



Agenda

Council Meeting | Thursday, November 6, 2025 | 9:00 AM | Council Chambers

Page

A. CALL TO ORDER

B. ADOPTION OF AGENDA

C. ADOPTION OF MINUTES

- 4 - 7 1. **County Council Meeting Minutes**
[Council Meeting - 16 Oct 2025 - Minutes](#)
- 8 - 11 2. **Organizational Meeting Minutes**
[Organizational Meeting - 31 Oct 2025 - Minutes](#)

D. SUBDIVISION APPLICATIONS

- 12 - 20 1. **Subdivision Application #2025-0-021 – Van Schothorst**
- Portion of NW1/4 3-10-22-W4M
[Subdivision Application #2025-0-021 – Van Schothorst - Portion of NW1/4 3-10-22-W4M](#)

E. DEPARTMENT REPORTS

E.1. OPERATIONS

- 21 - 25 E.1.1. **Memorandum of Understanding between Lethbridge**
County and the Alberta Conservation Association
(ACA) – Corporate Partner in Conservation Program
(2026–2031)
[Memorandum of Understanding between Lethbridge](#)
[County and the Alberta Conservation Association \(ACA\) –](#)
[Corporate Partner in Conservation Program \(2026–2031\)](#)

E.2. CORPORATE SERVICES

- 26 - 28 E.2.1. **Tax Penalty Waiver Request - Roll# 11100000 &**
11110000
[Tax Penalty Waiver Request - Roll# 11100000 &](#)
[11110000](#)

E.3. DEVELOPMENT & INFRASTRUCTURE

29 - 43 E.3.1. **Bylaw 25-023 - Amendment to the Land Use Bylaw to Redesignate Plan 9910323 Block 1 Lot 2 in NW 30-9-22-W4 from Rural Agriculture (RA) to Direct Control (DC) - First Reading**
[Bylaw 25-023 - Amendment to the Land Use Bylaw to Redesignate Plan 9910323 Block 1 Lot 2 in NW 30-9-22-W4 from Rural Agriculture \(RA\) to Direct Control \(DC\) - First Reading](#)

44 - 58 E.3.2. **Bylaw 25-024 - Amendment to the Land Use Bylaw to Redesignate 95012 River Ridge Road (Plan 8710514 Block 1 Lot 4, SW-31-9-22-W4) from Rural Agriculture (RA) to Grouped Country Residential (GCR) - First Reading**
[Bylaw 25-024 - Amendment to the Land Use Bylaw to Redesignate 95012 River Ridge Road \(Plan 8710514 Block 1 Lot 4, SW-31-9-22-W4\) from Rural Agriculture \(RA\) to Grouped Country Residential \(GCR\) - First Reading](#)

59 - 62 E.3.3. **Bylaw 25-026 - Development Authority**
[Bylaw 25-026 - Development Authority](#)

E.4. ADMINISTRATION

63 - 66 E.4.1. **Interim Electoral Boundaries Report**
[Livingstone Macleod](#)
[Cardston Taber Warner](#)
[Lethbridge East](#)
[Lethbridge West](#)

F. CORRESPONDENCE

- 67 - 81 1. **Coaldale Public Library - November-December Newsletter**
[Coaldale Public Library - November-December Newsletter](#)
- 82 - 83 2. **Oldman River Regional Services Commission**
[Oldman River Regional Services Commission](#)
- 84 - 85 3. **Readymade Community Association**
[Readymade Community Association Letter](#)
[RCA 2025 Gala Poster](#)
- 86 4. **Alberta Municipal Affairs**
[Alberta Municipal Affairs](#)

G. NEW BUSINESS

H. CLOSED SESSION

1. Delegation - 10:00 a.m. - Fortis Alberta (ATIA Section 19 - Disclosure harmful to business interests of a third party)
2. Land Disposition - Declare Surplus (ATIA Section 30 - Disclosure harmful to economic and other interests of a public body)
3. Northern Regional Economic Development Grant (ATIA Section 26 - Disclosure harmful to intergovernmental relations)
4. CAO Report - C. Beck (ATIA Sections 19, 20, 28 and 29)

I. ADJOURN



Minutes

Council Meeting | Thursday, October 16, 2025 | 9:00 AM | Council Chambers

The Council Meeting of Lethbridge County was called to order on Thursday, October 16, 2025, at 9:00 AM, in the Council Chambers, with the following members present:

PRESENT:

- Reeve Tory Campbell
- Deputy Reeve John Kuerbis
- Councillor Lorne Hickey
- Councillor Mark Sayers
- Councillor Morris Zeinstra
- Chief Administrative Officer Cole Beck
- Director, Development & Infrastructure Devon Thiele
- Director, Operations Ryan Thomson
- Director, Corporate Services Hailey Pinksen
- Executive Assistant Candice Robison
- Manager, Planning and Development Kaylyn Franklin
- Coordinator, Planning and Development Jessica Potack

A. CALL TO ORDER

Reeve Tory Campbell called the meeting to order at 9:03 a.m.

Reeve Campbell read the following land acknowledgement:

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

Reeve Campbell thanked Council and staff for everything over the past Council term as this is the last meeting with this Council.

B. ADOPTION OF AGENDA

280-2025	Deputy Reeve Kuerbis	MOVED that the October 16, 2025 Lethbridge County Council Meeting Agenda be adopted as presented.	CARRIED
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C. ADOPTION OF MINUTES

C.1. County Council Meeting Minutes

281-2025	Councillor Sayers	MOVED that the October 2, 2025 Lethbridge County Council Minutes be adopted as amended.	CARRIED
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D. DEPARTMENT REPORTS

D.1. DEVELOPMENT & INFRASTRUCTURE

D.1.1. Development Permit Application 2025-183 (Franz Peters)

282-2025	Deputy Reeve Kuerbis	MOVED that Development Permit Application 2025-183 be approved as drafted.	CARRIED
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D.2. ADMINISTRATION

D.2.1. 2026 Council Meeting Schedule

283-2025	Deputy Reeve Kuerbis	MOVED that County Council approves the 2026 Council Meeting Schedule with one Council Meeting each for the months of January, March, June, August and November and that these dates be advertised as appropriate. CARRIED
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E. COUNTY COUNCIL AND COMMITTEE UPDATES

E.1. Lethbridge County Council Attendance Update - September 2025

Council reviewed the highlights from the Lethbridge County Council Attendance Update for September 2025.

Division 1

Councillor Lorne Hickey

September 3	FCSS Board Meeting
September 4	Lethbridge County Council Meeting
September 17	Green Acres Finance Meeting
September 18	Lethbridge County Council Meeting
September 19	RMA Member Visit
September 19	Foothills Little Bow Municipal Association
September 24	Green Acres Board Meeting

Division 2

Reeve Tory Campbell

September 3	Virtual Special Meeting, EDL
September 4	Lethbridge County Council Meeting
September 5	Mayors & Reeves
September 11	Chinook Arch Finance Committee Meeting
September 17	EDL Board Meeting
September 18	Lethbridge County Council Meeting
September 19	RMA Member Visit
September 19	Foothill Little Bow Municipal Association
September 23	Dinner Meeting with Dutch Deputy Consul General & Staff

Division 3

Councillor Mark Sayers

September 4	Lethbridge County Council Meeting
September 18	Lethbridge County Council Meeting
September 19	RMA Member Visit
September 19	Foothills Little Bow Municipal Association

Division 4

Deputy Reeve John Kuerbis

September 2	Weekly Meeting with Community Futures Executive Director
September 4	Lethbridge County Council Meeting
September 9	Weekly Meeting with Community Futures Executive Director
September 10	Virtual Meeting with Prairie Can
September 16-18	Community Futures Symposium
September 19	RMA Member Visit
September 19	Foothills Little Bow Municipal Association
September 23	Weekly Meeting with Community Futures Executive Director
September 24	Community Futures Monthly Board Meeting

Division 5

Councillor Kevin Slomp

September 4	Lethbridge County Council Meeting
September 18	Lethbridge County Council Meeting
September 19	RMA Member Visit

Division 7

Councillor Morris Zeinstra

September 4	Lethbridge County Council Meeting
September 6	Iron Springs Parade
September 18	Lethbridge County Council Meeting
September 19	Foothills Little Bow Municipal Association

F. **CORRESPONDENCE**

F.1. **The Royal Canadian Legion**

Council received an invitation from the Royal Canadian Legion to attend their Remembrance Day Ceremony on November 11 at the Agri-Food Hub.

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

Reeve Campbell reconvened the meeting at 9:30 a.m.

G. **DELEGATIONS**

G.1. **9:30 a.m. - Chinook Regional Hospital Foundation**

Crystal Elliot, Chief Executive Officer and Oliver Twizell, Direction of Development for the Chinook Regional Hospital Foundation were in attendance to present to council information on their "Bringing Hearts Home" campaign.

284-2025	Councillor Hickey	MOVED that administration bring back finance options for the Chinook Regional Hospital Foundation's project.	CARRIED
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H. **CLOSED SESSION**

I.1. - Fire Service Agreement Review & Discussion (ATIA Section 26 - Disclosure harmful to intergovernmental relations)

I.2. - CAO Report - C. Beck (ATIA Sections 19, 20, 28 and 29)

I.3. - Personnel Matter (ATIA Section 22 - Confidential Evaluations)

285-2025	Councillor Sayers	MOVED that the Lethbridge County Council Meeting move into Closed Session, pursuant to Section 197 of the Municipal Government Act, the time being 9:53 a.m. for the discussion on the following:
		I.1. - Fire Service Agreement Review & Discussion (ATIA Section 26 - Disclosure harmful to intergovernmental relations)
		I.2. - CAO Report - C. Beck (ATIA Section 19, 20, 28 and 29)
		I.3. - Personnel Matter (ATIA Section 22 - Confidential Evaluations)

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

286-2025	Councillor Sayers	MOVED that the Lethbridge County Council Meeting move out of the closed session at 11:35 a.m.	CARRIED
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H.1. **Fire Service Agreement Review & Discussion (ATIA Section 26 - Disclosure harmful to intergovernmental relations)**

287-2025	Deputy Reeve Kuerbis	MOVED to direct administration to execute the fire service agreements as presented.	CARRIED
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I. ADJOURN

288-2025	Councillor Zeinstra	MOVED that the Lethbridge County Council Meeting adjourn at 11:35 a.m. CARRIED
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Reeve

CAO



MINUTES
Organizational Meeting
9:30 AM - Friday, October 31, 2025
Council Chambers

The Organizational Meeting of the Lethbridge County was called to order on Friday, October 31, 2025, at 9:30 AM, in the Council Chambers, with the following members present:

PRESENT: Tory Campbell
John Kuerbis
Lorne Hickey
Mark Sayers
Kevin Slomp
Eric Van Essen
Tony Ankermann
Cole Beck
Director, Development & Infrastructure Devon Thiele
Director, Corporate Services Hailey Pinksen
Director, Operations Ryan Thomson
Legislative Coordinator & Executive Assistant Candice Robison

EXCUSED:

A. CALL TO ORDER BY CHIEF ADMINISTRATIVE OFFICER
Chief Administrative Officer Cole Beck called the meeting to order at 9:30 a.m.

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

B. OFFICIAL OATH OF OFFICE FOR ALL COUNCILLORS IN ELECTION YEAR
Councillors for Divisions 1-7 took their official Oath of Office for the 2025-2029 term.

C. VOTING PROCEDURES

C.1. Nominations & Voting by Secret Ballot

289-2025 Councillor Hickey MOVED that Council utilize the voting procedure of secret ballot when there is more than the required number of nominations for the Office of Reeve, Deputy Reeve and Committees.
CARRIED

C.2. Destruction of Ballots

290-2025 Councillor Sayers MOVED that all the ballots are destroyed at the end of the meeting.
CARRIED

C.3. Appointment of Scrutineer

291-2025 Deputy Reeve Kuerbis MOVED that Council appoint Devon Thiele, Director, Development and Infrastructure as Scrutineer.
CARRIED

D. ELECTION OF REEVE FOR ENSUING YEAR AND OATH OF OFFICE
CAO Cole Beck explained the next item on the agenda would be the nomination and election of the Reeve for the ensuing year and called for nominations for Reeve by Secret Ballot.

Nominations were taken by secret ballot. Scrutineer Devon Thiele declared that there were two nominations for Reeve: Tory Campbell and John Kuerbis

John Kuerbis declined the nomination.
Tory Campbell accepted the nomination.

CAO Cole Beck declared that Tory Campbell is elected Reeve for the 2025/2026 year

292-2025	Councillor Hickey	MOVED that Tory Campbell be appointed as Reeve of Lethbridge County for the 2025/2026 year.	CARRIED
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The Oath of Office was administered by Candice Robison, Commissioner of Oaths to Reeve Tory Campbell for the 2025/2026 year.

Reeve Campbell took the chair.

E. **ELECTION OF DEPUTY REEVE FOR ENSUING YEAR AND OATH OF OFFICE**
Reeve Tory Campbell explained the next item on the agenda would be the nomination and election of the Deputy Reeve for the ensuing year and called for nominations for Deputy Reeve by Secret Ballot.

Nominations were taken by secret ballot, and Scrutineer Devin Thiele declared that there were two nominations for Deputy Reeve: John Kuerbis and Mark Sayers

John Kuerbis and Mark Sayers accepted their nominations.

A vote was held and tallied.

Reeve Tory Campbell declared that John Kuerbis is elected Deputy Reeve for the 2025/2026 year.

293-2025		MOVED that John Kuerbis be appointed as Deputy Reeve of Lethbridge County for the 2025/2026 year.	CARRIED
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The Oath of Office was administered by Candice Robison, Commissioner of Oaths to Deputy Reeve John Kuerbis for the 2025/2026 year

Reeve Campbell recessed the meeting at 9:50 a.m.
Reeve Campbell reconvened the meeting at 9:54 a.m.

F. **APPOINTMENT OF INTERNAL COMMITTEES**
Voting Required for each Committee

- F.1. ***Agricultural Service Board & Chairman (4 Members of Council, 3 Members at Large, 1 Member as Chairman)***
Kevin Slomp, Tony Ankermann, Eric Van Essen, Mark Sayers, Ken Coles, Logan Miller, Dan Chapman
- F.2. ***Audit Committee (3 Members)***
John Kuerbis, Eric Van Essen, Lorne Hickey
- F.3. ***Emergency Advisory Committee (3 Members)***
John Kuerbis, Kevin Slomp, Tony Ankermann
- F.4. ***Bursary Award Committee (3 Members)***
Kevin Slomp, Lorne Hickey, Mark Sayers
- F.5. ***Water Co-op Liaison Committee (3 Members)***
Tony Ankermann, Eric Van Essen, John Kuerbis
- F.6. ***Strategic Planning Committee (3 Members)***
Tory Campbell, Mark Sayers, Kevin Slomp

- F.7. *HR Governance Committee (3 Members)***
Tory Campbell, John Kuerbis, Lorne Hickey

G. REPRESENTATIVE FOR EXTERNAL COMMITTEES

Voting Required for each Committee Voting Required for each Committee

- G.1. *ASB Delegates with Voting Privileges (2 Members + 1 Alternate)***
Kevin Slomp, Mark Sayers - Alternate Eric Van Essen
- G.2. *Barons-Eureka-Warner Family & Community Support Services (1 Member)***
Mark Sayers
- G.3. *Chinook Arch Regional Library (1 Member)***
Kevin Slomp
- G.4. *Coaldale Chamber of Commerce (1 Member)***
Tory Campbell
- G.5. *Community Futures Lethbridge Region (1 Member)***
John Kuerbis
- G.6. *County Irrigation and Alberta Irrigation Projects Association (2 Members)***
Tony Ankermann, Lorne Hickey
- G.7. *Economic Development Lethbridge (1 Member)***
Tory Campbell
- G.8. *Green Acres (1 Member)***
Lorne Hickey
- G.9. *Intermunicipal Committee - City of Lethbridge (3 Members)***
Tory Campbell, Mark Sayers, Lorne Hickey
- G.10. *Intermunicipal Committee - Town of Coaldale (3 Members)***
Tory Campbell, Mark Sayers, Lorne Hickey
- G.11. *Intermunicipal Committee - Town of Coalhurst (3 Members)***
Tony Ankermann, Kevin Slomp, John Kuerbis
- G.12. *Intermunicipal Committee - Town of Nobleford (2 Members)***
Kevin Slomp, Eric Van Essen
- G.13. *Intermunicipal Committee - Town of Picture Butte (3 Members)***
Eric Van Essen, Tony Ankermann, John Kuerbis
- G.14. *Intermunicipal Committee - Village of Barons (1 Member)***
Eric Van Essen
- G.15. *Lethbridge Regional Waste Management Services Commission (2 Members)***
John Kuerbis, Kevin Slomp
- G.16. *Lethbridge Regional Water Services Commission (2 Members)***
John Kuerbis, Tony Ankermann
- G.17. *Mayors & Reeves (Reeve)***
Tory Campbell
- G.18. *Malloy Drain Steering Committee (2 Members)***
Eric Van Essen, Mark Sayers
- G.19. *Oldman River Regional Services Commission (1 Member)***
Mark Sayers
- G.20. *Picture Butte Chamber of Commerce (1 Member)***
Eric Van Essen
- G.21. *SouthGrow Regional Initiative (1 Member)***
Tory Campbell
- G.22. *Southern Regional Stormwater Drainage Committee (1 Member + 1 Alternate)***
Tory Campbell, Alternate: Tony Ankermann
- G.23. *Link Pathway (1 Member + 1 Alternate)***

Mark Sayers, Alternate: Eric Van Essen

H. RESOLUTION TO CONFIRM THE RESULTS OF THE COUNCIL COMMITTEE APPOINTMENTS

H.1. *Internal Committee Appointments*

294-2025	Councillor Sayers	MOVED to approve the internal committee appointments.	CARRIED
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H.2. *External Committee Appointments*

295-2025	Deputy Reeve Kuerbis	MOVED to approve the external committee appointments.	CARRIED
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I. APPOINTMENT OF OFFICIALS

I.1. *Acts Appeal Committee (Weed & Pest Control Appeal Committee)*

296-2025	Deputy Reeve Kuerbis	MOVED that County Council appoint the following Members-at-Large to the Acts Appeal Committee (Weed & Pest Control Appeal Committee) beginning January 1, 2026: Bryan Harbers, Rob Van Diemen and Steve Campbell.	CARRIED
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I.2. *Soil Conservation Act Appeal Committee*

297-2025		MOVED that County Council appoint the Agricultural Service Board Members to the Soil Conservation Act Appeal Committee.	CARRIED
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J. NEW BUSINESS

J.1.

