



AGENDA

Council Meeting

9:30 AM - Thursday, April 21, 2022
Council Chambers

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A. CALL TO ORDER

B. ADOPTION OF AGENDA

C. ADOPTION OF MINUTES

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1. County Council Meeting Minutes
[Council Meeting - 07 Apr 2022 - Minutes](#)

D. SUBDIVISION APPLICATIONS

E. PUBLIC HEARINGS

F. DELEGATIONS

1. 9:30 a.m. - Erin Crane - Lethbridge Tourism
2. 10:00 a.m. - KPMG

G. DEPARTMENT REPORTS

G.1. CORPORATE SERVICES

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- G.1.1. 2021 Audited Financial Statements
[2021 Audited Financial Statements](#)

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- G.1.2. Shaughnessy Community Association Funding Request
[Shaughnessy Community Association Boiler Funding Request](#)

G.2. INFRASTRUCTURE

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- G.2.1. Mountain Meadows Slope Failure Remediation - Request for Budget Increase
[Mountain Meadows Slope Failure Remediation - Request for Budget Increase](#)

60 - 77	G.2.2.	<u>Commercial & Industrial Municipal Tax Incentive By-Law 22-008</u> <u>Commercial & Industrial Municipal Tax Incentive Bylaw 22-008</u>
	G.3.	COMMUNITY SERVICES
78 - 80	G.3.1.	<u>Proclamation of 'International Economic Development Week' May 9-13, 2022</u> <u>Proclamation of International Economic Development Week May 9-13, 2022</u>
	G.4.	ADMINISTRATION
81 - 92	G.4.1.	<u>Strategic Plan 2022 - 2032</u> <u>Strategic Plan 2022-2032</u>
	G.5.	MUNICIPAL SERVICES
	H.	CORRESPONDENCE
93 - 94	1.	<u>Alberta Municipal Affairs - Alberta Community Partnership Program</u> <u>Alberta Municipal Affairs - Alberta Community Partnership Program</u>
	I.	NEW BUSINESS
	J.	COUNTY COUNCIL AND COMMITTEE UPDATES
95 - 98	1.	<u>Lethbridge County Council Attendance Update - March 2022</u> <u>Lethbridge County Council Attendance Update - March 2022</u>
	K.	CLOSED SESSION
	L.	ADJOURN



MINUTES

Council Meeting

9:30 AM - Thursday, April 7, 2022
Council Chambers

The Council Meeting of Lethbridge County was called to order on Thursday, April 7, 2022, at 9:30 AM, in the Council Chambers, with the following members present:

PRESENT: Reeve Tory Campbell
Councillor Lorne Hickey
Councillor Mark Sayers
Councillor John Kuerbis
Councillor Eric Van Essen
Councillor Morris Zeinstra
Director of Community Services, Larry Randle
Director of Public Operations, Jeremy Wickson
Infrastructure Manager, Devon Thiele
Manager of Finance & Administration, Jennifer Place
Executive Administrative Assistant, Donna Irwin

A. CALL TO ORDER

Reeve Tory Campbell called the meeting to order at 9:34 a.m.

Reeve Campbell recognized Green Shirt Day and the Logan Boulet effect.

B. ADOPTION OF AGENDA

63-2022 Councillor Kuerbis MOVED that Lethbridge County Council approve the April 7, 2022 Council Meeting agenda as presented.

CARRIED

C. ADOPTION OF MINUTES

C.1. County Council Meeting Minutes

64-2022 Councillor Sayers MOVED that the March 10, 2022 Regular County Council Meeting Minutes be accepted as presented.

CARRIED

D. DELEGATIONS

D.1. 9:30 a.m. - MP Rachael Thomas (Via Teams)

Reeve Tory Campbell welcomed MP Rachael Thomas and Brenda McDonald to the meeting at 9:30AM via Teams. Council introduced themselves to the delegation and the following was discussed. 2022 Federal Budget; relationships within the region, province and even broader; increasing capacity for water and wastewater, irrigation and potable water; roads and bridges; level of service for infrastructure; Exhibition Park; policing retroactive pay piece and how that will impact municipalities; relationships between the County and the City of Lethbridge. MP Thomas supported the initiatives of Council and requested budget numbers that she could take to Ottawa to advocate on behalf of the County.

D.2. 10:00 a.m. - Shaughnessy Community Hall Association

Reeve Campbell welcomed Helen Ruaben, Dorothy Garrett and Arnold Garrett from the Shaughnessy Community Hall Association to the meeting at 10:00 a.m. The Association discussed with Council the probability of assistance with funding for a new boiler for their community hall. Council discussed the request. A report will be coming forward to the April 21, 2022 Council meeting with more details for Council to consider.

E. SUBDIVISION APPLICATIONS

E.1. Subdivision Application #2022-0-039 – Simon Bos Nurseries Ltd. - SE1/4 12-10-20-W4M

65-2022 Councillor MOVED that the Country Residential subdivision of SE1/4 12-10-20-
Kuerbis W4M (Certificate of Title No. 171 004 391), to subdivide a 5.80-acre
(2.33 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:

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

CARRIED

E.2. Subdivision Application #2022-0-034 – Saake - SE1/4 16-12-23-W4M

66-2022 Councillor MOVED that the Country Residential subdivision of SE1/4 16-12-23-
Zeinstra W4M (Certificate of Title No. 141 019 655), to subdivide a 11.54-acre
(4.67 ha) country residential parcel from a title of 71.94 acres (29.11
ha) for country residential use; BE APPROVED subject to the
following:

CONDITIONS:

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

CARRIED

**E.3. Subdivision Application #2022-0-023 – Gary Bezooyen Farms
- SE1/4 21-11-21-W4M**

67-2022 Councillor MOVED that the Agricultural subdivision of SE1/4 21-11-21-W4M
Van Essen (Certificate of Title No. 091 293 930 +1), to create an 80.00-acre
 (32.38 ha) agricultural title from a cut-off/fragmented quarter-section
 title comprised of 156.49-acres (63.33 ha) for agricultural use; BE
 APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. That the applicant provides a plan of survey prepared by a certified Alberta Land Surveyor to illustrate the exact dimensions, parcel size and the location of the proposed parcel as approved using the north side of the canal required right-of-way as the boundary.
4. That the easement(s) as required by ATCO shall be established prior to finalization of the application.

CARRIED

Reeve Campbell recessed the meeting at 11:04 a.m.

Reeve Campbell reconvened the meeting at 11:15 a.m.

F. PUBLIC HEARINGS

G. DEPARTMENT REPORTS

G.1. COMMUNITY SERVICES

**G.1.1. Development Permit Application 2022-019 - Existing Signage with
Waiver to Bylaw Standards**

68-2022 Councillor MOVED that Development Permit application 2022-019 be approved
Sayers as drafted.

CARRIED

**G.1.2. Bylaw 22-003 - Road Closure, Sale and Consolidation of a portion of
Range Road 22-0 (between SE 25-9-22-W4 and SW 30-9-21-W4)- First
Reading**

69-2022 Councillor MOVED that Bylaw 22-003 be read a first time.
Hickey

CARRIED

G.2. CORPORATE SERVICES

G.2.1. Bylaw 22-004 - 2022 Business Tax Bylaw

70-2022 Councillor MOVED that Business Tax Bylaw 22-004 be read a first time.
Kuerbis

CARRIED

71-2022 Councillor MOVED that Business Tax Bylaw 22-004 be read a second time.
Sayers

CARRIED

72-2022	Councillor Hickey	MOVED that council proceeds to consideration of third reading of Bylaw 22-004.	CARRIED
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73-2022	Councillor Hickey	MOVED that Business Tax Bylaw 22-004 be read a third time.	CARRIED
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G.2.2. Bylaw 22-005 - 2022 Business Tax Rate Bylaw

74-2022	Councillor Kuerbis	MOVED that Business Tax Rate Bylaw 22-005 be read a first time.	CARRIED
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75-2022	Councillor Sayers	MOVED that Business Tax Rate Bylaw 22-005 be read a second time.	CARRIED
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76-2022	Councillor Kuerbis	MOVED that council proceeds to consideration of third reading of Bylaw 22-005.	CARRIED
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77-2022	Councillor Hickey	MOVED that Business Tax Rate Bylaw 22-005 be read a third time.	CARRIED
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G.2.3. Bylaw 22-006 - Council Audit Committee Bylaw and Terms of Reference

78-2022	Councillor Kuerbis	MOVED that Audit Committee Bylaw 22-006 be read a first time.	CARRIED
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79-2022	Councillor Kuerbis	MOVED that Audit Committee Bylaw 22-006 be read a second time.	CARRIED
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80-2022	Councillor Kuerbis	MOVED that council proceeds to consideration of third reading of Audit Committee Bylaw 22-006.	CARRIED
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81-2022	Councillor Kuerbis	MOVED that Audit Committee Bylaw 22-006 be read a third time.	CARRIED
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82-2022	Councillor Sayers	MOVED that the Audit Committee's Terms of Reference be adopted as amended and presented at the April 7, 2022 Council meeting.	CARRIED
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G.3. ADMINISTRATION

G.3.1. 2022 Town of Coaldale Summer Event Parade and Lunch - August 6, 2022

83-2022	Councillor Kuerbis	MOVED that Reeve Tory Campbell and any member of Council wishing to attend the 2022 Town of Coaldale Summer Event on August 6, 2022 be authorized to do so.	CARRIED
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G.3.2. June 2, 2022 County Council Meeting Cancellation

84-2022	Councillor Kuerbis	MOVED that the June 2, 2022 County Council meeting be cancelled to allow members of Council to attend the FCM Conference in Regina, Saskatchewan.	CARRIED
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G.4. INFRASTRUCTURE

G.5. MUNICIPAL SERVICES

H. CORRESPONDENCE

H.1. Mountain View County

85-2022 Councillor MOVED that the correspondence from Mountain View County be
Zeinstra received for information.

CARRIED

H.2. National Police Federation

86-2022 Councillor MOVED that correspondence from the National Police Federation be
Kuerbis received for information.

CARRIED

I. NEW BUSINESS

J. COUNTY COUNCIL AND COMMITTEE UPDATES

J.1. Lethbridge County Council Attendance Update - February 2022

Council reviewed the Lethbridge County Council Attendance Update for February 2022.

Division 1
Councillor Lorne Hickey

February 1	Strategic Planning Session
February 2	FCSS Meeting
February 3	Lethbridge County Council Meeting
February 16	Green Acres Foundation Meeting
February 23	Green Acres Foundation Meeting

- FCSS Annual budget passed with 3% increase to municipalities + 2% increase in wages to staff. Assist with taxes who make less than \$35K per year.
- Green Acres Foundation has had several severe Covid outbreaks at their facilities. Well staffed and were able to sustain services. Occupancy remains low due to Covid, expenses as a result continue to accumulate. Plans continue for move in to an old nunnery in Lethbridge for seniors housing, costing issues
- Green Acres Foundation unionized staff in negotiations.
- Building at 9th & Crowsnest Trail having issues with public campground. Police and City are hesitant to deal with it.

Division 2
Reeve Tory Campbell

February 1	Strategic Planning Session
February 2	Virtual Meeting with Senator Paula Simons
February 2	Lethbridge and District Exhibition Board Meeting
February 3	Lethbridge County Council Meeting
February 3	Lethbridge and District Exhibition AGM
February 4	Virtual Mayors and Reeves Meeting
February 4	Lethbridge & District Exhibition Media Launch
February 7	Virtual Elected Official Meeting, Budget Consultation
February 10	Meeting with Coalhurst, collaboration opportunities
February 15	Lethbridge Legion Flag Raising, Flag Day

February 23 ACR AGM, Panel Participant

- Senator Paula Simons audit of municipalities. Advocating for municipalities at the federal level.
- Participated as a panel member in Alberta Chamber of Recourses AGM (balancing resource development including forestry, traditional oil and gas and agriculture)

Division 3
Councillor Mark Sayers

February 1 Strategic Planning Session
February 3 Lethbridge County Council Meeting

Division 4
Councillor John Kuerbis

February 1 Strategic Planning Session
February 3 Lethbridge County Council Meeting
February 9 CPAA Webinar Series – Webinar 2 (online training)
February 23 Community Futures Lethbridge Monthly Board Meeting
February 23 CPAA Webinar Series – Webinar 3 (online training)
February 25 Community Futures Annual Recognition Banquet

- Community Futures have been searching for Executive Director for a few months. Express appreciation of her time and service. Troy Granger was welcomed as the new Executive Director and is a wonderful addition.

Division 5
Councillor Eric Van Essen

February 1 Strategic Planning Session
February 3 Lethbridge County Council Meeting
February 4 Highway 3 Twinning Development (virtual)
February 24 Southern AB Alternative Energy Partnership
 Community Energy Forum

- Highway 3 Development, sent in report to Council. Taber to Burdett under a year for possible construction. Petition to get more votes moving forward.

