at 9:30 a.m.

B. ADOPTION OF AGENDA

1-2022	Deputy Reeve VanderVeen	MOVED that the May 10, 2022 Lethbridge County Special Council Meeting Agenda be approved as presented.	CARRIED
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C. CLOSED SESSION

C.1. Discussion on Proposed Development (FOIP Section 16 - Disclosure Harmful to Business Interests of a Third Party)

2-2022	Deputy Reeve VanderVeen	MOVED that the Lethbridge County Council Meeting move into Closed Session, pursuant to Section 197 of the <i>Municipal Government Act</i> , the time being 9:32 a.m. for the discussion on the following:
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C.1. Discussion on Proposed Development (FOIP Section 16 - Disclosure Harmful to Business Interests of a Third Party).

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

3-2022	Councillor Hickey	MOVED that the Lethbridge County Council Meeting move out of the closed session at 12:12 p.m.	CARRIED
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C.1. Discussion on Proposed Development (FOIP Section 16 - Disclosure Harmful to Business Interests of a Third Party)

4-2022	Councillor Hickey	MOVED that staff further investigate today's presentation.	CARRIED
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D. ADJOURN

5-2022	Councillor Kuerbis	MOVED that the Lethbridge County Council Meeting adjourn at 12:13 p.m.	CARRIED
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Reeve

CAO

AGENDA ITEM REPORT



Title: Draft Fire Bylaw No. 22-002 - First Reading
Meeting: Council Meeting - 19 May 2022
Department: Community Services
Report Author: Larry Randle

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 05 May 2022

STRATEGIC ALIGNMENT:



Outstanding Quality
of Life



Effective Governance
and Service Delivery



Prosperous
Agricultural
Community



Vibrant and Growing
Economy



Strong Working
Relationships

EXECUTIVE SUMMARY:

LethbridgeCounty has a Stubble Burning Bylaw, a Fire Ban Bylaw, a Fire Permit Bylaw and a Fire Services Bylaw. Many Alberta municipalities include the subject matters addressed in these four bylaws in one all-encompassing fire bylaw. Draft "Fire Bylaw No. 22-002" combines all four existing bylaws into one new bylaw and includes some important updates.

RECOMMENDATION:

That Fire Bylaw No. 2022-02 be read a first time.

PREVIOUS COUNCIL DIRECTION / POLICY:

Stubble Burning Bylaw No. 933 was adopted in 1989. Fire Ban Bylaw No. 1423 and Fire Permit Bylaw No. 1424 were both adopted in 2014 while the Fire Services Bylaw No. 21-017 is from 2021. All four bylaws are attached for reference.

BACKGROUND INFORMATION:

The Stubble Burning Bylaw is outdated but is still occasionally required for issuance of fire permits to burn hemp, flax stubble or to deal with weed control. The current Fire Ban Bylaw and Fire Permit bylaws both need minor revision. The Fire Services Bylaw is fine as it is but it is recommended that it also be incorporated into one comprehensive fire bylaw.

Since the adoption of all but the 2021 Fire Services Bylaw, there have been changes to provincial legislation, position titles, community expectations, best practices, and science and technology have evolved. Consequently, a new fire bylaw has been drafted for Council's consideration.

The new bylaw merges the general content of the four existing bylaws and introduces changes which include:

- increasing minimum fines from \$100.00 to \$250.00
- authorizing county administration to impose fire bans and restrictions
- providing more information regarding the declaration of a fire restriction
- delegating council's authority to appoint Fire Guardians under the *Forest and Prairie Protection Act* to the Chief Administrative Officer
- accurately stating position titles
- removing reference to the capital budget and equipment allocation in Bylaw 21-017
- reflecting changes made to provincial legislation, and
- streamlining four bylaws into one.

No changes to the fireworks permit system have been introduced.

ALTERNATIVES / PROS / CONS:

OPTION 1. Approve first reading of Fire Bylaw No. 22-002.

Pros:

- Consolidates four bylaws into one bylaw for ease of reference while also incorporating changes noted in the Background section of this report.
- Also allows council time to consider any desired amendments to the bylaw before considering second and third readings at a future council meeting.

Cons:

- No disadvantages have been identified.

OPTION 2. Do not approve first reading of Fire Bylaw No. 22-002.

Pros:

- No advantages have been identified.

Cons:

- This would leave one very outdated bylaw in place and maintain two other bylaws which are showing distinct signs of not being fully in accord with today's standards and practices, and which conflict with each other in some areas.
- This would also leave rules around fire-related issues in the county dispersed in four separate bylaws.

FINANCIAL IMPACT:

Some fines for fire-related violations have been increased and are now more comparable to other rural municipalities. The issuance of a \$100.00 fine under Fire Permit Bylaw No. 1424 has not been a strong deterrent for some violators. Increased minimum fine amounts may lead to a slight increase in overall fine revenues collected throughout the year or conversely, it could lead to a decrease in fine revenue if it is more effective as a deterrent to not following the rules.

REASON(S) FOR RECOMMENDATION(S):

Stubble Burning Bylaw No. 933, Fire Ban Bylaw No. 1423 and Fire Permit Bylaw No. 1424 were all in need of updating. Along with the updates it makes sense to follow best practices and create a modern bylaw that includes such updates and combines the general content of four bylaws, into one.

ATTACHMENTS:

[Fire Ban Bylaw 1423](#)

[Fire Permit bylaw1424](#)

[Bylaw 933 - Stubble Burning Bylaw](#)

[Bylaw 21-017 - Lethbridge County Fire Services Bylaw - FINAL](#)

[Bylaw 22-002 - Fire Bylaw May 4](#)

LETHBRIDGE COUNTY

FIRE BAN BYLAW 1423

BEING A BY-LAW OF LETHBRIDGE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PREVENTION OR EXTINGUISHING OF FIRES, FOR THE PRESERVATION OF LIFE AND PROPERTY AND THE PROTECTION OF PERSONS FROM INJURY OR DESTRUCTION BY FIRE.

WHEREAS Sections 7 and 8 of the Municipal Government Act, R.S.A. 2000 Chapter M-26, provides that Council may pass bylaws and that regulate or prohibit the burning of fires for the safety, health and welfare of people and the protection of people and property; and

WHEREAS, the Forest and Prairie Protection Act, R.S.A. 1980 Chapter F-14 grants certain additional powers and responsibilities to Lethbridge County and pursuant to Sections 7 and 8 of the Municipal Government Act, Council can pass bylaws for the prevention of prairie or running fires and the enforcement of the provisions of the Forest and Prairie Protection Act in that behalf; and

WHEREAS, the Council of Lethbridge County pursuant to the powers and responsibilities granted to it pursuant to the Municipal Government Act and the Forest and Prairie Protection Act wishes to provide for the prevention, regulation and control of the lighting of fires within Lethbridge County and for the preservation of life and property from damage or destruction by fire on the terms hereinafter provided;

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

SECTION 1 – DEFINITIONS

1.1 In this Bylaw:

- a) "Council" shall mean the Council of Lethbridge County;
- b) "County" shall mean Lethbridge County;
- c) "Emergency Services", either internal provided or externally contracted, shall mean those fire, rescue, ambulance, police or other services tasked to respond to emergencies.
- c) "Equipment" shall mean any tools, contrivances, devices or materials used by the Department to combat a fire incident or other;
- d) "Fire" means a process or state of combustion where a flame may or may not be produced.
- e) "Fire Ban" shall mean a provincial ministerial order or the enactment of a ban on open fires or other fires deemed to be hazardous in the County in whole or in part.
- f) "Fire Protection" shall mean all aspects of fire safety, including but not limited to, fire prevention, firefighting or suppression, pre-fire planning, fire inspection, public education and information, training or other staff development and advising;
- g) "Incident" shall mean a fire or situation where an explosion is imminent or any other situation where there is a danger or a possible danger to life or property or both and to which the Department has responded.

SECTION 2 - EMERGENCY SERVICES

- 2.1 Emergency Services shall be responsible for carrying out such duties, obligations and responsibilities as may be assigned to the Service from time to time by Council and/or Emergency Services Coordinator and without limiting the generality of the foregoing may include:
- a) Preventing and extinguishing fires;
 - b) Investigating the cause of fire;
 - c) Preserving and protecting life, property, the environment and the economy from injury or destruction by fire;
 - d) Preventing prairie or running fires and enforcing the provisions of the Forest and Prairie Protection Act;
 - e) Preventing, combatting and controlling incidents;
 - f) Controlling and mitigating incidents involving dangerous goods;
 - g) Extinguishing open fires during a fire ban.

SECTION 3 - COUNCIL POWERS

- 3.1 The Reeve, Deputy Reeve or any two (2) County Council members may authorize County Administration to impose a Fire Ban on fires throughout the County in part or in whole.
- 3.2 Once a Ban is in effect, the said Ban shall remain in effect until lifted by the Reeve, Deputy Reeve or any two (2) County Council members.
- 3.3 Council may through policy, set fees for responses required by Emergency Services.

SECTION 4 - FEES AND COLLECTION

- 4.1 In addition to penalties imposed herein, Emergency Service response fees that have been set in accordance with policy, will also be applied to responses from Emergency Services that are required during Fire Bans.
- 4.2 Appeals regarding response fees charged may be considered by Council.
- 4.3 In accordance with the Municipal Government Act, fire suppression response fees that remain unpaid may be transferred to the appropriate property tax account through Council resolution, or collected in a similar manner to other outstanding receivables.

SECTION 5 – OFFENCES

- 5.1 Any person who ignites or allows to burn a fire while a Fire Ban is in effect may be found in violation of this Bylaw.
- 5.2 Any person who contravenes a provision of the Bylaw is guilty of an offence and is liable to a penalty as set out in Schedule 'A' herein.
- 5.3 Any single contravention of this Bylaw shall be considered as a single offence and shall not limit additional penalties of this Bylaw from being enforced for additional offences.

- 5.4 Nothing in this bylaw shall be construed as curtailing or abridging the right of the County to obtain compensation or to maintain an action for loss of or damage to property from or against the person or persons responsible.

SECTION 6 - VIOLATION TICKET

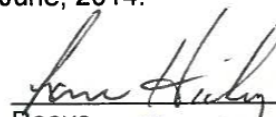
- 6.1 A County Community Peace Officer, RCMP or other County authorized enforcement officer Bylaw Enforcement Officer, R.C.M.P. are hereby authorized and empowered to issue a Violation Ticket pursuant to Part II of the Provincial Offences Procedure Act.
- 6.2 A Violation Ticket shall be issued for each single offence of this Bylaw as per Section 5.2 herein.

SECTION 7 - SEVERABILITY


- 7.1 Should any section or part of this bylaw be found to have been improperly enacted, for any reason, then such section or part shall be regarded as severable from the rest of the bylaw and this bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this bylaw.

THIS BYLAW SHALL COME INTO FORCE AND EFFECT ON THE FINAL DAY OF PASSING THEREOF.

GIVEN first reading this 23rd day of June, 2014.



Reeve



Chief Administrative Officer

GIVEN second reading this 23rd day of June, 2014.

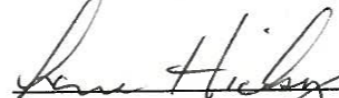


Reeve




Chief Administrative Officer

GIVEN third reading this 23rd day of June, 2014.



Reeve



Chief Administrative Officer

Schedule 'A'

First Offence:	\$ 500.00
Second Offence:	\$2,500.00
Third Offence:	\$5,000.00

FIRE PERMIT BYLAW 1424

A BY-LAW OF LETHBRIDGE COUNTY IN THE PROVINCE OF ALBERTA AUTHORIZING THE PREVENTION AND CONTROL OF FIRES

WHEREAS Sections 7 and 8 of the Municipal Government Act R.S.A. 2000, chapter M-26 provide that Council may pass bylaws for the prevention or the extinguishing of fires, the preservation of life and property, the protection of persons from injury or destruction by fire and provides the Municipality authority to establish a system of licenses, permits or approvals within Lethbridge County; and

WHEREAS the Forest and Prairie Protection Act R.S.A. 2000 F-19 grants certain additional powers to Lethbridge County and pursuant to Sec.75(1) of the Municipal Government Act (supra) Council can pass bylaws for the prevention of prairie or running fires and for the enforcement of the provisions of the Forest and Prairie Protection Act (supra); and

WHEREAS the Soil Conservation Act R.S.A. 2000, chapter S-15 provides that the Council of Lethbridge County is responsible for enforcing the provisions of that legislation regarding soil loss or degradation within Lethbridge County, and

WHEREAS the Council of Lethbridge County pursuant to the powers granted to it under the Municipal Government Act (supra) and the Forest and Prairie Protection Act (supra) wishes to provide for the prevention, regulation and control of the lighting of fires within Lethbridge County;

NOW THEREFORE the Council of Lethbridge County in Council duly assembled hereby enacts as follows:

SECTION 1 - DEFINITIONS

1.1 In this Bylaw:

- (a) "Acceptable Fire Pit" means an outdoor receptacle that meets the following specifications:
 - i) the Fire Pit shall be constructed of bricks or concrete blocks, or heavy gauge metal, or other suitable non-combustible components;
 - ii) the maximum external dimension of the Fire Pit shall not be greater than 1 meter (3.28 feet);
 - iii) the Fire Pit height does not exceed .6 meters (2 feet) when measured from the surrounding grade to the top of the pit opening;
 - iv) a Fire Pit shall not be located closer than 5 meters (16.5 feet) from a Property line and from any combustible material, including, but not limited to, buildings, structures, fences, patio decks and foliage as measured from the nearest Fire Pit edge;
 - v) a Fire Pit shall be surrounded by a fire guard constructed of non combustible material extending not less than 2 meters (6.5 feet) in all directions from the fire pit;
 - vi) a Fire Pit shall not be located less than 0.6 meters (2 feet) laterally from an underground utility line;
 - vii) only wood, charcoal briquettes, propane or natural gas fuels are used;
 - viii) flame height does not exceed 1 meter (3.28 feet) above the Fire Pit;
 - ix) in all cases, the fires in Fire Pits shall be supervised at all times by a responsible adult person with adequate means to extinguish the fire until such time that fire has been extinguished. A fire shall be