Rural Municipalities of Alberta District 1

298-2025	Deputy Reeve Kuerbis	MOVED that Council support Deputy Reeve Kuerbis's nomination for Rural Municipalities of Alberta District 1 representative.	CARRIED
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K. ADJOURN

299-2025	Councillor Hickey	MOVED that the Lethbridge County Organizational Meeting adjourn at 10:58 a.m.	CARRIED
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Reeve

CAO

AGENDA ITEM REPORT



Title: Subdivision Application #2025-0-021 – Van Schothorst
- Portion of NW1/4 3-10-22-W4M
Meeting: Council Meeting - 06 Nov 2025
Department: ORRSC
Report Author: Steve Harty

APPROVAL(S):

Kaylyn Franklin, Manager, Planning and Development
Devon Thiele, Director, Development & Infrastructure
Cole Beck, Chief Administrative Officer

Approved - 23 Oct 2025
Approved - 23 Oct 2025
Approved - 29 Oct 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The application is to subdivide a 12.54 acre parcel from a title comprised of 101.48 acres, for rural general industrial use. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2025-0-021 be approved subject to the conditions as outlined in the draft resolution.

REASON(S) FOR RECOMMENDATION(S):

The proposed subdivision meets the provincial Subdivision and Development Regulations, the MDP, and the Land Use Bylaw subdivision policies for RGI parcels.

PREVIOUS COUNCIL DIRECTION / POLICY:

- Land Use Bylaw (LUB), Part 8 supports the subdivision of land designated to Rural General Industrial (RGI).
- Industrial-Commercial Land Use Strategy, Section 6.2.2 supports subdivisions of isolated industrial parcels for businesses that serve the local agricultural area, are parcels of poor quality land, and have access to good transportation networks.
- County Council approved redesignating the subject land to Rural General Industrial – RGI (Bylaw No. 25-016) in July 2025.

BACKGROUND INFORMATION:

Located on Park Lake Road, ¼-mile southeast of Park Lake Provincial Park and 3 miles due west of Diamond City. The proposal is to enable the subdivision of a portion of land which contains a rural industrial business.

The most westerly 12.54 acre portion of the parent title contains an established rural welding and metal fabrication business which is designated as RGI. The remainder of the title at 88.94 acres contains a residential yard and agricultural land. The submitted subdivision plan layout corresponds to the area designated as RGI. The land is developed with two existing welding manufacturing shops constructed in 1987 and 2023, respectively. For services, water is provided by the LNID to a domestic storage dugout. The shops have an onsite subsurface field system located west of the buildings, while the dwelling has its own individual onsite field system situated on the northside of the house. There will be no encroachments with either septic system as a result of the new property line established. Access is provided from the west Park Lake Road municipal road allowance (Range Road 22-3). The landowners use a single approach and driveway to access both the business and the residential portion of the parent title. The plan allows for a future 12.19 m wide access strip of land to the remnant 88.94-acre parcel at both the south and north ends.

There are no abandoned gas wells located in proximity to this proposal. There are also no provincially identified potential historical resources on or adjacent to the land. There are no wetlands or environmentally significant features identified for the land.

Overall, the proposal meets the criteria of the County's Land Use Bylaw No. 24-007 for the RGI land use district. The RGI district does not have a maximum parcel size but has a minimum parcel size of 2.0-acres which this proposal complies with. The application was circulated to the required external agencies with no concerns expressed (no requests for utility easements at time of agenda report).

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could not approve subdivision #2025-0-021 if it is not satisfied that the subdivision criteria are met.

Pros: No advantages, because the application meets the criteria

Cons: A refusal would likely be appealed

FINANCIAL IMPACT:

There are no direct financial implications. The County will benefit from a municipal reserve payment of approximately \$18,810.00 that is applicable. In addition, the proposed subdivision may create new opportunities for industrial business expansion on the site, which could result in increased property tax revenue in the future.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[2025-0-021 Lethbridge County Approval](#)
[Diagrams 2025-0-021](#)

RESOLUTION

2025-0-021

Lethbridge County

Industrial subdivision of NW1/4 3-10-22-W4M

THAT the Industrial subdivision of NW1/4 3-10-22-W4M (Certificate of Title No. 941 327 262), to subdivide a 12.54-acre (5.08 ha) parcel from a title comprised of 101.48 acres (41.00 ha) for rural general industrial use; BE APPROVED subject to the following:

RESERVE: The 10% reserve requirement, pursuant to Sections 666 and 667 of the Municipal Government Act, be provided as money in place of land on the 12.54-acres at the market value of \$15,000 per acre with the actual acreage and amount to be paid to Lethbridge County be determined at the final stage, for Municipal Reserve purposes.

AND FURTHER that upon payment of the reserve, the existing deferred reserve caveat registered on title (Registration No. 4242LO) shall be discharged and new deferred reserve caveat be registered on the residual title with the actual acreage owing to be determined at the final stage, upon receipt of the final subdivision plan.

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. The agreement may address the requirements for an approach access to the remnant 88.94-acre parcel.
3. That the applicant provides a final Plan of Survey as 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.
5. That the applicant provides, at their expense, a legal private access easement agreement to be registered across the new west 12.54-acre title to enable continued legal and physical access to the east 88.94-acre title, to the satisfaction of the Subdivision Authority, to be registered concurrently with the final endorsement of the subdivision.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The land was designated to Rural General Industrial – RGI (Bylaw No. 25-016) in July 2025 for the intended purpose. The application conforms to the County's subdivision policies and the RGI land use designation.

INFORMATIVE:

- (a) The payment of 10% Municipal Reserve (MR) is applicable on the 12.54-acre parcel pursuant to Section 663 of the MGA as a cash-in-lieu payment. An existing deferred reserve caveat from a previous subdivision shall continue on title but be adjusted accordingly.

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- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (d) Thank you for including TELUS in your circulation.

At this time, TELUS has no concerns with the proposed activities.

- (e) Alberta Health Services – Kristen Dykstra, Public Health Inspector:

“Thank you for the opportunity to comment on File No. 2025-0-021. Alberta Health Services – Environmental Public Health (AHS-EPH) reviews and provides comment on land use applications from a public health perspective.

It is understood that the purpose of this application is to subdivide to create one lot for rural general industrial use. The proposed lot contains an existing welding and metal fabrication business (two shops). The remaining parcel contains a residential yard and agricultural land. Water services are provided by the Lethbridge North Irrigation District to a domestic water storage dugout. The manufacturing shops have an onsite subsurface treatment field system located west of the buildings, while the dwelling has its own individual onsite subsurface treatment field system situated on the northside of the house.

AHS-EPH has reviewed the application, and has the following comments:

- Each parcel of residential land should have access to a legal source of potable drinking water as designated by the appropriate regulatory authority.
- Where water services are provided, sewer services approved by the appropriate agency must also be provided. AHS-EPH recommends that private sewage disposal systems be completely contained on the property being served to avoid future conflicts or access concerns.

AHS-EPH has no concerns with the application provided that the applicant complies with all pertinent regulations, by-laws, and standards.

Please feel free to contact me with any questions or concerns.”

- (f) No objections from ATCO Gas.
- (g) ATCO Transmission wishes to confirm we have no conflict as we have no high-pressure pipelines in the proposed area.

NOTE: ATCO Distribution [Gas] will reply under separate email.

Thank you for allowing ATCO to review your proposal and provide feedback.

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

1. **Payment of Outstanding Irrigation Rates:** All outstanding irrigation rates assessed on the original parcel must be paid in full prior to subdivision finalization.
2. **Subdivision Administration Fee:** The District's subdivision and administration fee of \$682.50 (including GST) must be paid prior to subdivision finalization.
3. **Rearrangement of Acres:** Approximately 8.1 acres assessed as "irrigation acres" cannot be rearranged within NW 03-10-22-4 and must be either transferred to another parcel or removed from the Assessment Rolls.
4. **Water Agreement:** If irrigation water is required for the proposed 12.54 acre subdivision, a suitable water agreement must be in place. Additionally, if the parcel will receive irrigation water from the Lateral D1 pipeline, a landowner construction contribution is required at the time of

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signing the agreement. The current rate for non-irrigated parcels is \$3,150.00 (including GST), plus the cost of a water delivery turnout, if needed.

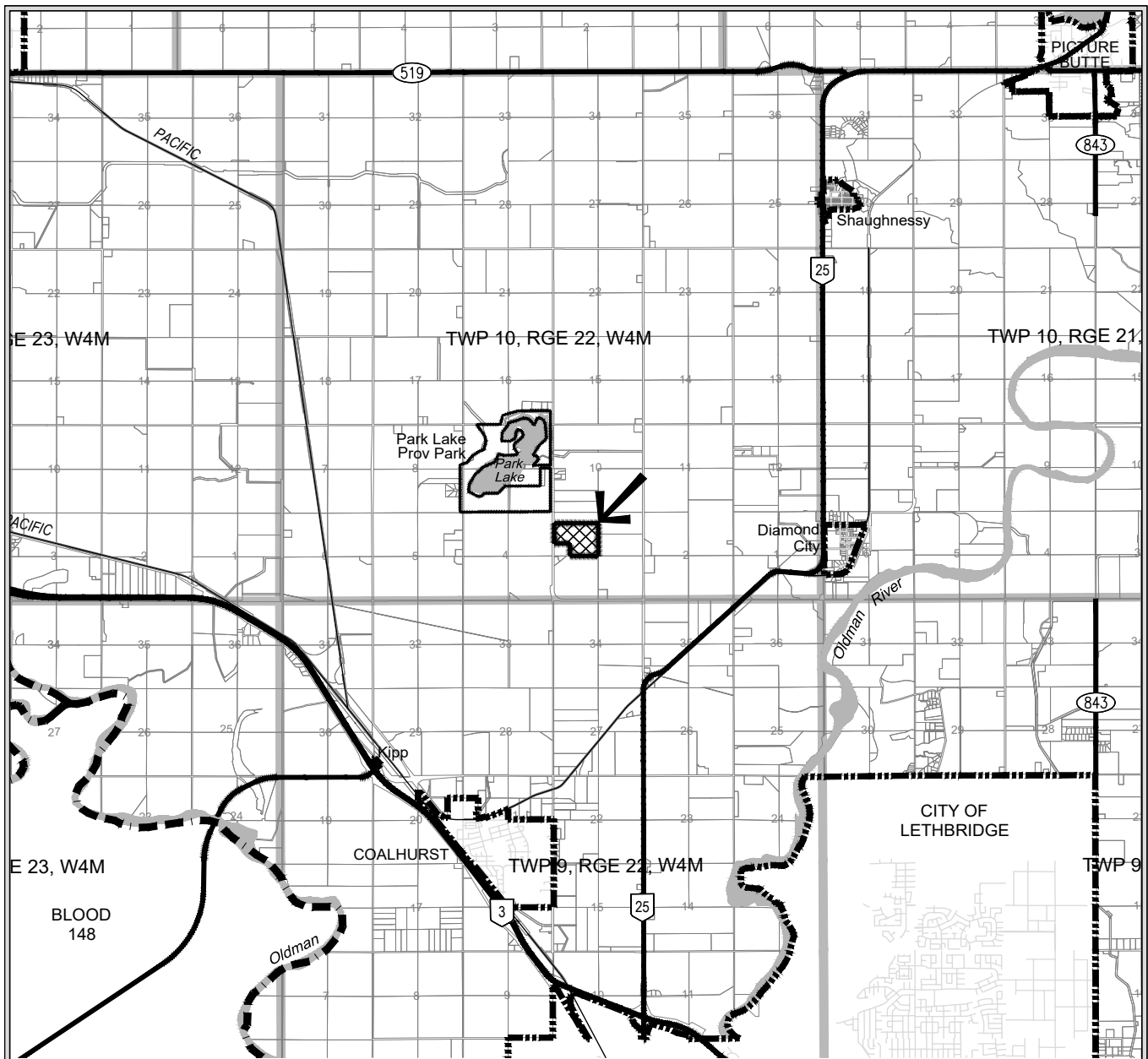
5. **Easements:** Any easements required by the subdivided parcels for access to water from the District works must be in place for the supply of domestic non-potable water if required.
6. **Alteration of District Works:** Any alteration to District works resulting from the subdivision is subject to District approval. The applicant is responsible for all associated costs.
7. **Set-back Requirements:** Any future permanent structures such as buildings with footings, pilings or foundations, septic tanks/fields/mounds, barns/shops, and silage pits, etc., must meet the minimum set-back distance of 30 metres from the centre line of the pipeline.