Division 6
Deputy Reeve Klaas VanderVeen

February 3 Lethbridge County Council Meeting
February 4 Mayors and Reeves
February 23 & 24 Alberta Care Conference
February 24 Townhall Conference Call with Minister McIver
February 25 SAEWA Meeting

Division 7
Councillor Morris Zeinstra

February 1 Strategic Planning Session
February 3 Lethbridge County Council Meeting
February 11 Picture Butte Chamber of Commerce AGM
February 16 & 17 Farming Smarter
February 24 Southern AB Alternative Energy Partnership Community
 Energy Forum

87-2022	Councillor Kuerbis	MOVED that Councillor Updates for the month of February 2022 be received for information.	CARRIED
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K. CLOSED SESSION

L. ADJOURN

88-2022	Councillor Zeinstra	MOVED that the Lethbridge County Council Meeting adjourn at 12:04 p.m.	CARRIED
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Reeve

CAO

AGENDA ITEM REPORT



Title: 2021 Audited Financial Statements
Meeting: Council Meeting - 21 Apr 2022
Department: Council
Report Author: John Kuerbis, Lorne Hickey, Tory Campbell

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 11 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:

The 2021 Audited Financial Statements have been reviewed and presented to the Audit Committee and Council as a whole, by the Auditors, KPMG LLP and is being recommended for approval.

RECOMMENDATION:

That Council approved the Audited Financial Statements for the fiscal year ended December 31, 2021 as presented by KPMG LLP.

PREVIOUS COUNCIL DIRECTION / POLICY:

Annual Approval of the Financial Statements is a requirement of the Municipal Government Act (MGA).

BACKGROUND INFORMATION:

The County's auditors, KPMG LLP have audited and prepared the financial statements and have provided an unqualified opinion. The statements meet the requirements of Section 276 of the Municipal Government Act and are consistent with Canadian generally accepted accounting principals as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants.

ALTERNATIVES / PROS / CONS:

Audited Annual Financial Statements must be approved by Council and submitted to the Province no later than May 1st of each year.

FINANCIAL IMPACT:

None

REASON(S) FOR RECOMMENDATION(S):

The Municipal Government Act Section 276 (1) States:

Each municipality must prepare annual financial statements of the municipality for the immediately preceding year in accordance with

(a) Canadian generally accepted accounting principles for municipal governments, which are the standards approved by the Public Sector Accounting Board included in the CPA Canada Public Sector Accounting Handbook published by the Chartered Professional Accountants of Canada, as amended from time to time, and

(b) any modification of the principles or any supplementary accounting standards or principles established by the Minister by regulation.

ATTACHMENTS:

[3. DRAFT - 2021 Audited Financial Statements](#)

Financial Statements of

LETHBRIDGE COUNTY

And Independent Auditors' Report thereon

Year ended December 31, 2021

MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

Lethbridge County's management is responsible for the preparation, accuracy, objectivity, and integrity of the accompanying financial statements and the notes thereto. Management believes that the financial statements present fairly the County's financial position as at December 31, 2021 and the results of its operations for the year then ended.

The financial statements have been prepared in accordance with Canadian public sector accounting standards. Financial statements are not precise, since they include certain amounts based on estimates and judgments. Such amounts have been determined on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintained a system of internal controls to produce reliable information to meet reporting requirements. The system is designed to provide management with reasonable assurance that transactions are properly authorized, reliable financial records are maintained, and assets are properly accounted for and safeguarded.

The County Council carries out its responsibilities for review of the financial statements principally through its Audit Committee. This committee meets regularly with management and external auditors to discuss the results of audit examinations and financial reporting matters. The external auditors have full access to the Audit Committee with and without the presence of management. The County Council has approved the financial statements.

The financial statements have been audited by the independent firm of KPMG LLP. Their report to the Members of Council of Lethbridge County, stating the scope of their examination and opinion on the financial statements, follows.

Chief Administrative Officer

Manager of Finance and Administration



KPMG LLP
3410 Fairway Plaza Road South
Lethbridge AB T1K 7T5
Canada
Tel 403-380-5700
Fax 403-380-5760

INDEPENDENT AUDITORS' REPORT

To the Reeve and Members of Council of Lethbridge County

Opinion

We have audited the accompanying financial statements of Lethbridge County (the "County"), which comprise:

- the statement of financial position as at December 31, 2021
- the statement of operations for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the County as at December 31, 2021, and its results of operations, changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.

We are independent of the County in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

KPMG LLP, an Ontario limited liability partnership and member firm of the KPMG global organization of independent member firms affiliated with KPMG International Limited, a private English company limited by guarantee. KPMG Canada provides services to KPMG LLP.



Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the County's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the County or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the County's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control.



- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the County's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the County to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants

Lethbridge, Canada

LETHBRIDGE COUNTY

Statement of Financial Position

December 31, 2021, with comparative information for 2020

	2021	2020
Financial assets:		
Cash	\$ 11,643,963	\$ 11,954,462
Investments (note 3)	21,901,080	16,882,091
Taxes and grants in place of taxes (note 4)	1,214,764	1,293,580
Trade and other receivables	6,994,193	7,110,585
Restricted cash (note 5)	3,226,717	3,285,004
	44,980,717	40,525,722
Financial liabilities:		
Accounts payable and accrued liabilities	1,726,118	1,425,229
Deposit liabilities	100,544	80,555
Deferred lease payments (note 7)	2,989,930	3,288,924
Deferred revenue (note 6)	2,299,365	2,338,066
Employee future benefits (note 17)	303,186	304,765
Long-term debt (note 8)	15,162,383	15,955,901
Other liabilities	927,352	946,938
	23,508,878	24,340,378
Net financial assets	21,471,839	16,185,344
Non-financial assets:		
Tangible capital assets (note 10)	122,322,859	124,484,072
Prepaid expenses and deposits	238,276	265,730
Inventories for consumption	1,320,654	1,301,887
	123,881,789	126,051,689
Contingent liabilities (note 13)		
Accumulated surplus (note 11)	\$ 145,353,628	\$ 142,237,033

See accompanying notes to financial statements.

LETHBRIDGE COUNTY

Statement of Operations

Year ended December 31, 2021, with comparative information for 2020

	Budget (note 20)	2021	2020
Revenue:			
Net municipal property taxes (note 12)	\$ 16,197,735	\$ 16,203,065	\$ 16,154,067
Sales and users charges	3,785,535	4,456,431	3,883,841
Government transfers (note 14)	1,353,000	1,548,276	757,887
Fines	75,000	105,824	66,642
Penalties and cost of taxes	204,000	487,996	139,375
Licenses and permits	39,500	84,900	55,550
Rentals	195,690	222,420	291,139
Return on investments	325,125	258,398	710,228
Gain on sale of tangible capital assets	-	3,598	11,565
Other	5,597,660	3,074,637	3,218,182
Total revenue	27,773,245	26,445,545	25,288,476
Expenses (note 15):			
Council and other legislative	575,250	500,972	468,653
General administration	3,800,670	4,504,799	4,462,296
Protective Services	1,999,320	2,358,203	2,265,822
Roads, Streets, walks and lighting	9,698,320	10,481,655	10,772,337
Fleet services	2,011,095	3,271,663	2,938,550
Water, wastewater and waste management	3,391,885	4,296,863	4,126,397
Parks and recreation	94,900	85,350	86,375
Family and community support	79,490	78,786	78,786
Agricultural development	1,086,435	878,948	915,719
Total expenses	22,737,365	26,457,239	26,114,935
Excess (deficiency) of revenue over expenses before the undernoted	5,035,880	(11,694)	(826,459)
Other:			
Deferred lease payments	-	298,994	298,994
Government transfers for capital (note 14)	3,478,620	2,829,295	4,459,753
	3,478,620	3,128,289	4,758,747
Excess of revenue over expenses	8,514,500	3,116,595	3,932,288
Accumulated surplus, beginning of year	142,237,033	142,237,033	138,304,745
Accumulated surplus, end of year	\$ 150,751,533	\$ 145,353,628	\$ 142,237,033

See accompanying notes to financial statements.

LETHBRIDGE COUNTY

Statement of Change in Net Financial Assets

Year ended December 31, 2021, with comparative information for 2020

	Budget (note 20)	2021	2020
Excess of revenue over expenses	\$ 8,514,500	\$ 3,116,595	\$ 3,932,288
Acquisition of tangible capital assets	(7,765,000)	(5,179,499)	(7,490,559)
Amortization of tangible capital assets	-	6,253,243	6,404,342
Gain on sale of tangible capital assets	-	(3,598)	(11,565)
Proceeds on sale of tangible capital assets	-	1,091,067	114,497
	(7,765,000)	5,277,808	2,949,003
Acquisition inventories for consumption	-	(2,250,479)	(1,940,801)
Acquisition of prepaid expenses	-	(236,622)	(274,728)
Use of inventories for consumption	-	2,231,712	2,272,124
Use of prepaid expenses	-	264,076	239,976
	-	8,687	296,571
Change in net financial assets	749,500	5,286,495	3,245,574
Net financial assets, beginning of year	16,185,344	16,185,344	12,939,770
Net financial assets, end of year	\$ 16,934,844	\$ 21,471,839	\$ 16,185,344

See accompanying notes to financial statements.

LETHBRIDGE COUNTY

Statement of Cash Flows

Year ended December 31, 2021, with comparative information for 2020

	2021	2020
Cash provided by (used in):		
Operating activities:		
Deficiency of revenue over expenses	\$ 3,116,595	\$ 3,932,288
Items not involving cash:		
Amortization of tangible capital assets	6,253,243	6,404,342
Gain on disposal of tangible capital assets	(3,598)	(11,565)
Deferred lease payments	(298,994)	(298,998)
Change in non-cash operating assets and liabilities:		
Taxes and grants in place of taxes	78,816	(191,434)
Trade and other receivables	116,392	(2,186,868)
Restricted cash	38,701	2,194,026
Accounts payable and accrued liabilities	300,889	114,533
Employee benefit obligations	(1,579)	(20,755)
Deposit liabilities	19,989	(238,600)
Deferred revenue	(38,701)	(2,194,026)
Prepaid expenses and deposits	27,454	(34,752)
Inventories for consumption	(18,767)	331,324
	9,590,440	7,799,515
Capital activities:		
Acquisition of tangible capital assets	(5,179,499)	(7,490,559)
Proceeds on sale of tangible capital assets	1,091,067	114,497
	(4,088,432)	(7,376,062)
Investing activities:		
Increase in investments	(5,018,989)	(615,921)
Financing activities:		
Payments on long-term debt	(793,518)	(757,283)
Net change in cash	(310,499)	(949,751)
Cash position, beginning of year	11,954,462	12,904,213
Cash position, end of year	\$ 11,643,963	\$ 11,954,462

See accompanying notes to financial statements.

LETHBRIDGE COUNTY

Notes to Financial Statements

Year ended December 31, 2021

1. Significant accounting policies:

The financial statements of Lethbridge County (the "County") are prepared by management in accordance with Canadian Public Sector Accounting Standards. Significant aspects of the accounting policies adopted by the County are as follows:

(a) Reporting entity:

The financial statements reflect the assets, liabilities, revenue and expenses of the reporting entity which comprises all of the organizations that are owned or controlled by the County and are, therefore, accountable to the Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental transactions and balances have been eliminated.

(b) Basis of accounting:

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets acquired.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

1. Significant accounting policies (continued):

(c) Use of estimates:

The preparation of financial statements in conformity with Canadian Public Sector Accounting Standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Significant items subject to such estimates and assumptions include the carrying amount of tangible capital assets, provisions for impairment of taxes and grants in place of taxes and trade and other receivables, provision for impairment in valuation of investments, employee future benefits, and the recognition of deferred lease payments and deferred revenues.

Actual results could differ from these estimates.

(d) Investments:

Investments are recorded at amortized cost. Investment premiums and discounts are amortized on the effective rate method over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

(e) Revenue recognition:

Net municipal property taxes are recognized as revenue as levied.

Sales and user charges are recognized as revenue as goods are transferred or services are rendered.

Contributed assets are recognized as revenue at fair market value of the assets at the date of receipt.

Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

All other income is recognized as earned.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

1. Significant accounting policies (continued):

(f) Requisition over-levy and under-levy:

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(g) Government transfers:

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

(h) Employee future benefits:

(i) The County and its employees make contributions to the Local Authority Pension Plan. These contributions are expensed as incurred. The costs of multi-employer defined contribution pension plan benefits, such as the Local Authority Pension Plan, are the employer's contributions due to the plan in the period.

(ii) Sick leave and other retirement benefits are also available to the County's employees. The costs of these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The obligations under these benefit plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

1. Significant accounting policies (continued):

(i) Contaminated sites liability:

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

(j) Non-financial assets:

Non financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. When conditions indicate that they no longer contribute to the County's ability to provide goods and services, or when the value of the future economic benefits associated with the tangible capital asset are less than their book value the assets are written down. The net write downs are accounted for as an expense. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight line basis over their estimated useful lives as follows:

Asset	Useful life - years
Land improvements	15 - 40
Buildings	15 - 50
Engineered structures	
Road systems	5 - 100
Water systems	45 - 75
Wastewater systems	45 - 75
Storm systems	45 - 75
Machinery and equipment	3 - 40
Vehicles	5 - 25

Assets under construction are not amortized until the asset is available for productive use.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

1. Significant accounting policies (continued):

(ii) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Leased tangible capital assets:

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

(iv) Works of art and cultural and historical assets:

Works of art and cultural and historical assets are not recorded as assets in these financial statements.