X:\Executive files\Bylaws\115\1400 Bylaws\Bylaw 1424 Fire Permit

deemed to include hot ashes and smoldering embers resulting from the fire;

- (b) "Acceptable Fireplace" means an outdoor receptacle that meets the following specifications:
 - i) a minimum of 1 meter (3.28 feet) clearance measured from the nearest fireplace edge is maintained from buildings, property lines, or other combustible material;
 - ii) the fireplace is constructed of materials, such as bricks or rocks, that are heat and flame resistant;
 - iii) the fireplace is equipped with a chimney that is not less than 2.5 meters (8.25 feet) in height when measured from the base of the fire burning area;
 - iv) the fireplace chimney is equipped with a regulation screen designed to contain and reduce the hazards of airborne sparks;
 - v) the base of the fire burning area is not less than .3 meters (1 foot) above the surrounding grade; and,
 - vi) the fire chamber does not exceed 1.25 meters (4 feet) in width, and is at least .4 metres (1.3 feet) but not more than .6 metres (2 feet) in depth.
- (c) "Acceptable Incinerator" means a receptacle that is a non-combustible structure, container or barrel with openings provided that:
 - i) a minimum of 5 meters (16.5 feet) clearance from buildings, property lines and combustible materials, or as approved by the County Emergency Services Coordinator's office is maintained;
 - ii) it is constructed of bricks or concrete blocks, or heavy gauge metal (18 gauge minimum), or other suitable non-combustible components;
 - iii) Structures, containers or barrels shall be integrally sound with no sections noticeably thinned due to the oxidizing actions of the fire nor shall there be holes in the structure, container or barrel caused by oxidation of the material;
 - iv) it has a spark arrestor mesh screen of 0.7 centimetres (.25 inches) expanded metal (or equivalent) to contain sparks over the fire at all times;
 - v) fires contained therein be supervised at all times by a responsible adult person with adequate means to extinguish the fire until such time that fire has been extinguished. A fire shall be deemed to include hot ashes and smoldering embers resulting from the fire;
 - vi) only wood, charcoal briquettes, propane or natural gas fuels are used;
 - vii) flame height does not exceed 1 meter (3.28 feet) above the incinerator.
- (d) "Burning Barrel" – see definition of "Acceptable Incinerator".
- (e) "Burnable Debris" as defined by the Substance Release Regulation -AR 124/93, pursuant to the Alberta Environmental Protection and Enhancement Act (supra), means all combustible waste other than Prohibited Debris and includes, but is not limited to:
 - (i) straw and stubble;
 - (ii) grass and weeds;
 - (iii) leaves and tree pruning's;
 - (iii) brush and fallen trees on newly cleared land or associated with logging operations;
 - (iv) used power, telegraph and telephone poles that do not contain wood preservatives;

- (v) wooden material from the construction or demolition of buildings which does not contain wood preservatives;
 - (vi) solid waste from sawmills or planing mills with an annual production of less than 9500 cubic metres of lumber;
 - (vii) solid waste from post and pole operations that does not contain wood preservatives, and;
 - (viii) solid waste from tree harvesting operations.
- (f) "Class A Materials" – See "Burnable Debris".
 - (g) "Council" means the Council of Lethbridge County.
 - (h) "County" means Lethbridge County.
 - (i) "Designate" means any person employed by Lethbridge County authorized by the Fire Guardian to issue burning permits.
 - (j) "Fire" means any combustible material in a state of combustion.
 - (k) "Fire Ban" means a provincial ministerial order or the enactment of Lethbridge County Fire Ban Bylaw which cancels all fire permits, prohibiting the lighting or requiring the extinguishment of a fire.
 - (l) "Emergency Services Coordinator" means the person appointed as the head of the Emergency Services Department or an individual designated to act on behalf of the Emergency Services Coordinator.
 - (m) "Fire Guard" means an area around the proposed burn area where appropriate action has been taken to stop the spread of the fire to areas not meant to be burned.
 - (n) "Fire Permit" means a permit issued by an individual authorized by Lethbridge County to do so pursuant to this Bylaw allowing for the setting of outdoor fires or structure fires or incinerator fires within the County.
 - (o) "Fireworks" shall be defined as per the definition of Fireworks in the Alberta Fire Code.
 - (p) "Incinerator Fire" means a fire that is confined within a non-combustible structure; container or barrel with openings covered with a heavy gauge metal screen having a mesh size not larger than 0.7 centimeters and is used for the purpose of burning clean Class A materials such as garden debris, wood and paper.
 - (q) "Landholder" means, in respect of land,
 - (i) the occupant, or
 - (ii) if there is no occupant, the owner, of the land;
 - (r) "Municipal Fire Guardian" means a person named or appointed as Fire Guardian Pursuant to the Sec. 4 Forest and Prairie Protection Act (supra).
 - (s) "Neighbour(s)" means a person who is an owner, renter or person otherwise authorized by an owner of privately owned land adjacent to property to where it is alleged an offence has occurred.
 - (t) "Outdoor Fire" means any fire other than that defined as an Incinerator Fire or Structure Fire and shall include fires involving humus, soil, farm produce, bush, grass, feed, straw, coal or any fire that has escaped or spread from a building, structure, machine, vehicle or incinerator. A fire contained in an outdoor fireplace, fire pit or incinerator without the required metal spark arrestor screen shall be deemed to be an Outdoor Fire.
 - (u) "Outdoor Fireplace" means a fireplace installed to the standards of the Alberta Building Code, as amended, and that is located on the exterior of a building.
 - (v) "Owner" means a person who:

- (i) holds himself out to be a person having the powers and authority of ownership or who currently exercises the powers and authority of ownership over the property;
 - (ii) is registered as the owner of the property pursuant to the *Land Titles Act*;
 - (iii) has purchased or otherwise acquired the property, either directly from a previous owner or from another purchaser and has not yet registered ownership, or;
 - (iv) is listed as the owner of the property on the current assessment roll.
- (w) "Permit Issuer" means a person in the employ of Lethbridge County who has been authorized to issue Burning Permits within the boundaries of Lethbridge County.
- (x) "Person" means an individual and includes a firm, partnership, joint venture, proprietorship, corporation, association, society and any other legal entity.
- (y) "Portable Barbecue Device" means any appliance sold or constructed for the sole purpose of cooking food outdoors, normally fueled by liquefied petroleum gas (LPG), natural gas, compressed briquettes or charcoal.
- (z) "Prohibited Debris", as defined by the Substance Release Regulation - AR-124/93, pursuant to the *Alberta Environmental Protection and Enhancement Act*, means any combustible waste that, when burned, may result in the release to the atmosphere of dense smoke, offensive odors or toxic substances and includes but is not limited to:
- (v) animal cadavers;
 - (vi) animal manure;
 - (vii) pathological waste;
 - (viii) non-wooden material;
 - (ix) waste material from building or construction sites, excluding wooden materials that do not contain wood preservatives;
 - (x) combustible materials in automobile bodies;
 - (xi) tires;
 - (xii) rubber or plastic or anything containing or coated with rubber or plastic or similar substances, except rubber or plastic attached to shredded scrap steel;
 - (xiii) solid waste from sawmills or planing mills with an annual production in excess of 9500 cubic meters of lumber; or,
 - (xiv) used oil, wood or wood products containing substances for the purpose of preserving wood.
- (aa) "Property" means any real or personal property which, without limiting the generality of the foregoing, includes land, buildings or structures.
- (bb) "Recreational Fire" means an Outdoor Fire of relatively short duration confined to a noncombustible container, in municipal, provincial, federal or private campgrounds and parks where Outdoor Fireplaces, Fire Pits and Stoves have approved by the Emergency Services Coordinator. These fires will be set for recreational, cultural or theatrical purposes including the purpose of cooking, obtaining warmth or viewing for pleasure. Such Fire may only be fueled with seasoned wood, charcoal, natural gas or propane.
- (cc) "Restricted Burn Area" means an area within Lethbridge County as designated by the Emergency Services Coordinator's office and Council.
- (dd) "Running Fire" means a fire burning without being under the proper control of any person.

- (ee) "Smudge Fire" means a fire contained within a non combustible structure or container that is set on land of .8 hectares (two acres) or more in area for the purpose of protecting livestock from insects or for protecting garden plants from frost. Requirements for "Smudge Fires" are as per those designated for "Acceptable Incinerators".
- (ff) "Soil Conservation Officer" means the person or persons appointed by Lethbridge County from time to time as such under the Soil Conservation Act, RSA 2000, Chapter S-15.
- (gg) "Special Constable" means a person as appointed under Section 42 of the Police Act R.S.A. 2000 Chapter P-17.
- (hh) "Specified Penalty" means a penalty specified in the Schedule 'A' which may be paid in response to a violation ticket, for an alleged offence of any section of this bylaw.
- (ii) "Structure Fire" means a fire confined to and within any building, structure, machine or vehicle, which will, or is likely to cause the destruction of or damage to such building, structure, machine or vehicle.
- (jj) "Stubble" means any harvested or unharvested herbaceous plants or plant parts, standing, spread or in swathed windrows grown on land.
- (kk) "Stubble Burning Permit" means a permit issued by a Soil Conservation Officer under County of Lethbridge Stubble Burning Bylaw # 933 pursuant to which the applicant therefore is permitted to burn stubble pursuant to the provisions therein set out.
- (ll) "Violation Ticket" means a ticket issued for an offence committed against any of the provisions of this Bylaw and shall be a Part 2 ticket as prescribed in the Provincial Offences Procedure Act R.S.A. 2000, Chapter P-34.

SECTION 2 - FIRE GUARDIANS

2.1 The Council shall appoint a Fire Guardian(s) from a list of nominees provided by the Emergency Services Coordinator to enforce the provisions of the Forest and Prairie Protection Act (supra) and this Bylaw within the boundaries of the County.

SECTION 3 - POWERS OF FIRE GUARDIANS AND PERMIT ISSUERS

3.1 Each Fire Guardian shall have the authority and power to:

- a) issue a Fire Permit in respect of any land within the County;
- b) issue a Fire Permit unconditionally or impose conditions upon the applicant which the Fire Guardian or designate considers appropriate;
- c) decide whether an inspection of the burn site is warranted prior to the decision to issue or not issue a burning permit;
- d) may suspend or cancel at any time a Fire Permit and on receiving notice of the suspension or cancellation the person concerned shall immediately extinguish any fire set pursuant to his or her permit;
- e) refuse issuance of permit on reasonable and probable grounds that a public interest risk exists for the proposed fire.
- f) inspect property where a permit application for an outdoor fire has been received and impose conditions upon the applicant which the Fire Guardian considers appropriate;
- g) enforce the provisions of the Forest and Prairie Protection Act (supra) and this Bylaw within the boundaries of the Municipality.

3.2 Each Permit Issuer shall have the authority and power to:

- a) issue a Fire Permit in respect of any land within the County;

- b) issue a Fire Permit unconditionally or impose conditions upon the applicant which the Fire Guardian or designate considers appropriate;
- c) decide whether an inspection of the burn site is warranted prior to the decision to issue or not issue a burning permit;
- d) may suspend or cancel at any time a Fire Permit and on receiving notice of the suspension or cancellation the person concerned shall immediately extinguish any fire set pursuant to his or her permit;
- e) refuse issuance of permit on reasonable and probable grounds that a public interest risk exists for the proposed fire.

SECTION 4 - FIRE PERMITS

- 4.1 In addition to any Fire Permit required under the Forest and Prairie Protection Act (supra), or under the Soil Conservation Act R.S.A. 2000 chapter S-15 (supra) Fire Permits shall be required under this Bylaw for the period from January 1 to December 31 each calendar year at a nil fee.
- 4.2 Notwithstanding clause 5.1 of this Section, any fire permit issued pursuant to the Forest and Prairie Protection Act (supra) or the Soil Conservation Act R.S.A. 2000, chapter S-15 (supra) shall be deemed for all purposes to be a fire permit issued pursuant to this Bylaw.
- 4.3 An application for a Fire Permit for an Outdoor Fire or a Structure Fire shall be made to a Fire Guardian or Designate in writing and the Fire Guardian or Designate shall receive and consider the application and after having done so he or she may, in his or her absolute discretion, issue or refuse issuance to the applicant.
- 4.4 When issuing a Fire Permit a Fire Guardian or Designate may issue the Fire Permit unconditionally or he or she may impose conditions considered appropriate.
- 4.5 The Emergency Services Coordinator, Fire Guardian or Designate may require that an inspection of the Property occur prior to the issuance of a Fire Permit.
- 4.6 Fire Permits issued pursuant to this Bylaw are valid for such period of time as shall be determined and set by the Fire Guardian or Designate issuing the permit, but in any case shall not exceed fourteen (14) days, the Fire Permit shall have endorsed thereon the period of time for which the said permit is valid.
- 4.7 The permit holder shall have a copy of the Burning Permit at the fire location and shall be able to produce it upon request by a Fire official acting in the performance of his or her duties.
- 4.8 Each application for a Fire Permit must contain the following information:
 - a) the name and address of the applicant;
 - b) the name and address of the owner of the Property upon which the applicant proposes to set a fire;
 - c) the legal description of the land on which the applicant proposes to set a fire;
 - d) the type and description of material which the applicant proposes to burn;
 - e) the period of time the Fire Permit is valid;
 - f) the precautions that will be taken by the applicant to ensure that the proposed fire remains under his/her control;
 - g) the signature of the applicant;
 - h) a Fire Incident Number as issued at the time the named applicant reports their Controlled Burn to the Fire Dispatch Centre;
 - i) the signature of the Fire Guardian or Designate issuing the Fire Permit.

- 4.9 Where an emergency or a potential emergency exists, the Emergency Services Coordinator, Fire Guardian or their Designate shall be empowered to suspend all Structural Fires, Incinerator Fires, Outdoor Fires, or any outdoor camping fire lit for cooking or warming purposes within all or a portion or portions of the County for such a period of time and on such conditions as may be determined by the Emergency Services Coordinator, Fire Guardian or their Designate.

