



# Minutes

Council Meeting | Thursday, June 20, 2024 | 9:00 AM | Council Chambers

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The Council Meeting of Lethbridge County was called to order on Thursday, June 20, 2024, at 9:00 a.m., in the Council Chambers, with the following members present:

**PRESENT:**

- Reeve Tory Campbell
- Councillor Mark Sayers
- Councillor Eric Van Essen
- Councillor Klaas VanderVeen
- Councillor Morris Zeinstra
- Chief Administrative Officer Cole Beck
- Director, Development & Infrastructure Devon Thiele
- Director, Corporate Services Jennifer Place
- Executive Assistant Candice Robison
- Manager, Planning & Development Hilary Janzen
- Regional Manager of Emergency Services Heath Wright
- Senior Planner Steve Harty

Councillor Hickey and Deputy Reeve Kuerbis were absent.

## A. CALL TO ORDER

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

## B. ADOPTION OF AGENDA

500-2024 Councillor Van Essen MOVED that the June 20, 2024 Lethbridge County Council Meeting Agenda be adopted as presented.

CARRIED

## C. ADOPTION OF MINUTES

### C.1. County Council Meeting Minutes

501-2024 Councillor Sayers MOVED that the May 16, 2024 Lethbridge County Council Minutes be adopted as presented.

CARRIED

**C.2. Special County Council Meeting Minutes**

502-2024 Councillor MOVED that the May 17, 2024 Lethbridge County Special Council  
VanderVeen Minutes be adopted as presented.

CARRIED

**D. SUBDIVISION APPLICATIONS**

**D.1. Subdivision Application #2024-0-074 – Hytech Production Ltd.**

**- NW¼ 02-10-20-W4M**

503-2024 Councillor MOVED that the Agri-industrial subdivision of NW1/4 2-10-20-W4M  
VanderVeen (Certificate of Title No. 081 096 064), to subdivide a 11.67-acre (4.72  
ha) first subdivision from a ¼-section title of 157.88 acres (63.89 ha)  
for rural agri-industrial use; BE APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. That the applicant provides a final Plan of 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, if deemed necessary.

CARRIED

**D.2. Subdivision Application #2024-0-077 – Willms / SMRID**

**- NE1/4 29-09-19-W4M**

504-2024 Councillor MOVED that the Agricultural & Country Residential subdivision of Canal  
Van Essen ROW Plan 0212099, Canal ROW Plan IRR491 and a portion of NE1/4  
29-9-19-W4M (Certificate of Title No. 051 259 128 +1, 051 259 128, 791  
152 229, 191 027 414 +1, 081 073 713, 201 216 275), to subdivide a  
farmyard and also reconfigure six adjacent titles (four being former  
canal R/W) through subdivision and consolidation, creating a new 4.89-  
acre (1.981 ha) county residential title, enlarging an existing acreage  
parcel to 2.75-acres (1.11 ha), and enlarging the remnant agricultural  
title in the ¼-section to 151.73-acres (61.41 ha) respectively in size; BE  
APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.

3. That the applicant submits a final surveyed plan as prepared by an Alberta Land Surveyor that certifies the exact location and dimensions of the parcels being subdivided in their final configuration.

4. The titles, right-of-ways, and portions of land to be subdivided and consolidated to reconfigure the boundaries and title areas of the adjacent parcels, are to be done by a plan prepared by a certified Alberta Land Surveyor in a manner such that the resulting titles cannot be further subdivided without approval of the local Subdivision Authority.

5. That any easement(s) as required by utility companies, or the municipality shall be established as deemed necessary.

CARRIED

**D.3. Subdivision Application #2024-0-085 – Klassen**

**- Block A, B, E, Plan 899AA within NE1/4 25-9-19-4W4M (Hamlet of Chin fringe)**

505-2024 Councillor MOVED that the Industrial and County Residential subdivision of Block VanderVeen A, B, E, Plan 899AA within NE1/4 25-9- 19-4W4M (Certificate of Title No. 181 100 853), to create 17 titles (16 new), comprised of 13 grouped country residential titles ranging from 2.0-acres on average up to 4.57-acres (0.810 to 1.850 ha) in size, a private school site 3.02-acres (1.221 ha), a 2.06-acre (0.832 ha) rural industrial title, and two PUL lots, all from a title comprised of 39.46-acres (15.97 ha) in size; 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 39.46-acres at the market value of \$16,500 per acre with the actual acreage and amount to be paid to Lethbridge County be determined at the final stage, for Municipal Reserve purposes.

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.

2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created. This agreement may address the construction of roads, approaches, stormwater management, PULs, provision of security and any other matter deemed necessary.

3. That the applicant submits a final plan as prepared by an Alberta Land Surveyor that certifies the exact location and dimensions of the parcel being subdivided and the new lots created, as approved.

4. That the applicant shall meet any MD of Taber road and maintenance standards that may be required for Rge Rd 19-0, which can be addressed through the terms of the Development Agreement with Lethbridge County.