(v) Interest capitalization:

The County does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

(vi) Inventories for consumption:

Inventories held for consumption are recorded at the lower of cost and replacement cost with costs determined on an average cost basis.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

2. Future accounting pronouncements:

The following summarizes the upcoming changes to the Public Sector Accounting Standards by the Public Sector Accounting Standards Board (PSAB). In 2022, the County will continue to assess the impact and prepare for the adoption of these standards. While the timing of standard adoption can vary, certain standards must be adopted concurrently.

(a) PS 1201 - Financial Statement Presentation:

The implementation of this standard requires a new statement of re-measurement gains and losses separate from the statement of operations. This new statement will include the unrealized gains and losses arising from the re-measurement of financial instruments and items denominated in foreign currency. This standard is effective for fiscal years beginning on or after April 1, 2022.

(b) PS 3450 - Financial Instruments:

This section establishes recognition, measurement, and disclosure requirements for derivative and non-derivative instruments. The standard requires fair value measurements of derivative instruments and equity instruments; all other financial instruments can be measured at either cost or fair value depending upon elections made by the government. Unrealized gains and losses will be presented on the new statement of re-measurement gains and losses arising from the adoption of PS 1201. There will also be a requirement to disclose the nature and extent of risks arising from financial instruments and clarification is given for the de-recognition of financial liabilities. As the County does not invest in derivatives or equity instruments based on its investment policy, it is anticipated that the adoption of this standard will have a minimal impact on the County. This standard is effective for fiscal years beginning on or after April 1, 2022.

(c) PS 2601 - Foreign Currency Translation:

This section establishes guidance on the recognition, measurement, presentation and disclosure of assets and liabilities denominated in foreign currencies. The Section requires monetary assets and liabilities, denominated in a foreign currency and non-monetary items valued at fair value, denominated in a foreign currency to be adjusted to reflect the exchange rates in effect at the financial statement date. The resulting unrealized gains and losses are to be presented in the new statement of re-measurement gains and losses. This standard is effective for fiscal years beginning on or after April 1, 2022.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

2. Future accounting pronouncements (continued):

(d) PS 3041 - Portfolio Investments:

This section removes the distinction between temporary and portfolio investments and provides additional guidance on recognition, measurement, presentation and disclosure of these types of investments. Upon adoption of this section and PS 3450, PS 3040 - Portfolio Investments will no longer be applicable. This standard is effective for fiscal years beginning on or after April 1, 2022.

The requirements in PS 1201, PS 3450, PS 2601 and PS 3041 are required to be implemented at the same time.

Management has indicated that the impact of the adoption of this standard is being evaluated and it is not known or reasonably estimable at this time.

(e) PS 3280 - Asset retirement obligations:

This section provides guidance on how to account for and report a liability for retirement of a tangible capital asset. This standard is effective for fiscal years beginning on or after April 1, 2022.

(f) PS 3400 - Revenue:

This section provides guidance on how to account for and report on revenue, specifically addressing revenue arising from exchange transactions and unilateral transactions. This standard is effective for fiscal years beginning on or after April 1, 2022.

(g) PSG-8 - Purchased Intangibles:

This new guideline allows for recognition of intangibles purchased through an exchange transaction. Narrow-scope amendments were made to PS 1000 Financial Statement Concepts to remove prohibition on recognition of intangibles purchased through exchange transactions and PS 1201 Financial Statement Presentation to remove the requirement to disclose that purchased intangibles are not recognized. This is effective for fiscal years beginning on or after April 1, 2023.

(h) PS 3160 - Public Private Partnerships:

This section establishes standards on how to account for public private partnership arrangements. This standard is effective for fiscal years beginning on or after April 1, 2023.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

3. Investments:

	2021	2020
Short-term deposits	\$ 565,960	\$ 556,554
Temporary investments, with original maturities of over 3 months	21,335,120	16,265,537
Total	\$ 21,901,080	\$ 16,822,091

Temporary investments are short-term deposits comprised of redeemable GICs with interest rates ranging from 0.75% to 2.25% (2020 – 2.05% to 4.50%). The investments will mature on or before December 31, 2022 (2020 – September 14, 2023).

4. Taxes and grant in place of taxes:

	2021	2020
Secured:		
Current taxes and grants in place of taxes	\$ 1,830,997	\$ 1,102,665
Arrears taxes	564,583	1,500,971
	2,395,580	2,603,636
Less: allowance for uncollectible taxes	(1,180,816)	(1,310,056)
	\$ 1,214,764	\$ 1,293,580

5. Restricted cash:

Restricted cash is comprised of funds set aside in the Municipal Land Reserve account and funding contributions received for restricted purposes not spent. Municipal reserve funds may be used only for the purposes specified in the Municipal Government Act, section 671(4). Accordingly, these amounts are not available for current operations.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

6. Deferred revenue:

Deferred revenue, reported on the statement of financial position, is made up of the following:

	December 31, 2020	Externally restricted inflows (repayments)	Revenue recognized	December 31, 2021
Municipal Sustainability Initiative Grant - Capital (MSI)	\$ 1,312,608	\$ 1,456,504	\$ (1,136,975)	\$ 1,632,137
Federal Gas Tax Fund Grant (FGTF)	417,123	-	(191,318)	225,805
Municipal Sustainability Initiative Grant - Operating (MSI)	107,427	105,758	(112,196)	100,989
Alberta Community Partnership (ACP)	52,865	(52,865)	-	-
Strategic Transportation Infrastructure Program (STIP)	313,731	-	(313,731)	-
Other	97,269	80,283	(38,317)	139,235
Other - Provincial	33,843	2,765,771	(2,601,615)	197,999
Other - Federal	3,200	21,736	(21,736)	3,200
Total	\$ 2,338,066	\$ 4,377,187	\$ (4,415,888)	\$ 2,299,365

Funding allocations for the 2017 to 2021 years have been made available to the County from the Municipal Sustainability Initiative ("MSI") – Capital Component, and the Federal Gas Tax Fund ("FGTF") are also available to the County. These allocations are only receivable from the funding source upon approval of project submissions made by the County. As at December 31, 2021, the County did not have any approved projects submitted towards these allocations. As a result these allocations have not been included in these financial statements.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

6. Deferred revenue (continued):

	2021	2020
MSI:		
Unpaid allocations available, beginning of year	\$ 2,759,771	\$ 2,907,700
Annual allocation	3,435,972	2,716,670
Proceeds approved	(1,562,262)	(2,864,599)
Unpaid allocations available, end of year	4,633,481	2,759,771
FGTF:		
Unpaid allocations available, beginning of year	1,608,216	2,070,808
Annual allocation	1,239,798	595,786
Proceeds approved	-	(1,058,378)
Unpaid allocations available, end of year	2,848,014	1,608,216
	\$ 7,481,495	\$ 4,367,987

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

7. Deferred lease payments:

	2021	2020
Balance, beginning of year	\$ 3,288,924	\$ 3,587,918
Amortization	(298,994)	(298,994)
	\$ 2,989,930	\$ 3,288,924

The County received \$8,969,812 as a prepaid lease payment from McCain Foods Limited for the use of a water treatment plant. The lease is for the useful operating life of the plant. The minimum term was for an initial period of ten years ending December 31, 2011 with four subsequent renewal terms of five years each. The deferred lease payments will be recognized as revenue as the payments are being used to fund the acquisition of the water treatment plant. The revenue will be recognized evenly over the thirty year minimum term of the lease, including the four renewal terms.

8. Long-term debt:

	2021	2020
Debenture tax supported	\$ 15,162,383	\$ 15,955,901
Current portion	\$ 793,518	\$ 753,317

Principal and interest repayments are due as follows:

	Principal	Interest	Total
2021	\$ 835,915	\$ 557,965	\$ 1,393,880
2022	876,169	518,927	1,395,096
2023	915,911	477,855	1,393,766
2024	548,359	435,291	983,650
2025	533,256	394,521	927,777
Thereafter	11,452,773	4,626,289	16,079,062

Debenture debt is repayable to Alberta Municipal Financing Corporation and bears interest at the rate of 2.765% to 6.500% per annum, before Provincial subsidy, and matures in periods 2024 to 2048. For qualifying debentures, the Province of Alberta rebates 60% of interest in excess of 8%, 9%, and 11% to a maximum annual rate of 12.5%, depending on the date borrowed. Debenture debt is issued on the credit and security of the Lethbridge County at large.

Interest payments on long-term debt amounted to \$570,486 (2020 - \$610,651).

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

9. Debt limits:

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 294/2020 of the Lethbridge County be disclosed as follows:

	2021	2020
Total debt limit	\$ 40,116,810	\$ 37,932,714
Total debt	15,162,383	15,955,901
Unused debt limit	\$ 24,954,427	\$ 21,976,813
Debt servicing limit	\$ 6,686,135	\$ 6,303,468
Debt servicing	1,372,735	1,367,934
Amount of debt servicing limit unused	\$ 5,313,400	\$ 4,935,534

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 294/2020) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

10. Tangible capital assets:

	Land	Land Improvements	Buildings	Road systems	Water systems	Wastewater systems	Storm systems	Machinery and equipment	Vehicles	Total 2021	Total 2020
Cost:											
Balance, beginning of year	\$4,580,753	\$153,986	\$5,199,282	\$321,799,705	\$20,378,380	\$24,402,736	\$2,545,521	\$15,551,434	\$4,222,621	\$398,834,418	\$391,609,399
Additions	35,000	-	-	2,247,536	-	-	220,051	1,838,159	838,753	5,179,499	7,490,559
Disposals	(593)	-	-	(39,472)	-	-	-	(1,302,617)	(1,313,616)	(2,656,298)	(265,541)
Balance, end of year	\$4,615,160	\$153,986	\$5,199,282	\$324,007,769	\$20,378,380	\$24,402,736	\$2,765,572	\$16,086,976	\$3,747,758	\$401,357,619	\$398,834,417
Accumulated amortization:											
Balance, beginning of year	\$-	\$69,713	\$3,152,245	\$246,293,845	\$5,245,428	\$9,569,586	\$357,842	\$7,775,221	\$1,886,467	\$274,350,347	\$268,108,613
Disposals	-	-	-	(36,972)	-	-	-	(668,360)	(863,498)	(1,568,830)	(162,610)
Amortization	-	8,089	118,321	4,319,557	292,772	499,563	36,538	610,287	368,116	6,253,243	6,404,342
Balance, end of year	\$-	77,802	3,270,566	250,576,430	5,538,200	10,069,149	394,380	7,717,148	1,391,085	279,034,760	274,350,345
Net book value, end of year 2021	\$4,615,160	\$76,184	\$1,928,716	\$73,431,339	\$14,840,180	\$14,333,587	\$2,371,192	\$8,369,828	\$2,356,673	\$122,322,859	\$124,484,072
Net book value, end of year 2020	\$4,580,753	\$84,273	\$2,047,037	\$75,505,860	\$15,892,696	\$14,833,150	\$2,187,679	\$7,776,213	\$2,336,154	\$-	\$124,484,072

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

10. Tangible capital assets (continued):

(a) Assets under construction:

Assets under construction having a value of \$594,129 (2020 - \$41,720) have not been amortized. Amortization of these assets will commence when the asset is put into service. The breakdown of assets under construction are as follows:

Water	\$	1,585
Storm Systems		66,047
Roads		333,848
Bridges		192,649
		<hr/>
		\$ 594,129

(b) Tangible capital assets disclosed at nominal values:

Where an estimate of fair value could not be made, the tangible capital asset has been recognized at a nominal value. Land is the only category where nominal values were assigned, a nominal value of \$190 has been applied to 11.80 acres total of Municipal reserve public access walk ways.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

11. Accumulated surplus:

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

	Unrestricted	Restricted Surplus (i)	Equity in TCA (ii)	Total 2021	Total 2020
Balance, beginning of year	\$ 3,096,025	\$ 33,901,761	\$ 105,239,247	\$ 142,237,033	\$ 138,304,745
Excess of revenue over expenses	3,116,595	-	-	3,116,595	3,932,288
Transferred to restricted surplus	(9,255,995)	9,255,995	-	-	-
Acquisition of tangible capital assets	-	(5,179,499)	5,179,499	-	-
Net book value of tangible capital assets disposed	1,087,470	-	(1,087,470)	-	-
Amortization of capital assets	6,253,243	-	(6,253,243)	-	-
Deferred lease payments	(298,994)	-	298,994	-	-
Debt principal paid	(793,518)	-	793,518	-	-
Balance, end of year	\$ 3,204,826	\$ 37,978,257	\$ 104,170,545	\$ 145,353,628	\$ 142,237,033

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

11. Accumulated surplus (continued):

	2021	2020
(i) Reserves:		
Administration Building Reserve	\$ 665,397	\$ 603,193
ASB Reserve Future Projects	261,891	160,051
IT Operating Reserve	-	13,923
Donation Reserve	23,015	24,015
Community Grant Reserve	34,588	34,588
Computer Replacement Reserve	211,260	220,609
Council Discretionary Reserve	157,337	96,515
Drainage Reserve	410,014	500,354
Emergency Services Reserve	1,952,797	2,079,992
Utilities Future Project Reserve	4,415,498	3,706,941
Fleet Equipment Replacement	5,639,050	5,708,654
Commercial and Industrial Land Reserve	4,511,683	4,273,963
Gravel Pit Reclamation Reserve	55,196	54,569
Kedon Road Reserve	584,922	478,272
Safety Program Reserve	107,224	95,606
Municipal Debt Reduction Proceeds Reserve	4,956,133	3,678,163
Public works Reserve	3,610,068	3,214,770
Market Access Network Reserve	7,639,067	6,087,227
Recreation Reserve	165,775	212,025
Snow Removal Reserve	874,842	824,842
Other Designated Reserves	1,702,500	1,833,489
Total reserves	\$ 37,978,257	\$ 33,901,761

(ii) Equity in tangible capital assets:

	2021	2020
Tangible capital assets (note 11)	\$401,357,619	\$398,834,417
Accumulated amortization (note 11)	(279,034,760)	(274,350,345)
Long-term debt (note 9)	(15,162,383)	(15,955,901)
Deferred lease (note 6)	(2,989,930)	(3,288,924)
Total equity in tangible capital assets	\$104,170,545	\$105,239,247

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

12. Net municipal property taxes:

Taxation revenue, reported on the statement of operations, is made up of the following:

	Budget	2021	2020
General taxation:			
Real property taxes	\$ 17,026,138	\$ 17,031,468	\$ 17,438,399
Linear property taxes	3,506,733	3,506,733	3,019,567
Government grants in place of property taxes	1,412,881	1,412,881	1,357,122
	21,945,752	21,951,082	21,815,088
Less taxes levied for other authorities:			
School Authorities	377,721	377,721	368,789
Alberta School Foundation Fund	5,078,668	5,078,668	5,009,771
Green Acres Foundation	291,628	291,628	282,461
	5,748,017	5,748,017	5,661,021
Net municipal property taxes	\$ 16,197,735	\$ 16,203,065	\$ 16,154,067

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

13. Contingent liabilities:

Lethbridge County is a member of Genesis which provides liability insurance. The investment in this program is not reflected as an asset in the accompanying financial statements. The County was also a member of the Alberta Local Authorities Reciprocal Insurance Exchange (ALARIE), which is in the process of being wound down.