- 4.10 A fire permit shall not be transferable.

SECTION 5 - EXEMPTIONS

A Fire Permit is not required under this Bylaw for the following:

- 5.1 An "Acceptable Fire Pit" and the fires contained therein provided that the Fire Pit meets the definition in this bylaw,
- 5.2 An "Acceptable Incinerator" and the fires contained therein provided that the Incinerator meets the definition in this bylaw,
- 5.3 An "Acceptable Fireplace" and the fires contained therein provided that the Fireplace meets the definition in this bylaw,
- 5.4 Cooking of food using a "Portable Barbecue Device",
- 5.5 "Recreational Fires" or Campfires for cooking or warming in municipal, provincial or private campgrounds and parks where Outdoor Fireplaces, Fire Pits and stoves have been approved by the Emergency Services Coordinator,
- 5.6 Burning of a smudge fire confined within a non-combustible receptacle that is set on property of 0.8 hectares (two acres) or larger, for the purpose of repelling insects or preventing frost in an orchard or garden;
- 5.7 Burning by the resident Fire Departments for the purpose of training;
- 5.8 Burning by the Fire Department or by Alberta Environmental Protection for the purpose of Fire Hazard abatement;
- 5.9 The installation and operation of an Outdoor Fireplace or Outdoor Incinerator;
- 5.10 Process flare systems for natural gas and other petroleum related facilities governed by regulations and operating under approved guidelines issued by the Alberta Energy and Utilities Board or by Alberta Environment.
- 5.11 Burning for brush disposal in an area under the sole jurisdiction of the Forest and Prairie Protection Act, which may be reasonably anticipated to create nuisance smoke conditions for a residential community within the County, but for which a co-coordinated burn or smoke control plan to minimize smoke conditions to residential areas has been submitted to the Emergency Services Coordinator.
- 5.12 This Bylaw does not apply to any Industrial or Commercial type incinerator that is required to be licensed under the Alberta Environmental Protection and Enhancement Act regulations.
- 5.13 No burning is allowed in areas designated as Municipal or Environmental Reserves or in designated Restricted Burn Areas.

SECTION 6 - OFFENCES

- 6.1 No person shall contravene any provision(s) of this Bylaw.

- 6.2 No person shall light an Outdoor Fire or a Structure Fire unless they are the holder of a subsisting Fire Permit if required under the Bylaw or the Forest and Prairie Protection Act or both.
- 6.3 No person shall allow an Outdoor Fire or a Structure Fire to be lit upon land that is owned or occupied by him or under his control except when such fire is permitted pursuant to the Bylaw.
- 6.4 No person shall ignite or permit to be ignited a Fire on the Property of another without the written consent of the Owner of the Property.
- 6.5 No person shall deposit, discard or leave any burning matter or substance where it might ignite other materials and cause a Fire.
- 6.6 When a fire is lit that does not meet the conditions imposed by the bylaw, the owner or occupier of the land or the person having control of the land upon which such fire is lit shall:
 - a. extinguish the fire immediately, or
 - b. where he is unable to extinguish the fire immediately, report the fire to 9-1-1.
 - c. be liable to prosecution under summary conviction and/or costs incurred by the County to respond, suppress and extinguish the fire.
- 6.7 No person shall, either directly or indirectly, personally or through an agent, servant or employee ignite a fire and let it become a Running Fire on any land not his own property or allow a Running Fire to pass from his own property to the property of another.
- 6.8 No person shall light an Outdoor Fire, a Structure Fire or an Incinerator Fire without first taking sufficient precaution to ensure that the fire can be kept under control at all times.
- 6.9 No person shall place "Prohibited Debris" within a fire.
- 6.10 No person shall light an Outdoor Fire, Structure Fire, Incinerator Fire, barbecue or fire pit fire during a municipal or provincial fire ban pursuant to the Forest Prairie Protection Act (supra).
- 6.11 No person shall light an Outdoor Fire, a Structure Fire, Incinerator Fire, or a barbecue/fire pit fire during a municipal or provincial fire ban pursuant to the *Forest and Prairie Protection Act* (supra) and let it become a Running Fire on any land not his own property, or allow a Running Fire to pass from his own property to the property of another.
- 6.12 No person shall obstruct a municipal constable, fire guardian or member of the Emergency Services Coordinator's office in the performance of their duties pursuant to this bylaw or the Forest Prairie Protection Act (supra). Obstruction will include failure to provide access to property and failure to provide information as to identity of individuals.
- 6.13 No person shall provide false, incomplete or misleading information to the County, the Fire Guardian or Designate with respect to, a Burning Permit or Burning Permit application.
- 6.14 No person shall allow any fire to give off a dense smoke or offensive odor in a manner which creates a risk to public safety or creates a nuisance to neighbouring person(s) or property.
- 6.15 No person shall conduct any activity that involves the use of a Fire, where smoke from the Fire may impede visibility of the vehicular traffic on any public highway or roadway.
- 6.16 Any person whether in possession of a valid permit or otherwise lights a fire for the purposes described in this bylaw is responsible to ensure that the burn is conducted in a safe manner.
- 6.17 No person shall allow property which he owns or occupies to become a fire hazard through either:
 - a) permitting the accumulation of rubbish or noxious, offensive or unwholesome matter of a combustible nature to collect or accumulate around their premises;

- b) lack of maintenance to the property or the structures upon it;
- c) any other contravention of municipal, provincial or federal regulations.

6.18 No person shall discharge, fire or set off fireworks unless authorized in writing by the Emergency Services Coordinator.

SECTION 7 - FIRE BANS

- 7.1 From time to time as conditions dictate the County may impose a full or restricted ban upon open fires including fireworks within Lethbridge County.
- 7.2 These bans or restrictions may be imposed by County administration upon the recommendation of the Emergency Services Coordinator.
- 7.3 When a fire ban is imposed the County shall post the fire ban information in local newspapers, air the information on local radio and post the information on the County internet website.
- 7.4 Fire bans may be lifted or modified upon recommendation from the Emergency Services Coordinator.

SECTION 8- PENALTIES

- 8.1 Any person who fails to hold a subsisting Fire Permit when one is required under this Bylaw is guilty of an offence and is liable to a summary conviction fine as prescribed in Schedule 'A'.
- 8.2 A person who fails to comply with any provision contained in the Bylaw, except for the failure to hold a subsisting Fire Permit which is otherwise provided for under Section 9.1 of the Bylaw, is guilty of an offence and is liable on summary conviction to penalties as prescribed in Schedule 'A'.
- 8.3 Where a person contravenes the same provision of this bylaw twice within one twenty four month period, the specified penalty payable in respect of the second contravention shall double in the amount as prescribed in Schedule 'A' in respect to that provision.
- 8.4 Where a person contravenes the same provision of this bylaw three or more times within one twenty four month period, the specified penalty payable in respect of the third or subsequent contravention shall be four times the amount as prescribed in Schedule 'A', in respect of that provision.
- 8.5 Any Council appointed policing agent is authorized to enforce this bylaw under Sec. 7 of the M.G.A. R.S.A. 2000, M-26 has reasonable and probable grounds to believe that a person has contravened any section of this bylaw; may under the authority of the Provincial Offences Procedure Act issue a Part 2 violation ticket to that person.
- 8.6 Where a contravention of this Bylaw is of a continuing nature, further Violation Tickets may be issued by an R.C.M.P., Bylaw Enforcement Officer or other designate authorized by the County in respect of each day or part of each day on which it continues.
- 8.7 Where the County has taken any action whatsoever for the purpose of extinguishing a fire or responding to a fire call or incident in or outside the County or for the purpose of preserving life or property from injury or destruction by fire or other incident on land within or outside the County, including any action taken by the County on a false alarm, the County may in respect of any costs incurred by the County in taking such action, if the County feels that proper grounds for doing so exist, charge any costs so incurred to the owner or occupant of the land in respect of which the action was taken.
- 8.8 The costs and fees to be charged by the County for services rendered pursuant to this By-law shall be determined by Council by resolution annually as per Schedule 'A' updates.

- 8.9 In the event that the owner or occupant of any land within the County shall feel aggrieved by any action taken by the County pursuant to Sections 9.6, such owner or occupant shall have a period of thirty (30) days from the date of mailing of notice of the action taken by the County to appeal to Council the action taken. The decision of Council on any such appeal shall be final and binding upon the owner or occupant of the land and shall not be subject to any further appeal.
- 8.10 In respect of land within the County, in the event that the amount levied by County shall not be paid within sixty (60) days after the mailing of a notice by the County pursuant to Sections 9.6 or in the event of an appeal, within sixty (60) days of the date of mailing of the decision of Council on the appeal, the amount levied and unpaid shall be charged against the land upon which the fire was started as taxes due and owing in respect of that land.
- 8.11 In respect of any costs or fees levied or charged under this bylaw:
- a) the County may recover such costs or fees as a department due and owing to the County pursuant to Section 552 of the Municipal Government Act R.S.A. 2000, Chapter M-26; and
 - b) in default of payment, where permitted by the Municipal Government Act, R.S.A. 2000 Chapter M-26 Section 533(1)(c), add the amounts due to the tax roll of the land parcel.

SECTION 9 - NOTICE

- 9.1 Any notice provided for in this Bylaw shall be in writing.
- 9.2 Service of any notice provided for in this Bylaw may be made as follows:
- a) personally upon the person to be served; or to any person receiving it on his or her behalf; or
 - b) by mailing the copy to the person to be served to the last known post office address of the person to be served, and service shall be deemed effected seven (7) days from the date of mailing;
 - c) where the Property is not occupied, by mailing the notice by regular mail to the mailing address noted on the County tax roll for the Property, and service shall be deemed effected seven (7) days from the date of mailing;
 - d) as directed by the Court.

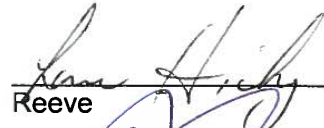
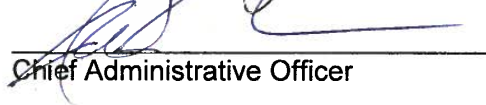
SECTION 10 - LIABILITY

- 10.1 Lethbridge County together with their respective officials, officers, employees, representatives, contractors and agents are not liable for loss or damage caused by anything said, done, omitted or to be done in the performance or intended performance of their functions, duties or powers unless said individual was dishonest, grossly negligent or guilty of willful misconduct.

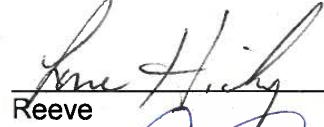

SECTION 11 - SEVERABILITY

- 11.1 Should any section or part of this Bylaw be found to have been improperly enacted, for any reason, then such section or part shall be regarded as being severable from the rest of the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this Bylaw.

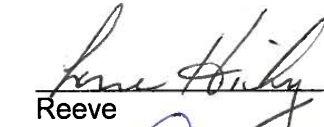

GIVEN first reading this 23rd of June, 2014.


Reeve

Chief Administrative Officer

GIVEN second reading this 23rd day of June 2014.


Reeve

Chief Administrative Officer

GIVEN third reading this 23rd day of June 2014.


Reeve

Chief Administrative Officer

SCHEDULE 'A'

Fines Specific to the Fire Permit Bylaw

WHEREAS, under the provisions of Section 44 of the Provincial Offences Procedure Act, being Chapter P-34 of the Revised Statutes of Alberta, 2000, and amendments thereto and under the provisions of Section 7 of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, and amendments thereto, the Council of a municipality may by Bylaw provide for the payment of violation tickets or summons out of court. A notice of form (commonly called a violation ticket) may be issued by any Council appointed policing agent to any person charged with a breach of any of the provisions of this Bylaw and the hereto-mentioned Acts shall apply in regards to the payment. Amounts are expressed in dollars.

		First Offence	Second Offence	Subsequent Offence
Section 1	Light an Outdoor Fire or a Structure Fire, including Fireworks, without a subsisting Fire Permit if required under this Bylaw or the <i>Forest and Prairie Protection Act</i> (supra) or both.	100	500	1,000
Section 2	Allow an Outdoor Fire or a Structure Fire to be lit upon land that is owned or occupied by him or under his control except when such fire is permitted pursuant to this Bylaw.	100	500	1,000
Section 3	Ignite or permit to be ignited a Fire on the Property of another without the written consent of the Owner of the Property	100	500	1,000
Section 4	Deposit, discard or leave any burning matter or substance where it might ignite other materials and cause a Fire	100	500	1,000
Section 5.a	Failure to extinguish an illegal fire immediately,	500	5,000	10,000
Section 5.b	Unable to extinguish the illegal fire, failure to immediately report the fire to 9-1-1.	500	5,000	10,000
Section 6	Ignite any fire, either directly or indirectly, personally or through an agent, servant or employee, and let it become a Running Fire on any land not his own property, or allow a Running Fire to pass from his own property to the property of another.	500	5,000	10,000
Section 7	Light an Outdoor Fire, a Structure Fire, an Incinerator Fire or Smudge Fire without first taking sufficient precaution to ensure that the fire can be kept under control at all times.	250	2,000	10,000
Section 8	Place "Prohibited Debris" within a fire.	250	5,000	10,000
Section 9	Light an Outdoor Fire, a Structure Fire, Incinerator Fire, or barbecue/fire pit fire during a municipal or provincial fire ban pursuant to the <i>Forest and Prairie Protection Act</i> (supra).	1,000	5,000	10,000

Section 10	Light an Outdoor Fire, a Structure Fire, Incinerator Fire, or a barbecue/fire pit fire during a municipal or provincial fire ban pursuant to the <i>Forest and Prairie Protection Act</i> (supra) and let it become a Running Fire on any land not his own property, or allow a Running Fire to pass from his own property to the property of another.	5,000	7,500	10,000
Section 11	Obstruct a municipal official, fire guardian or member of the Emergency Services Coordinator's office in the performance of their duties pursuant to this bylaw or the <i>Forest Prairie Protection Act</i> (supra).	1,000	5,000	10,000
Section 12	Disclose false information with respect to a Fire Permit	250	1,000	2,000
Section 13	Allow any fire to give off a dense smoke or offensive odor in a manner which creates a risk to public safety	250	2,000	10,000
Section 14	Conduct any activity that involves the use of a Fire, where smoke from the Fire may impede visibility of the vehicular traffic on any Highway as defined in the Highway Traffic Act R.S.A. 2000 c. H-8	500	2,000	10,000
Section 15	Allow property which he/she owns or occupies to become a fire hazard	500	2,000	10,000

COUNTY OF LETHBRIDGE NO. 26
IN THE PROVINCE OF ALBERTA

BY-LAW NO. 933

BY-LAW NO. 933 OF THE COUNTY OF LETHBRIDGE NO. 26 INTRODUCED FOR THE PURPOSE OF AUTHORIZING A PERMIT SYSTEM TO CONTROL THE BURNING OF STUBBLE WITHIN THE COUNTY OF LETHBRIDGE NO. 26.