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

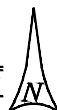
MOVER

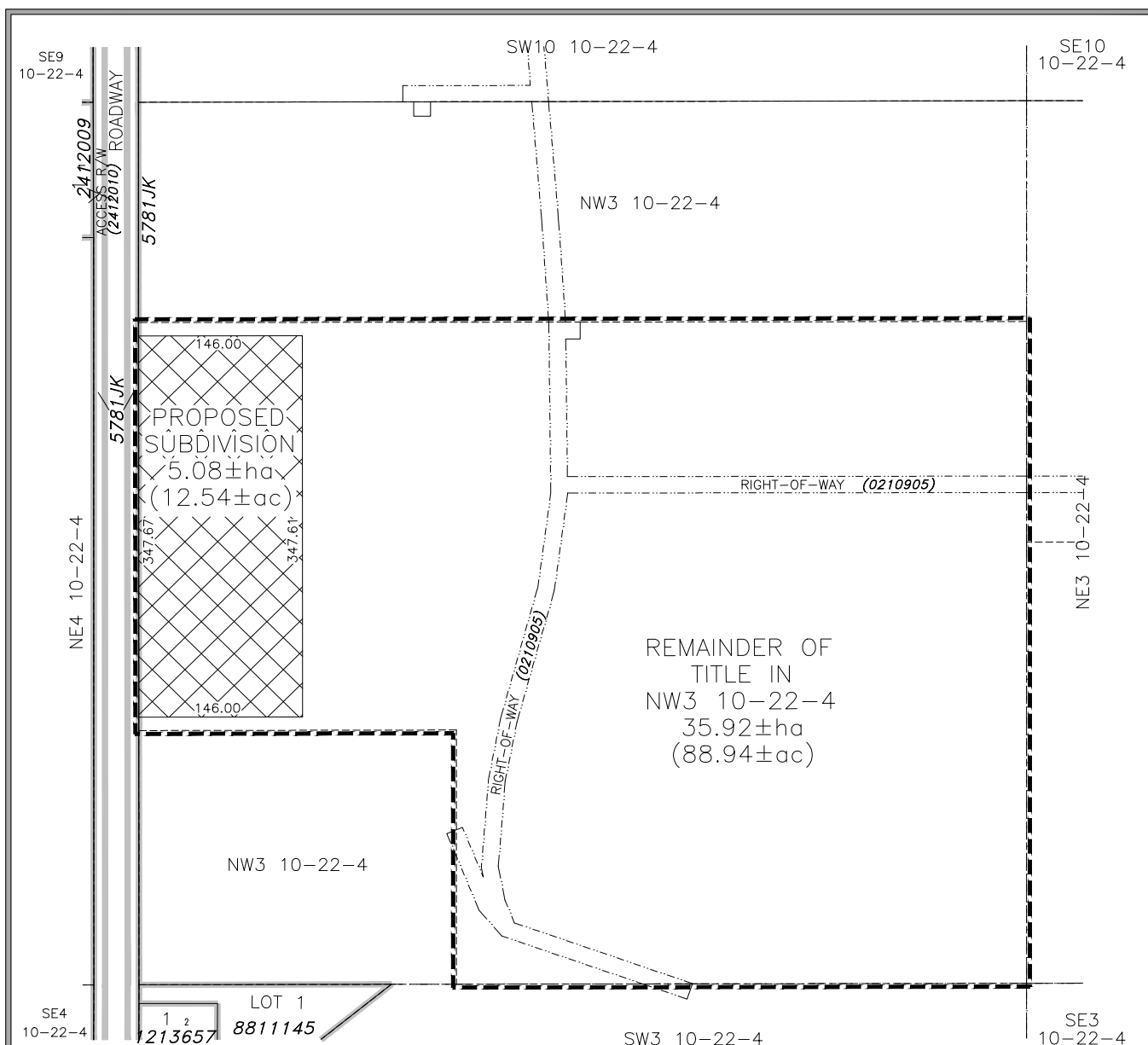
REEVE

DATE



SUBDIVISION LOCATION SKETCH
 PORTION OF NW 1/4 SEC 3, TWP 10, RGE 22, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: MAY 8, 2025
 FILE No: 2025-0-021





SUBDIVISION SKETCH
PORTION OF NW 1/4 SEC 3, TWP 10, RGE 22, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: MAY 8, 2025
FILE No: 2025-0-021

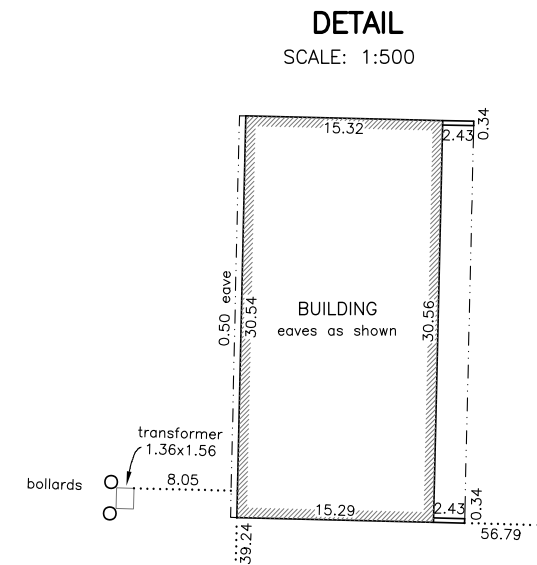
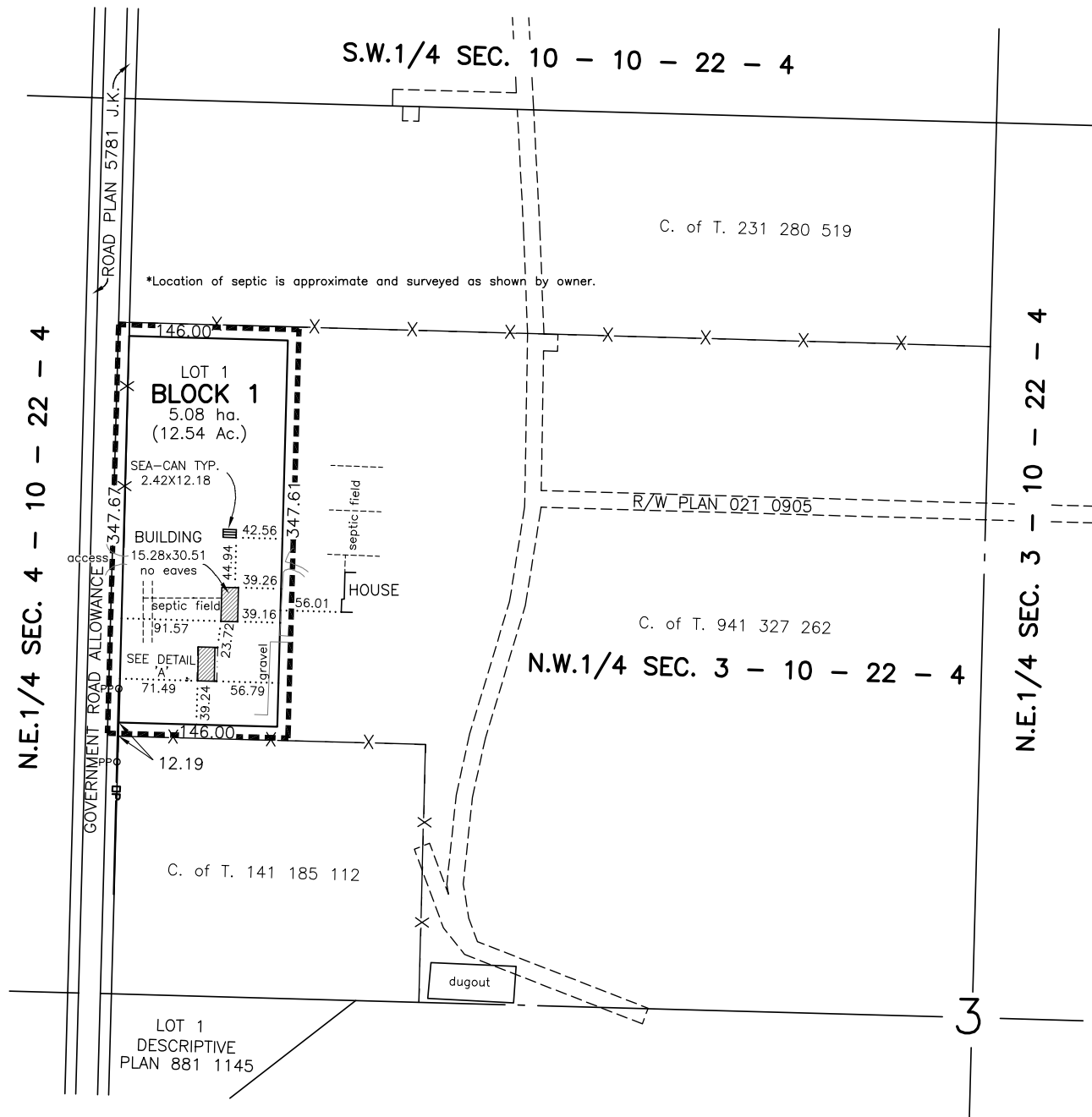




SUBDIVISION SKETCH
PORTION OF NW 1/4 SEC 3, TWP 10, RGE 22, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: MAY 8, 2025
FILE No: 2025-0-021



AERIAL PHOTO DATE: 2019



NO.	REVISION	DATE	BY
NOTE : Portion to be approved is outlined thus and contains approximately 5.08 ha. Distances are in metres and decimal parts thereof. Distances and areas are approximate and are subject to change upon final survey.			

PARK LAKE WELDING & MFG. LTD	
TENTATIVE PLAN SHOWING SUBDIVISION of part of N.W.1/4 SEC. 3, TWP. 10, RGE. 22, W.4 M. (C. of T. 941 327 262)	
Lethbridge County	

boa brown okamura & associates ltd. Professional Surveyors 2830 - 12 Avenue North, Lethbridge, Alberta		
APPROVED	DRAWN MJ	DATE APR 9/25
	CHECKED ZJP	JOB 25-16730
	SCALE 1:5000	DRAWING 25-16730TA
Z.J. Prosper, A.L.S.		

AGENDA ITEM REPORT



Title: Memorandum of Understanding between Lethbridge County and the Alberta Conservation Association (ACA) – Corporate Partner in Conservation Program (2026–2031)

Meeting: Council Meeting - 06 Nov 2025

Department: Operations

Report Author: Ryan Thomson

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 29 Oct 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

Lethbridge County has been invited to renew its participation in the Alberta Conservation Association's (ACA) *Corporate Partners in Conservation (CPIC)* Program through a Memorandum of Understanding (MOU) effective April 1, 2026 to March 31, 2031.

This partnership supports Lethbridge County's environmental stewardship objectives and enhances recreational opportunities for residents and visitors.

RECOMMENDATION:

That County Council approve the Memorandum of Understanding between Lethbridge County and the Alberta Conservation Association for participation in the Corporate Partners in Conservation Program for the period of April 1, 2026 to March 31, 2031, with an annual contribution of \$1,000 to \$5,000, to be funded from the Donations Reserve.

REASON(S) FOR RECOMMENDATION(S):

- Supports environmental sustainability and community enhancement.
- Promotes the Fish Stocking Program, benefiting local recreation and the regional economy.

PREVIOUS COUNCIL DIRECTION / POLICY:

In March 2021 Council approved participation in the previous *Corporate Partners in Conservation MOU* with the Alberta Conservation Association for the 2021–2026 term, which included financial contributions of \$1,000 toward the McQuillan and McVinnie Reservoir Fish Stocking Projects.

BACKGROUND INFORMATION:

The Alberta Conservation Association (ACA) is a non-profit organization dedicated to conserving fish, wildlife, and habitat across Alberta. Through the Corporate Partners in Conservation Program (CPIC), ACA engages municipalities, corporations, and organizations in long-term conservation initiatives.

Lethbridge County has historically supported ACA's Fish Stocking Program, which enhances recreational fishing and ecosystem health in County-managed water bodies.

ALTERNATIVES / PROS / CONS:

Alternatives:

- Contribute funds in an amount outside of the \$1,000 - \$5,000 range requested.
- Not contribute funds at all.

FINANCIAL IMPACT:

\$1,000 - \$5,000

LEVEL OF PUBLIC PARTICIPATION:

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

ATTACHMENTS:

[Draft MOU](#)

Corporate Partner in Conservation Memorandum of Understanding (“MOU”)

This agreement is in effect from April 1, 2026 to March 31, 2031 between:

Alberta Conservation Association
101, 9 Chippewa Road
Sherwood Park, Alberta
T8A 6J7

and, the Corporate Partner,

Lethbridge County
100, 905 – 4th Avenue South
Lethbridge, Alberta
T1J 4E4



Alberta Conservation Association (ACA) is a not-for-profit organization that works to conserve, protect and enhance fish and wildlife populations and their habitats for Albertans to enjoy, value and use. Each and every day we work toward our vision of an Alberta with an abundance and diversity of fish, wildlife and habitat. To achieve this vision, we partner with the public, private and nonprofit sectors to undertake a wide range of conservation projects within our Fisheries, Wildlife, Land and Communications Programs.

Our Corporate Partners in Conservation (CPIC) Program recognizes companies and organizations that seek to play a vital role in conservation in Alberta by entering into multi-year agreements with ACA on specific conservation projects. Multi-year commitments allow ACA to move forward with confidence, and provide partners with opportunities to make meaningful, sustained and recognized contributions to conservation in Alberta.

ACA and Lethbridge County (the “Corporate Partner”) are pleased to enter into an agreement with the following understanding:

The Corporate Partner agrees to:

1. Donate **\$1,000 to \$5,000 ?** annually for the duration of this agreement in support of ACA's Fish Stocking Project at McQuillan Reservoir and McVinnie Reservoir for the following fiscal years:
 - 2026-27
 - 2027-28
 - 2028-29
 - 2029-30
 - 2030-31
2. Provide ACA with its corporate logo and guidelines for use.
3. Work collaboratively with ACA towards the success of the project(s) and explore future opportunities to collaborate.

ACA agrees to:

1. Recognize the Corporate Partner, for the duration of this agreement, in educational and marketing materials and corporate communications related to the sponsored project(s), including, but not limited to:
 - a. Corporate Partner logo on the Corporate Partner in Conservation (CPIC) landing page at ab-conservation.com/cpic;
 - b. Dedicated CPIC webpage created for the Corporate Partner;
 - c. Recognition in Partnerships ad in ACA print publications;
 - d. Recognition in relevant ACA social media and e-newsletters;
 - e. Recognition in ACA's Annual Report and the annual project summary, in print and online.
2. Provide the Corporate Partner with the "Corporate Partner in Conservation" seal and Logo Application Guidelines.
3. Provide the Corporate Partner with an annual written update on the project(s), and regular communications, as requested.
4. Provide a charitable donation receipt upon receipt of donated funds, on request.
5. Keep in accordance with generally accepted accounting principles, in respect to the donated funds and the project(s) undertaken with the funds. In addition, on an annual basis, and upon request, ACA shall provide the Corporate Partner with full disclosure detailing how the funds were allocated between and within projects. ACA shall allow the Corporate Partner or its appointed representative access to audit ACA's books, accounts, and records during normal business hours at any reasonable time(s) during the term of the MOU.

This Memorandum of Understanding is signed in good faith and is not intended to create a contractual or otherwise legally enforceable relationship between the Corporate Partner and Alberta Conservation Association. Either the Corporate Partner or ACA may, with written notice, choose to cease the agreement at any time. The Memorandum of Understanding is signed by authorized officers of ACA and the Corporate Partner.

CPIC Contact Person

Title, CPIC Name

Address line 1

Address line 2

Tel: xxx-xxx-xxxx

Cell: xxx-xxx-xxxx

Email:

Ken Kranrod

Vice President, Alberta Conservation Association

101-9 Chippewa Road

Sherwood Park, AB., T8A 6J7

Tel: 780-410-1989

Cell: 780-977-9449

Email: ken.kranrod@ab-conservation.com

Signature

Signature

Date

Date



The Corporate Partner in Conservation logo identifies you as proud partner of Alberta Conservation Association (ACA) and recognizes your role as a leader in conservation. The logo is supplied in colour and in black and white and can be applied to: corporate vehicles, advertising, e-mail signatures, business cards, stationary and websites.

Please follow these Logo Application Guidelines:

1. Use of the Corporate Partner in Conservation logo is restricted to your organization and is not transferrable.
2. Always reproduce the logo from the artwork provided by ACA and whenever possible against a white background.
3. Do not add to or alter the logo art.
4. If you print the logo in one colour, all elements of the logo must appear in 100% black. Use the black logo file provided.
5. Please do not screen any of the logo elements in shades other than 100% black.
6. You may also set the logo against a dark background using the white logo art file provided.
7. When sizing the logo please do so proportionally (vertical and horizontal) so the logo does not distort.

If you have questions regarding these guidelines or require alternative formats, please contact:

Tara Holmwood, Communications Manager
 Alberta Conservation Association
 Tel: 780-410-1999 ext. 1982
 Email: tara.holmwood@ab-conservation.com



100% Black Only Application



White logo on dark background



Full colour application

AGENDA ITEM REPORT



Title: Tax Penalty Waiver Request - Roll# 11100000 & 11110000
Meeting: Council Meeting - 06 Nov 2025
Department: Corporate Services
Report Author: Hailey Pinksen

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 30 Oct 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

Tamara Berezay, joint owner with her mother, Pat (Patsy Kay) Deimuth, has requested that Council waive the tax penalty interest in the amount of \$66.56 which has been applied to Roll No. 11100000 and 11110000.

RECOMMENDATION:

That Council deny the request from Ms. Tamara Berezay to waive the tax penalty interest for Roll Numbers 11100000 and 11110000.

REASON(S) FOR RECOMMENDATION(S):

Under Section 333 of the *Municipal Government Act*, municipalities must send tax notices to the address of the taxpayer as it appears on the assessment roll, which is compiled using information from Alberta Land Titles. Lethbridge County fulfilled this obligation by mailing notices to the registered addresses provided on title. While the direct financial impact to the County is minimal, approval of the request could establish a precedent leading to similar future appeals.

PREVIOUS COUNCIL DIRECTION / POLICY:

No previous direction was provided by Council

BACKGROUND INFORMATION:

Ms. Berezay and her mother, Pat Deimuth, are joint owners of two parcels of land in Lethbridge County. According to the land title the mailing addresses are:

- Pat Deimuth – Box 173, Turin, AB T0K 2H0
- Tamara Berezay – Box 263, Magrath, AB T0K 1J0

Ms. Berezay claims that due to an error or omission during an address update, her correct Magrath address was removed from one of the titles, resulting in undelivered tax notices.