5. That the applicant provides a 10m utility right-of-way plan and easement agreement to be registered along the frontage of each lot to allow for future installation of a water line or other utilities.
6. That the applicant provides a 6m utility right-of-way plan and easement agreement to be registered along the frontage of each lot to allow for installation of shallow utilities, unless this is combined with the water line R/W s as a larger joint use easement.
7. That the applicant is responsible for obtaining and submitting a copy of any required approval granted under the Water Act and a registration under EPEA from the APEA for the storm water management plan to Lethbridge County, prior to final endorsement of the subdivision.
8. That any easement(s) as required by utility companies, or the municipality shall be established.

CARRIED

**D.4. Subdivision Application #2024-0-058 – Edward Loman Farms Ltd.  
- SW1/4 35-11-21-W4M**

506-2024 Councillor Sayers MOVED that the Country Residential subdivision of NE1/4 35-11-21-W4M (Certificate of Title No. 231 120 390), to subdivide a 2.75-acre (1.11 ha) first parcel out subdivision from a ¼-section title of 160.00-acres (64.75 ha) for country residential use; BE APPROVED subject to the following:

CONDITIONS:

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

CARRIED

**E. DEPARTMENT REPORTS**

**E.1. DEVELOPMENT & INFRASTRUCTURE**

**E.1.1. Bylaw 23-012 - Road Closure, Sale and Consolidation- 2nd and 3rd Reading**

507-2024 Councillor VanderVeen MOVED that Bylaw 23-012 be read a 2nd time. CARRIED

508-2024 Councillor Van Essen MOVED that Bylaw 23-012 be read a 3rd time. CARRIED



**E.1.2. Bylaw 24-010 - Re-designate a portion of SE 3-9-20-W4 (3.3 acre area) from Urban Fringe to Direct Control- First Reading**

509-2024 Councillor Van Essen MOVED that Bylaw 24-010 be read a first time. CARRIED

**E.1.3. Bylaw 23-021 - Country Side Area Structure Plan and Bylaw 23-022 Land Use Bylaw Amendment (Urban Fringe to Grouped Country Residential and Direct Control) - First Reading**

510-2024 Councillor VanderVeen MOVED that Bylaw 23-021 (Country Side ASP) be read a first time CARRIED

511-2024 Councillor Van Essen MOVED that Bylaw 23-022 (Land Use Bylaw Amendment - UF to GCR and DC) be read a first time. CARRIED

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

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

**E.2. CORPORATE SERVICES**

**E.2.1. Integra Air Inc. and Bar XH Air Inc. Account Closures**

512-2024 Councillor VanderVeen MOVED that Council direct administration to cancel all outstanding account balances for Integra Air Inc. in the amount of \$173,167.73 and for Bar XH Air Inc. in the amount of \$13,069.42. CARRIED

**E.2.2. 2024 Bursary Selection Committee**

513-2024 Councillor VanderVeen MOVED that a Bursary Selection Committee of three council members be established to review the 2024 bursary applications and that the committee members are Councillor Sayers, Councillor Hickey and Deputy Reeve Kuerbis. CARRIED

**E.2.3. 2024 Stirling Wind Benefit Project Funding Allocations**

514-2024 Councillor Van Essen MOVED that County Council approve the Stirling Wind Project Community Benefit Fund Open Allocation portion in the amount of \$6,086.80 to the following recipients as follows:

Bee Hive Child Care - \$1,200  
Diamond City Citizens Association - \$1,286.80  
Home and School Board St. Catherine's - \$1,200  
McNally Community Association - \$1,200  
Holy Spirit Catholic School - \$1,200

CARRIED

**E.2.4. Fire Services Invoice Waiver Request**

515-2024 Councillor Van Essen MOVED that County Council not waive fire services invoice #3958 in the amount of \$11,558.00, and directs administration to work with Mr. and Mrs. Osmond to update the payment agreement with the invoice being paid in full on or before June 1, 2026.

CARRIED

**E.3. ADMINISTRATION**

**E.3.1. ARMAA - 2024 Annual Conference Sponsorship**

516-2024 Councillor VanderVeen MOVED that Lethbridge County sponsors the 2024 Alberta Rural Municipal Administrators' Association Conference in the amount of \$1,000 with funds to be utilized from Council's Discretionary Reserve.

CARRIED

**F. CORRESPONDENCE**

**F.1. 2024 Nobleford Heritage Day**

Council reviewed correspondence from the Nobleford Heritage Society regarding the 2024 Heritage Day Parade being held on July 20, 2024.

**F.2. Alberta Municipal Affairs**

Council reviewed correspondence from Alberta Municipal Affairs regarding the 2024 LGFF (Local Government Fiscal Framework) funding.

**F.3. Ag for Life**

Council reviewed correspondence from Ag for Life regarding participating in an annual membership.

**F.4. Alberta Transportation & Economic Corridors**

Council reviewed correspondence from Alberta Transportation & Economic Corridors regarding the 2024 STIP (Strategic Transportation Infrastructure Program) funding.