WHEREAS it is deemed expedient and advisable in the best interests of soil conservation that the Council be authorized to establish a system of permits controlling the burning of stubble on land within the County of Lethbridge No. 26.

AND WHEREAS under the provisions of the Soil Conservation Act being Chapter S-19-1 of the Revised Statutes of Alberta, 1988 and amendments thereto, the Council by by-law, may establish a system of permits controlling the burning of stubble on land within the County of Lethbridge No. 26.

NOW THEREFORE, the Council of the County of Lethbridge No. 26 at a duly constituted meeting hereby enacts as follows:

1. The Council through its Soil Conservation Officer, may issue a permit for the burning of stubble on land, provided the Applicant for the permit complies with the requirements of the Soil Conservation Officer acting in accordance with the instructions of the County Council or the Agricultural Service Committee for the County of Lethbridge No. 26.

2. The said Soil Conservation Officer may issue a permit for the burning of stubble for a period of time within such period as may be established on the recommendation of the Agricultural Service Committee.

3. The Council, through its Soil Conservation Officer, may, in his discretion, suspend, reinstate or revoke any permit.

4. No person shall burn stubble on any land within the County of Lethbridge No. 26 without first obtaining a permit issued pursuant to this By-Law.

5. A person who contravenes a provision of this By-Law is guilty of an offense and liable to the penalties as set out in the Soil Conservation Act of Alberta.

6. By-Law No.s 108, By-Law No. 642 and 886 and all amendments thereto are hereby repealed.


7. This By-Law shall come into force and effect on the 23rd day of November, 1989.

GIVEN first reading this 23 day of November 1989.

GIVEN second reading this 23 day of November 1989.

GIVEN third reading this 23 day of November 1989.


Reeve


County Manager

I-6

**LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 21-017**

**A BYLAW OF LETHBRIDGE COUNTY, IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE OF THE ESTABLISHMENT AND OPERATION OF
EMERGENCY, RESCUE AND FIRE PROTECTION SERVICES.**

WHEREAS Lethbridge County wishes to establish and operate an emergency, rescue, and fire protection service, pursuant to the laws of the Province of Alberta;

AND WHEREAS Lethbridge County has entered into a Joint Emergency Fire Suppression and Rescue Services Agreement with the Towns of Coaldale, Coalhurst, Nobleford, Picture Butte, Village of Barons and the City of Lethbridge

AND WHEREAS Lethbridge County wishes to create Lethbridge County Fire Services (LCFS) for the purpose of delivering emergency, rescue and fire protection services;

THEREFORE, pursuant to Section 7(a) Part 2 of The Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of Lethbridge County, in the Province of Alberta, duly assembled, enacts as follows:

1. Short Title

This bylaw may be cited as the "Lethbridge County Fire Services Bylaw".

2. Definitions

In this bylaw:

- a) **Apparatus** means any vehicle suitable for use on land, air, or water including machinery, devices, equipment or materials used in an emergency;
- b) **Business meeting** means a gathering of the Members of its partners, scheduled by the Fire Services Coordinator, at which no training takes place;
- c) **C.A.O.** means the Chief Administrative Officer of Lethbridge County
- d) **Council** means the Council of Lethbridge County
- e) **Chief Fire Marshal** means the member designated by the Fire Services Coordinator or county administration pursuant to the Fire Quality Management Plan
- f) **Deputy Fire Chief** means a Member of a fire department duly appointed to act on behalf of the Fire Chief who reports directly to the Fire Chief;
- f) **Emergency** means a sudden or unexpected occurrence, unforeseen situation, or a set of circumstances that requires immediate action including, but not limited to, a fire, flood, earthquake, blizzard, tornado, dangerous goods spill, accident,

medical condition or any other event that may place persons and property in peril;

- g) **Equipment** means any tool, contrivance, device or material used by the Lethbridge County Fire Services to provide emergency services;
- h) **False Alarm** means a notification to a fire department respecting the existence of a condition, circumstance or event presenting an imminent danger to persons or property, that proves to be non-existent;
- i) **Fire** means the uncontrolled burning of any flammable or combustible material;
- j) **Fire Chief** means a Member of a fire department duly appointed by the municipality as the manager of the fire department;
- k) **Firefighter** means a Member of a fire department appointed by the Fire Chief, to provide emergency operations;
- l) **Fire Hazard** means any condition, circumstance or event that may increase the possibility or probability of a fire occurrence;
- m) **Fire Protection** means fire prevention, fire suppression, firefighting, pre-fire planning, fire inspection, fire instruction, fire investigation, fire response, fire training, fire rescue and public education;
- n) **Emergency Fire Suppression and Rescue Services Agreements** means an agreement entered into by Lethbridge County with other municipalities for the purpose of providing Fire suppression and rescue services;
- o) **Fire Protection Areas** are those established by the Fire Services Coordinator that are reviewed and amended from time to time, in accordance with standard operational guidelines, which establish the standard boundaries, where service is normally provided by each fire department;
- p) **Fire Stations** means fire halls, vehicles, equipment, apparatus, personal protective equipment, and supplies used for carrying out fire suppression and rescue services.
- q) **Fire Services Coordinator** means the person employed by Lethbridge County, and trained as a Safety Codes Officer, who is authorized to carry out the provisions of this bylaw, policies, agreements and standard operational guidelines;
- r) **Incident** means the same as an emergency;
- s) **Member** means any person who is appointed to a fire department as a firefighter, volunteer or as support staff;
- t) **Municipality** means Lethbridge County;
- u) **Officer** means a Member appointed as Fire Chief, Deputy Fire Chief, Captain, Lieutenant or an position of authority identified in the standard operational guidelines;
- v) **Practice** means a gathering of the Members scheduled by the Fire Chief or his/her designate, at which training in fire suppression, emergency response, or rescue operations is conducted;
- w) **Property** means any real or personal property, including but not limited to land, livestock, equipment, buildings, vehicles, structures and products;

- x) **Fire Services** means the provision of fire protection, prevention, inspection and investigation;
- y) **LCFS** means Lethbridge County Fire Services

3. **Purpose of the Lethbridge County Fire Services**

LCFS shall provide or contract the following services in accordance with the fire protection agreements and the standard operational guidelines;

- a) Rescue Services
- b) Prevention of emergencies through public education
- c) Prevention and control of emergencies
- d) Investigation of the cause and origin of incidents
- e) Preservation of persons and property from injury or loss
- f) Protection of persons and property from injury or loss
- g) Operation of emergency services apparatus and equipment
- h) Operation of fire stations
- i) Fire inspections as per Lethbridge County Fire Quality Management Plan
- j) Fire hazard identification
- k) Pre-emergency planning
- l) Provision of training to Members of respective departments
- m) Completion and retention of reports
- n) Provision of insurance information to the Municipality
- o) Reporting of incidents to the Fire Services Coordinator
- p) And any other service deemed to be an emergency or incident by the Fire Chief or his/her designate.

4. **Fire Services Coordinator**

The Fire Services Coordinator is responsible for the overall budgeting, protocols, and functions of the LCFS structure in accordance with the bylaws, policies, agreements and standard operational guidelines, established by Council, as amended from time to time.

The Fire Services Coordinator shall report to the C.A.O., on a regular basis, the status of the LCFS operations and requirements, including, but not limited to, policy changes, budget matters, and insurance matters.

5. **Appointment of Fire Chiefs and Members**

The appointment of the Fire Chief and the Deputy Fire Chief of each fire department shall be provided to the Fire Services Coordinator.

The Fire Chief of each fire department will report all incidents, fire department injuries, operational and administrative matters, and budget matters, affecting their fire protection area, to the Fire Services Coordinator, in accordance with the bylaws, policies,

agreements and standard operational guidelines, established by Council, as amended from time to time.

6. **Authority of Members**

The fire chief, their designate or the Fire Services Coordinator shall have the authority to:

- a) Compel any able bodied, adult persons who are not Members to assist in extinguishing fire and to assist in the prevention and spread thereof;
- b) Enter into a closed area without a permit or written permission for purposes of controlling or mitigating a Fire or Incident;
- c) Without a warrant, enter onto any land or premises, except a building used a dwelling, for the purpose of discharging duties under this Bylaw;
- d) Without a warrant, enter any private dwelling house which is on fire and proceed to extinguish the Fire or to prevent the spread thereof;
- e) Without a warrant, enter any private dwelling to rescue an individual whose life is in imminent danger;
- f) Direct the operations necessary to extinguish or control the Fire, or to preserve life and Property;
- g) Regulate the conduct of the public in an around the vicinity of any place where a Member is performing the activities necessary to extinguish or control the fire or to preserve life or Property;
- h) Order persons in a building to vacate the building and not re-enter the building unless authorized by the Fire Chief or the Member in Charge;
- i) Establish a perimeter around the site and prevent persons from entering the perimeter;
- j) Request enforcement officers assistance to prevent persons from entering building or establish a perimeter;
- k) Cause a building, structure or any other property to be pulled down, demolished or otherwise removed so as to prevent the spread of fire or hazard to other building, structures or property; and
- l) Cause any Member, fire apparatus, or equipment to enter on any Property, including adjacent Property to combat, control or deal with the Incident.

7. **Capital Budget and Equipment Allocation**

The Fire Services Coordinator shall provide the C.A.O with a 5 year capital replacement budget, reviewed annually, on or before November 1 of each year.

All property, including but not limited to vehicles, apparatus, structures, buildings, personal protective equipment, supplies, and any other thing purchased by the Municipality for the provision of fire services shall;

- a) remain the property of the Municipality; or
- b) in the event of joint ownership, be addressed in a separate agreement specifying financial and ownership interests and responsibilities; and
- c) be used for purposes approved by the standard operational guidelines or with approval of the Fire Services Coordinator.

8.

Fees and Collection of fees for Fire Services

The Municipality, upon providing fire protection, emergency services or mutual aid services within or outside the Municipality's boundaries, shall charge fees for the services to;

- a) The owner of the property where the service was provided; or
- b) The person receiving the service; or
- c) The person deemed to be responsible for causing the incident that required the service; or
- d) In the case of another Municipality, in accordance with the mutual aid agreement in place at the time the service has been provided, and in accordance with the agreed upon schedule of fees.

Fees for fire services shall be established by the Council through the adoption of a bylaw as amended from time to time.

Fees for fire services shall be paid within thirty (30) days of the issuing of an invoice to the person responsible for payment.

Collection of unpaid fees shall be undertaken as follows;


- a) In the case of a fire service, costs plus interest shall be added to the tax roll of a parcel of land, if located within the jurisdictional boundaries of the Municipality, in accordance with Section 553(1) (g) of The Municipal Government Act, if the invoice, or any portion thereof, is in arrears for at least 90 days; or
- b) In the case of fees for all fire services, through the use of a collection agency; or
- c) In the case of fees for all fire services, through a civil action in a court of competent jurisdiction.
- d) Every person who has been levied a fire service charge, may request, in writing, a review of the fire services charge, by the Council of the Municipality. Council shall, within 21 days, after receiving the notice, review the request and render a decision that may uphold, rescind or amend the fire service charge and any terms that have been imposed.

9.

General Provisions

Should any section or part of this Bylaw be found to be improperly enacted or outside the jurisdiction of the Municipality, that section or part shall be deemed to be severed and the remaining portion of this bylaw shall remain in effect and enforceable.

GIVEN first reading this 16th day of September 2021.


Reeve



Chief Administrative Officer

GIVEN second reading this 7 day of October, 2021.



Reeve


Chief Administrative Officer

GIVEN third reading this 7 day of October, 2021.



Reeve


Chief Administrative Officer

Lethbridge County

BYLAW No. 22-002

FIRE BYLAW

BEING A BYLAW OF LETHBRIDGE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHING FIRE SERVICES, RECOVERING FIRE PROTECTION CHARGES, AND PROVIDING A PERMITTING SYSTEM FOR FIRES AND FIREWORKS

WHEREAS, the *Municipal Government Act* provides that a council may pass bylaws respecting:

- a) the safety, health and welfare of people and the protection of people and property;
- b) services provided by or on behalf of the municipality; and
- c) the enforcement of bylaws;

AND WHEREAS, the *Municipal Government Act* further provides that a municipality may pass bylaws to regulate, prohibit and impose a system of licenses, permits or approvals and may collect, pursuant to a bylaw, costs and expenses incurred by the municipality for extinguishing fires;

AND WHEREAS, the *Forest and Prairie Protection Act* provides that the council of a municipal district is responsible for fighting and controlling all fires within the boundaries of the municipal district, other than areas contained in a forest protection area;

AND WHEREAS, the *National Fire Code – 2019 Alberta Edition* contemplates that municipalities will regulate the use, sale and storage of fireworks within their jurisdiction;

AND WHEREAS, the *Soil Conservation Act* provides a council with the authority to pass a bylaw establishing a system of permits controlling the burning of stubble on land;

AND WHEREAS, Lethbridge County has entered into joint emergency fire suppression and rescue services agreements with the Towns of Coaldale, Coalhurst, Nobleford, Picture Butte, and the City of Lethbridge;

AND WHEREAS, Lethbridge County wishes to provide for the prevention and control of fires within its boundaries;

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

PART I – INTERPRETATION AND DEFINITIONS

Bylaw Title

- 1 This Bylaw may be cited as the “Fire Bylaw”.