She indicates she received one invoice (for one roll number) and paid it before the due date but did not receive the other two, for which penalties were applied.

She contacted County staff (Cathy and Les) and they let her know that the addresses need to be updated with Land Titles and had her complete an address change form. She mentioned that she came into pay the amounts owed but the debit machine was down. This was in October, much past the July deadline to pay without penalty.

ALTERNATIVES / PROS / CONS:

Alternative: Council may choose to waive or refund the interest charges as a one-time exception, recognizing the circumstances described by the property owner.

FINANCIAL IMPACT:

The total penalty interest in question amounts to approximately \$66.56 for the two affected roll numbers.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[Tax Penalty Request - Berezay](#)

October 15, 2025

To Whom It May Concern,

I am writing this as I feel I should not have to pay interest on my properties as I did not get the invoice. My name is Tamara Berezay and I am joint owner with my Mom Pat Deimuth. I am not sure what has happened but I received 1 invoice and paid before it was due but never received the other 2 roll numbers invoice. I was told they send to address on title, however mine is the only correct address on one title in the first place. I believe what happened is that my Mom changed her address and when I saw the form she took Magrath off and put Lethbridge on. Also someone wrote Pat and Tamara on the name line possibly assuming we were married or something. Well since my address is Magrath it is now gone. Funny thing is my name and address is correct on Title # 111056906 and my Moms is incorrect and yet on title # 031226272 they are both incorrect. I have spoken to Cathy several times (over an 3 week period with no answers), and been to your office to pay but they could not take my payment as the debit machine wasn't working. Not sure why mine is the only correct address either but I am looking further into this. All this is to ask that I do not pay the interest associated with the 2 pieces as I have shown I would have paid had I received them. Cathy and Les had me do an address change paper (they told me the use address on title), when I was there and now I am worried that my Moms address will be changed as well. We are joint and need both addresses on so that we both receive the tax notice. My Mom is ageing and I am responsible for all at this point.

I have provided what Les gave me and told me they go by these addresses. I have since contacted my lawyer to make sure all is correct going forward. I have paid online without the interest and await your reply.

Thanks for your time.

Tamara Berezay

AGENDA ITEM REPORT



Title: Bylaw 25-023 - Amendment to the Land Use Bylaw to Redesignate Plan 9910323 Block 1 Lot 2 in NW 30-9-22-W4 from Rural Agriculture (RA) to Direct Control (DC) - First Reading

Meeting: Council Meeting - 06 Nov 2025

Department: Development & Infrastructure

Report Author: Hannah Laberge

APPROVAL(S):

Kaylyn Franklin, Manager, Planning and Development
Devon Thiele, Director, Development & Infrastructure
Cole Beck, Chief Administrative Officer

Approved - 23 Oct 2025
Approved - 23 Oct 2025
Approved - 24 Oct 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

An application has been received to redesignate Plan 9910323, Block 1, Lot 2 in NW 30-9-22-W4 from Rural Agriculture (RA) to Direct Control (DC). The applicant is seeking this re-designation to allow for the future development of a bulk fertilizer storage and sales facility.

The proposed redesignation aligns with Lethbridge County's Municipal Development Plan (MDP) and the Industrial-Commercial Land Use Strategy, which supports agriculture-related industrial development in strategic locations.

RECOMMENDATION:

That Bylaw 25-023, be read a first time.

REASON(S) FOR RECOMMENDATION(S):

The proposed redesignation aligns with Lethbridge County's Municipal Development Plan and Industrial-Commercial Land Use Strategy, which supports agriculture-related industrial developments on major transportation corridors.

First reading will allow the County to proceed with the required public hearing and notification process.

PREVIOUS COUNCIL DIRECTION / POLICY:

- Municipal Development Plan (MDP), Policy 4.13 permits landowners or developers to apply for land use re-designation in support of development proposals that may not align with existing land use districts.

- Municipal Development Plan (MDP), Policy 10.10 indicates the County may consider industrial and commercial uses (grouped or isolated) through the redesignation of lands process, for development proposals that are: agricultural related, non-labour intensive industries, value-use added processing, or natural resource extractive uses.
- Municipal Development Plan (MDP), Policy 14.9 states that the County embraces new agriculture-related developments.
- Industrial-Commercial Land Use Strategy, Section 6.2.2.8-9 states the County should support opportunities for isolated industrial and commercial uses, especially those that are agricultural related and along major corridors.

BACKGROUND INFORMATION:

The parcel, Plan 9910323 Block 1 Lot 2 in NW 30-9-22-W4M is currently used by an agriculture-based trucking business, Double V Trucking Ltd. to store grain and other agricultural commodities. The applicant is requesting the redesignation from Rural Agriculture to Direct Control to support expanding their business into providing bulk Fertilizer Storage and Sales, which will include two new buildings with one fertilizer blender on the parcel.

The definition of Fertilizer Storage and Sales in this Bylaw has been amended to allow for office space to support the administrative and/or operational needs of the business.

Internal departments and external agencies were circulated for comment. No objections were received. Alberta Transportation and Economic Corridors has requested a Traffic Impact Assessment, which is currently underway as part of their Development Permit application.

ALTERNATIVES / PROS / CONS:

1. To table Bylaw 25-023 for further information or discussion.

Pros: Allows council to request additional information prior to considering first reading.

Cons: Delays the process for the Public Hearing.

FINANCIAL IMPACT:

If the proposal proceeds to development, the site would be assessed under the County's commercial/industrial tax rate, increasing long-term non-residential tax revenue.

LEVEL OF PUBLIC PARTICIPATION:

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

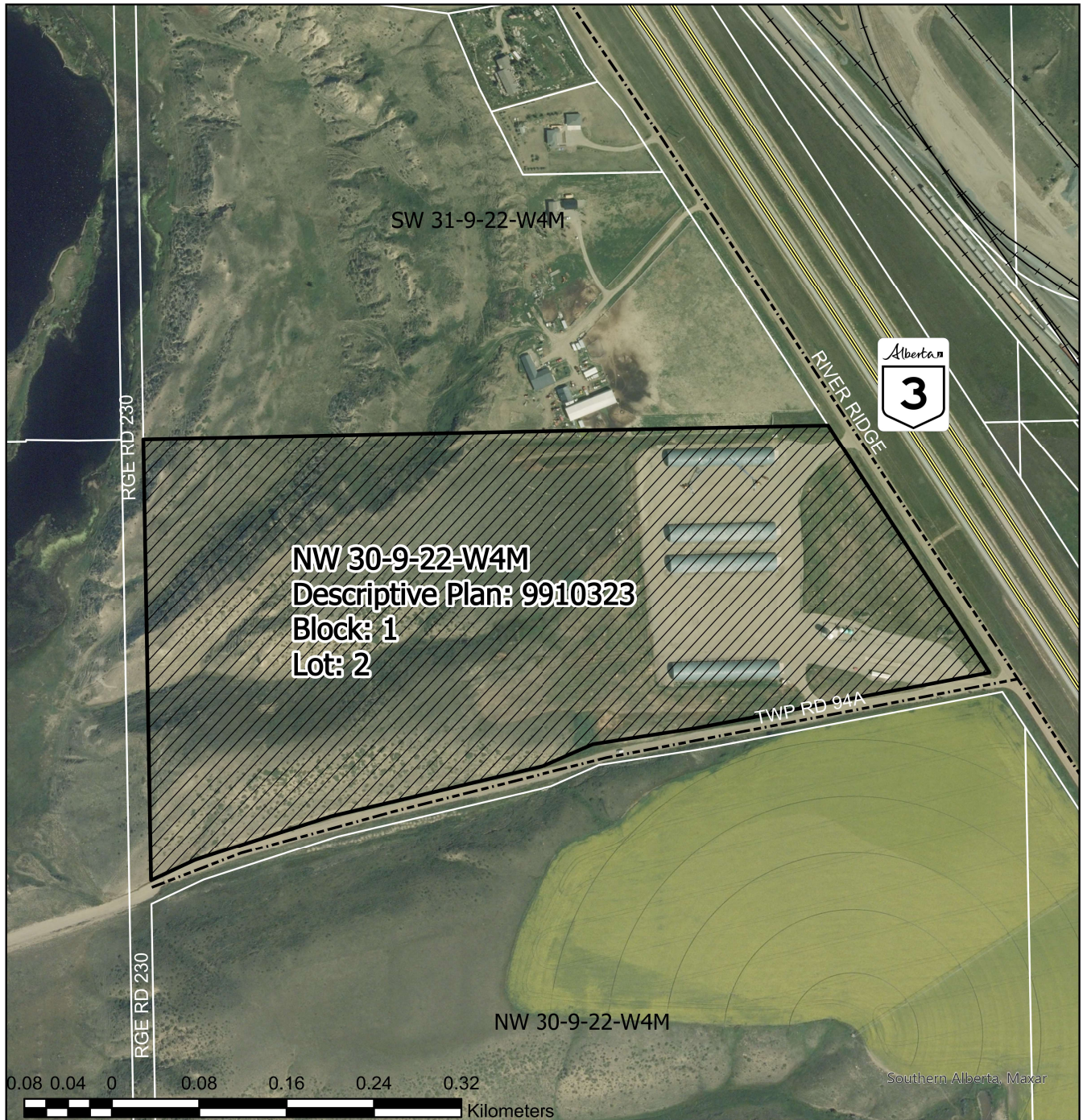
ATTACHMENTS:

[25_023_RA_to_DC_Rezoning_Map](#)

[Bylaw 25-023 - Application](#)

[Bylaw 25-023 - Direct Control District - 2025-10-20](#)

[Bylaw 25-023 - Amendment to LUB Reading Page](#)



Bylaw 25-023: Rural Agriculture to Direct Control

**Descriptive Plan 9910323; Block 1; Lot 2; (NW 30-9-22-W4M) Approx 55.45 Acres
Located in Lethbridge County, AB**

 Bylaw 25-023 Rural Agriculture (RA) to Direct Control (DC)





Lethbridge County
#100, 905 - 4th Ave S
Lethbridge, AB T1J 4E4
403-328-5525

FORM C: APPLICATION FOR A LAND USE BYLAW AMENDMENT

Pursuant to Land Use Bylaw No. 24-007

OFFICE USE		
Date of Application: August 29, 2025	Assigned Bylaw	No. 25-023
Date Deemed Complete: September 2, 2025	Application & Processing Fee:	\$ 2000
☒ Redesignation ☐ Text Amendment	Certificate of Title Submitted:	☒ Yes ☐ No

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

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

APPLICANT INFORMATION

Name of Applicant: **Jayco Builders (Chris Friesen) / Double V Trucking (Brent Van Vaerenbergh)**

Mailing Address:

Phone:

Phone (alternate):

Fax:

Postal Code:

Is the applicant the owner of the property?

☐ Yes

☒ No

IF "NO" please complete box below

Name of Owner:	J. Hengerer (Hengerer Trucking)	Phone:	
Mailing Address:		Applicant's interest in the property:	
Postal Code:		☐ Agent	
		☒ Contractor	
		☒ Tenant	
		☐ Other	

PROPERTY INFORMATION

Municipal Address:

Legal Description:

Lot(s)

2

Block

1

Plan

9910323

OR Quarter

NW

Section

30

Township

9

Range

22



Lethbridge County
#100, 905 - 4th Ave S
Lethbridge, AB T1J 4E4
403-328-5525

FORM C: APPLICATION FOR A LAND USE BYLAW AMENDMENT

Pursuant to Land Use Bylaw No. 24-007

AMENDMENT INFORMATION

What is the proposed amendment?

☐ Text Amendment

☒ Land Use Redesignation

IF TEXT AMENDMENT:

For text amendments, attach a description including:

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

IF LAND USE REDESIGNATION:

Current Land Use Designation (zoning):

Rural Agricultural

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

Direct Control - Commodity Storage & Blending

SITE DESCRIPTION:

Describe the **lot/parcel dimensions** see attached Site Plan and **lot area/parcel acreage** 55.45 acres

Indicate the information on a scaled PLOT or SITE PLAN: (0-4 acres at 1" = 20'; 5-9 acres at 1" = 100'; 10 acres or more at 1" = 200')

☒ Site or Plot Plan Attached

☐ Conceptual Design Scheme or Area Structure Plan Attached

OTHER INFORMATION:

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

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

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

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

Currently commodity storage as approved in old pre-2013 DP

Land currently not suitable for farming / grazing

No sewer requirements
No water requirements
Power service existing but potential upgrade needed



Lethbridge County
#100, 905 - 4th Ave S
Lethbridge, AB T1J 4E4
403-328-5525

FORM C: APPLICATION FOR A LAND USE BYLAW AMENDMENT

Pursuant to Land Use Bylaw No. 24-007

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

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

if deemed necessary.

SITE PLAN

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

DECLARATION OF APPLICANT/AGENT

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

APPLICANT (Chris Friesen) / (Brent Van Vaeckenbergh)

REGISTERED OWNER (if not the same as applicant)

August 29, 2025

DATE

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

TERMS

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

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

Double V Trucking Ltd. is family owned and operated, based out of Picture Butte, AB. The company started in 1984 (incorporated in 1995). They are primarily a transport trucking company, providing hauling in the Western Provinces and Western United States. They specialize in grain, fertilizer, and other general freight and also are outfitted to haul oversize loads and farm implements. They wish to expand the facility near Kipp to allow intermediate storage and blending of commodities to support the local farming industry around Southern Alberta.

The land currently is already being used for commodity storage as approved in an old pre-2013 development permit when the 4 quonsets were constructed (~1997). The land is not very suitable for farming / grazing but relatively suitable for agro-business / agro-industrial activities with its close proximity to a major highway . Lastly the development proposed will not have any sewer or water requirements in terms of municipal infrastructure. There is existing power on the site already with only a potential upgrade required.

PO Box 296, 517 8th Ave.
Bow Island, AB, T0K 0G0
(403) 545-6048

www.jaycobuilders.ca

NOTES

NOTES:

- THIS DRAWING REMAINS THE PROPERTY OF JAYCO BUILDERS INC. AND MAY NOT BE COPIED, MODIFIED, REPRODUCED OR DISTRIBUTED WITHOUT WRITTEN CONSENT OF JAYCO BUILDERS INC.

THIS PLAN IS PROTECTED BY COPYRIGHT AND ANY UNAUTHORIZED REPRODUCTION, DISTRIBUTION OR USE IS PROHIBITED AND INCURSES THE OFFICE (PAYCO-BUILDERS INC.) OF ANY AND ALL LIABILITY

ANY MODIFICATIONS OF THIS PLAN IS NOT VALID AGAINST OR
WARRANTED BY JAYCO BUILDERS INC.

-THE CONTRACTOR/CLIENT SHALL VERIFY ALL DIMENSIONS, LEVELS, & ELEVATIONS PRIOR TO COMMENCEMENT OF WORK AND SHALL NOTIFY THE OFFICE OF ANY ERRORS OR OMISSIONS.

-IT IS THE RESPONSIBILITY OF THE CONTRACTOR/CLIENT TO ENSURE COMPLIANCE WITH CURRENT BUILDING CODES, AND LOCAL REGULATIONS, OR OTHER NOT KNOWN, OR SPECIFICALLY IDENTIFIED CODES, STANDARDS, AND REGULATIONS.

• CONCRETE REAR ELEVATIONS, SUB FLOOR ELEVATIONS, TOP OF FOOTING ELEVATIONS AND DRAIN AT SLOPE INTERCHANGES ARE SUGGESTED ONLY. CONTRACTORS WISE TO VERIFY AND CHECK IN FURNISHING THE DRAWING. PLS NB

-THE CONTRACTOR/CLIENT IS RESPONSIBLE TO ENSURE
ADEQUATE FILL AND PROTECT PROTECTION IN ACCORDANCE WITH
APPLICABLE BUILDING CODE.

-THE CONTRACTOR/CLIENT ACKNOWLEDGES THAT BY USING THESE DRAWINGS, THE TERMINATIONS SHALL APPLY TO ALL CONSTRUCTION DRAWINGS MADE BY JAYCO BUILDINGS INC.

CONSTRUCTION DONE UNDER BY JAYCO BUILDERS INC.

[illegible]

DOUBLE V TRUCKING, FORT MACLEOD
AB
FERTILIZER STORAGE

SITE PLAN

Project number	COM902
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Date	2025-06-12
------	------------

Drawn by	JH
Checked by	CS

Checked by	CP

C101

Scale	1* - 100%
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2025-06-12 11:20:41 AM
TSG arrived at 2025, Proposed 2025 CO#2024-0446 V. TSG's First Storage CM

Schedule 'A'
DIRECT CONTROL BYLAW NO. 25-023

1. PURPOSE

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

Descriptive Plan 9910323 Block 1 Lot 2 in NW 30-9-22-W4 (title comprised of 22.35 ha (55.22 acres) in total) as shown in Map 1.