Under the terms of membership, the County could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

14. Government transfers:

	Budget	2021	2020
Operating	\$ 1,353,000	\$ 1,548,276	\$ 757,887
Capital	3,478,620	2,829,295	4,459,753
	\$ 4,831,620	\$ 4,377,571	\$ 5,217,640

Government transfers are comprised of:

	Budget	2021	2020
Federal transfers:			
Shared-cost agreement and grants-operating	\$ -	\$ -	\$ -
Shared cost agreement and grants- capital	-	191,318	1,058,378
Total federal transfer	-	191,318	1,058,378
Provincial transfers:			
Shared-cost agreement and grants- operating	1,353,000	1,548,276	757,887
Shared cost agreement and grants- capital	3,478,620	2,637,977	3,401,375
Total provincial transfers	4,831,620	4,186,253	4,159,262
Total government transfers	\$ 4,831,620	\$ 4,377,571	\$ 5,217,640

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

15. Expenses by object:

	Budget	2021	2020
Salaries, wages and benefits	\$ 8,188,150	\$ 8,046,411	\$ 7,797,011
Contracted and general services	5,315,640	6,134,247	6,077,361
Materials, good and utilities	7,697,190	4,044,271	3,776,712
Provision for Allowances	-	160,176	115,609
Transfers to local boards and agencies	748,490	747,234	718,238
Transfers to individual and organizations	209,500	501,171	466,738
Interest on long-term debt	578,395	570,486	650,709
Amortization	-	6,253,243	6,512,554
Total expenses by object	\$ 22,737,365	\$ 26,457,239	\$ 26,114,932

16. Segmented information:

Segmented information has been identified based upon lines of service provided by the County. County services are provided by departments and their activities are reported by functional area in the body of the financial statements. Certain lines of service that have been separately disclosed in the segments information, along with the services they provide, are as follows:

(a) Protective Services:

The mandate of Protective Services is to provide for the rescue and protection of people and property within Lethbridge County through effective and efficient management and coordination of emergency service systems and resources.

(b) Public Works:

The Public Works department is responsible for the delivery of municipal public works services related to the planning, development and maintenance of roadway systems, streets, walks and lighting.

(c) Utility Services:

The Utility department is responsible for water supply and distribution services within Lethbridge County, as well as wastewater treatment and disposal activities and waste management functions.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

16. Segmented information (continued):

(d) Community Services:

Community Services provides funding for programs that support individuals, families, and communities. Programs and services are delivered through Family and Community Support Services.

(e) Parks and Recreation:

The Parks and Recreation department is responsible for clean, safe and attractive parks within Lethbridge County.

(f) Agricultural Development:

The County is responsible for agricultural development activities including pest control, soil, weed and crop services, agricultural field services, and roadside mowing programs.

Certain allocation methodologies are employed in the preparation of segmented financial information. Taxation and payments-in-lieu of taxes are allocated to the segments based on the segment's budgeted net expenditure. User charges and other revenue have been allocated to the segments based upon the segment that generated the revenue. Government transfers have been allocated to the segment based upon the purpose for which the transfer was made.

The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

Page 32 of 37

16. Segmented information (continued):

2021	Emergency Services	Public Works	Utility Services	Community Services	Parks and Recreation	Agriculture Development	Other and unallocated	Total 2021
Revenue:								
Taxation	\$ -	\$ -	\$ 588,088	\$ -	\$ -	\$ -	\$ 15,614,977	\$ 16,203,065
Goods and services	-	697,730	3,630,049	-	-	51,625	77,027	4,456,431
Government transfers	-	2,904,489	3,150	-	5,991	305,907	1,158,034	4,377,571
Fines	105,824	-	-	-	-	-	-	105,824
Penalties and cost of taxes	-	-	6,075	-	-	-	481,921	487,996
Licenses and permits	-	-	-	-	-	-	84,900	84,900
Rentals	-	-	35,679	-	-	5,850	180,891	222,420
Return on investments	-	1,358	-	-	-	-	257,040	258,398
Gain (loss) on sale of tangible capital assets	-	(186,997)	-	-	-	-	190,595	3,598
Other revenue	488,000	2,380,443	71,370	-	-	4,031	429,787	3,373,631
Total revenue	593,824	5,797,023	4,334,411	-	5,991	367,413	18,475,172	29,573,834
Expenses:								
Salaries and wages	207,649	3,765,882	663,759	-	44,342	658,201	2,706,578	8,046,411
Contracted and general	2,131,441	733,850	1,895,776	-	16,175	29,188	1,327,817	6,134,247
Materials	9,483	3,577,647	153,424	-	23,001	176,754	103,962	4,044,271
Provisions for allowances	-	-	-	-	-	-	160,176	160,176
Transfer to local boards and agencies	-	-	588,088	78,786	-	-	80,360	747,234
Transfers to individuals and organizations	-	-	-	-	-	-	501,171	501,171
Interest on long-term debt	-	416,731	153,755	-	-	-	-	570,486
Amortization	9,630	5,259,208	842,061	-	1,832	14,806	125,706	6,253,243
Total expenses	2,358,203	13,753,318	4,296,863	78,786	85,350	878,949	5,005,770	26,457,239
Excess (deficiency) of revenue over expenses	\$ (1,764,379)	\$ (7,956,295)	\$ 37,548	\$ (78,786)	\$ (79,359)	\$ (511,536)	\$ 13,469,402	\$ 3,116,595

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

Page 33 of 37

16. Segmented information (continued):

2020	Protective Services	Public Works	Utility Services	Community Services	Parks and Recreation	Agriculture Development	Other and unallocated	Total 2020
Revenue:								
Taxation	\$ -	\$ 129,650	\$ 569,145	\$ -	\$ -	\$ -	\$ 15,455,272	\$ 16,154,067
Goods and services	-	501,706	3,264,716	-	-	59,404	58,015	3,883,841
Government transfers	-	4,428,472	574,843	-	-	123,907	50,418	5,177,640
Fines	66,642	-	-	-	-	-	-	66,642
Penalties and cost of taxes	-	-	5,140	-	-	-	134,235	139,375
Licenses and permits	-	-	-	-	-	-	55,550	55,550
Rentals	-	74,607	30,494	-	-	5,148	180,890	291,139
Return on investments	-	1,590	-	-	-	-	708,638	710,228
Gain (loss) on sale of tangible capital assets	-	8,406	-	-	-	-	3,159	11,565
Other revenue	428,429	2,293,612	75,968	-	-	-	759,167	3,557,176
Total revenue	495,071	7,438,043	4,520,306	-	-	188,459	17,405,344	30,047,223
Expenses:								
Salaries and wages	169,301	3,303,812	754,987	-	49,355	724,066	2,795,490	7,797,011
Contracted and General	2,069,661	1,126,393	1,636,460	-	5,907	32,564	1,206,376	6,077,361
Materials	21,552	3,296,953	145,283	-	29,281	143,574	140,072	3,776,715
Provision for allowances	-	-	-	-	-	-	115,609	115,609
Transfer to local boards and agencies	-	-	569,145	78,786	-	-	70,307	718,238
Transfers to individuals and organizations	-	-	-	-	-	-	466,738	466,738
Interest on long-term debt	-	469,846	180,863	-	-	-	-	650,709
Amortization	5,308	5,513,884	839,659	-	1,832	15,516	136,355	6,512,554
Total expenses	2,265,822	13,710,888	4,126,397	78,786	86,375	915,720	4,930,947	26,114,935
Excess (deficiency) of revenue over expenses	\$ (1,770,751)	\$ (6,272,845)	\$ 393,909	\$ (78,786)	\$ (86,375)	\$ (727,261)	\$ 12,474,397	\$ 3,932,288

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

17. Employee benefit obligations:

	2021	2020
Vacation	\$ 165,744	\$ 163,172
Post-employment benefits	137,442	142,354
	\$ 303,186	\$ 305,526

Vacation:

The vacation liability is comprised of the vacation that employees are deferring to future years. Employees have earned these benefits and are expected to use them within the next budgetary year.

Post-employment benefits:

The County provides a retirement allowance for its employees. Employees with over 10 years of service to the County are eligible for the allowance at a rate of \$450 per year for each year of service over 10 years, plus \$1,500, up to a maximum of \$15,000. The benefit is paid out when the employee ceases to be an employee of the County.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

18. Local authorities pension plan:

The County participates in a multi-employer defined benefit pension plan. This plan is accounted for as a defined contribution plan.

Employees of the County participate in the Local Authorities Pension Plan (LAPP), which is covered by the Public Sector Pension Plans Act. The Plan serves about 275,863 people and about 433 employers. It is financed by employer and employee contributions and investment earnings of the LAPP fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The County is required to make current service contributions to the Plan of 9.39% (2020 - 9.39%) of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 13.84% (2020 - 13.84%) on pensionable earnings above this amount. Employees of the County are required to make current service contributions of 8.39% (2020 - 8.39%) of pensionable salary up to the year's maximum pensionable salary and 12.84% (2020 - 12.84%) on pensionable salary above this amount.

Total current services contributions by the County to the Local Authorities Pension Plan in 2021 were \$510,709 (2020 - \$515,098). Total current service contributions by the employees of the County to the Local Authorities Pension Plan in 2021 were \$463,931 (2020 - \$469,939).

At December 31, 2020, the LAPP disclosed an surplus of \$5.0 billion (2020 - \$7.9 billion).

19. Comparative information:

Certain 2020 comparative information has been reclassified to conform with the financial statement presentation adopted for the current year.

20. Budget and statement of operation reconciliation:

The following table reconciles the excess of revenue over expenses in the Statement of Operations to the Budget Balance as shown in the 2021-2023 Budget and demonstrates how the legislative requirement for a balanced budget (where planned revenue sources equal planned expenditures) has been met.

The reconciliation below to encompass these items is provided for information purposes only to provide users with supplementary comparative information. It should not be used as a replacement for the statement of financial activities and accumulated surplus and users should note that this information may not be appropriate for their purposes.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

20. Budget and statement of operation reconciliation (continued):

	Budget	2021	2020
Excess of revenue over expenses	\$ 8,514,500	\$ 3,116,595	\$ 3,932,288
Adjustments to revenue:			
Equipment rental revenue, internal	3,508,350	3,879,777	3,358,645
Transfers from reserves	5,066,000	5,227,257	7,004,995
Gain on sales of tangible capital assets	-	(3,598)	(11,565)
Deferred lease payment	-	(298,994)	(298,994)
Services recovered, internal	917,780	918,748	765,341
Adjustments to expenses:			
Equipment rental costs, internal	(3,508,350)	(3,804,833)	(3,243,460)
Transfer to reserves	(5,005,870)	(9,200,990)	(7,324,277)
Capital purchases as per budget	(7,765,000)	(5,058,786)	(8,310,588)
Debt principal payments	(794,630)	(793,518)	(757,283)
Services performed, internal	(917,780)	(919,096)	(765,341)
Amortization expense	-	6,253,243	6,404,342
Provision for allowances	(15,000)	-	74,607
Budget balance, surplus (deficit)	\$ -	\$ (684,195)	\$ 828,710

The budget information was approved by Council on January 18, 2020.