Bylaw No. 22-002
Fire Bylaw

Definitions

2 In this Bylaw:

- (a) "Acceptable Burning Barrel" means an outdoor receptacle that meets the following specifications:
 - (i) non-combustible structure or container that has draft holes not larger than sixteen (16) millimetres in diameter;
 - (ii) equipped with a heavy gauge metal screen to contain sparks over the fire at all times, with a mesh size not greater than seven (7) millimetres secured in place with latches or weights;
 - (iii) is not located over underground utility services or below above ground wires; and
 - (iv) is located a minimum of 5 meters (16.5 feet) from buildings, property lines, and combustible materials.
- (b) "Acceptable Fire Pit" means an outdoor receptacle that meets the following specifications:
 - (i) is fully enclosed on all sides and constructed entirely from bricks, concrete blocks, heavy gauge metal, or other non-combustible materials acceptable to a Fire Guardian;
 - (ii) height does not exceed sixty (60) centimetres when measured from the surrounding grade to the top of the pit covering;
 - (iii) opening does not exceed one (1) metre in width or in diameter when measured between the widest points or outside edges;
 - (iv) is set upon or built into the bare ground or on a non-combustible material such as brick, stone or concrete;
 - (v) is not located over any underground utilities;
 - (vi) is a minimum of one (1) metre laterally and five (5) metres vertically from any aboveground wires; and
 - (vii) as may otherwise be determined by the Manager having regard to health, safety, hazards and risks.
- (c) "Acceptable Fireplace" means an outdoor receptacle which meets the following specifications:
 - (i) A minimum of one (1) metre clearance measured from the nearest fireplace edge is maintained from buildings;

**Bylaw No. 22-002
Fire Bylaw**

- (ii) the fireplace is constructed of materials such as bricks, rocks or other materials which are heat and flame resistant;
 - (iii) the fireplace is equipped with a chimney which is not less than 2.5 metres in height when measured from the base of the fire burning area;
 - (iv) the fireplace chimney is equipped with a regulation screen designed to contain and reduce hazards of airborne sparks;
 - (v) the base of the fire burning area is not less than .30 metres above the surrounding grade;
 - (vi) the fire chamber does not exceed 1.25 metres in width, and is at least .40 metres but not more than .60 metres in depth; and
 - (vii) as may otherwise be determined by the Manager having regard to health, safety, hazards and risk.
- (d) "Apparatus" means any vehicle provided with machinery, devices, Equipment or materials for firefighting operated by or for Fire Services whether that vehicle operates on land, in the air, or on the water;
 - (e) "Burnable Debris" has the same meaning given to it in the *Substance Release Regulation*, and includes cardboard and paper products;
 - (f) "Burning Hazard" has the same meaning given to it in the *Forest and Prairie Protection Act*;
 - (g) "Chief Administrative Officer" means the individual appointed as chief administrative officer of the County by resolution of Council in accordance with *Municipal Government Act*, or their delegate;
 - (h) "Council" means the duly elected council of the County;
 - (i) "County" means Lethbridge County;
 - (j) "Equipment" means any tools, contrivances, devices or materials used by Fire Services to combat an Incident or other emergency;
 - (k) "False Alarm" means any notification, by whatever means received, to Fire Services respecting the existence of a condition, circumstance, fire or other event containing an imminent, serious danger to Persons or Property, wherein such condition, circumstance, fire or other event does not, in fact, exist;
 - (l) "Fire Ban" means an order issued by the Minister responsible for the *Forest and Prairie Protection Act*, or an order issued pursuant to this Bylaw by the County, for the purpose of cancelling all Fire Permits, prohibiting the lighting of, and requiring the extinguishment of all fires within the County;

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Fire Bylaw

- (m) "Fire Chief" means the individual appointed as the head of Fire Services, or their delegate;
- (n) "Fire Guardian" means:
 - (i) an individual appointed as a fire guardian by resolution of Council in accordance with the *Forest and Prairie Protection Act*; and
 - (ii) an individual deemed to be a fire guardian under the *Forest and Prairie Protection Act*;
- (o) "Fire Hazard" has the same meaning given to it in the *Forest and Prairie Protection Act*;
- (p) "Fire Permit" means a permit issued by an individual authorized by the County to do so pursuant to this Bylaw, authorizing the setting of a specific type of fire, and includes a fire permit issued by a Fire Guardian pursuant to the *Forest and Prairie Protection Act* and a stubble burning permit issued in accordance with the *Soil Conservation Act*;
- (q) "Fire Protection" includes any of the services enumerated in section 7 of this Bylaw and includes any other services delivered by or for Fire Services that is authorized by Council;
- (r) "Fire Protection Charges" means all rates, fees and charges payable for, or in connection with, Fire Services in providing Fire Protection within and outside the County's boundaries as prescribed in the County Schedule of Fees Bylaw No. 21-020;
- (s) "Fire Restriction" means an order issued pursuant to this Bylaw by the County for the purpose of fire prevention and cessation of all Fire Permits for the duration of the restriction;
- (t) "Fire Services" means the County's fire service and includes any fire department providing Fire Protection within the County pursuant to a Fire Services agreement with the County, and shall include all Members and Fire Services Property;
- (u) "Fire Services Property" means all real and Personal Property owned or controlled by Fire Services and designated for use by Fire Services including but not limited to Apparatus, Equipment and fire stations;
- (v) "Fireworks" means the pyrotechnics classified as fireworks pursuant to the *Explosives Act* and its Regulations, including consumer fireworks, display fireworks and special effect pyrotechnics, but does not include firecrackers or explosive devices;
- (w) "Fireworks Permit" means a permit issued by the Manager, authorizing the sale, purchase, possession, handling, discharge, firing or setting off of Fireworks in the County;

**Bylaw No. 22-002
Fire Bylaw**

- (x) "Incident" includes a fire or any situation where a fire or explosion is imminent or any other emergency where there is a danger or possible danger to life or Property;
- (y) "Manager" means the Manager of Fire Services for the County, or their delegate;
- (z) "Member" means any Person who is duly appointed as a member of Fire Services;
- (aa) "Member in Charge" means the Manager, the Fire Chief, or in the absence of either, the highestranking Member who first arrives at the scene of an Incident;
- (bb) "Occupant" means any Person that is in possession, control or occupation of Property including, but not limited to, the holder(s) of an easement or right-of-way;
- (cc) "Owner" means any Person listed on title as the registered owner of Property at the Land Titles Office;
- (dd) "Peace Officer" has the same meaning given to it in the *Provincial Offences Procedures Act*;
- (ee) "Person" includes any individual, firm, partnership or body corporate;
- (ff) "Prohibited Debris" has the same meaning given to it in the *Substance Release Regulation*;
- (gg) "Property" means any real or personal property;
- (hh) "Recreational Fire" means a fire confined within an Acceptable Fire Pit or Acceptable Fireplace, which is lit for the purpose of cooking, obtaining warmth or viewing for pleasure and is fueled solely by dry wood, charcoal, natural gas, or propane;
- (ii) "Smudge Fire" means a fire confined to a non-combustible structure or container which is lit for the purpose of protecting livestock from insects or for protecting garden plants from frost and is fueled solely by dry wood or charcoal;
- (jj) "Violation Ticket" has the same meaning given to it in the *Provincial Offences Procedure Act*.

Rules of Interpretation

- 3** The headings in this Bylaw are for guidance purposes and convenience only.
- 4** Every provision in this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

**Bylaw No. 22-002
Fire Bylaw**

- 5** In this Bylaw, a citation of or reference to any act or regulation of the Province of Alberta or of Canada, or of any other bylaw of the County, is a citation of or reference to that act, regulation, or bylaw as amended, whether amended before or after the commencement of the act, regulation or bylaw in which the citation or reference occurs.
- 6** Nothing in this Bylaw relieves a Person from complying with any provision of any provincial or federal legislation or regulation, other bylaw or any requirement of any lawful permit, order or licence.

PART II – FIRE SERVICES

Establishment and Purpose of Fire Services

- 7** Council hereby establishes Fire Services in the County for the purpose of:
- (a) preventing and extinguishing fires;
 - (b) investigating the origin, cause and circumstances of Incidents;
 - (c) preserving life and Property and protecting Persons and Property from injury or destruction by fire;
 - (d) preventing prairie or running fires and enforcing the provisions of the *Forest and Prairie Protection Act*;
 - (e) preventing, combating, responding to, and controlling Incidents;
 - (f) carrying out preventable controls;
 - (g) providing rescue services;
 - (h) conducting pre-fire planning and fire inspections;
 - (i) providing public education and information regarding fire safety;
 - (j) providing any other emergency response as may be authorized by the County's policy or applicable legislation; and
 - (k) conducting fire inspections/investigations as per the County Fire Quality Management Plan;
- in accordance with the policies and guidelines established by the County.
- 8** The County may provide for the delivery of the services listed in section 7 by entering into Fire Services agreements with adjoining municipalities and nothing in this Bylaw shall obligate the County to hire or maintain its own fire department or Members.

**Bylaw No. 22-002
Fire Bylaw**

Authority and Responsibility of the Manager

9

- (1) The Manager shall be appointed by and report to the Chief Administrative Officer.
- (2) The Manager shall be responsible for managing the overall delivery of Fire Services, subject to:
 - (a) this Bylaw;
 - (b) all applicable County policies;
 - (c) the direction of the Chief Administrative Officer; and
 - (d) any agreements the County has with other municipalities or other entities, however constituted, that provide Fire Protection in the County.
- (3) The Manager is authorized to delegate, and to authorize further delegations of any powers, duties and functions delegated to the Manager under this Bylaw.

Authority and Responsibility of the Fire Chief

10

- (1) The Fire Chief shall be responsible to the Manager for the performance of their duties pursuant to this Bylaw and all applicable County policies.
- (2) Subject to approval by the Manager, the Fire Chief may prescribe rules, regulations and policies for the ongoing organization, administration and day-to-day operation of Fire Services, including but not limited to:
 - (a) use, care, maintenance and protection of Fire Services Property;
 - (b) the appointment, recruitment, conduct, discipline, duties, training and responsibilities of Members;
 - (c) the efficient operation of Fire Services; and
 - (d) such other functions, powers and responsibilities as the Manager or Chief Administrative Officer may prescribe.

Authority and Responsibility of Members

- 11** Members are responsible to the Fire Chief for the performance of their duties pursuant to this Bylaw and applicable County policies.

**Bylaw No. 22-002
Fire Bylaw**

Authority and Responsibility of Member in Charge

12 The Member in Charge at an Incident shall have control, direction and management of all Apparatus, Equipment and manpower assigned to that Incident and shall continue to act as the Member in Charge until relieved by another Member authorized to do so.

13

(1) The Member in Charge shall take action as deemed necessary for preserving life and Property and protecting Persons and Property from injury or destruction by fire or other emergency and is authorized to:

- (a) enter, pass through or over buildings, structures or Property whether adjacent or in proximity to an Incident and to cause Members or Apparatus to enter or pass through or over the building, structure or Property without permission;
- (b) establish boundaries or limits and keep Persons from entering the area within the prescribed boundaries or limits unless authorized to enter by the Member in Charge;
- (c) request Peace Officers to enforce restrictions on Persons entering within the boundaries or limits outlined in subsection (b);
- (d) cause a building, structure or thing to be pulled down, demolished or otherwise removed;
- (e) secure County manpower and Equipment which is considered necessary to deal with an Incident;
- (f) secure or commandeer privately owned Equipment which is considered necessary to deal with an Incident and authorize payment for use of the Equipment;
- (g) require any adult Person who is not a Member to assist in:
 - (i) extinguishing a fire or preventing the spread thereof;
 - (ii) removing furniture, goods and merchandise from any building or structure on fire or in danger, and in guarding and securing same; and
 - (iii) demolishing a building or structure at or near the fire or other Incident.

Appointment and Powers of Fire Guardians

14 Council delegates its authority to appoint Fire Guardians under the *Forest and Prairie Protection Act* to the Chief Administrative Officer in accordance with section 203 of the *Municipal Government Act*.

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Fire Bylaw**

15

- (1) Fire Guardians shall have the authority and power to:
- (a) exercise all powers prescribed for Fire Guardians under the *Forest and Prairie Protection Act*;
 - (b) issue Fire Permits in accordance with this Bylaw;
 - (c) issue a Fire Permit unconditionally or to impose any conditions on the Permit that the Fire Guardian considers appropriate, in their sole discretion, given the nature of the fire and prevailing circumstances, location, and environmental conditions;
 - (d) suspend or cancel a Fire Permit at any time; and
 - (e) refuse to issue a Fire Permit where, in the opinion of the Fire Guardian, there is a risk to the public in relation to the proposed fire.

PART III – FIRES AND FIRE PERMITS

Permitted and Prohibited Fires

16

- (1) No Person shall burn or cause to be burned any Prohibited Debris.
- (2) No Person shall light or cause to be lit, or otherwise allow or permit, any outdoor fire upon land they are the Owner or Occupant, unless the Person holds a valid and subsisting Fire Permit, or the fire is exempt from the requirement for a Fire Permit under this Bylaw.
- (3) A Fire Permit is not required under this Bylaw for:
- (a) a fire in an Acceptable Burning Barrel which is lit for the purpose of burning Burnable Debris;
 - (b) a fire in an Acceptable Fire Pit or Acceptable Fireplace;
 - (c) a Recreational Fire;
 - (d) a Smudge Fire;
- provided that:
- (i) the fire is kept under control and supervised at all times by a responsible adult until such time that the fire has been completely extinguished; and
 - (ii) flame height does not exceed ninety (90) centimetres above the structure or container.

**Bylaw No. 22-002
Fire Bylaw**

- (4) This Bylaw does not apply to:
- (a) an outdoor fire lit by Fire Services for training or preventive control purposes;
 - (b) an outdoor fire that is a flare stack used in the petroleum industry;
 - (c) an outdoor fire prescribed by regulations under the *Forest and Prairie Protection Act*; or
 - (d) a fire confined to an incinerator regulated under the *Environmental Protection and Enhancement Act*.