For the specific purpose of allowing an existing agriculture-based trucking and commodity storage operation to develop Fertilizer Storage and Sales, which including fertilizer blending with an associated office space.

2. PERMITTED, DISCRETIONARY AND PROHIBITED USES

(1) Permitted Uses

Accessory Buildings/Structures to an approved Permitted Use

Fertilizer Storage and Sales

Warehousing

Signs Type 1 and 2 (see Part 6 of the Land Use Bylaw)

(2) Discretionary Uses

Any Permitted or Discretionary Uses that are not already listed in this Bylaw but are prescribed in the Rural General Industrial District under this Land Use Bylaw are at the discretion of County Council.

(3) Prohibited Uses

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

3. DEFINITIONS

Fertilizer Storage and Sales means a development used to store bulk fertilizer for wholesale distribution and may include fertilizer blending and associated office space to support the administrative and/or operational needs of the business.

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

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

4. MINIMUM YARD SETBACK REQUIREMENTS

- No part of a Building, structure or Development shall be located within:
Side Yard 6.1 metres (20 ft.)
Rear Yard 9.1 metres (30 ft.)
- As determined by the Development Authority, all Buildings, structures or Development that are to be located in the vicinity of an escarpment, coulee break, river bank or other geographical feature may have special requirements for setbacks upon due consideration of any geotechnical or slope stability analysis reports requested by the municipality.

5. MINIMUM SETBACK FROM ROADWAY

- No part of a Building, structure or Development shall be located within 38.1 metres (125 ft.) of the centre line of the Public Roadway.

6. ACCESSORY BUILDINGS AND STRUCTURES

- An Accessory Buildings or Structures shall not be located in the required Setback from a Public Roadway or an Easement.
- An Accessory Buildings or Structures shall be setback a minimum 3.0 metres (10 feet) from the principal building and from all other structures on the same Lot.
- An Accessory Buildings or Structures shall only be constructed after or in conjunction with an approved principal Use or Building on the parcel.

7. GENERAL STANDARDS OF DEVELOPMENT

- At the discretion of Council or the Development Officer acting as the Development Authority having regard for the Land Use Bylaw.

8. SIGN REGULATIONS

- As per the Lethbridge County Land Use Bylaw.

9. OTHER STANDARDS

- All finished Lot Grading shall be constructed and maintained to the satisfaction of the Lethbridge County and shall be in accordance with the Engineering Guidelines and Minimum Servicing Standards.
- Approaches and Driveway access shall be in accordance with the Lethbridge County Engineering Guidelines and Minimum Servicing Standards or as otherwise stipulated by Council.
- Any additional standards as required by County Council or the Development Officer.

10. OTHER REQUIREMENTS

- At the time of the Development Permit application, a storm water management plan certified by a professional engineer and a geotechnical report will be required by Lethbridge County.
- Site, Layout, and Grading Plan – that shows the property dimensions, Building locations, parking areas, Outdoor Storage areas, employee Parking Areas, and utility Easements and servicing areas, including the septic field location and any dugouts or storm ponds.
- Refuse or garbage shall be kept in a suitably sized container or enclosure, effectively screened, and the refuse containers shall be located in a rear yard only.
- Servicing
 - the developer shall be responsible for ensuring all required servicing is provided to the development, including potable water and private septic. If an on-site private septic treatment system is used to handle sewage disposal, then the system and field must be installed by a certified installer licensed with the provincial department of Municipal Affairs.
- Development Agreement – as a condition of a Subdivision or Development Permit approval the applicant may be required to enter into a Development Agreement with Lethbridge County, in accordance with the Land Use Bylaw.

11. SUBDIVISION

- Council, acting in the capacity of the Subdivision Authority, shall make decisions on any future Subdivision applications.

12. DELEGATION OF AUTHORITY

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

13. APPROVAL PROCEDURE

- Where the Development Officer as the Development Authority has been delegated the authority to decide upon Development Permit applications for Permitted Uses and has done so, then immediately upon issuance of the Development Permit the Development Officer shall cause a notice to be published in a newspaper circulating

in the area stating the location of the property for which the application has been made and the Use approved.

- Before consideration application for a Discretionary Use or Development requiring waivers on the subject property, Council shall:
 - Cause a notice to be issued by the Designated Officer to any person likely to be affected.
 - Ensure that the notice contains the date and time that Council will hear the application for Discretionary Uses or application for Waivers of Development standards.
 - Hear any persons that claims to be affected by the decision on the application.
- Council may then approve the Development application with or without conditions or refuse the application with reasons.
- Where Council has decided on a Development Permit application, the Development Officer acting on behalf of Council, shall cause a notice of the decision to be issued to the applicant and post a copy of the decision in the lobby of the County office.
- When applicable, the County should seek comments from other agencies such as the planning advisor, Alberta Health Service, Alberta Transportation and Economic Corridors, or any applicable provincial or federal government department.

14. APPEAL PROCEDURE

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

Map 1 – Direct Control Area



Bylaw 25-023: Rural Agriculture to Direct Control

**Plan 9910323; Block 1; Lot 2; (NW 30-9-22-W4M) Approx 55.45 Acres
Located in Lethbridge County, AB**

 Bylaw 25-023 Rural Agriculture (RA) to Direct Control (DC)

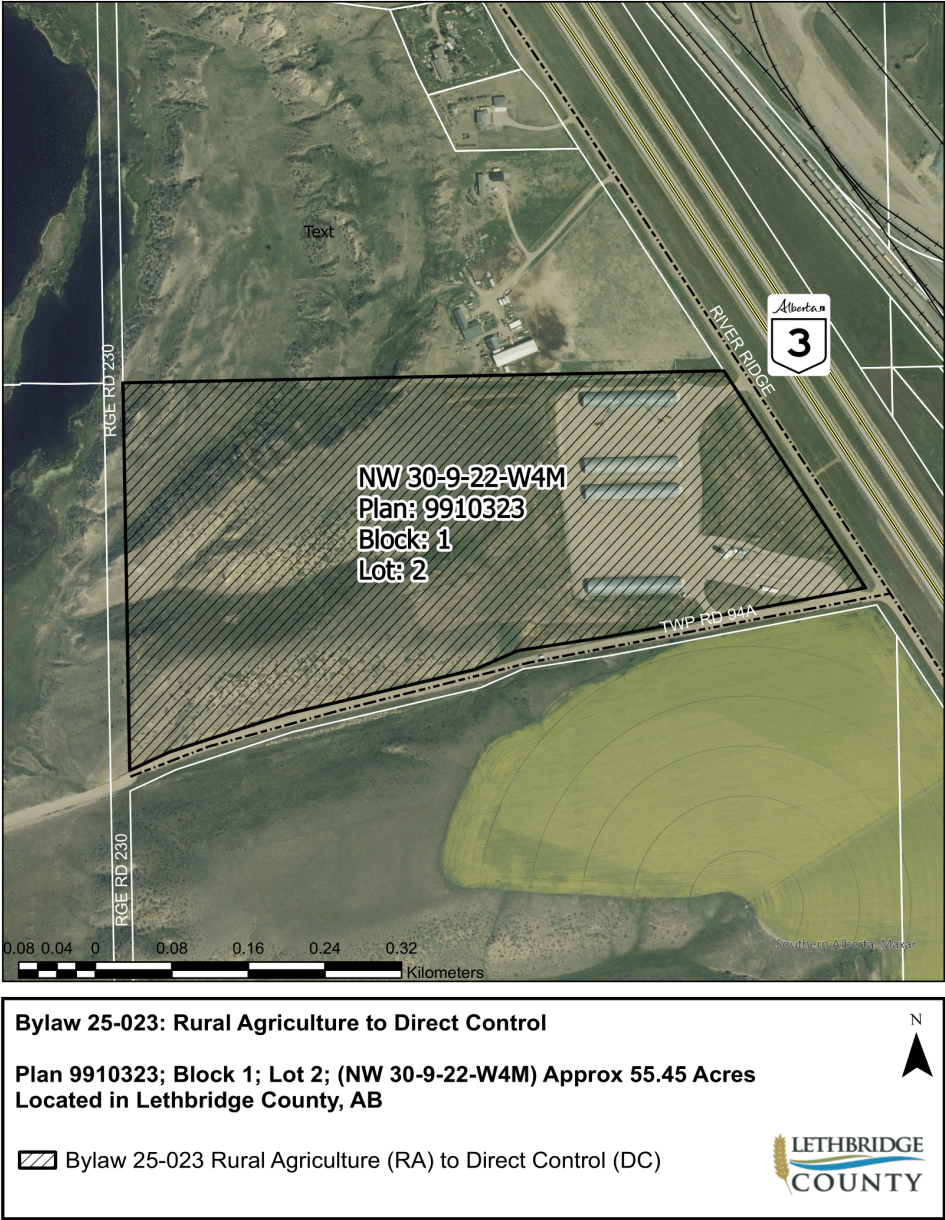


LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA

BYLAW NO. 25-023

Bylaw 25-020 of Lethbridge County being a bylaw for the purpose of amending Land Use Bylaw 24-007, in accordance with Sections 230, 606 and 692 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 as amended.

WHEREAS the purpose of Bylaw 25-023 is to redesignate a title legally described as Plan 9910323 Block 1 Lot 2 in the NW 30-9-22-W4M containing 22.35 ha (55.22 Acres) more or less from Rural Agriculture to Direct Control as shown below;



AND WHEREAS the redesignation of the lands is for the purpose of allowing an existing agriculture-based trucking business to add bulk fertilizer storage and sales to the site, and the designation will allow for such land uses as prescribed in Direct Control Bylaw 25-023.

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

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

- 1. To redesignate a title legally described as Plan 9910323 Block 1 Lot 2 in the NW 30-9-22-W4M containing 22.35 ha (55.22 Acres) more or less from Rural Agriculture to Direct Control as shown on the map.
- 2. Bylaw No. 24-007, being the municipal Land Use Bylaw, is hereby amended.
- 3. The land use district map shall be amended to reflect this change.

GIVEN first reading this 6th day of November 2025.

Reeve

Chief Administrative Officer

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

Reeve

Chief Administrative Officer

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

Reeve

Chief Administrative Officer

AGENDA ITEM REPORT



Title: Bylaw 25-024 - Amendment to the Land Use Bylaw to Redesignate 95012 River Ridge Road (Plan 8710514 Block 1 Lot 4, SW-31-9-22-W4) from Rural Agriculture (RA) to Grouped Country Residential (GCR) - First Reading

Meeting: Council Meeting - 06 Nov 2025

Department: Development & Infrastructure

Report Author: Kaylyn Franklin

APPROVAL(S):

Kaylyn Franklin, Manager, Planning and Development
Devon Thiele, Director, Development & Infrastructure
Cole Beck, Chief Administrative Officer

Approved - 23 Oct 2025
Approved - 23 Oct 2025
Approved - 24 Oct 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

An application has been received to redesignate 95012 River Ridge Road (Plan 8710514 Block 1 Lot 4, SW-31-9-22-W4) from Rural Agriculture (RA) to Grouped Country Residential (GCR). The applicant is seeking this redesignation to allow for the subdivision an existing single-family dwelling from the agricultural parcel.

The proposed redesignation aligns with Lethbridge County's Land Use Bylaw, which requires the redesignation to GCR prior to subdivision.

RECOMMENDATION:

That Bylaw 25-024, be read a first time.

REASON(S) FOR RECOMMENDATION(S):

The proposed redesignation is consistent with the Municipal Development Plan and the Grouped Country Residential Strategy, which supports the creation of residential parcels in areas with low agricultural productivity and when adjacent to existing GCR parcels (seven in this case).

First reading will allow the County to proceed with the required public hearing and notification process.

PREVIOUS COUNCIL DIRECTION / POLICY:

- Municipal Development Plan (MDP), Policy 4.13 permits landowners or developers to apply for land use redesignation in support of development proposals that may not align with existing land use districts.
- Municipal Development Plan (MDP), Policy 8.1 states the County will consider subdivision of 20 acres of letter for GCR Use.
- Municipal Development Plan (MDP), Policy 8.3 and the Grouped Country Residential Strategy supports locating GCR on cut-off and fragmented parcels, include the areas where agricultural productivity is low and cut off by coulee edges
- Land Use Bylaw (LUB), Part 8 Clause 13.2.f supports redesignating the parcel to GCR prior to considering subdivision because there is more than three adjacent (contiguous) country residential lots.

BACKGROUND INFORMATION:

The subject parcel (Plan 8710514 Block 1 Lot 4, SW 31-9-22-W4) is currently zoned Rural Agriculture. The proposed redesignation to GCR is required to allow for future subdivision of a 2.75-acre lot containing an existing dwelling. The remainder of the title (51.46 acres) includes a dwelling, yard, and ongoing agricultural operations. The two resulting parcels would share an existing access approach.

Internal departments and external agencies were circulated for comment. No objections were received.

ALTERNATIVES / PROS / CONS:

1. To table Bylaw 25-024 for further information or discussion

Pros: Allows council to request additional information prior to considering first reading.

Cons: Delays the process for the Public Hearing.

FINANCIAL IMPACT:

There are no financial implications.

LEVEL OF PUBLIC PARTICIPATION:

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

ATTACHMENTS:

[25_024_RA_to_GCR_Rezoning_Map](#)

[Bylaw25-024 - Application_Redacted](#)

[Bylaw 25-024 - Amendment to LUB Reading Page](#)



Bylaw 25-024: Rural Agriculture to Grouped Country Residential

**Descriptive Plan 8710514; Block 1; Lot 4; (SW 31-9-22-W4M) Approx 2.75 Acres
Located in Lethbridge County, AB**

 Bylaw 25-024 Rural Agriculture to Grouped Country Residential





Lethbridge County
#100, 905 - 4th Ave S
Lethbridge, AB T1J 4E4
403-328-5525

FORM C: APPLICATION FOR A LAND USE BYLAW AMENDMENT
Pursuant to Land Use Bylaw No. 24-007

OFFICE USE		
Date of Application: September 24, 2025	Assigned Bylaw	No. 25-024
Date Deemed Complete: September 25, 2025	Application & Processing Fee:	\$ 1500.00
☒ Redesignation ☐ Text Amendment	Certificate of Title Submitted:	☒ Yes ☐ No

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

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

APPLICANT INFORMATION

Name of Applicant: Rae Lynne & Bruce Friesen

Mailing Address:

Phone:

Phone (alternate):

Fax:

Postal Code:

Is the applicant the owner of the property?

☐ Yes

☒ No

IF "NO" please complete box below

Name of Owner: Lawrence & Sandra Peterson

Phone:

Mailing Address:

Postal Code:

Applicant's interest in the property:

- ☐ Agent
☐ Contractor
☐ Tenant

☒ Other Family living on property.
2nd dwelling.

PROPERTY INFORMATION

Municipal Address:

95012 River Ridge Road

Legal Description:

Lot(s)

4

Block

1

Plan

8710514

OR Quarter

SW

Section

31

Township

9

Range

22

W4.



Lethbridge County
#100, 905 - 4th Ave S
Lethbridge, AB T1J 4E4
403-328-5525

FORM C: APPLICATION FOR A LAND USE BYLAW AMENDMENT

Pursuant to Land Use Bylaw No. 24-007

AMENDMENT INFORMATION

What is the proposed amendment?

☐ Text Amendment

☒ Land Use Redesignation

IF TEXT AMENDMENT:

For text amendments, attach a description including:

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

IF LAND USE REDESIGNATION:

Current Land Use Designation (zoning):

Rural Agriculture

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

Group Country Residential

SITE DESCRIPTION:

Describe the lot/parcel dimensions

1 lot approx 1.11 ha (2.75 acres) more or less.

and lot area/parcel acreage

Indicate the information on a scaled PLOT or SITE PLAN: (0-4 acres at 1" = 20'; 5-9 acres at 1" = 100'; 10 acres or more at 1" = 200')

☐ Site or Plot Plan Attached

☒ Conceptual Design Scheme or Area Structure Plan Attached

OTHER INFORMATION:

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

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

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

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



Lethbridge County
#100, 905 - 4th Ave S
Lethbridge, AB T1J 4E4
403-328-5525

FORM C: APPLICATION FOR A LAND USE BYLAW AMENDMENT

Pursuant to Land Use Bylaw No. 24-007

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

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

if deemed necessary.