LETHBRIDGE COUNTY

Notes to Financial Statements (continued)

Year ended December 31, 2021

21. Salary and benefits disclosure:

Disclosure of salaries and benefits for elected municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	2021		2020	
	Salary (i)		Benefits and Allowances (ii)	
Councillors:				
Division 1	\$ 54,673	\$ 11,500	\$ 66,173	\$ 67,866
Division 2	39,642	10,337	49,979	40,968
Division 3	32,940	9,979	42,919	45,247
Division 4	35,507	10,652	46,159	42,000
Division 5	28,147	8,379	36,526	44,588
Division 6	36,034	10,356	46,390	46,464
Division 7	35,962	9,279	45,241	43,228
	262,905	70,482	333,387	330,361
Chief Administrative Officer	212,940	41,651	254,591	266,248
Designated officers (2 positions)	205,698	43,373	249,071	249,782

(i) Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.

(ii) Benefits and allowances include the employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long- and short-term disability plans, professional memberships, and tuition.

Benefits and allowances also include the employer's share of the costs of additional taxable benefits including special leave with pay, financial planning services, retirement services, concessionary loans, travel allowances, car allowances, and club memberships.

22. Approval of financial statements:

These financial statements were approved by Council and Management.

AGENDA ITEM REPORT



Title: Shaughnessy Community Association Funding Request
Meeting: Council Meeting - 21 Apr 2022
Department: Corporate Services
Report Author: Jennifer Place

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 11 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:

The Shaughnessy Community Association has reached out to the County with a request for funding to assist the association with the replacement of the community hall boiler. A report was presented to Council on March 10th, when direction was given to have the association come as a delegation to the April 7th meeting to allow Council an opportunity to ask questions and get more clarity. Following the associations presentation, Council directed staff to bring a report to the April 21st meeting with details of the financial requirements and funding options. The estimated cost for the boiler replacement which includes some asbestos removal is \$92,577.

RECOMMENDATION:

RECOMMENDED OPTIONS FOR CONSIDERATION:

- A. That County Council supports the Shaughnessy Community Association's request for funding to replace the boiler to a maximum amount of \$11,060 to be funded from the Tax Equalization Reserve.
- B. That County Council approves the Shaughnessy Community Association's request (provided they are a non-profit organization as defined in the Municipal Government Act) for a loan of up to \$11,060, with funds to be drawn from the Tax Equalization Reserve, with the terms of repayment to be negotiated by administration. The Tax Equalization Reserve balance is to be replenished as the loan is repaid.
- C. That County Council supports the Shaughnessy Community Association's request for funding to replace the boiler in the amount of \$11,060, \$5,000 to be funded from the Tax Equalization Reserve and the balance provided in the form of a loan up to \$6,060, with funds to be drawn from the Tax Equalization Reserve, with the terms of repayment to be negotiated by administration. The Tax Equalization Reserve balance is to be replenished as the loan is repaid.

D. That County Council deny the Shaughnessy Community Association's request for funding.

PREVIOUS COUNCIL DIRECTION / POLICY:

Policy #161 - Donations to Community Organizations, Programs, Events & Activities

Annual budget as approved by Council includes a \$10,000 payment to each of the Community Halls within the County to assist with their operational and capital needs. The 2022 payment has been issued to all of the Community Associations.

221/19 - K. BENSON MOVED that County Council approves the McNally Community Association's request (provided they are a non-profit organization as defined in the Municipal Government Act) for a loan of up to \$60,000, with funds to be drawn from the Tax Equalization Reserve, for a term of five years at an annual percentage rate of prime plus one percent compounded monthly. The Tax Equalization Reserve balance is to be replenished as the loan is repaid. CARRIED

BACKGROUND INFORMATION:

An email was received from the Shaughnessy Community Association in late February indicating that they would like to make a request to Council for some funding to assist with the replacement of the community hall boiler. The existing boiler is 70 years old and is in need of major repairs, however they are finding it difficult to locate parts due to the age of the boiler and when they are able to locate parts they are very expensive. There was also some asbestos found in the boiler and some lines that requires removal. In addition to reducing the hall's gas bills, replacing the boiler would also reduce the amount of time the pilot light needs to run and would cut down on green house emissions and carbon moving forward.

Since the pandemic started two years ago, the association has been unable to hold their annual fundraiser reducing revenues that would support a project of this size. However, they plan to have their annual fundraiser with a live and silent auction, which would take place in the Fall.

Below is a summary of the funding breakdown as per the association.

Estimated Boiler Replacement Cost	\$92,577	
Community Facility Enhancement Fund (CFEP Grant)	(\$26,768)	Pending scope of work change from gymnasium to boiler.
Shaughnessy Community Association	(\$24,750)	Grant matching portion plus \$2,020 in association "in-kind" contribution
Community Foundation of Lethbridge & Southern Alberta Grant	(\$15,000)	Pending May 15th Approval*
Shaughnessy Community Association	(\$15,000)	Grant matching portion
Balance Remaining	\$11,060	Unfunded Portion of Project

**If the Community Foundation of Lethbridge & Southern Alberta Grant is NOT approved the association would require an additional \$15,000, for a total unfunded portion of \$26,060.*

ALTERNATIVES / PROS / CONS:

- A. To provide some funding to the association to assist with the replacement of the boiler.
- PRO - would assist the association in getting the boiler replacement completed in a timely manner
 - CON - future requests of a similar nature could come forward from other associations and/or for larger amounts.

B. To provide funding through in the form of a "loan" similar to the McNally Community Associations request per Council Resolution #221/19.

- PRO - is consistent with a similar request received from McNally Community Association
- CON - the County would have to ensure the Shaughnessy Community Association is in the position to repay any funds lent by the County

C. To provide a hybrid option of council donated funds and "loan" funds.

- PRO - would assist the association in getting the boiler replacement completed in a timely manner
- CON - future requests of a similar nature could come forward from other associations and/or for larger amounts.

D. To not provide funding for the boiler replacement.

- PRO - does not create or set a precedent for future requests.
- CON - may delay the boiler replacement due to lack of funding

FINANCIAL IMPACT:

Administration would recommend any funding approved be taken from the Tax Equalization Reserve (reserve balance - \$4,956,133)

REASON(S) FOR RECOMMENDATION(S):

Administration has done its best to provide Council with several recommendation options for consideration. The recommendation is based on the assumption that the Community Foundation of Lethbridge & Southern Alberta Grant is approved in that amount of \$15,000.

ATTACHMENTS:

[161DonationstoCommunityOrganizations_iRq33w](#)



Lethbridge County Policy Handbook

EFFECTIVE: August 1, 2013 **SECTION:** 100 NO. 161 Page 1 of 7
APPROVED BY: County Council **SUBJECT:** Donations to Community Organizations, Programs, Events & Activities
REVISED DATE: September 2, 2021

Purpose

- To establish consistent guidelines for Council to donate financial resources or provide in-kind support to community programs, organizations, events & activities.
- To provide the authority to the Chief Administrative Officer (CAO) regarding requests for donations up to a value of \$200.
- To provide clear procedures for Administration and Council to provide and respond to requests for donations.

Policy Statement

Lethbridge County appreciates the positive contributions that community organizations make to the quality of life in the County, and recognizes that municipal government support may be required to help further the goals of community programs, organizations, events and activities.

Policy Guidelines and Procedures

1. Eligibility

- a. Consideration of providing support of community programs, organizations, events and activities through donations shall be limited to those that demonstrate any of the following:
 - (i) a need for financial support or specific in-kind from the County;
 - (ii) are held for the enjoyment and benefit of the general public;
 - (iii) are hosted on a yearly basis or recognize significant milestones events; and/or
 - (iv) take place within the County boundaries.
- b. The following are not eligible for support under this policy
 - (i) private functions;
 - (ii) capital facilities and equipment including requests for gravel donations;



Lethbridge County Policy Handbook

EFFECTIVE: August 1, 2013

SECTION: 100 NO. 161 Page 2 of 7

APPROVED BY: County Council

SUBJECT: Donations to Community
Organizations, Programs,
Events & Activities

REVISED DATE: September 2, 2021

- (iii) youth and adult sports teams and associated programs/events, activities and school reunions; and
- (iv) programs, organizations, events and activities that receive support from the County through other programs or policies.
- (v) major County and inter-County events (eg. Lethbridge International Air Show).

2. Donations

- a. Donations may be cash or in-kind contributions
- b. In-kind contributions are donations that do not involve a direct cash contribution but instead might include providing promotional items or County services or other materials or supplies.

3. Criteria

- a. In evaluating each application, decisions will be based on merit with consideration being given to the following:
 - (i) evidence for the need;
 - (ii) number of local residents served;
 - (iii) quality of management (established track record, proposal well thought out, etc.);
 - (iv) number of local volunteers;



Lethbridge County Policy Handbook

EFFECTIVE: August 1, 2013 **SECTION:** 100 NO. 161 Page 3 of 7
APPROVED BY: County Council **SUBJECT:** Donations to Community Organizations, Programs, Events & Activities
REVISED DATE: September 2, 2021

- (v) mitigation of barriers to services for people with mental and physical disabilities and minority groups;
- (vi) level of involvement with other community partners;
- (vii) agreement to acknowledge the County's contribution in all publicity related events or activities relating to the event.

4. Funding Allotment & Allocation

a. The County shall support this based on the following:

- (i) Applicants are able to request a maximum amount of \$500 or up to \$1,000 for in-kind donations.
No gravel will be granted. The funds will be provided from the Donations Reserve. Any donations exceeding the policy limits will be allocated from Councillor's Discretionary Reserve funds.

5. Grant Applications

a. Applications must be completed in full and contain the following:

- (i) name, address and contact information for the organization;
- (ii) the amount of financial support being requested;
- (iii) a description of the program, event or activity and associated dates and timelines;
- (iv) a budget identifying the proposed revenue and expenditure pertinent to the request;
- (v) an explanation of how the County's support will be recognized during the program, event or activity.



Lethbridge County Policy Handbook

EFFECTIVE: August 1, 2013

SECTION: 100 NO. 161 Page 4 of 7

APPROVED BY: County Council

SUBJECT: Donations to Community
Organizations, Programs,
Events & Activities

REVISED DATE: September 2, 2021

- (vi) completed application forms must be submitted to the County. If the application is not properly filled-out, the grant application will not be considered.
- (vii) must be received at least 30 days before the date of the need for support.

- b. County Council shall be the deciding authority on all applications, except for donation requests of \$200 or less, which the CAO will have the authority to approve.

6. Accountability of Funds

- a. Applicants will be notified in writing once a final decision on their application has been made.
- b. Applicants who are provided with support pursuant to this policy shall be accountable for the expenditures of funds provided.
- c. The entire amount of financial support provided must be used exclusively for the program, organization, event or activity identified in the application.
- d. The community programs, activities and events must be conducted within six months of the date the donation is approved.
- e. If the community programs, activities or events do not occur within the allotted time, a written letter of request for an extension must be submitted. If an extension is not received, or if an extension is not granted, the community organization or group shall return all the funds provided by the County.
- f. The County's support must be recognized during the program, event or activity in the manner described in the application.



Lethbridge County Policy Handbook

EFFECTIVE: August 1, 2013 **SECTION:** 100 NO. 161 Page 5 of 7
APPROVED BY: County Council **SUBJECT:** Donations to Community Organizations, Programs, Events & Activities
REVISED DATE: September 2, 2021

- g. Organizations, programs, events and activities receiving support pursuant to this policy must be conducted in accordance with all applicable laws, statutes, and regulations.

7. Door Prizes

- a. If the request is for a door prize, silent auction item or other similar promotional item, a written request is required. Funds for door prizes, silent auctions items or promotional items of a value of a \$200 or less shall be decided upon by the CAO.



Lethbridge County Policy Handbook

--- DONATION REQUEST APPLICATION ---

Community Organization: _____

Name: _____

Address: _____

Phone Number/Cell Number: _____

Board of Directors (Names & Positions): _____

Amount of Funding Requested or Description of In-Kind Donation Requested:
\$ _____

Description of Request including Timelines:

Other sources of funding: _____

Total cost of program, event or activity: \$ _____

Total Budget:



Lethbridge County Policy Handbook

Description of how Lethbridge County's contribution may be recognized:

Other supporting information (Please attach separate sheet if necessary):

Name (please print)

Signature on behalf of Community Organization

Date

Phone Number: _____

Email: _____

Address: _____

***** Donations made by Lethbridge County are not to be regarded as a
commitment by the County to continue such donations in the future.**

AGENDA ITEM REPORT



Title: Mountain Meadows Slope Failure Remediation - Request for Budget Increase
Meeting: Council Meeting - 21 Apr 2022
Department: Infrastructure
Report Author: Devon Thiele

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 13 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:

The Mountain Meadows slope failure remediation project is tentatively scheduled to commence in May, however the extent of the failure has enlarged and will require additional funds to complete. It was noticed during a site visit this spring that the slope had slid further, increasing the work required. Since then, survey has been completed and an updated drawing and cost estimate have been provided. The revised cost estimate reflects an overall increase in quantities, duration of the project, and engineering services required. Some of the unit prices have also increased due to rising fuel and material costs. Overall this has resulted in an increase of \$181,000.

As this work includes disturbance to a landscaped area on private property, \$20,000 was allocated to the property owner so they could restore their yard after construction has been completed. Initially this was to be grant funded, however we were informed this cost would not be eligible. Administration is requesting the compensation for the landscaping be funded through the Public Works Project Reserve.

RECOMMENDATION:

County Council approve \$675,000 from the federal gas tax fund and \$20,000 from the public works project reserve for a total budget of \$695,000 for the Mountain Meadows slope failure remediation project.