Fire Permits

17

- (1) Fire Permits are required throughout the entire year.
- (2) An application for a Fire Permit shall be made on the form approved by the Chief Administrative Officer, as may be amended from time to time.
- (3) A Fire Permit shall only be valid for the time period expressly indicated on the Fire Permit, as determined by the Fire Guardian issuing the permit at their sole discretion, having regard for the nature and purpose of the fire, and prevailing circumstances and environmental conditions.
- (4) The Chief Administrative Officer, Manager, Fire Chief, a Fire Guardian, or a Peace Officer may, in their sole discretion, terminate, suspend or cancel a Fire Permit at any time. Upon receiving notification of termination, suspension or cancellation of the Fire Permit, the Fire Permit holder shall immediately extinguish any fire set pursuant to the Fire Permit. Notice of cancellation may be made by telephone, in writing, via text message or other electronic messaging, or in Person.
- (5) A Fire Permit is not transferrable.

PART IV – PERMIT HOLDER RESPONSIBILITIES

Permit Holder Responsibilities

18

- (1) Every Person who sets a fire under authority of a Fire Permit shall:
 - (a) comply with any terms or conditions of the permit;
 - (b) keep the permit at the site of the fire;
 - (c) produce the permit to the Chief Administrative Officer, Manager, Fire Chief, a Member, or Fire Guardian, a Peace Officer, upon request;
 - (d) have a responsible adult in attendance at the fire at all times under the conditions as listed in the Fire Permit;

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Fire Bylaw**

- (e) keep the fire under control;
- (f) not allow smoke or sparks to drift or otherwise create a nuisance or hazard to neighboring Property, Persons, or roadways;
- (g) completely extinguish the fire before expiration of the permit or upon cancellation of the permit; and
- (h) be responsible for any costs incurred by the Fire Services when called upon to extinguish such fire if, in the opinion of the Manager, as the case may be, the fire is a hazard to Persons or Property.

PART V – FIREWORKS

19

- (1) No Person shall sell, purchase, possess, handle, discharge, fire or set off Fireworks within the County unless they hold a valid and subsisting Fireworks Permit.
- (2)
 - (a) An application for a Fireworks Permit shall be made in writing on the form approved by the Manager, as may be amended from time to time.
 - (b) The issuance of a Fireworks Permit shall be at the sole discretion of the Manager.
 - (c) No Person under the age of eighteen (18) years old shall apply for a Fireworks Permit.
 - (d) The Manager may add conditions to a Fireworks Permit, including but not limited to:
 - i. the time(s) and date(s) for which the Fireworks Permit is valid;
 - ii. the storage and methods of storage of Fireworks;
 - iii. the location(s) where the Fireworks may be discharged;
 - iv. the activity that the Fireworks Permit authorizes;all of which shall constitute terms and conditions of the Fireworks Permit.
 - (e) A Fireworks Permit may include any further terms and conditions that the Manager deems necessary for the safe sale or use of the Fireworks.
 - (f) No Person shall sell, purchase, possess, handle, discharge, fire or set off Fireworks in a manner that is contrary to the terms and conditions of a Fireworks Permit.
 - (g) Any Person selling, purchasing, possessing, handling, discharging, firing or setting off Fireworks shall keep the Fireworks Permit available for immediate

**Bylaw No. 22-002
Fire Bylaw**

production to the Chief Administrative Officer, Manager, Fire Guardian, the Fire Chief, or a Peace Officer upon demand.

(h) The Chief Administrative Officer, Manager, Fire Guardian, the Fire Chief, or a Peace Officer may, in their sole discretion, terminate, suspend or cancel a Fireworks Permit at any time. The following non-exhaustive list of circumstances may result in a Fireworks Permit being revoked:

- i. non-compliance with the *National Fire Code – 2019 Alberta Edition*, the *Explosives Act*, this Bylaw, or the terms and conditions of the Fireworks Permit;
- ii. due to changes in environmental conditions;
- iii. for any reason related to safety to life, limb or Property.

(3) No Person shall have in their possession, sell, offer for sale, give away or otherwise distribute, discharge, fire or set off firecrackers within the County.

(4) The sale, purchase, possession, handling and discharge of Fireworks shall at all times be carried out in compliance with the *Explosives Act* and the *National Fire Code – 2019 Alberta Edition*.

PART VI – FIRE RESTRICTION AND BAN

Fire Restriction

20

- (1) The Manager may, from time to time, prohibit the issuance of any new Fire Permits or Fireworks Permits and suspend all active Fire Permits and Fireworks Permits when, in the opinion the Manager, the prevailing environmental conditions give rise to an increased risk of a fire running out of control.
- (2) A Fire Restriction imposed pursuant to subsection (1) shall remain in force until either the date provided in the notice of the Fire Restriction or until such time as the Manager provides notice to the public that the Fire Restriction is no longer in effect.
- (3) Notice of a Fire Restriction shall be provided to the public. Notice may be in the form of signage, through a public service message on the local radio stations, or by any other means which the Manager determines is appropriate for the purpose of informing the public of the Fire Restriction.
- (4) When a Fire Restriction is in place:
 - (a) no Fire Guardian shall issue a Fire Permit;
 - (b) the Manager shall not issue any Fireworks Permits;from the date of issuance of the Fire Restriction.

**Bylaw No. 22-002
Fire Bylaw**

(5) When a Fire Restriction is in place, no Person shall:

- (a) ignite any fire unless the fire is exempt from requiring a permit; or
- (b) sell, purchase, handle, discharge, fire or set off Fireworks within the County.

Fire Ban

21

- (1) The Manager may prohibit all fires in the County when, in the opinion the Manager, the prevailing environmental conditions give rise to an increased risk of a fire running out of control.
- (2) Fire Bans may be established and declared for the entire County or portions of the County.
- (3) A Fire Ban imposed pursuant to subsection (1) shall remain in force until either the date provided in the notice of the Fire Ban or until such time as the Manager provides notice to the public that the Fire Ban is no longer in effect.
- (4) Notice of a Fire Ban shall be provided to the public. Notice may be in the form of signage, through a public service message on the local radio stations, or by any other means which the Manager determines is appropriate for the purpose of informing the public of the Fire Ban.
- (5) Subject to subsection (6), when a Fire Ban is in place, no Person shall ignite any fire, whether or not the Person is the holder of a Fire Permit, and shall immediately extinguish any fire lit once the Person knows or ought reasonably to know of the Fire Ban.
- (6) During a Fire Ban a Person may, subject to the requirements of this Bylaw, and unless the notice of the Fire Ban provides otherwise, use a barbeque that burns propane, natural gas, compressed briquettes, wood pellets or charcoal, provided that the barbeque is used for the purpose of cooking or obtaining warmth and is used on private Property or in a public area that has been approved by the County for the use of such barbecues.

Requirement to Report

- 22** The Owner of any Property damaged by fire shall immediately report the particulars of such fire to the Manager.

**Bylaw No. 22-002
Fire Bylaw**

PART VII – RECOVERY OF COSTS

Fire Protection Charges

23

(1) Upon Fire Services providing Fire Protection on a parcel of land within the County's boundaries, the County may, in its sole and absolute discretion, charge Fire Protection Charges to any or all of the following Persons, namely:

- (a) the Person or Persons causing or contributing to the fire;
- (b) the Occupant of the parcel of land on which Fire Protection was provided;
- (c) the Owner of the parcel of land which Fire Protection was provided;
- (d) the Person with control over the parcel of land on which Fire Protection was provided, which may include, without restriction, a Property manager; and
- (e) the Person or Persons who requested Fire Protection;

and all Persons charged are jointly and severally liable for payment of the Fire Protection charges to the County.

(2) Fire Protection Charges shall be paid within thirty (30) days of receipt of an invoice.

(3) Collection of unpaid Fire Protection Charges may be undertaken by civil action in a court of competent jurisdiction, and any civil action does not invalidate any lien which the County is entitled to on the parcel of land in respect of which the indebtedness is incurred.

(4) Without limiting subsection (1), the Owner of a parcel of land within the County to which Fire Protection is provided is liable for Fire Protection Charges incurred and the County may add to the tax roll of the parcel of land all unpaid Fire Protection Charges, which forms a special lien against the parcel of land in favour of the County from the date the amount was added to the tax roll, in accordance with the *Municipal Government Act*.

(5) Notwithstanding the provisions of subsections (1), (2) and (3), the County may elect to recover Fire Protection Charges from any Persons responsible for those charges pursuant to the *Forest and Prairie Protection Act*.

24 A Person who has damaged or destroyed any Apparatus, Equipment or Fire Services Property shall, in addition to any penalty imposed to in this Bylaw, be liable for, and pay upon demand, all costs incurred by the County to repair or replace the Apparatus, Equipment or Fire Services Property in question.

Services Fees and Charges

25

(1) The County may establish and levy fees and charges for services, including but not limited to:

**Bylaw No. 22-002
Fire Bylaw**

- (a) fees for responding to an Incident;
 - (b) Fire Permit and Fireworks Permit application fees;
 - (c) site inspection fees;
 - (d) fire investigation fees;
 - (e) fees for responding to False Alarms; and
 - (f) fees for file searches and copying records.
- (2) The fees and charges described in this section shall be a debt due and owing to the County and collection of unpaid fees and charges may be undertaken by civil action in a court of competent jurisdiction.

PART VIII – ENFORCEMENT

Inspection and Enforcement

26

- (1) Where a parcel of land does not comply with this Bylaw or a Person contravenes this Bylaw, the County may pursue its enforcement alternatives in accordance with this Bylaw, any enactment or any common law right, including issuing an order to remedy contraventions or dangers, remedying contraventions or dangers by the County, adding amounts to the tax roll of the Owner of the parcel, and pursuing injunctions pursuant to the *Municipal Government Act*.
- (2) The Manager is authorized to carry out inspections of land and structures, issue orders, remedy conditions and contraventions, and enforce this Bylaw in accordance with the *Municipal Government Act*.

Offences

27 No Person shall:

- (a) contravene any provision of this Bylaw;
- (b) contravene any term or condition of a permit issued pursuant to this Bylaw;
- (c) cause or permit a Burning Hazard or Fire Hazard to exist on a parcel of land;
- (d) deposit, discard or abandon any burning matter or substance so as to create a Burning Hazard;
- (e) light a fire or cause a fire to be lit during a fire ban;
- (f) light a fire or allow a fire to be lit unless they are a holder of a valid Fire Permit if required under this Bylaw or the *Forest and Prairie Protection Act* or both;

**Bylaw No. 22-002
Fire Bylaw**

- (g) light Fireworks or allow Fireworks to be lit unless they are a holder of a valid Fireworks Permit under this Bylaw;
- (h) provide false, incomplete or misleading information to the Chief Administrative Officer, Manager, a Fire Guardian, Fire Chief, or a Peace Officer with respect to a fire or a permit application;
- (i) light a fire on any land not the Person's own without the written consent of the Owner of the land;
- (j) permit a fire lit by that Person to pass from their own land to the land of another Person;
- (k) light a fire without first taking sufficient precautions to ensure that the fire can be kept under control at all times;
- (l) conduct any activity that might reasonably be expected to cause a fire unless that Person exercises reasonable care to prevent a fire from occurring;
- (m) conduct any activity that involves the use of a fire, where smoke produced by the fire may impede visibility of vehicular and pedestrian traffic on any road or highway; or
- (n) light a fire on lands owned or controlled by the County except with the County's express written consent.

Vicarious Liability

28 For the purposes of this Bylaw, an act or omission by an employee or agent of a Person is deemed also to be an act or omission of the Person if the act or omission occurred in the course of the employee's employment with the Person, or in the course of the agent's exercising the powers or performing the duties on behalf of the Person under their agency relationship.

Corporations and Partnerships

29

- (1) When a corporation commits an offence under this Bylaw, every principal, director, manager, employee or agent of the corporation who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence whether or not the corporation has been prosecuted for the offence.
- (2) If a partner in a partnership is guilty of an offence under this Bylaw, each partner in that partnership who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence.

**Bylaw No. 22-002
Fire Bylaw**

Fines and Penalties

30

- (1) A Person who is guilty of an offence is liable upon summary conviction to a fine in an amount:
 - (a) not less than the specified penalty established in Schedule "A"; and
 - (b) in the case of all other offences, not exceeding \$10,000.00.
- (2) Without restricting the generality of subsection (1) the fine amounts set out in Schedule "A" are established as specified penalties for use on Violation Tickets, if a voluntary payment option is offered.
- (3) Notwithstanding subsection (1), any Person who commits a second or subsequent offence under this Bylaw within one (1) year of a first offence, is liable on summary conviction to a fine not less than the increased amount set out for the offence in Schedule "A" to this Bylaw.

Violation Ticket

31

- (1) A Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*.
- (2) If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:
 - (a) state the specified penalty for the offence as set out in Schedule "A"; or
 - (b) require a Person to appear in Provincial Court without the alternative of making a voluntary payment.
- (3) A Person who commits an offence may:
 - (a) if a Violation Ticket is issued in respect of the offence; and
 - (b) if the Violation Ticket states the specified penalty established by this Bylaw for the offence, as set out in Schedule "A" herein;

make a voluntary payment by submitting to a Clerk of the Provincial Court, on or before the initial appearance date indicated on the Violation Ticket, the specified penalty set out on the Violation Ticket.
- (4) When a Clerk of the Provincial Court records the receipt of a voluntary payment pursuant to subsection (4) above and the *Provincial Offences Procedure Act*, the act of recording constitutes acceptance of the guilty plea and also constitutes a conviction and the imposition of a fine in the amount of the specified penalty.

**Bylaw No. 22-002
Fire Bylaw**

PART IX – GENERAL

Repeal

32 Fire Ban Bylaw No. 1423, Fire Permit Bylaw No. 1424, Stubble Burning Bylaw No. 933, and Fire Services Bylaw No. 21-017 are hereby repealed.