SITE PLAN

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

DECLARATION OF APPLICANT/AGENT

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

APPLICANT

REGISTERED OWNER (if not the same as applicant)

DATE

Sept 19, 2025

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

TERMS

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

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

Conceptual Design Scheme

In support of Grouped Country Residential Re-designation
LUB Amendment _____ to Land Use Bylaw No. 24-007.

Legal Description of Lands Included:

PLAN 8710514 BLOCK 1 LOT 4
Within a ptn. of SW 31-9-22-W4M
Lethbridge County

Registered Owner:

Lawrence and Sandra Peterson

Prepared By: R. Friesen

Introduction

The following concept plan and design scheme is to be used in support of an application to redesignate (rezone) a portion of Plan 8710514, Block 1, Lot 4 within the SW 31-9-22-W4M currently zoned Rural Agriculture to Grouped Country Residential, and to support the future subdivision of that parcel into one additional titled lot within the Lethbridge County. The redesignation is required by Lethbridge County as there are 7 adjacent lots to the north zoned as Grouped Country Residential (GCR) and Lethbridge County Land Use Bylaw No. 24-007 defines GCR as, "existing or proposed residential uses on more than two adjacent parcels of less than the minimum extensive agricultural parcel size." This will also be an additional subdivision out of the parent title for the ¼-section.

This report and application has been prepared by Rae Lynne Friesen on behalf of the owners Lawrence and Sandra Peterson and is supported by engineering and geotechnical information that was provided to Lethbridge County in 2021 as part of the Development Permit application process.

Development Concept

The current titled area is 21.94 ha (54.21 acres). The proposed 1 new lot will be 1.11 ha (2.75 acres) more or less. A tentative plan showing a conceptual design for the subdivision can be found attached. The parcel of land will front onto River Ridge Road adjacent to Highway No.3.

The existing land use for the parcel is dry land grass with multiple improvements on the land. The north boundary of the parcel coincides with another subdivision (Peterson Subdivision) comprised of 7 country residential lots. That subdivision was originally registered 1987 and is similarly designated as Grouped Country Residential. This property is ideally situated for subdivision and is comparable with the other country residential parcels in the vicinity.

The remnant proposed 20.83 ha (51.46 acres) parcel contains a yard and agricultural operation and will remain designated to its current zoning of Rural Agriculture. A large portion of this remnant title is comprised of coulee land on the west side.

The smaller parcel of land being redesignated has a gentle slope from east to west. To the west of the proposed subdivision the land turns to coulee and begins to slope more substantially as illustrated on the contour map. The location of the dwelling was sited in accordance with the 2021 geotechnical evaluation (See Appendix A).

All current building setbacks comply with the Lethbridge County Land Use Bylaw. Any future use or additional lot development will be in accordance with the Land Use Bylaw and the standards of the GCR land use district.

Slope Setbacks

An engineered Geotechnical Evaluation was undertaken and accepted by Lethbridge County at the time the development permit process as completed for the additional dwelling. As demonstrated in Appendix A, the development in the proposed lot meets the established setback required from the slope west of the site.

Transportation and Access

River Ridge Road bounds the site to the east. It is an existing public road with gravel surface that is maintained by Lethbridge County. The new proposed lot will front onto River Ridge Road and will access the road through an existing shared approach and driveway with the yard on the remnant title.

Potable Water

The existing dwelling that will be subdivided to form the new lot has a water unit and is serviced from the water co-op (Lethbridge North County Potable Water Co-op). The original residence on the parcel is serviced in the same manner for water.

Sanitary Wastewater

The existing dwelling that will become the future subdivision is serviced by an individual on-site Private Sewage Treatment mound system. The onsite mound system is located to the north of the dwelling along the north property line to the neighbor. An Assessment and investigation (Geotechnical Evaluation & Preliminary Soil assessment) to confirm the suitability of existing soils and the feasibility of on-site septic systems for the lot was completed at the Development Permit stage in 2021. No further investigation is required and the existing system has been constructed and operated in consistency with relevant safety codes (see the attached Private Sewage Disposal System Permit in Appendix B).

Stormwater

The natural drainage patterns of this site consist of surface conveyance from east to west. Due to the fact only one extra lot will be created by future subdivision and the land contains an existing dwelling (See Building Permit in Appendix C); there should be no additional impact to the natural drainage patterns. Nothing will change from the current conditions that exist.

Utilities

Gas services are already in place. There is an existing ATCO gas distribution that runs along the west side of River Ridge Road that services the existing dwelling and the adjacent residential yard in the parent title.

Electrical services are already in place. A single-phase FORTIS power line runs along the west side River Ridge Road that services the existing dwelling and the adjacent residential yard in the parent title.

Fire Protection

Response to fire emergencies would be dispatched by the City of Lethbridge Emergency dispatch Centre through the 911 system. The site is located within the Coalhurst Rural emergencies service zone of the County and therefore the Coalhurst Fire Department will respond to emergency calls.

Municipal Reserve

The 10% Municipal Reserve (MR) will be provided on the proposed 2.75 acre +/- lot at the time of subdivision. It is understood the County will take the MR as cash-in-lieu of land payment.

Historical Resources

The land is identified as potentially containing a historical resource of a HRV5a,p. It is recognized a future subdivision application will be referred to the province for review, and the applicant is responsible to meet any Historical Resources Act conditions or approvals that may be required.

Abandoned Gas Wells

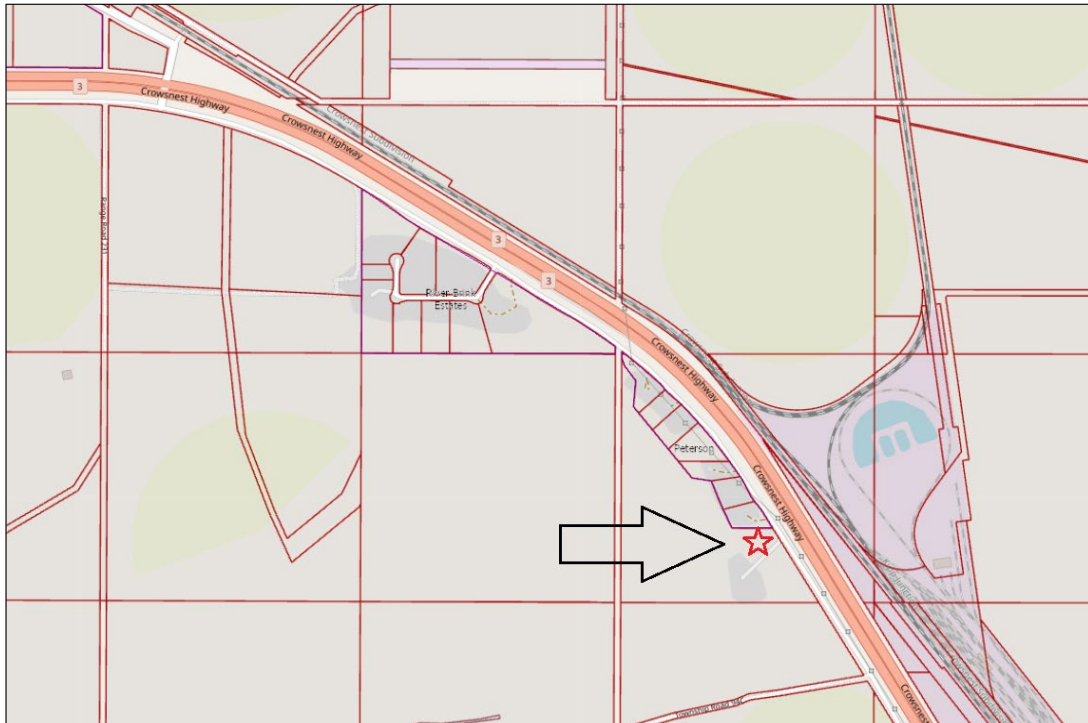
There are no provincially identified abandoned gas wells on the land or in proximity that would affect the proposal as identified in the EBA map viewer data set. (See AER map in Appendix D.)

Summary

The proposal is both compatible and comparable with the other grouped country residential parcels in the vicinity. As services are in place and the yard and dwelling already exist, nothing will physically change as a result of the redesignation and future subdivision. The proposed parcel subject of the redesignation application is suitable for the GCR zoning and subsequent subdivision.

Location

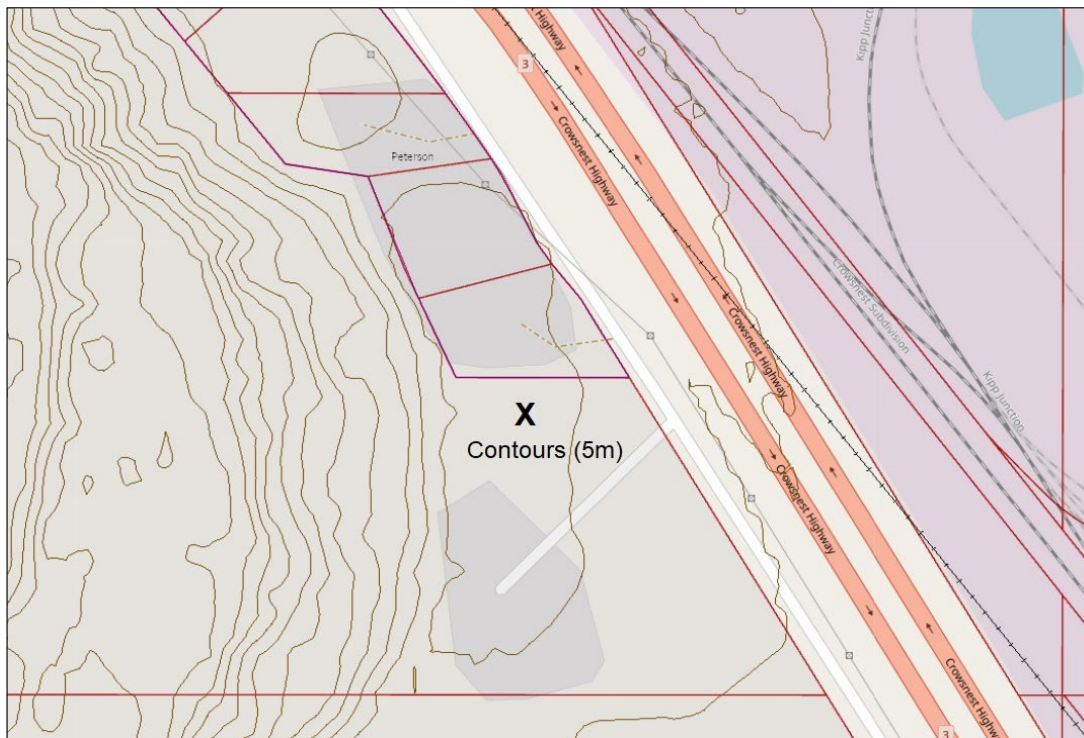
PLAN 8710514 BLOCK 1 LOT 4
Within a ptn. of SW 31-9-22-W4M
Lethbridge County



Rezoning and Subdivision Plan



Contours

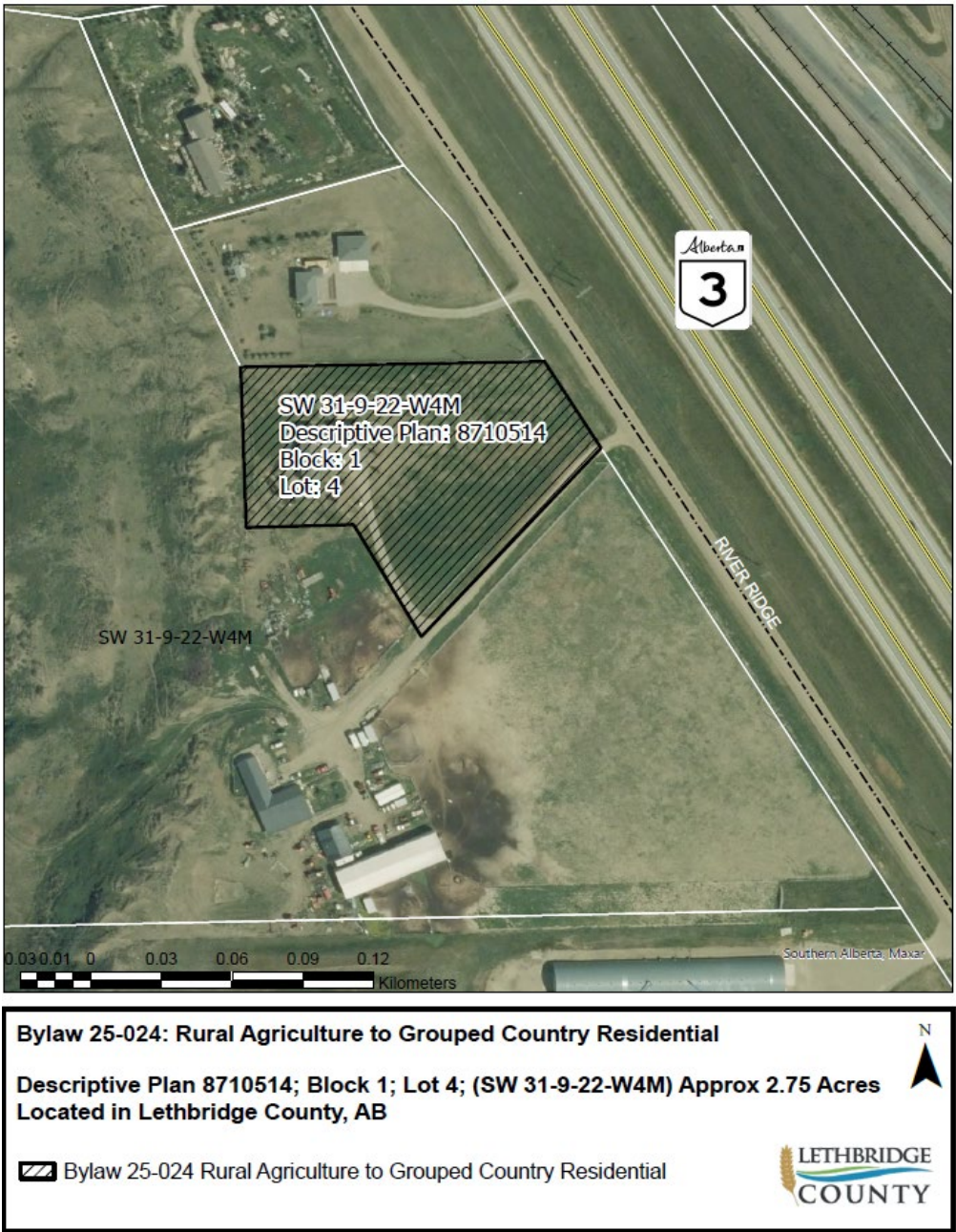


LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA

BYLAW NO. 25-024

Bylaw 25-024 of Lethbridge County being a bylaw for the purpose of amending Land Use Bylaw 24-007, in accordance with Sections 230, 606 and 692 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 as amended.

WHEREAS the purpose of Bylaw 25-024 is to redesignate a title legally described as Plan Plan 8710514 Block 1 Lot 4 in the SW-31-9-22-W4 containing 1.11 ha (2.75 Acres) more or less from Rural Agriculture to Grouped Country Residential as shown below;



AND WHEREAS the redesignation of the lands is for the purpose of subdividing an existing dwelling from the existing agricultural operation and the designation will allow for land uses as prescribed in the Grouped Country Residential District.

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

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

- 1. To redesignate a title legally described as Plan 8710514 Block 1 Lot 4 in the SW-31-9-22-W4 containing 1.11 ha (2.75 Acres) more or less from Rural Agriculture to Grouped Country Residential as shown on the map.
- 2. Bylaw No. 24-007, being the municipal Land Use Bylaw, is hereby amended.
- 3. The land use district map shall be amended to reflect this change.

GIVEN first reading this 6th day of November 2025.

Reeve

Chief Administrative Officer

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

Reeve

Chief Administrative Officer

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

Reeve

Chief Administrative Officer

AGENDA ITEM REPORT



Title: Bylaw 25-026 - Development Authority
Meeting: Council Meeting - 06 Nov 2025
Department: Development & Infrastructure
Report Author: Kaylyn Franklin

APPROVAL(S):

Kaylyn Franklin, Manager, Planning and Development
Devon Thiele, Director, Development & Infrastructure
Cole Beck, Chief Administrative Officer

Approved - 17 Oct 2025
Approved - 17 Oct 2025
Approved - 24 Oct 2025

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The proposed revisions to the Development Authority Bylaw are intended to align the County's organizational structure with the requirements of the *Municipal Government Act (MGA)* regarding the designation of the Development Authority. The updated bylaw designates "authorized persons" within the Planning and Development Department—appointed by the Chief Administrative Officer (CAO)—as the Development Authority. This approach promotes flexibility, administrative efficiency, and alignment with best practices. The new bylaw will repeal and replace Bylaw No. 23-020.