PREVIOUS COUNCIL DIRECTION / POLICY:

235-2021 Councillor Steve Campbell MOVED that County Council approve the Mountain Meadows Slough Project with a budget of \$514,000 funded from MSI.

BACKGROUND INFORMATION:

Initially this work was scheduled for the fall of 2021, but was delayed. This is due to the initial pre-qualification submissions all containing errors, which could not be accepted. The pre-qualification process had to be competed again, with the re-submissions meeting the criteria and three qualified contractors were selected. In addition, the nature of this project requires that work is completed during a dry period with no freezing conditions. The County was ready to tender this work for fall 2021 construction, but the forecast did not look favorable and it was decided to carry this project over to 2022.

ALTERNATIVES / PROS / CONS:

None

FINANCIAL IMPACT:

A total budget of \$695,000, with \$675,000 from the Federal Gas Tax Fund and \$20,000 from the Public Works Project Reserve.

REASON(S) FOR RECOMMENDATION(S):

In order to proceed with construction, an increase in budget is required prior to issuing the Tender.

ATTACHMENTS:

[Mountain Meadows Construction UPS IFT](#)

Mountain Meadows Slope Stability Repair - Class III Construction Estimate (IFT)

Project Details: Slope regrading and installation of drainage blanket and discharge.

Designed by: Katherine Stasiuk, P.Eng.

Checked by: Ivan Aguilar, P.Eng.

ENGINEERING ESTIMATE

Bid Item	Item Description	Unit	Tetra Tech Estimate	TOTAL	
				Quantities	Estimated Cost
1	Mobilization	L.S.	10%	1	\$ 44,826.50
2	Site Occupancy - 28 days	day	\$4,000.00	28	\$ 112,000.00
3	Incidental Construction Works - Temporary Facilities / Quality Control Plans and QC Inspections/ Survey / Construction Fencing / ECO Plans/ESC/Private fence removal/Road Rehabilitation (Surfacing gravel)	L.S.	\$20,000.00	1	\$ 20,000.00
4	Traffic Accommodation (on site detour)	L.S.	\$2,500.00	1	\$ 2,500.00
5	Project Sign	L.S.	\$2,000.00	1	\$ 1,500.00
6	Common Excavation				\$ 96,600.00
	-Remove and dispose (existing slough material - waste)	m ³	\$13.80	1,700	
	-Excavate to 918m (Approximate elevation of high plastic material) and haul to stockpile (to dry) or haul to disposal	m ³	\$13.80	5,300	
7	Drainage Blanket				\$ 73,990.00
	- Granular filter aggregate (Supply and Install)	m ³	\$91.73	500	
	- Geotextile for Materials Separation - (Non Woven, Supply and Install)	m ²	\$7.50	1,650	
	- 200 mm HDPE Perforated Pipe (c/w filter sock, Supply and Install)	m	\$105.00	150	
8	Outlet Drains - 150 mm HDPE Pipe (pipe bedding gravel, supply and install)	m	\$175.00	225	\$39,375.00
9	Reduced Tee - 150 mm HDPE Pipe (supply and install)	ea	\$25.00	5	\$125.00
10	Embankment Fill - Non - Granular (with option)				\$ 168,900.00
	- Slope Material (haul from borrow or stockpile and place)	m ³	\$22.60	6,500	
	- Geogrid (supply and install)	m ²	\$11.00	2,000	
11	Supply and Placement of Topsoil - 150 mm thickness	m ²	\$10.25	3,250	\$33,312.50
12	Supply and Placement of Hydro Seeding/Mulch/Tackifier/Fertilizer	m ²	\$1.95	3,250	\$6,337.50
13	Erosion Control - 300 mm Sediment logs	m	\$11.25	500	\$5,625.00
					\$ -
Tetra Tech estimate based on pricing for similar projects and Alberta Transportation's Unit Price Averages Report for Projects Tendered between August 1, 2020 and February 28, 2022.			Sub-Total Contract	\$	605,091.50
			Modified Contract Price	\$	493,091.50
			Contingency (+10%)	\$	49,309.15
This estimate is based on 28 days of site occupancy. The Third party is for preliminary survey and pre- and post-condition assessments on two private properties plus information requested by County legal representation. Restore private property is the cost to restore the landscaping that will be disturbed during construction; County to draft a legal agreement with final costs.			Total Contract Budget	\$	542,400.65
			Restore Private Property	\$	20,000.00
			Engineering Services	\$	118,850.00
			Third Party	\$	13,600.00
Topsoil source must be approved by Lethbridge County. Seed to be sold to Contractor by Lethbridge County.			Total Estimated Project Cost	\$	694,850.65

AGENDA ITEM REPORT



Title: Commercial & Industrial Municipal Tax Incentive By-Law 22-008
Meeting: Council Meeting - 21 Apr 2022
Department: Infrastructure
Report Author: Devon Thiele

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 14 Apr 2022

STRATEGIC ALIGNMENT:



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EXECUTIVE SUMMARY:

Administration has been reviewing various tax incentive policies and bylaws throughout Alberta and has drafted a *Commercial & Industrial Municipal Tax Incentive Bylaw* for Council to consider. The purpose of this incentive is to attract new development and encourage expansion of existing businesses through providing an exemption in municipal taxes.

RECOMMENDATION:

That Bylaw 22-008 be read a first time.

PREVIOUS COUNCIL DIRECTION / POLICY:

None

BACKGROUND INFORMATION:

As neighboring municipalities have implemented a similar Policy or Bylaw, this could leave Lethbridge County at a competitive disadvantage. By implementing an incentive program, this may attract new businesses that would have otherwise not considered Lethbridge County.

ALTERNATIVES / PROS / CONS:

ALT 1: Do not introduce an incentive Bylaw.

PRO: This would be equitable to existing established businesses

CON: Businesses may look elsewhere to locate that offer an incentive program

FINANCIAL IMPACT:

Unknown at this time.

REASON(S) FOR RECOMMENDATION(S):

To ensure the public has an opportunity to provide feedback on the proposed Bylaw, administration is recommending Council read this Bylaw for a first time.

ATTACHMENTS:

[power point](#)
[Bylaw 22-008](#)

Lethbridge County Tax Incentive

What are other municipalities doing?

- Town of Viking – New Commercial & Industrial Construction Property Tax Incentive
- Town of Okotoks – Targeted Industrial Tax Incentive Policy
- Regional Municipality of Wood Buffalo – Downtown Tax Exemption Program
- City of Lethbridge – Industrial Municipal Tax Incentive Policy
- Wheatland County – Bylaw 2021-23 (Non-residential Municipal Tax Incentive Bylaw)
- City of Chestermere – Economic Development Incentive Policy

All incentives are based on the increase in municipal taxes attributed to the differential between the pre-construction assessment and the post-construction assessment.

Town of Viking – New Commercial & Industrial Construction Property Tax Incentive

- Minimum New Construction Value = \$50,000
- Upgrading existing development is eligible
- Machinery and Equipment is not eligible
- If upgrading existing development, incentive applies to (whichever is lesser):
 - 50% of eligible work costs
 - \$150,000
 - Total property taxes over 4 years that would have been paid

Year	Rebate
1	100%
2	75%
3	50%
4	25%

Town of Okotoks – Targeted Industrial Tax Incentive Policy

- Minimum Construction Value = \$2,000,000
- Upgrading existing development is eligible
- Non-transferable to new owner

Year	Rebate
1	75%
2	50%
3	25%

Regional Municipality of Wood Buffalo – Downtown Tax Exemption Program

- Commercial business in downtown only
- Rebate for 5 years based on the following formula:

Assessed value of Development x Urban non-res tax rate = Tax exemption

Ex. \$1,000,000 x 0.0039533 = \$3,954

- Upgrading existing development is eligible

City of Lethbridge – Industrial Municipal Tax Incentive Policy

- Rebate is 25% of the increase in municipal taxes
- Must be involved in manufacturing or processing within an industrial zoned property
- Upgrading existing development is eligible

# of Years of rebate	Criteria
2	Up to \$20m in plant or land improvements
3	Between \$20m & \$50m in plant or land improvements
5	Above \$50m in plant or land improvements

Wheatland County – Bylaw 2021-23 (Non-residential Municipal Tax Incentive Bylaw)

- Rebate is 40% of the increase in municipal taxes
- Upgrading existing development is eligible

# of Years of rebate	Criteria
3	Minimum investment of \$10m

City of Chestermere – Economic Development Incentive Policy

- Rebate is 100% of the increase in municipal taxes
- New construction only

# of Years of rebate	Criteria
1	Commercial district only
2	Residential multi-unit, apartment, senior housing
1	Up to \$5m (Industrial or Business Park)
2	\$5m - \$10m (Industrial or Business Park)
3	Above \$10m (Industrial or Business Park)

SUMMARY OF INCENTIVES

Municipality	Incentive	Criteria
Viking – Comm. & Ind.	Rebate for years 1-4 (1 - 100%, 2 - 75%, 3 – 50%, 4 – 25%)	Min. \$50,000
Okotoks – Ind. Only	Rebate for years 1-3 (1 - 75%, 2 – 50%, 3 – 25%)	Min. \$2m
Wood Buffalo – Comm. Only	Rebate for 5 years based on formula: Assessed value x tax rate = exemption	
Lethbridge – Ind. only	Rebate for 2, 3, or 5 years (25% flat)	2 year: up to \$20m 3 year: \$20m – \$50m 5 year: above \$50m
Wheatland – Comm. & Ind.	Rebate for years 1, 2, & 3 (40% flat)	Min. \$10m
Chestermere – Comm. & Ind.	Rebate for 1, 2, or 3 years (100% flat)	1 year: up to \$5m 2 year: \$5m - \$10m 3 year: above \$10m

Lethbridge County Tax Incentive Example 1

- Minimum Construction Value = \$1,000,000
- Upgrading existing development is eligible
- For Industrial & Commercial zoned only

Year	Rebate
1	75%
2	50%
3	25%

Example – New development value \$5,000,000. Taxes = \$23,400/year

Year	Rebate
1	\$17,550
2	\$11,700
3	\$5,850
TOTAL	\$35,100

Lethbridge County Tax Incentive Example 2

- Minimum Construction Value = \$1,000,000
- Upgrading existing development is eligible
- For Industrial & Commercial zoned only
- Flat 50% rebate

# of Years of rebate	Criteria
2	Up to \$1m investment
3	Between \$1m and \$10m investment
5	Above \$10m investment

Example – New development value \$5,000,000. Taxes = \$23,400/year

Year	Rebate
1	\$11,700
2	\$11,700
3	\$11,700
TOTAL	\$35,100

LETHBRIDGE COUNTY
BYLAW No. 22-008

BEING A BYLAW OF LETHBRIDGE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF PROVIDING A MUNICIPAL PROPERTY TAX EXEMPTION FOR NON-RESIDENTIAL DEVELOPMENT OR EXPANSIONS.

WHEREAS the *Municipal Government Act*, R.S.A. 2000 and amendments thereto, permits municipalities to offer multi-year tax exemptions, partial exemptions, or deferrals, in accordance with section 364.2 of the *Municipal Government Act*, for non-residential properties in order to attract investment, development and substantial redevelopment and expansion of existing non-residential development and machinery and equipment;

AND WHEREAS Lethbridge County seeks to provide an incentive to grow its property tax base and provide increased employment opportunities for County residents by attracting investment. The intent of this Bylaw is to provide a municipal tax incentive to attract large commercial and industrial investors and promote expansion by existing investors through providing an exemption to a portion of municipal property taxes attributable to the differential between the pre-construction assessment and the post-construction assessment for eligible property;

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

1. THE PURPOSE OF THIS BYLAW IS TO:

- (a) Encourage the development or revitalization of Non-residential properties and Machinery and Equipment in Lethbridge County for the general benefit of the municipality;
- (b) establish tax exemptions for Eligible Property in accordance with section 364.2 of the *Municipal Government Act* when there is a New Development or a Renovated Development that meets the criteria and requirements set out in this Bylaw;
- (c) provide a process for an application for a tax exemption under this Bylaw; and
- (d) provide a process for review by Council of the refusal or cancellation of a tax exemption under this Bylaw.