Effective Date

33 This Bylaw shall come into force and effect when it has received third reading and has been duly signed.

READ A FIRST TIME IN COUNCIL THIS _____ DAY OF _____ 2022.

READ A SECOND TIME IN COUNCIL THIS _____ DAY OF _____ 2022.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS _____ DAY OF _____ 2022.

Reeve

Chief Administrative Officer

Date Signed

**Bylaw No. 22-002
Fire Bylaw**

Schedule "A" - Specified Penalties

Bylaw Section Number	Offence	Violation Ticket	Second and Subsequent Offence
16(1)	Burning Prohibited Debris	\$250	\$1000
16(2)	Fire without a Fire Permit	\$250	\$500
19(1)	Sell, Purchase, Possess, Handle, Discharge, Fire or Set Off Fireworks without a Permit	\$500	\$1000
19(3)	Firecrackers	\$500	\$1000
20(5)(a)	Light any fire unless the fire is exempt from requiring a permit	\$1000	\$2000
20(5)(b)	Sell, purchase, handle, discharge, fire or set off Fireworks within the	\$1000	\$2000
22	Failure to report fire	\$250	\$500
27(b)	Contravene any term or condition of a permit	\$250	\$1000
27(c)	Cause or permit a Burning Hazard to exist on a parcel of land	\$250	\$500
27(d)	Deposit, discard or abandon any burning matter or substance so as to create a Burning Hazard	\$250	\$500
27(e)	Light a fire or cause a fire to be lit during a fire ban	\$1000	\$5000
27(f)	Light a fire or cause a fire to be lit without a Fire Permit	\$250	\$500
27(g)	Light Fireworks or allow Fireworks to be lit without a Fireworks Permit	\$500	\$1000
27(h)	Provide false or misleading information	\$250	\$1000
27(i)	Light a fire on land without written permission of Owner	\$250	\$500
27(j)	Permit a fire to pass to another Person's land	\$500	\$2000
27(k)	Light a fire without sufficient precautions	\$500	\$1000
27(l)	Conduct any activity that might reasonably be expected to cause a fire without exercising reasonable care	\$500	\$1000
27(m)	Conduct any activity that involves the use of a fire, where smoke produced by the fire may impede visibility of vehicular and pedestrian traffic on any road or highway	\$250	\$1000

**Bylaw No. 22-002
Fire Bylaw**

27(n)	Light a fire on lands owned or controlled by the County except with the County's express written consent	\$500	\$1000
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AGENDA ITEM REPORT



Title: January- March 2022 Community Peace Officer Report
Meeting: Council Meeting - 19 May 2022
Department: Community Services
Report Author: David Entz

APPROVAL(S):

Larry Randle, Director of Community Services,
Ann Mitchell, Chief Administrative Officer,

Approved - 20 Apr 2022
Approved - 21 Apr 2022

STRATEGIC ALIGNMENT:



Outstanding Quality
of Life



Effective Governance
and Service Delivery



Prosperous
Agricultural
Community



Vibrant and Growing
Economy



Strong Working
Relationships

EXECUTIVE SUMMARY:

This report provides County Council with an overall summary of the County's CPO program for the months of January through March, 2022.

RECOMMENDATION:

No resolution is required.

PREVIOUS COUNCIL DIRECTION / POLICY:

County Council is presented the CPO report and given the opportunity to ask for any clarification.

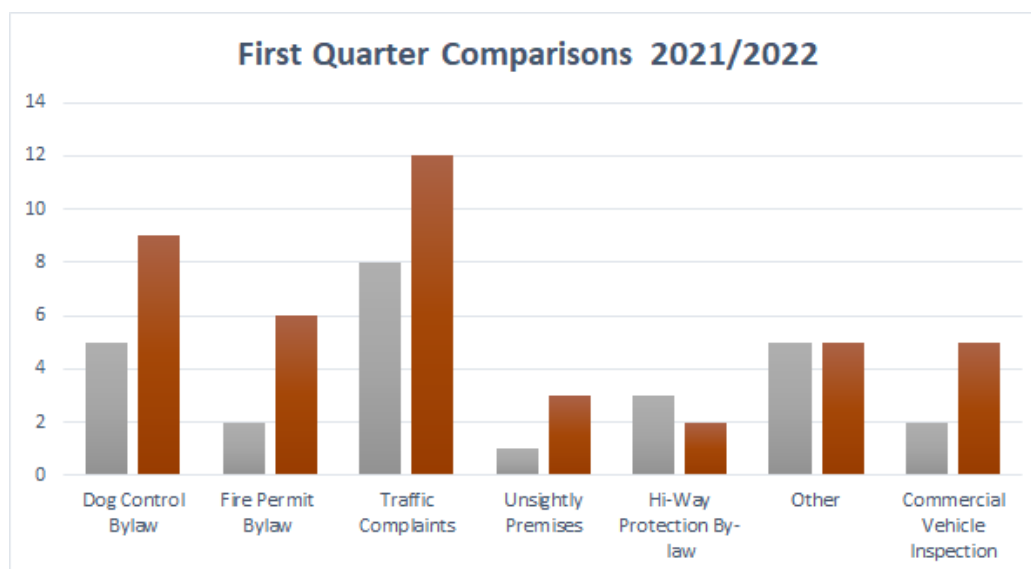
BACKGROUND INFORMATION:

The Lethbridge County Peace Officer Program was established in 2013. The CPO has been issued an appointment and authorization by the Solicitor General of Alberta to enforce Provincial Legislation that includes the Traffic Safety Act, Gaming, Liquor and Cannabis Act, Dangerous Dog Act, and Animal Protection Act.

The CPO also enforces Lethbridge County Bylaws.

The CPO Works closely with other departments such as Public Works, Planning and Development and Fire Services. Education and enforcement of the Dog Control Bylaw, Fire Permit Bylaw, Unsightly Premises Bylaw and weighing and inspecting commercial vehicles are a continual and ongoing part of regular duties.

There were a total of 42 Case Reports created during this period compared to 24 within the same period of 2021.



■ 2021

■ 2022

Noteworthy Accomplishments:

- Two major unsightly premises matters were successfully completed.

Challenge.

The City of Lethbridge no longer houses stray dogs for the County. Over the past nine years, Bylaw Officers at the Lethbridge Animal Shelter took in Lethbridge County stray dogs. They also responded to calls for stray dogs. This service came to an abrupt end in late February 2022. There was no formal agreement between the City and the County. An employee at the City has verbally stated that a formal written agreement may be a possibility within six months.

As the County does not have a dog kennel for stray dogs, Ridge Regional Public Safety Services and the Town of Coalhurst, have generously offered their dog kennel until a permanent solution can be found.

There are some options that are currently being explored.

1. The County builds its own dog kennel.
2. The County attempts to enter into a written agreement with the City.
3. The County enters into an agreement with Coaldale or Coalhurst as both municipalities are currently exploring building dog kennels of their own.

Traffic Violation Tickets

There were a total of 106 violation tickets issued and 62 written warnings. The violation tickets and warnings mostly fall into the category of speeding, stop sign violations and commercial vehicle violations.

ALTERNATIVES / PROS / CONS:

This report is for information purposes only.

FINANCIAL IMPACT:

Revenue received from fines issued help to offset the cost of the CPO program. There was \$29,102.00 of fines issued for this period of time by the CPO. Approximately 50% will be received by the County.

REASON(S) FOR RECOMMENDATION(S):

No decision or resolution of Council is required as this report is for information purposes only.

ATTACHMENTS:

[January- March 2022](#)

Peace Officer Report

January-March, 2022

Lethbridge County

Unsightly Premises Cleanup Before



Before



Before



After

Is this the same place?



Protection of County's Highways



Complaint of unsecured load



Stray Dog



AGENDA ITEM REPORT



Title: Agricultural Service Board Composition and Bylaw
Meeting: Council Meeting - 19 May 2022
Department: Administration
Report Author: Larry Randle

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 11 May 2022

STRATEGIC ALIGNMENT:



Outstanding Quality
of Life



Effective Governance
and Service Delivery



Prosperous
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Strong Working
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EXECUTIVE SUMMARY:

In accordance with provincial legislation, council needs to adopt a bylaw that establishes the Agricultural Services Board (ASB).

RECOMMENDATION:

That administration drafts an Agriculture Service Board Bylaw that establishes the board with a membership of four council members and three members-at-large and further, that the ASB Terms of Reference be amended so as to not conflict or duplicate matters addressed in the bylaw.

PREVIOUS COUNCIL DIRECTION / POLICY:

There is no ASB Bylaw on file. The ASB has always been appointed at the annual organizational meeting of council in October. Council approved a Terms of Reference for the ASB on September 16, 2021.

BACKGROUND INFORMATION:

Section 145 of the *Municipal Government Act* authorizes council to pass bylaws relating to the establishment and function of Council Committees and other bodies. The *Agricultural Service Board Act* authorizes a municipal district council to establish and appoint members to an agricultural service board. The Lethbridge County Agricultural Service Board has historically been made up of all seven council members. Council always has the option of changing this historical arrangement.

The composition of the board could be made up entirely of councillors, a combination of councillors and qualified members of the public or strictly members of the public. Whatever the composition of the board is, it must be specified in the establishing bylaw.

Under the Governance pillar in the county's new Strategic Plan it states:

- Our public understands our policies
- Our public is aware of our policies

Under the Region pillar in the Strategic Plan it states:

- Our public feels informed
- There are a variety of ways for our public to engage in the community

Appointing at least some members of the public to the ASB may help achieve these strategic goals by increasing community engagement in agriculture-related matters. The county's Public Participation Policy also supports involvement of members of the public on the ASB. Duties of an ASB are defined by legislation and are included as an appendix to this report for information purposes. The M.D. of Willow Creek currently has four council members and three members-at-large on their ASB and have indicated that this has been productive.

ALTERNATIVES / PROS / CONS:

Option 1. Create an ASB bylaw that maintains the current membership of seven council members.

Pros: Will meet legislated requirement that the ASB be established by bylaw.

Cons: Provides no opportunity for external community involvement in ASB matters.

Option 2. Create an ASB bylaw that establishes a membership of four council members and three members-at-large to be chosen and appointed by council.

Pros: Will meet legislated requirement that the ASB be established by bylaw and provides an opportunity for external community involvement in ASB matters.

Cons: Represents a fundamental change to the long-established structure of the ASB.

FINANCIAL IMPACT:

Members of the board who are not council members must be paid reasonable allowances for travelling, subsistence and out-of-pocket expenses incurred in attending meetings of the board.

REASON(S) FOR RECOMMENDATION(S):

To increase transparency and public participation in Lethbridge County matters, in accordance with the Strategic Plan and the Public Participation Policy.

ATTACHMENTS:

[Excerpt from the Agricultural Service Board Act](#)
[Agriculture Service Board Terms of Reference](#)
[174 Public Participation](#)

Excerpt from the *Agricultural Service Board Act*, R.S.A 2000, c. A-10

Agricultural service board duties

2 The duties of an agricultural service board are

- (a) to act as an advisory body and to assist the council and the Minister, in matters of mutual concern,
- (b) to advise on and to help organize and direct weed and pest control and soil and water conservation programs,
- (c) to assist in the control of animal disease under the *Animal Health Act*,
- (d) to promote, enhance and protect viable and sustainable agriculture with a view to improving the economic viability of the agricultural producer, and
- (e) to promote and develop agricultural policies to meet the needs of the municipality.



Lethbridge County Agricultural Service Board Committee Terms of Reference

Purpose

The purpose of the Agricultural Service Board (hereinafter referred to as the ASB) Committee is to advise and assist County Council on matters that relate to agriculture related activities and regulatory service issues. The ASB was formed as a working group to facilitate decisions and policy making with respect to the administrative and governance opportunities and challenges of the Agriculture Services Department. The Committee will have the responsibility to provide Administration with direction on development of administrative directives, policies and bylaws.

The ASB administrative staff will review and provide recommendations to Council designed to support farming practices, improve the economic welfare and prosperity of local and regional farming activities, and to develop agricultural policies to meet the needs and level of service requirements of the municipality.

Scope

The Agricultural Service Board Act Section 2 provides the legislated authority and lays out the roles of ASB's in Alberta. The following duties and responsibilities described in the ASB Act will apply:

- To act as an advisory body, and to assist the council and the Minister of Agriculture and Forestry in matters of mutual concern.
- To advise on and to help organize and direct weed and pest control and soil and water conservation programs under Provincial legislation.
- To assist in the control of livestock disease under the Animal Health Act.
- To promote, enhance and protect viable and sustainable agriculture with a view to improving the economic viability of the agricultural producer.
- To promote and develop agricultural policies to meet the needs of the municipality.

The following legislation enables ASB's to carry out the duties described in the ASB Act:

1. Alberta Weed Control Act;
2. Alberta Soil Conservations Act;
3. Alberta Agriculture Pest Act; and
4. Animal Health Act.



Official Formation & Participants

The Committee will be established as per the ASB Act Section 3 in conjunction with the Municipal Government Act stipulation in Section 146 Composition of council committees that a council committee may consist of the entirety of councillors or as determined.

The Committee is comprised of all members of Council to be appointed at the Annual Organizational Meeting. A Committee Chair and Co-Chair will be appointed by the Committee and will act as the provincial ASB representation for voting purposes, with a designated alternate.

The Committee will also include the Chief Administrative Officer (CAO), Director of Public Operations and the Supervisor of Agricultural Services (appointed as per Section 8 of the ASB Act), who will be responsible as the Committee's Administrators. The administrative positions are non-voting and will only provide the Committee with the administrative and technical support necessary to meet the Committee's needs.

The Supervisor of Agricultural Services in conjunction with the Executive Assistant to the CAO or delegate will be responsible for scheduling meetings, preparing agendas and keeping meeting notes or minutes.

Goals and Objectives

Evaluation of current levels of service levels and to recommend applicable service changes to be forwarded to County council. The objective is to address local and regional challenges, research new opportunities and make recommendations that support the County's Councils Strategic Plan.