RECOMMENDATION:

1. That Bylaw 25-026, being the Development Authority Bylaw be read a first time.
2. That Bylaw 25-026, being the Development Authority Bylaw be read a second time.
3. That Bylaw 25-026, being the Development Authority Bylaw be considered for third reading.
4. That Bylaw 25-026, being the Development Authority Bylaw be read a third time.

REASON(S) FOR RECOMMENDATION(S):

The proposed bylaw provides flexibility and efficiency by allowing the CAO to appoint authorized staff as the Development Authority. It aligns with best practices for efficient administration and maintains compliance with legislation.

PREVIOUS COUNCIL DIRECTION / POLICY:

The current Development Authority Bylaw No.23-020 was adopted by council on September 7, 2023.

BACKGROUND INFORMATION:

Lethbridge County's current Development Authority is established under Bylaw No. 23-020, which outlines who may act as the Development Authority and the scope of their responsibilities in accordance with the *Municipal Government Act (MGA)* and the County's Land Use Bylaw.

Bylaw 23-020 identifies specific positions (Development Planner and Supervisor of Planning and Development) as the Development Authority, with responsibilities to review and decide on development permit applications, administer land use provisions, and carry out duties as directed by Council. While this structure has functioned effectively, it provides limited flexibility in adapting to organizational or staffing changes, and does not explicitly allow for appointments to be made administratively.

To improve administrative efficiency and reflect municipal governance practices, an updated bylaw is being proposed. The new bylaw would allow the Chief Administrative Officer (CAO) to appoint "authorized persons" within the Planning and Development Department to act as the Development Authority. This change maintains legislative compliance while allowing the County to respond more effectively to internal operational needs.

The proposed bylaw does not affect the Development Authority provisions in the Land Use Bylaw, where Council is designated as the Development Authority for Direct Control Districts, as identified.

The updated bylaw will also formally repeal Bylaw No. 23-020.

ALTERNATIVES / PROS / CONS:

1. Adopt Development Authority Bylaw No. 25-026

Pros: administrative flexibility and aligns with MGA

Cons: reduces oversight by Council

2. Amend Development Authority Bylaw No. 25-026 to appoint specific positions as the Development Authority

Pros: maintains the status quo with amendments for the present positions in Planning and Development

Cons: reduces response to operational needs (e.g. absences, vacancies, or organization changes)

FINANCIAL IMPACT:

There are no financial implications whether the bylaw is adopted or defeated.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[Bylaw 25-026 Development Authority Bylaw](#)

**LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA
DEVELOPMENT AUTHORITY
BY-LAW NO. 25-026**

A BYLAW OF LETHBRIDGE COUNTY IN THE PROVINCE OF ALBERTA TO
ESTABLISH A DEVELOPMENT AUTHORITY PURSUANT TO THE MUNICIPAL
GOVERNMENT ACT

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

AND WHEREAS the Development Authority is authorized to make decisions on development applications in accordance with the administrative procedures, land uses, and schedules established in the Land Use Bylaw;

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

NOW THEREFORE be it resolved that the Council of Lethbridge County, duly assembled, enacts as follows:

1. DEFINITIONS:

- 1) **Act** means the *Municipal Government Act*, Chapter M-26, RSA 2000 as amended from time to time.
 - 2) **Authorized Persons** means any person or organization authorized by Council to whom the municipality may delegate any of its Development Authority powers, duties, or functions.
 - 3) **Chief Administrative Officer (CAO)** means the person appointed to the position in accordance with the *Municipal Government Act*;
 - 4) **Council** means the municipal Council of the Lethbridge County.
 - 5) **Development Authority** means the person or persons appointed, by bylaw, to exercise only such powers and perform duties as are specified:
 - a) in the Act; or
 - b) in the Lethbridge County Land Use Bylaw; or
 - c) in this bylaw; or
 - d) by resolution of Council.
 - 6) **Municipality** means the Lethbridge County in the Province of Alberta.
 - 7) All other terms used in this bylaw shall have the meaning as is assigned to them in the *Municipal Government Act*, as amended from time to time.
2. The Development Authority for the municipality shall be the Authorized Persons, being those individuals holding positions within the Planning and Development department, as designated by the Chief Administrative Officer.
 3. The Development Authority shall exercise the powers and perform the duties assigned under the Land Use Bylaw, statutory plans, the Act, and as otherwise directed by Council.

This Bylaw shall come into effect upon third and final reading thereof, and hereby rescinds Bylaw No. 23-020.

GIVEN first reading this _____ day of _____, 2025.

Reeve

Chief Administrative Officer

GIVEN second reading this _____ day of _____, 2025.

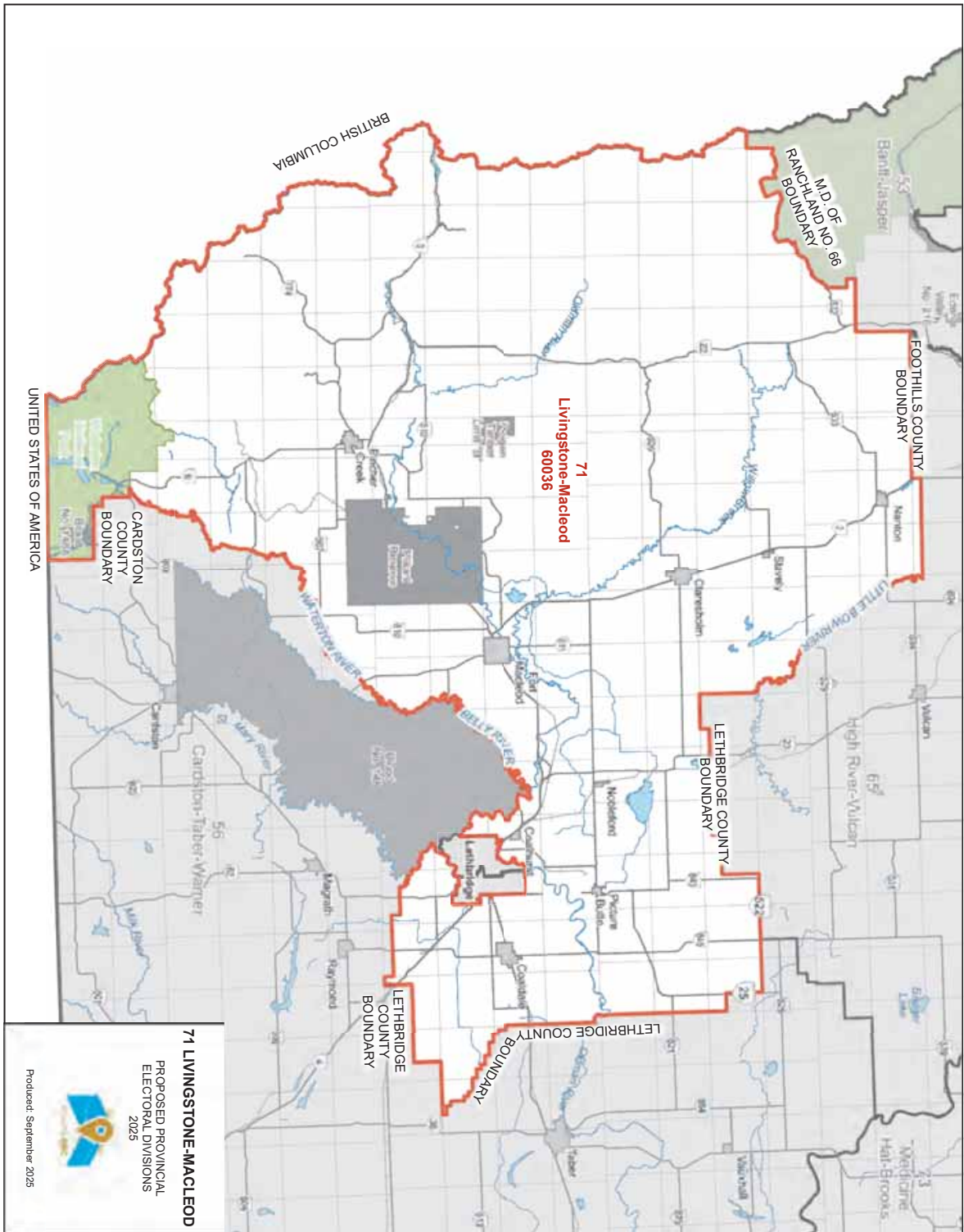
Reeve

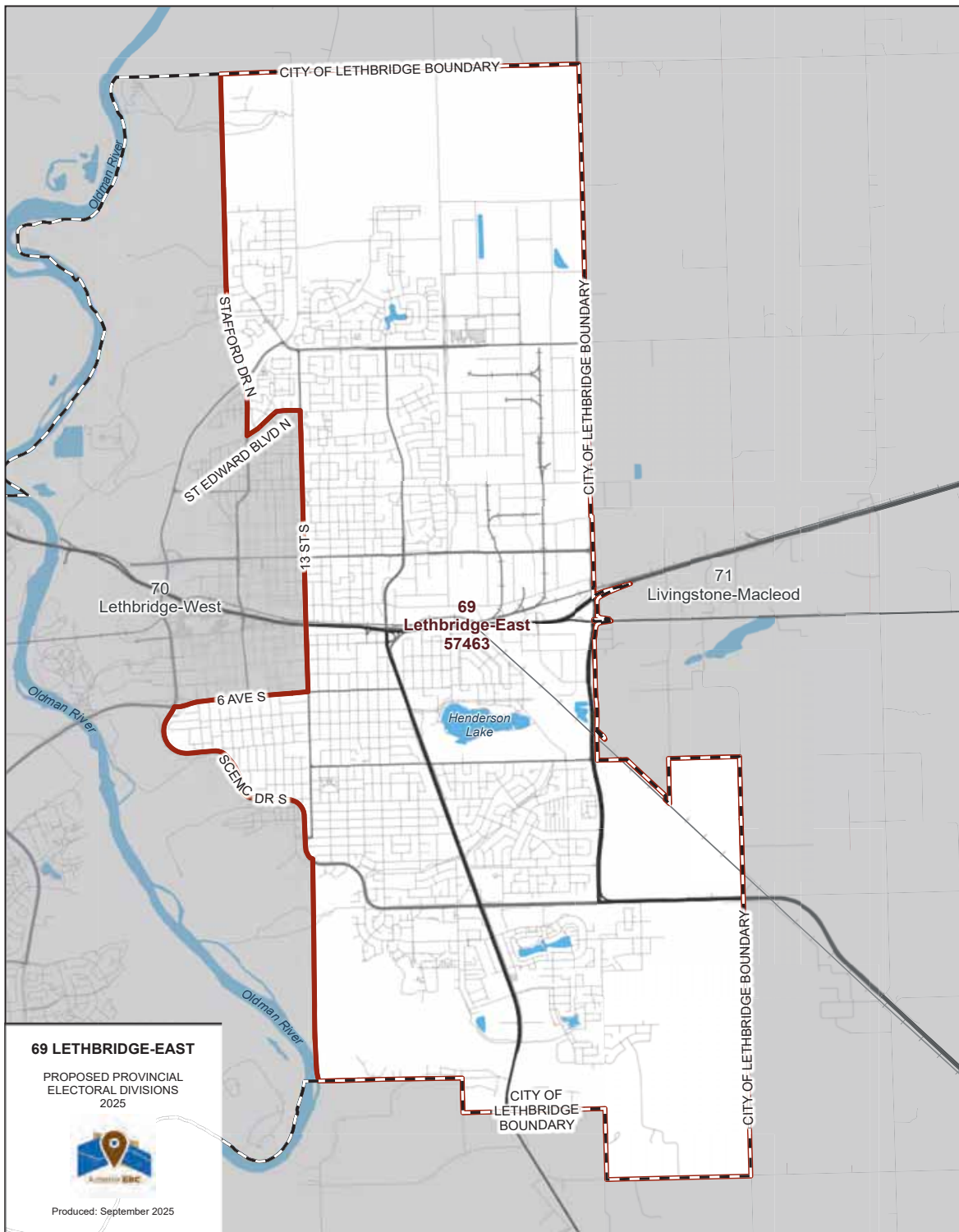
Chief Administrative Officer

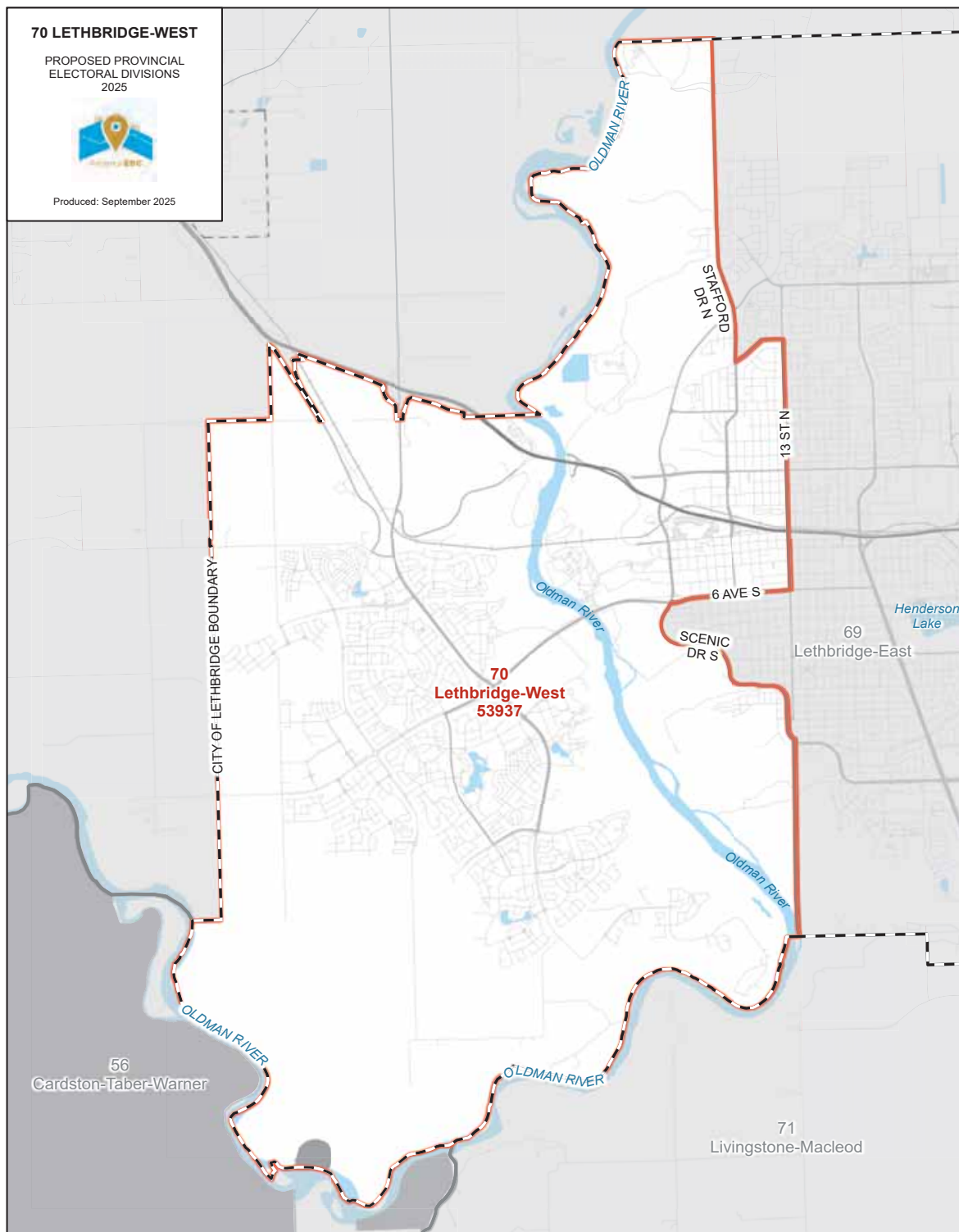
GIVEN third reading this _____ day of _____, 2025.