The Bylaw is cited as the "Commercial & Industrial Municipal Tax Incentive Bylaw"

2. DEFINITIONS

When used in this Bylaw:

- (a) "Act" means the *Municipal Government Act*, RSA 2000, M-26, as amended or repealed and replaced from time to time;
- (b) "Appeal Fee" means the fee established by this Bylaw to be paid at the time an appeal application is submitted pursuant to this Bylaw;
- (c) "Application Fee" means the fee established by this Bylaw to be paid at the time an application is submitted pursuant to this Bylaw;
- (d) "Arrear taxes" shall mean taxes remaining unpaid after December 31 of the year in which it is levied;
- (e) "Assessed Person" means an assessed person as defined under section 284(1) of the Act, or an authorized agent for the Assessed Person;
- (f) "Assessment" has the meaning given to it in the Act;
- (g) "Assessor" has the meaning given to it in the Act;
- (h) "Base Assessment Year" shall mean the assessment year immediately prior to the assessment year that has an increase in Improvement Assessment as a result of New Development or Renovated Development and in which the increase is used within the net calculation of Improvement Assessment of the subject property to qualify for an Exemption under this Bylaw. The Base Assessment Year shall not be prior to the 2021 assessment year;
- (i) "Chief Administration Officer" (CAO) shall mean the Chief Administrative Officer of the County, or delegate;

- (j) "Complete Application" means an application submitted pursuant to this Bylaw that includes the Application Fee, the application form, any information and documents set out on the application form and any additional application requirements for the tax incentives under this Bylaw;
- (k) "County" shall mean the municipal corporation of Lethbridge County;
- (l) "Council" means all of the councilors of the County, including the chief elected official for the County;
- (m) "Current taxes" shall mean property taxes levied for the current tax year;
- (n) "Decision" means the decision to grant an Exemption, to reject an Exemption application, or to cancel an Exemption;
- (o) "Eligible Property" shall mean property within Assessment Class 2 - Non-residential and Assessment Class 4 - Machinery and Equipment as defined in the Act that meet the criteria set out in section 3 of this Bylaw. This Bylaw shall specifically exclude Linear Property from Eligible Property;
- (p) "Exemption" means the portion of municipal property taxes for Eligible Property that has been determined to be exempt and subject to a refund, in accordance with this Bylaw, and which are computed separately under this Bylaw;
- (q) "Improvement(s)" has the meaning given to it in Part 9 of the Act;
- (r) "Improvement Assessment" means the change in an Assessment attributable solely to an Improvement or Improvements on a property;
- (s) "Linear Property" has the meaning given to it in the Act;
- (t) "Non-residential" means the type of property falling within the assessment class specified in section 297(1)(b) of the Act. This Bylaw shall specifically exclude the land assessment and Linear property as defined in the Act;
- (u) "Machinery and Equipment" (M&E) has the meaning given to it in the Act and associated regulation(s) i.e. (Matters Relating to Assessment and Taxation Regulation, as amended from time to time);
- (v) "New Development" shall mean new Improvements on an Eligible Property that increases the Improvement Assessment of that property;
- (w) "Renovated Development" shall mean renovations or physical additions to existing Improvements on an Eligible Property that increases the Improvement Assessment of that property;
- (x) "Tax Incentive Agreement" means a written agreement between the County and the Assessed Person setting out the terms and conditions applicable to Eligible Property for Exemption of municipal property tax and subject to refund and shall be the result of the calculation reference in section 6 of this Bylaw; and
- (y) "Working day" shall mean days the County's central Administration Building is open to serve the public.

3. CRITERIA FOR TAX INCENTIVE AGREEMENT

- 3.1. New Developments and Renovated Developments may be subject to an Exemption and Tax Incentive Agreement provided that:
 - (a) The property subject to the New Development or Renovated Development must not have any Arrear taxes or have amounts owing with regards to property tax, utilities, or other fees owing to the County and all Current taxes must be paid in full;
 - (b) the property subject to the New Development or Renovated Development must not have development compliance issues, be in violation of a development agreement, or be in violation of the *Safety Code Act* at any time during the taxation years for which the Exemption applies to the New Development or Renovated Development;
 - (c) all applicable provincial or federal approvals and permits are in place with respect to the property subject to the New Development or Renovated Development;

- (d) the registered property owner or the Assessed Person, excluding any authorized agent therefore, of the property subject to the New Development or Renovated Development is not involved in some form of litigation (including an Assessment Review Board Complaint) with the County; and
- (e) the current Improvement Assessment for the New Development or Renovated Development on the subject property must have increased by at least \$50,000 compared to the Base Assessment Year. The change in valuation for the Assessment of land is excluded from this calculation.

3.2. Linear Property is not eligible for an Exemption or Tax Incentive Agreement under this Bylaw.

4. APPLICATION FOR TAX INCENTIVE AGREEMENT

- 4.1. The Assessed Person of the property subject to the application must submit a Complete Application to the County, and the County has the discretion to reject applications that are incomplete, or ineligible.
- 4.2. As part of a Complete Application, the Assessed Person must agree to enter into a Tax Incentive Agreement with the County, on the form prescribed by the County, if their application is approved for an Exemption.
- 4.3. Assessed Persons must submit a non-refundable application fee of \$1,000 (Canadian dollars).
- 4.4. The deadline for submitting a Complete Application for an Exemption to be granted in the same tax year is June 30 of the given year. Any Complete Application received after June 30 of the given year will be considered for an Exemption for the following tax year.
- 4.5. Notwithstanding the Complete Application requirements, the County may require any additional information that, in the discretion of the County, is necessary to complete the application;
- 4.6. Assessed Persons whose application is returned as incomplete or ineligible may resubmit an application without payment of an additional Application Fee.
- 4.7. The County will advise an Assessed Person in writing if their application is accepted for consideration, refused, or rejected. Applications accepted for consideration will become the property of the County and may not be returned.

5. CONSIDERATION OF APPLICATIONS

- 5.1. The CAO shall receive and consider Complete Applications within the provisions of this Bylaw and may consult with, obtain information from, and verify information with other employees or agents of the County, other governments, government agencies, or persons.
- 5.2. The CAO may, at any time, require an Assessed Person to provide any documents the County deems necessary to verify any information contained in a Complete Application or to confirm ongoing compliance with the eligibility criteria of the Exemption.
- 5.3. The CAO will consider each Complete Application and shall either:
 - (a) grant the Exemption and enter into a Tax Incentive Agreement with the Assessed Person; or
 - (b) reject the application and advise the Assessed Person with written reasons as to why the application was rejected. The written reasons shall also provide the date by which an appeal to Council must be submitted.
- 5.4. The County shall enter into a Tax Incentive Agreement with the Assessed Person if an Exemption is granted under section 5.3(a) of this Bylaw.
- 5.5. The Exemption shall not be refunded until the Tax Incentive Agreement is fully executed.

6. CALCULATION OF THE EXEMPTION

- 6.1 Subject to section 6.2 of this Bylaw, the amount of the Exemption will be calculated as follows:
 - (a) The municipal taxes subject to Exemption shall be in accordance with the following:
 - Year 1 equals 100% Exemption
 - Year 2 equals 75% Exemption
 - Year 3 equals 50% Exemption

- Year 4 equals 25% Exemption

(b) Should the County determine that the installation of municipal infrastructure is required to support the New or Renovated Development, a reduction of the exemption shall apply that equals the total costs associated with the installation of municipal infrastructure as determined by the County CAO. Should the cost associated with the installation of municipal infrastructure exceed the exemption amount, the exemption shall not apply and the Assessed Person shall be responsible to pay for the differential between what the exemption amount would be and the costs associated with the installation of municipal infrastructure.

(c) only the municipal portion of property taxes is eligible for exemption.

6.2. No Exemption will be granted respecting any Provincial requisitions.

7. PAYMENT OF THE EXEMPTION

7.1. The Exemption as calculated in accordance with section 6 of this Bylaw shall be paid to the Assessed Person as a refund of a portion of the Current Taxes on the Eligible Property, subject to the Current Taxes for the taxation year first being paid in full.

7.2. Subject to the terms of the Tax Incentive Agreement:

- (a) The amount of the Exemption shall be paid to the Assessed Person each year for a period of no more than four (4) taxation years provided that in each of those years the Current Taxes are paid in full;
- (b) payment shall be made to the Assessed Person within thirty (30) Working days from the date Current Taxes are paid in full; and
- (c) If the Current Taxes are not paid in full by December 31 of any year, then the Exemption shall not be paid to the Assessed Person for that year nor shall the Assessed Person be eligible to receive the Exemption for any subsequent years.

8. DURATION OF THE EXEMPTION PROGRAM

8.1. The Exemption program as authorized by this Bylaw will be available for Eligible Property commencing with the 2023 assessment year and shall operate in accordance with the terms of this Bylaw until such time as this Bylaw is amended or repealed.

9. TAX INCENTIVE AGREEMENT

9.1. A Tax Incentive Agreement will be required for all granted Exemptions. The Tax Incentive Agreement will include the following:

- (a) the taxation years to which the Exemption applies, which will not include any taxation year earlier than the taxation year in which the Exemption is granted;
- (b) conditions, the breach of which will result in cancellation of the Tax Incentive Agreement and the Exemption, and the taxation year or years to which the conditions apply;
- (c) the date which the Exemption will begin;
- (d) the amount of the Exemption, to be calculated and allocated in accordance with section 6 of this Bylaw; and
- (e) any other information or conditions provided by the County.

10. CANCELLATION OF EXEMPTION

10.1. If at any time after an Exemption is granted, the County determines that:

- (a) the Assessed Person, their application, or the property subject to the application did not meet or ceased to meet any of the criteria in which formed the basis of granting the Exemption; or

(b) there was a breach of any condition of the Tax Incentive Agreement;

the CAO may cancel the Exemption for the taxation year or years in which the criterion was not met or to which the condition applies.

- 10.2. The County may, at any time, require an Assessed Person to provide any documents the County deems necessary to verify compliance with the conditions of the Tax Incentive Agreement.
- 10.3. A written Decision to cancel an Exemption must be provided to the Applicant and must include reasons for the cancellation, identify the taxation year or years to which the cancellation applies, and provide the date by which an application for an appeal to Council must be made.

11. APPEAL TO COUNCIL

- 11.1. An Assessed Person may appeal to Council in the following situations:
- (a) an application for Exemption is refused or rejected;
 - (b) an Exemption is cancelled for one or more taxation years;
 - (c) a Tax Incentive Agreement is cancelled; or
 - (d) the content of the Tax Incentive Agreement is inconsistent with this Bylaw or the Act.
- 11.2. A request for appeal must be submitted in writing to the CAO within 30 days of:
- (a) written notice being sent to the Assessed Person that an application has been refused or rejected;
 - (b) written notice being sent to the Assessed Person that an Exemption is cancelled for one or more taxation years;
 - (c) a Tax Incentive Agreement being cancelled; or
 - (d) the execution of a Tax Incentive Agreement as the case may be.
- 11.3. An Assessed Person must submit a non-refundable appeal fee of \$500 (Canadian dollars).
- 11.4. Council will consider an appeal at:
- (a) a regularly scheduled meeting of Council; or
 - (b) a special meeting of Council.
- 11.5. Remedies available to Council upon conclusion of an appeal are:
- (a) Council may uphold or revoke a decision of the CAO with respect to the outcome of an application or cancellation of an Exemption or Tax Incentive Agreement; or
 - (b) Council can revise or direct the CAO to revise a Tax Incentive Agreement.
- 11.6. In accordance with section 460(7) of the Act, complaints about a Decision may not be made to the assessment review board.

12. SEVERABILITY

- 12.1. Should any provision of the Bylaw be declared to be invalid, then such invalid provision shall be severed, and the remaining Bylaw shall be maintained.

13. EFFECTIVE DATE

- 13.1. The adoption of this Bylaw to establish the Property Tax Incentive Exemption program for Eligible Non-residential property and M&E is effective upon the date of the passing of the third and final reading of this Bylaw.

READ A FIRST TIME this 21st day of April, 2022.

READ A SECOND TIME this ____ day of _____, 2022.

READ A THIRD TIME this ____ day of _____, 2022.

AGENDA ITEM REPORT



Title: Proclamation of 'International Economic Development Week' May 9-13, 2022
Meeting: Council Meeting - 21 Apr 2022
Department: Community Services
Report Author: Martin Ebel

APPROVAL(S):

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

Approved - 09 Mar 2022
Approved - 10 Mar 2022

STRATEGIC ALIGNMENT:



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EXECUTIVE SUMMARY:

May 9-13 is 'International Economic Development Week' for 2022. As Alberta and the rest of the world emerge from the Covid pandemic, the Economic Developers of Alberta (EDA) are seeking to amplify and highlight the work of economic development professionals and organizations in growing the economy and ensuring a stable, prosperous future. The 2022 Community Challenge has the goal of having fifty (50) Alberta municipalities make an official proclamation of 'International Economic Development Week'.

RECOMMENDATION:

That Lethbridge County proclaim May 9-13, 2022 as 'International Economic Development Week'

PREVIOUS COUNCIL DIRECTION / POLICY:

Lethbridge County has previously recognized and proclaimed 'International Economic Development Week', most recently in May 2021.

BACKGROUND INFORMATION:

'International Economic Development Week' is observed annually in early-to-mid May, and is a chance for economic development professionals, organizations and municipalities to highlight the importance of economic development and growth for the continued prosperity and sustainability of communities, provinces and countries. The week is typically recognized with proclamations, news releases, social media postings, etc.

ALTERNATIVES / PROS / CONS:

The only alternative to proclaiming 'International Economic Development Week' would be a council decision to not issue such a proclamation.

FINANCIAL IMPACT:

There is no cost, obligation or risk involved in Lethbridge County proclaiming 'International Economic Development Week' from May 9-13, 2022.

REASON(S) FOR RECOMMENDATION(S):

Lethbridge County can continue to provide leadership and influence at no cost by joining other Alberta municipalities in proclaiming 'International Economic Development Week' in 2022. It is a symbolic and positive message to county residents, businesses, neighboring municipalities and the province that economic development is of recognized importance to Lethbridge County.