The Agriculture Service Departments Mission Statement and Department Core Activities are in support of the goals and objectives to meet the needs of its residents and local stakeholders effectively and efficiently. The role of the ASB is to encourage safe farming practices while performing all of the duties and responsibilities of an accountable ASB.

Governance

Decisions will be reached by consensus of the Committee members. Voting will be recorded as "Moved" and "Carried" or "Defeated".

Meetings

The Committee is responsible to Council and will report its deliberations to Council through its minutes and the Committee Chair as needed. The Committee will review its terms of reference at its final meeting of each fiscal year and submit any recommendations for change to the Council.

Meetings will be held regularly as needed and a minimum of twice per year, additional meetings will be as required if determined by the Chair.



Agendas for the meetings will be emailed to each Committee member and Administration prior to the meeting date. On the day of meeting a hard copy will be required if requested by a Committee member in advance of meeting.

Authority and Responsibilities

The Committee is accountable to Council and shall not be entitled to sub-delegate all or any of the powers and authority delegated to it. The Committee may not implement or authorize any action that is the responsibility of Council.

Quorum

A quorum will require a minimum of four voting members of the Committee to attend the meeting in addition to the quorum requirements

Review

The ASB Terms of Reference will be reviewed every five (5) years, from date of approval.



Lethbridge County Policy Handbook

EFFECTIVE: June 7, 2018

SECTION: 100 NO. 174 Page 1 of 3

APPROVED BY: County Council

SUBJECT: Public Participation

REVISED DATE:

POLICY STATEMENT

Lethbridge County is committed to undertaking public participation on major issues that affect citizens' lives and their County. The County believes that the decision-making process can be enhanced by engaging citizens and other stakeholder groups where appropriate. We are committed to allowing citizens to know how their views have been considered in the decision-making process.

POLICY GOALS

To provide transparent and inclusive public participation processes that are supported by factual information, are inclusive of the diversity of Lethbridge County and are within the County's ability to finance and resource.

Guiding Principles

The following principles will guide public participation activities conducted by Council;

Inclusiveness: The County will endeavour to involve and enable the participation of all interested parties across the full range of our diverse population.

Transparency: The County will endeavour to ensure decision processes, procedures and constraints are understood and followed. The purpose and limitations on public participation will be made clear. Respective roles and responsibilities will be clearly communicated. Feedback will be available on what stakeholders say and how their opinions were considered by decision makers.

Access: The County will ensure that accurate information is available to participants in a timely manner.

Respect: Public participation requires the mutual respect of all participants. The County will listen with an open mind and show consideration and value for other points of view – the public will do the same.

Honesty: In conducting public participation, the County will demonstrate our core value of accountability; we will tell the truth, follow through on commitments and act in a trustworthy manner.



Lethbridge County Policy Handbook

EFFECTIVE: June 7, 2018

SECTION: 100 NO. 174 Page 2 of 3

APPROVED BY: County Council

SUBJECT: Public Participation

REVISED DATE:

Public Participation Framework

Whenever the County undertakes a public participation process, the objective of the participation, the commitment for performance and the level of the framework will be clarified at the beginning of the process. Each level describes a type or depth of participation that may be appropriate to support the decision-making process.

	Inform	Consult	Involve	Collaborate	Empower
Objectives of the approach to Public Participation	To provide balanced and objective information to support understanding by the public	To obtain feedback on analysis, alternatives, issues and/or decisions	To work with the public to ensure that concerns and aspirations are understood and considered	To facilitate discussions between public parties to identify common ground for action and solutions	To place final decision making in the hands of the public
Lethbridge County Commitment	To inform the public	To listen to and consider the public's concerns	To work with the public to exchange information, ideas and concerns	To seek advice and innovations from amongst various public parties	To work with the public to implement decisions
Examples of types of circumstances that may fall into these categories	Repair or replacement of roads and bridges, Special projects, Annual Open House	Development of Inter-municipal Development Plans (IDPs), Capital project planning or designing	New park asset such as new playgrounds, Climate Change Adaptation Plan	Park development plans, haul route planning	Elections, Local Area Improvements
Participant's Responsibility	To become informed – listen, read, observe, ask	To provide feedback	To be open to other points of view and work with Council, staff and other members of the public	To put aside personal agendas and participate in discussions in a respectful manner	To work with Council and staff to implement decisions



Lethbridge County Policy Handbook

EFFECTIVE: June 7, 2018

SECTION: 100 NO. 174 Page 3 of 3

APPROVED BY: County Council

SUBJECT: Public Participation

REVISED DATE:

Commitment & Resources

The County, within its ability and capacity, will allocate adequate financial, human and technical resources for effective public participation. It will support citizens and stakeholder groups to participate effectively. This support will involve providing information about County processes, initiatives and policies.

Accountability and Evaluation

The County will be accountable for acting in accordance with this policy. Public participation processes will be periodically evaluated for consistency with the stated objectives and commitments. This policy will be periodically reviewed in accordance with the timelines established in the Municipal Government Act.

AGENDA ITEM REPORT



Title: 2022 Calgary Stampede BMO Farm Family Awards
Meeting: Council Meeting - 19 May 2022
Department: Agriculture Service Board
Report Author: Gary Secrist

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 11 May 2022

STRATEGIC ALIGNMENT:



Outstanding Quality
of Life



Effective Governance
and Service Delivery



Prosperous
Agricultural
Community



Vibrant and Growing
Economy



Strong Working
Relationships

EXECUTIVE SUMMARY:

The Calgary Stampede BMO Farm Family Awards presentation will take place on Monday July 11, 2022 as part of the Stampede festivities. An invitation has come from the organizers for County representation at the event.

RECOMMENDATION:

That County Council select one member of Council and guest of their choice to represent Lethbridge County at the 2022 BMO Farm Family awards presentations scheduled for July 11, 2022.

PREVIOUS COUNCIL DIRECTION / POLICY:

Historically, the councilor of the division in which the nominee resides is selected with a guest of their choice to join the nominee in the days' activities. Two spots are available and no extra tickets will be granted through this invitation. This year's award winner representing Lethbridge County is the Vanden Elzen family who farm in electoral Division 2.

BACKGROUND INFORMATION:

Annually Lethbridge County's Agriculture Service Board nominates an outstanding farm family to be awarded the Bank of Montreal Farm Family Award during the Calgary Stampede. The nominees will be hosted at a recognition program during the 2022 Calgary Stampede. As special guests, they will enjoy a daylong itinerary of Stampede events, including brunch and tickets to the rodeo. A request is also sent out for Lethbridge County to send representation.

ALTERNATIVES / PROS / CONS:

That we do not send representation to this event. This would not be the recommendation as most Southern Alberta municipalities support this initiative.

FINANCIAL IMPACT:

A Council representative would be approved for attendance and related expenses.

REASON(S) FOR RECOMMENDATION(S):

To support agriculture and farm families in our municipality by participating in this event that celebrates the values of western heritage and generational farms.

AGENDA ITEM REPORT



Title: 2022 Bursary Ad-Hoc Selection Committee
Meeting: Council Meeting - 19 May 2022
Department: Corporate Services
Report Author: Jennifer Place

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 11 May 2022

STRATEGIC ALIGNMENT:



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EXECUTIVE SUMMARY:

Lethbridge County has begun receiving applications for the annual bursary as per the Bursary Policy #182. The closing date for applications is June 1st with the bursary's being awarded by August 31st annually. The policy states that Lethbridge County Council will have full authority in the selection of the recipients. Therefore an ad-hoc selection committee of Council is required to review applications and select the bursary winners.

RECOMMENDATION:

That an ad hoc Bursary Selection Committee of three council members be established to review the 2022 bursary applications and that the committee members are ...

PREVIOUS COUNCIL DIRECTION / POLICY:

H.2.2. 2021 Bursary Application Review Committee

192-2021	Deputy Reeve Horvath	MOVED that an ad hoc Bursary Application Review Committee be established that includes Reeve Lorne Hickey, Councillor Steve Campbell and Councillor Tory Campbell to review the 2021 bursary applications.
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CARRIED

BACKGROUND INFORMATION:

This will be the third consecutive year that the Lethbridge County bursary will be issued per Policy #182 guidelines. The policy does state that a selection committee of Council will have full authority in the selection of the recipients. Although a specific number of members is not identified for the selection committee, historically it has been made up of three members of Council who will review,

score and determine the recipient winners. The committee will then bring their decision back to County Council for final approval.

ALTERNATIVES / PROS / CONS:

To not have a selection committee.

PRO- Council would not have to develop an Ad-Hoc Selection Committee.

CON - The policy specifically references a selection committee of Council, therefore not having a committee would contradict the policy.

To direct Administration to select the bursary applicant winners.

PRO - Council would not have to develop an Ad-Hoc Selection Committee.

CON - The policy specifically references a selection committee of Council, therefore not having a committee would contradict the policy.

FINANCIAL IMPACT:

Lethbridge County Council has approved a total of \$2,000 within the 2022 budget for two \$1,000 bursary's for Lethbridge County students in an effort to provide some financial support towards their post-secondary educations.

REASON(S) FOR RECOMMENDATION(S):

The recommendation follows Policy #182 parameters and aligns with Resolution #192-2021.

Council will need to name 3 members to sit on the committee, as they have not been identified in the resolution.

ATTACHMENTS:

[182 Bursary Policy with Schedule A](#)



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 two County students a \$1,000 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.*



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR108279

April 29, 2022

Reeve Tory Campbell
Lethbridge County
100, 905 - 4 Avenue South
Lethbridge AB T1J 4E4

Dear Reeve Campbell:

Tory:
Thank you for taking the time during the Rural Municipalities of Alberta Spring 2022 Convention to meet with me to discuss your position regarding the potential transition to a provincial police service, and concerns regarding farmland assessment, and the Local Government Fiscal Framework (LGFF).

I appreciated the opportunity to hear your municipality's concerns and build on our relationship during the meeting. I have shared the county's position regarding a provincial police service with my colleague, the Honourable Tyler Shandro, QC, Minister of Justice and Solicitor General.

I encourage you to participate in the upcoming engagements on the LGFF and the Assessment Model Review, including farmland assessment, to further share your perspective.

Please do not hesitate to contact my office if you require any additional information regarding our discussion during the convention. I look forward to working with you and your council to build strong and resilient communities in our great province.

Sincerely,

Ric McIver
Minister

cc: Honourable Tyler Shandro, QC, Minister of Justice and Solicitor General
Ann Mitchell, Chief Administrative Officer, Lethbridge County

AGENDA ITEM REPORT



Title: Lethbridge County Council Attendance Update - April 2022
Meeting: Council Meeting - 19 May 2022
Department: Administration
Report Author: Ann Mitchell

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 09 May 2022

STRATEGIC ALIGNMENT:



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EXECUTIVE SUMMARY:

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

RECOMMENDATION:

No motion required.

PREVIOUS COUNCIL DIRECTION / POLICY:

A County Council update is provided monthly.

BACKGROUND INFORMATION:

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

ALTERNATIVES / PROS / CONS:

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

FINANCIAL IMPACT:

None at this time.

REASON(S) FOR RECOMMENDATION(S):

To remain transparent to the citizens of Lethbridge County.

ATTACHMENTS:

[Lethbridge County Council Attendance - April 2022](#)

**Lethbridge County Council Attendance
April 2022**

Division 1

Councillor Lorne Hickey

April 6	FCSS Meeting
April 7	Lethbridge County Council Meeting
April 12	CAO – Council Update
April 14	Agricultural Service Board Meeting
April 14	Audit Committee Meeting
April 20	Green Acres Foundation Meeting
April 21	Lethbridge County Council Meeting
April 21	Intermunicipal Committee – City of Lethbridge
April 27	Green Acres Foundation Meeting

Division 2

Reeve Tory Campbell

April 1	CAO/Reeve Meeting
April 1	Virtual Meeting w/MLA Neudorf
April 1	Mayors and Reeves
April 4	Exhibition Park Board Training
April 6	Physician Recruitment Meeting with City of Lethbridge
April 7	County Council Meeting
April 7	Chinook Arch Library Board Meeting
April 9	Vimy Ridge Day Remembrance, Lethbridge Cenotaph
April 11	Meeting with Barons
April 11	Fire Services Discussion
April 11	Team Lethbridge Meeting
April 12	CAO – Council Update
April 14	Agricultural Service Board Meeting
April 14	Audit Committee Meeting
April 14	Meeting with Coalhurst Mayor
April 20	EDL Board Meeting
April 20	Exhibition Park – Ownership Engagement Meeting
April 21	Lethbridge County Council Meeting
April 21	Intermunicipal Committee – City of Lethbridge
April 29	CAO/Reeve Meeting

Division 3

Councillor Mark Sayers

April 7	Lethbridge County Council Meeting
April 12	CAO – Council Update

April 14	Agricultural Service Board Meeting
April 21	Lethbridge County Council Meeting
April 28	SouthGrow Board Meeting

Division 4
Councillor John Kuerbis

April 1	H3TDA AGM
April 7	Lethbridge County Council Meeting
April 12	CAO – Council Update
April 14	Agricultural Service Board Meeting
April 14	Audit Committee Meeting
April 15	Ratepayer Concern Meeting
April 21	Lethbridge County Council Meeting
April 25	Regional Waste Commission Meeting
April 26	Water Commission Meeting
April 27	Community Futures Regular Meeting
April 27	Diamond City Community Association AGM

Division 5
Councillor Eric Van Essen

April 1	Highway 3 Twinning Association AGM
April 7	Lethbridge County Council Meeting
April 12	CAO – Council Update
April 14	Agricultural Service Board Meeting
April 21	Lethbridge County Council Meeting

Division 6
Deputy Reeve Klaas VanderVeen

April 1	Mayors and Reeves
April 14	Agricultural Service Board Meeting
April 21	Lethbridge County Council Meeting
April 25	Lethbridge Regional Waste Meeting
April 29	SAEWA Board Meeting

Division 7
Councillor Morris Zeinstra

April 7	Lethbridge County Council Meeting
April 12	CAO – Council Update
April 14	Agricultural Service Board Meeting
April 21	Lethbridge County Council Meeting