Reeve

Chief Administrative Officer







The living room of the community

Coaldale Public Library

November - December 2025



Ph. : 403-345-1340

help@coaldalelibrary.ca

www.coaldalelibrary.ca

Holiday Closures

November 11

December 25 & 26

January 1

Special Hours

Nov 28 - 11am - 7pm

Dec 6 - 12pm - 8pm

Visit Us

Mon	9:30 am - 9:00 pm
Tues	9:30 am - 9:00 pm
Wed	9:30 am - 9:00 pm
Thurs	9:30 am - 9:00 pm
Fri	11:00 am - 5:00 pm
Sat	11:00 am - 5:00 pm
Sun	Closed



@coaldalelibrary



Coaldale Public
Library



@coaldalelibrary



We're thrilled to share that our Skate Library has rolled away with not one, but two major awards this year! Earlier in the year, we received a **READ Award** from Chinook Arch, and most recently, we were honored with the **Minister's Award for Excellence in Public Library Service** for our innovative Skate Library program. These awards recognize how our library brings the community together in creative ways—on and off the ice! Our skates are sharpened and ready as we kick off another great season. Come celebrate with us at our Skate Night!



Special Events

Handmade for Christmas



**Saturday,
November 15
10:30am - 3pm
FREE Admission**

**Shop local. Gift
handmade. Share the
joy!**

2014 - 18 Street Coaldale, AB 403-345-1340

Special Events



Night of Lights
at the Coaldale Public Library

FRIDAY, NOVEMBER 28
4:30-6:45PM

Story time with the Grinch
5:00-6:00 pm

Free cookies & hot
chocolate
(while supplies last)

Christmas crafts

Sparkle tattoos

Free Skate Rentals

The Grinch is depicted holding a red gift box and a book, standing next to a glowing Christmas tree. The background is dark blue with various neon lights and snowflakes.

Christmas at the Library

Christmas

FOOD DRIVE

We are collecting food for the Coaldale Community Food Bank.

Drop off your non-perishable food items at the front desk of the Coaldale Public Library.

Accepting donations :: Nov 17 - Dec 15



Bring cheer to local tables this Christmas!

STORIES & SWEETS

SONGS, STORIES & COOKIE DECORATING
TO GET THE WHOLE FAMILY IN THE
HOLIDAY SPIRIT!



REGISTER BY DECEMBER 9

DECEMBER 12 11:00 - 11:30AM

Christmas at the Library

FREE family fun!

Gingerbread House Making

December 19th
11:00am

Let's build some Holiday cheer!

Pre-register by December 12th
by calling 403-345-1340 or email:
help@coaldalelibrary.ca



December
FAMILY FAVES

POTLUCK PASSPORT:
a Global Feast

Join us for a culinary adventure! Each month, we'll explore a new cuisine. Discover authentic recipes, create a dish from different cultures, and bring it to our global potluck. Let's share food, stories, and celebrate the world through flavor!

DEC 13 @ 1:00PM Email: help@coaldalelibrary.ca to register



0-4 Year Old Programs



**SMALL
WONDERS**

AT SUNNY SOUTH LODGE

Rhymes, tickles and fun for toddlers,
preschoolers, and caregivers as well as the
senior residents!

Join us at III2 20th Ave, Coaldale

**DECEMBER 10TH
10:00-10:30AM**



**SMALL
WONDERS**

Rhymes, tickles, and fun for infants,
toddlers, preschoolers and a
caregiver.

Small Wonders runs **Wednesday**
mornings from **10:00-10:30am.**

0-4 Year Old Programs



Kids in Grades 4-7



LEGO club.

Tuesdays, 3:45-4:30pm

Children ages 5-12 are invited to join us to build, create, and play with Lego. Snack provided.

The advertisement features a light blue background with several colorful LEGO bricks (green, yellow, blue, red) floating on the left. On the right, there is a Christmas wreath with a red bow and a LEGO minifigure dressed as Santa Claus sitting on a pile of yellow and red bricks. Snowflakes are scattered around the minifigure.



EXPLORATORIUM

Kids in grades 4-7 are invited to join us for this exciting monthly program to explore art, crafts, science, social, engineering and more. In November, we will be making friendship bracelets. Snack provided.

THURSDAY, NOVEMBER 20TH 3:45-4:30PM

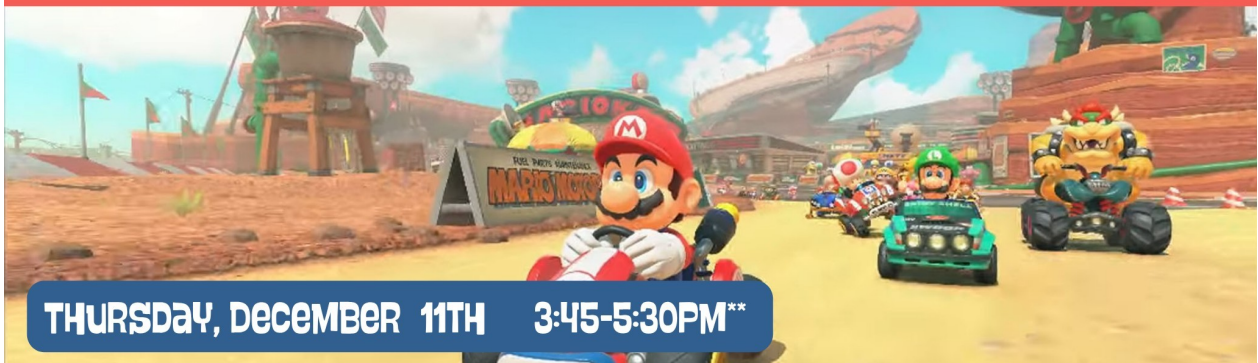
The advertisement has a blue background with the word "EXPLORATORIUM" in large, bold, yellow letters. Below the text, there is a dark blue banner with illustrations of hands wearing red mittens making a friendship bracelet, a bowl of colorful beads, and several completed friendship bracelets with various patterns and colors.

Kids in Grades 4-7

EXPLORATORIUM

Kids in grades 4-7 are invited to join us for this exciting monthly program to explore art, crafts, science, social, engineering and more.

In December, we will be playing Mario Kart. Pizza provided!



Homeschool Programs are Back!

Programming on Demand for Homeschoolers

Printmaking with Linoleum
Creative Writing
Scientific Method

Woodburning
Embroidery
3D Printing

Custom educational programs for homeschooled families.

Call us to pick a topic and schedule a date. Let us explore!

Call 403-345-1340 or
Email: cgilbert@coaldalelibrary.ca

Teen Programs



WICKED
Teen Zone

ages 13+

Get ready for a wicked good time! We'll make tasty drinks, cake pops, and cool bracelets inspired by the new Wicked movie. Bring your friends and let your creativity fly!

November 27 7:15-8:45pm

Illustrations include cake pops, a bracelet with beads spelling 'CHANGED FOR GOOD WICKED', and a black cat silhouette.



TEEN ZONE:
MARIO KART
TOURNEY

DECEMBER 15 7:00-8:30PM

Ages 13+

Bring your friends and battle it out in a Mario Kart showdown! Customize your own dirty soda creation to sip while you race your way to the top of the leaderboard.

Illustrations include Mario, Princess Peach, and other characters racing in a colorful, futuristic setting.

Adult Programs

Polymer Bake Clay for adults

Make mini clay sculptures, earrings, magnets and Christmas ornaments.

Fun, easy, and free

Nov 26 7:00-8:30pm



Adult Woodburning

Join us in the McCain Gallery to learn the art of pyrography (woodburning), no prior skill needed!
Choose a design from our stencil collection, or draw freehand.



Adult Programs

Crochet Night

Monday, December 8

7:00-8:30 pm

Materials Provided

Contact the library to register

All ages and skill levels welcome

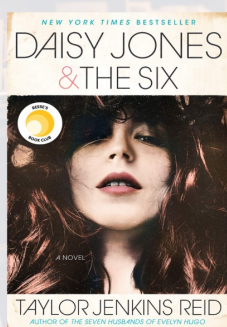
We will teach you the basics!



Join the Adult Book Club

In November, we are
reading:

4.2 ★ on Goodreads



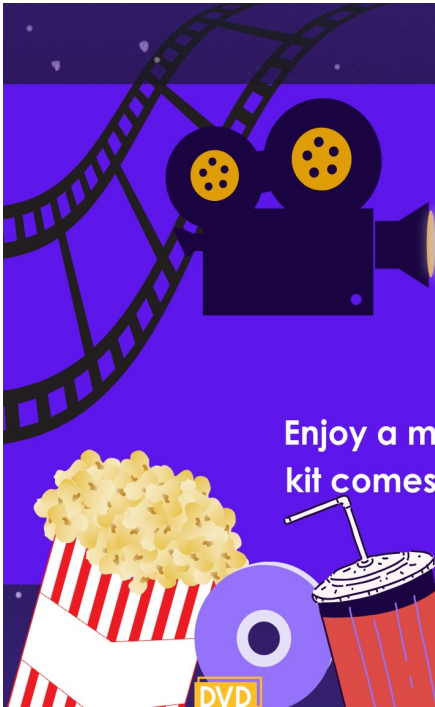
This gripping depiction of rock n' roll in the 1970s follows an up and coming rocker who finds fame, and the hardships that follow.

"Everyone knows Daisy Jones & The Six, but nobody knows the real reason why they split at the absolute height of their popularity...until now."

We will discuss this book Monday, November 24th at
7:00pm by the Fireplace.



Family Programs

An illustration featuring a film reel on the left, a movie camera in the center, a bucket of popcorn, a DVD disc, and a soda cup with a straw.

FAMILY MOVIE MATINEES

Enjoy a movie night on us with our monthly movie kits! Each kit comes with a DVD and snacks. Kits are limited, so call or email us to make sure to get yours.

Kits available Nov 12 & December 10

A photograph showing various spices in metal spoons arranged in a row on a dark surface, surrounded by fresh herbs and whole spices.

SPICE IT UP!

Discovery Series

November- Cayenne

December- Mace

The first week of each month we will provide a kit with spice history, recipes and a sample of the spice to try at home. Grab a kit and spice up your life!

Family Programs

November:
SOUP



POTLUCK PASSPORT: *a Global Feast*



Join us for a culinary adventure! Each month, we'll explore a new cuisine. Discover authentic recipes, create a dish from different cultures, and bring it to our global potluck. Let's share food, stories, and celebrate the world through flavor!

NOV 22 @ 1:00PM Email: help@coaldalelibrary.ca to register

In the Gallery

Local artist

Rhonda Kupsch:
Alphabetical Order!

Nov 5 - Dec 15 2025

At First Glance

Dec 18, 2025 - Jan 21, 2026

NOW SHOWING



Office phone: 403-345-6009

Phone/text/WhatsApp  : 403-915-3145

Email: clclcoffice@gmail.com

Visit: 2014 - 18 Street, Coaldale (located in the library)



Did you know there is a



board at the library?

We can assist **adults** with resumes, job searches and online job applications.

Contact us to book your appointment.

Volunteer Opportunity

Do you have 1-2 hours per week to make a difference in someone's life?

We are looking for

ENGLISH LANGUAGE LEARNING TUTORs

We offer free tutor training and on-going support. No experience necessary, just a willingness to make a difference in the life of someone in your community.



Are you having technical difficulties?

Do you have questions about email, social media, navigating websites or would you like to start with "what's a mouse used for?"

We are here to walk you through your basic tech questions.

Contact us today to book your tech tutor session.



3105 - 16th Avenue North
Lethbridge, Alberta T1H 5E8

Phone: (403) 329-1344
Toll-Free: 1-844-279-8760
E-mail: admin@orrsc.com
Website: www.orrsc.com

October 27, 2025

File: 30A-94
Sent via Email

All Member Municipalities of the
Oldman River Regional Service Commission

Dear Councils and Chief Administration Officers:

RE: Announcement of New Chief Administrative Officer – Tracy Thomas

On behalf of the Executive Committee of the Oldman River Regional Services Commission (ORRSC), we are pleased to announce the appointment of Tracy Thomas as the Commission's new Chief Administrative Officer (CAO), effective January 12, 2026.

Tracy joins ORRSC from the Town of Fort Smith, Northwest Territories, where she currently serves as Senior Administrative Officer. As a board member of the Canadian Association of Municipal Administrators, Tracy brings extensive leadership experience and a proven record of building successful collaborative partnerships. Throughout her career, she has worked closely with councils to stabilize municipal operations and address a wide range of organizational challenges. We are confident that her skill set and professional approach will serve our forty-member municipalities well as she leads the Commission into its next chapter.

The Executive Committee established CAO Hiring Committee to oversee the recruitment and selection process. The Executive Committee selected the following individuals to serve on the Hiring Committee:

- Christopher Northcott, Chair
- Brad Schlossberger, Executive Member
- Neil Sieben, Executive Member
- Gavin Scott, Senior Planner
- Raeanne Keer, Executive Assistant

Over the course of several months, beginning in June 2025, the Hiring Committee dedicated significant time and effort to an extensive and transparent process. This included developing and finalizing a detailed job description and recruitment strategy, conducting a broad advertising and outreach campaign, reviewing and shortlisting applications, holding two rounds of interviews, and completing reference checks, background screening, and contract negotiations.

This process was carried out in accordance with Bylaw No. 2021-01 Board of Directors and Executive Committee Bylaw, which authorizes the Executive Committee to interview applicants for the position of CAO, make the appointment, and set the terms of employment on behalf of the Board.

I wish to thank and extend my sincere appreciation to the members of the Hiring Committee for their diligence, professionalism, and commitment throughout this important process.

We would also like to express our deep gratitude to Lenze Kuiper, ORRSC's current and outgoing Chief Administrative Officer, who will be retiring after more than 20 years of dedicated service to the Commission. Lenze's leadership and commitment have been instrumental in strengthening regional collaboration and guiding ORRSC through decades of growth and change. We wish him the very best in his well-deserved retirement and thank him for ensuring a smooth and thoughtful transition.



3105 - 16th Avenue North
Lethbridge, Alberta T1H 5E8

Phone: (403) 329-1344
Toll-Free: 1-844-279-8760
E-mail: admin@orrsc.com
Website: www.orrsc.com

As we look ahead to the new year, the transition process will include orientation and introductions with Tracy, participation in municipal meetings, and her first Board of Directors meeting on March 5, 2026. Further details regarding these introductions and opportunities to meet Tracy will be shared early in the new year.

Please join us in welcoming Tracy Thomas to the Oldman River Regional Services Commission and in thanking Lenze Kuiper for his exceptional contributions and leadership over the past two decades.

Should you have any questions regarding these changes please do not hesitate to reach me by email at christopher.northcott@vulcan.ca.

Sincerely,

Christopher Northcott
Chair

Readymade Community Association
Box 1523
Coaldale, Alberta
T1M 1N3
readymadecommunityassociation@gmail.com



Dear Business Owner:

Readymade Community Association is holding a fundraiser to collect funds to install Solar Panels on the Hall. This environmentally friendly project will result in lower energy costs and increased value to the property. Our Fundraiser, a dinner and live and silent auctions, will be held November 8, 2025.

We would be pleased if you could donate money, buy a ticket for the event or donate an item for our Silent Auction or Live Auction. All funds will go to the Solar Project.

Thank you for your support of the Readymade Hall. We appreciate all those who continue to support us.

Please contact Tracey 403 393-4381 or Lorraine 403 308-8288.

Sincerely,

A handwritten signature in black ink, appearing to be 'Rene Lavoie'. The signature is stylized with a large, sweeping 'R' and a long, horizontal stroke at the end.

Rene Lavoie
President
Readymade Community Association

The Readymade Community Association presents

A Night for Light

Community Gala

Saturday, Nov 8th

Doors Open at 5pm

Supper at 6pm

Live and Silent Auctions

Prime Rib Dinner by Prime Catering

\$100 per person or \$750 for a table of 8

Support the Readymade Community Association in our mission to power the future. We are raising funds to install solar panels at our community center — bringing clean, renewable energy to the heart of our community.

E-transfer readymadeca@gmail.com to purchase your tickets or contact Lorraine at (403) 308-8288



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Peace River*

AR120370

November 4, 2025

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

Dear Reeve Campbell and Council:

My sincere congratulations on your election to municipal office for Lethbridge County. I commend your commitment to serving Alberta's rural communities. Your leadership plays a vital role in shaping the future of our province, and I look forward to working collaboratively with you.

As Alberta's economy and communities continue to grow, rural municipalities are uniquely positioned to advance shared priorities such as local job creation, enhancing public safety, and ensuring access to essential services.

I look forward to working with you to support Lethbridge County's success through funding programs, legislative guidance, and collaborative initiatives that strengthen local infrastructure, public services, and community resilience. Our goal is to help rural municipalities thrive and deliver meaningful outcomes for residents.

I welcome the opportunity to connect and explore how we can work together to build strong, resilient communities throughout rural Alberta.

Again, thank you for your dedication to public service.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Williams', written over a horizontal line.

Dan Williams, ECA
Minister of Municipal Affairs