ATTACHMENTS:

[2022 Economic Development Week Proclamation](#)



Resolution

WHEREAS, the International Economic Development Council is the largest professional economic development organization dedicated to serving economic developers; and

WHEREAS, for almost 50 years, Economic Developers Alberta has been Alberta's leading economic development network, committed to advancing the economic development profession by providing resources, professional development and networking opportunities; and

WHEREAS, economic developers promote economic well-being and quality of life for their communities by creating, retaining, and expanding jobs that facilitate growth, enhance wealth, and provide a stable tax base; and

WHEREAS, economic developers stimulate and incubate entrepreneurship in order to help establish the next generation of new businesses, which is the hallmark of Alberta's economy; and

WHEREAS, economic developers are engaged in a wide variety of settings including rural and urban, local, state, provincial, and federal governments, public-private partnerships, chambers of commerce, universities, and a variety of other institutions; and

WHEREAS, economic developers attract and retain high-quality jobs, develop vibrant communities, and improve the quality of life in their regions; and

WHEREAS, economic developers work in the Lethbridge County and the greater Lethbridge region;

NOW, THEREFORE, BE IT RESOLVED that the Reeve and county council do hereby recognize May 9-13, 2022 as "Economic Development Week" in Lethbridge County, and remind individuals of the importance of this community celebration which supports the expansion of career opportunities and improving quality of life.

BE IT FURTHER RESOLVED that the Reeve is authorized and directed to transmit an appropriate copy of this resolution to Economic Developers Alberta in support of these provincial celebrations.

Reeve

AGENDA ITEM REPORT



Title: Strategic Plan 2022 - 2032
Meeting: Council Meeting - 21 Apr 2022
Department: Administration
Report Author: Ann Mitchell

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 13 Apr 2022

STRATEGIC ALIGNMENT:



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EXECUTIVE SUMMARY:

A Strategic Municipal Plan will enable council, staff and stakeholders to have a deep understanding of how they envision their community. The process of setting a strategic plan for a new council gives them the opportunity to set the course and vision for the county. This gives administrative staff the tools to develop a comprehensive corporate business plan which will turn vision and discussion into action and success.

Lethbridge County's strategic plan is a long-term view of where a municipality wants to be in the future, as well as the steps it will take to get there.

RECOMMENDATION:

THAT County Council adopt the 2022 - 2032 Lethbridge County Strategic Plan.

PREVIOUS COUNCIL DIRECTION / POLICY:

It has been the practice to have newly elected officials along with senior leadership work together on strategic planning.

BACKGROUND INFORMATION:

The following quote is embedded in our Strategic Plan and sums up the collective thoughts of council:

"The newly elected Council has placed great emphasis on understanding what our community and citizens want for their future well-being. As a local government, we recognize the very impactful ways in which we can support these aspirations. We have delivered a Strategic Plan that we feel provides to our administrative team absolute clarity so they can best allocate their time, resources, and effort to achieve the most value possible for all community stakeholders".

Shortly after the 2021 municipal election the new county council along with the senior leadership team met collectively to discuss the opportunities and challenges facing the county. This led to the creation of the attached strategic plan.

This strategic plan contains four pillars to support council's overall vision:

Governance - Providing responsible governance, including policies that guide operations to enhance the County.

Relationships - Building strong relationships with our internal and external stakeholders strengthens the broader community.

Region - We are a versatile region where all stakeholders are able to thrive.

Prosperity - Lethbridge County fosters an environment that will encourage investment in innovation and technology.

ALTERNATIVES / PROS / CONS:

As municipal council has governance oversight it is imperative that they implement a common vision for the County.

FINANCIAL IMPACT:

Once the strategic plan is approved by council. Administration under the guidance of the CAO will draft and implement a corporate business plan. This plan will be the footprint that is used for the next budget cycles.

REASON(S) FOR RECOMMENDATION(S):

The following is a quote from Peter Drucker, Educator:

"In the face of uncertainties, planning defines the particular place you want to be and how you intend to get there".

As municipal council sets the vision for the community, their strategic plan is the most important document they will draft. This is the path laid down for administration to follow. This gives every stakeholder the opportunity to see what their elected officials feel are the most important priorities that need to be advanced to ensure the sustainability of our organization.

ATTACHMENTS:

[Strategic Plan 2022 - 2032](#)

STRATEGIC PLAN 2022-2032



MESSAGE FROM COUNCIL



The newly elected Council has placed great emphasis on understanding what our community and citizens want for their future wellbeing. As a local government, we recognize the very impactful ways in which we can support these aspirations. We have delivered a Strategic Plan that we feel provides to our administrative team absolute clarity so they can best allocate their time, resources, and effort to achieve the most value possible for all community stakeholders.

We invite any and all to be very curious about this Strategic Plan. Engagement in the future will be an important part of our ongoing successes.

INTRODUCTION



In February of 2022 Council spent time with their senior administrative team to grasp future community aspirations in the most meaningful way possible. They discussed their vision for their community and its assets. Taking into consideration all of these points, as well as the history and work done by prior councils, they established four goals.

GOALS

Each strategic goal highlights a different aspect of life in Lethbridge County. The goals are designed broad enough to encompass future developments or opportunities. After each goal, there is a description that elaborates on what the council had in mind for that goal. Council also explained what success in each goal would look like if the goals were met. These points provide a way of measuring to see if they are moving closer to accomplishing the goal.

PRIORITIES

Each goal is listed in priority order. However, this does not mean that if a goal is number two or three, it is not important. These are the top four priorities. Ranking goals provides our administration with absolute clarity on where the most value exists when building business plans and budgets.

REVISIONS

It is important to realize that this strategic plan is a living document, not a rigid plan to be followed unquestioningly. If opportunities or challenges arise that change the focus or priority of these goals, they can be adjusted without throwing out the whole document.

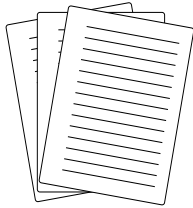
This strategic plan should be reviewed and updated to keep it current and helpful to both the administration and Council.

VISION STATEMENT



*Lethbridge County
is Canada's most
innovative rural
community.*

STRATEGIC GOALS



Governance



Relationship



Region



Prosperity

GOVERNANCE



The Governance goal is about providing responsible governance, including policies that guide operations to enhance the County.

- Our public understands our policies.
- Our public is aware of our policies.
- Council has demonstrated due diligence both in the development of policies and maintenance of current policies.
- We demonstrate wise and practical solutions.
- Our community feels their best interests are well represented by Council.

Our commitment to great governance is to not only guide our internal operations and ensure efficiency and effectiveness but to recognize the impact that responsible governance also has on the greater community.

We will represent our community through thoughtful policy development while ensuring that challenges or issues are met with wise and practical solutions. Our focus will also be on better communication and education about the policies we develop, enhance or revise to help ensure consistent application throughout the community.

Clear and concise policies to guide decision-making will ensure the long-term success of our organization and the community as a whole. We will strive to ensure that our policies are both current and relevant for our community.

RELATIONSHIP



Building strong relationships with our internal and external stakeholders strengthens the broader community.

- We are active participants in joint development and ventures.
- We are actively involved with our community partners.
- We have partnerships within regional boards and committees that are mutually beneficial.
- We have current positive initiatives with the Provincial and Federal governments.

Relationships are important to us. Through active participation with our community partners, we strive to work towards common goals to support our residents. We will work to maintain current positive relationships, while also focusing on forging new ones.

Our reputation as a trusted partner is important to us. A strong region with supportive partners will help us seize new opportunities and work together for enhanced program and service delivery, to the benefit of all residents.

We strive to partner with all levels of government, boards, and agencies in support of our community and search for opportunities to support each other in mutually beneficial ways.

REGION



We are a versatile region where all stakeholders are able to thrive.

- Our public feels informed.
- Opportunities, including social, business, and employment are available to allow the public to flourish.
- We are flexible in our pursuit of new enterprise.
- There are a variety of ways for our public to engage in the community.

The health and viability of our region are a priority to us. This goal focuses on ensuring the viability and success of the region, as a whole, while also focusing on how we engage and communicate with our residents.

We will work to provide and promote a variety of social, business, and employment opportunities; we want our residents to succeed and flourish in all aspects of their lives.

We strive to promote a variety of public engagement opportunities so our residents can feel heard through mediums that they are comfortable with. By doing so, we hope to achieve successful two-way communication, so that residents are informed and educated on our programs and services. Their valuable feedback is critical for us to learn and progress.

PROSPERITY



Lethbridge County fosters an environment that will encourage investment in innovation and technology.

- Investment in our community has grown.
- We support new manufacturing capacity.
- Our infrastructure is capable of new industry.
- We have a plan to attract, expand and retain diverse businesses.

Lethbridge County is 'open for business'. We continue to support our local businesses while in pursuit of new opportunities to help grow our economy.

Diversification is a key priority as we look to attract new businesses that help grow our innovation and technology sector. We strive to increase new manufacturing capacity, and we recognize that foundational infrastructure needs to be in place and we are ready to do so successfully.

We also recognize the importance of foundational planning to help guide us in the retention and expansion of current businesses.

Changes



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR108119

His Worship William Oudshoom
Mayor
Town of Nobleford
PO Box 67
906 Highway Avenue
Nobleford AB T0L 1S0

Dear Mayor Oudshoom,

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and co-operative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Town of Nobleford has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component of the 2021/22 ACP in support of your Regional Infrastructure Management Plan project. This approval does not signify broader support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

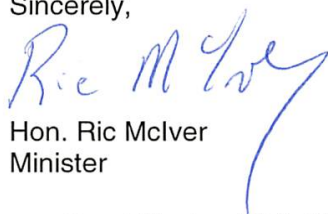
The provincial government looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for any milestone events to my office. We ask you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free at 310-0000, then 780-422-7125 or at acp.grants@gov.ab.ca.

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I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Hon. Ric McIver
Minister

cc: Grant Hunter, MLA, Taber-Warner
Joseph Schow, MLA, Cardston-Siksika
Reeve Tory Campbell, Lethbridge County
Joseph Hutter, Chief Administrative Officer, Town of Nobleford
Ann Mitchell, Chief Administrative Officer, Lethbridge County

AGENDA ITEM REPORT



Title: Lethbridge County Council Attendance Update - March 2022
Meeting: Council Meeting - 21 Apr 2022
Department: Administration
Report Author: Ann Mitchell

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 11 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:

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 Update - March 2022](#)

**Lethbridge County Council Attendance
March 2022**

Division 1

Councillor Lorne Hickey

March 2	FCSS Meeting
March 3	CAO – Council Update
March 3	Lethbridge County/Town of Coaldale IDP Committee Meeting
March 10	Lethbridge County Council Meeting
March 29	Fire Services Provision Workshop
March 30	Green Acres Foundation Meeting

Division 2

Reeve Tory Campbell

March 1	Media – re: Post Secondary Bursary Program
March 3	CAO – Council Update
March 3	Lethbridge County/Town of Coaldale IDP Committee Meeting
March 4	Reeve/CAO Meeting
March 4	Virtual Mayors and Reeves Meeting
March 9	Exhibition Park Board Meeting
March 10	Lethbridge County Council Meeting
March 10	Reeve/CAO Meeting
March 14-16	RMA Spring Convention
March 17	Speaking Engagement – RIB Middle School, Coaldale
March 18	Reeve/CAO Meeting
March 19	Town Hall with Minister of Finance, Travis Toews
March 23	RCMP Town Hall, Diamond City
March 24	Lethbridge Chamber of Commerce Lunch with MLA Rachel Notley
March 24	Exhibition Park, Ownership Engagement Committee
March 25	Reeve/CAO Meeting
March 29	Fire Services Provision Workshop
March 29	Exhibition Park, Audit Committee Meeting
March 30	Layer Barn Grand Opening, Lakeside Colony

Division 3

Councillor Mark Sayers

March 10	Lethbridge County Council Meeting
March 23	Alberta Provincial Police Transition Study Workshop
March 23	RCMP Town Hall, Diamond City
March 29	Fire Services Provisions Workshop

Division 4**Councillor John Kuerbis**

March 3	CAO – Council Update
March 6	CPAA Webinar Training
March 10	Lethbridge County Council Meeting
March 14-16	RMA Spring Convention
March 23	Virtual Alberta Provincial Police Transition Study Engagement
March 29	Fire Services Provision Workshop
March 30	Community Futures Monthly Board Meeting

Division 5**Councillor Eric Van Essen**

March 3	CAO – Council Update
March 10	Lethbridge County Council Meeting
March 14-16	RMA Spring Convention
March 23	Virtual Alberta Provincial Police Transition Study Engagement
March 29	Fire Services Provision Workshop
March 30	North County Water Co-op AGM

Division 6**Deputy Reeve Klaas VanderVeen**

March 3	CAO – Council Update
March 10	Lethbridge County Council Meeting
March 13	Education Meeting
March 14-16	RMA Spring Convention
March 23	Virtual Alberta Provincial Police Transition Study Engagement
March 24	ORRSC Council Orientation
March 25	SAEWA Board Meeting
March 29	Fire Services Provisions Workshop
March 30	2022 Economic Development Summit

Division 7**Councillor Morris Zeinstra**

March 3	CAO – Council Update
March 9	Beet Growers Meeting
March 10	Picture Butte Chamber of Commerce
March 10	Lethbridge County Council Meeting
March 14-16	RMA Spring Convention
March 23	RCMP Town Hall, Diamond City
March 24	ORRSC Council Orientation
March 29	Fire Services Provision Workshop
March 30	2022 Economic Development Summit