**F.5. Town of Coalhurst - Miners Day Parade**

Council reviewed correspondence from the Town of Coalhurst regarding the Miners Day Parade being held on July 27, 2024.

**F.6. Brighter Together Food Journey Tour and Reception 2024**

Council reviewed correspondence regarding the Brighter Together Food Journey Tour and Reception being held on August 20, 2024.

**G. COUNTY COUNCIL AND COMMITTEE UPDATES**

**G.1. Lethbridge County Council Attendance Update - May 2024**

Council reviewed the highlights from the Lethbridge County Council Attendance Update for May 2024.

**Division 1****Councillor Lorne Hickey**

May 2	Lethbridge County Council Meeting
May 6	Health Professional Recruitment & Retention Committee
May 9-12	Green Acres Strategic Planning
May 16	Lethbridge County Council Meeting
May 17	Lethbridge County Special Council Meeting
May 22	Green Acres Finance Meeting
May 29	Green Acres Board Meeting

**Division 2****Reeve Tory Campbell**

May 2	Lethbridge County Council Meeting
May 16	Lethbridge County Council Meeting
May 17	Lethbridge County Special Council Meeting
May 24	SRSDC Meeting
May 25	PBHS Grad Ceremony

**Division 3****Councillor Mark Sayers**

May 2	Lethbridge County Council Meeting
May 8	Exhibition Park Whoop Up Days Media Event
May 16	Lethbridge County Council Meeting
May 17	Lethbridge County Special Council Meeting

**Division 4****Deputy Reeve John Kuerbis**

May 1	CPAA Conference
May 2	Lethbridge County Council Meeting
May 2	Voiceover at CJOC Radio
May 7	Weekly Meeting with Community Futures Executive Director
May 14	Weekly Meeting with Community Futures Executive Director
May 16	Lethbridge County Council Meeting
May 17	Lethbridge County Special Council Meeting
May 21	Farmland Tax Assessment Presentation – MD Ranchlands
May 22	Farmland Tax Assessment Presentation – MD Willow Creek
May 23	Farmland Tax Assessment Presentation – County of Newell
May 27	Farmland Tax Assessment Presentation – Cardston County
May 28	Community Futures Monthly Board Meeting

**Division 5****Councillor Eric Van Essen**

May 1	Chamber Executive Meeting
May 2	Lethbridge County Council Meeting
May 9	Picture Butte Chamber of Commerce Meeting
May 15	Picture Butte Chamber of Commerce Meeting
May 16	Lethbridge County Council Meeting
May 17	Lethbridge County Special Council Meeting

May 28 Farmland Tax Assessment Presentation – MD of Taber  
May 28 Farmland Tax Assessment Presentation – MD of Pincher Creek

## **Division 6**

### **Councillor Klaas VanderVeen**

May 1 CPAA Conference  
May 2 Lethbridge County Council Meeting  
May 16 Lethbridge County Council Meeting  
May 31 SAEWA Meeting

## **Division 7**

### **Councillor Morris Zeinstra**

May 1 CPAA Conference  
May 2 Lethbridge County Council Meeting  
May 16 Lethbridge County Council Meeting  
May 17 Lethbridge County Special Council Meeting  
May 24 Seed Cleaning Meeting

Reeve Campbell recessed the meeting at 10:49 a.m.

Reeve Campbell reconvened the meeting at 10:59 a.m.

## **H. DELEGATIONS**

### **H.1. 11:00 a.m. - Green Acres Foundation - Jeff Carlson & Dawna Coslovi**

Jeff Carlson, Board Chair and Dawna Coslovi, CEO of Green Acres Foundation were present to provide a presentation to Council on the Green Acres Foundation's 2023 Report to the Community.

## **I. NEW BUSINESS**

## **J. CLOSED SESSION**

J.1. - Chinook Intermunicipal Subdivision and Development Appeal Board - Appointments of Board Members (FOIP Section 19 - Confidential Evaluations)

J.2. - Regional Emergency Management Partnership Agreement (FOIP Section 21 - Disclosure harmful to intergovernmental relations)

J.3. - Mountain Meadows Slope Remediation (FOIP Section 23 - Local public body confidences)

517-2024 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 11:26 a.m. for the discussion on the following:



J.1. - Chinook Intermunicipal Subdivision and Development Appeal Board - Appointments of Board Members (FOIP Section 19 - Confidential Evaluations)

J.2. - Regional Emergency Management Partnership Agreement (FOIP Section 21 - Disclosure harmful to intergovernmental relations)

J.3. - Mountain Meadows Slope Remediation (FOIP Section 23 - Local public body confidences)

Present during the Closed Session:

Lethbridge County Council

Chief Administrative Officer

Senior Management

Administrative Staff

CARRIED

518-2024 Councillor Zeinstra MOVED that the Lethbridge County Council Meeting move out of the closed session at 12:04 p.m.  
CARRIED

Reeve Campbell reconvened the regular meeting at 12:04 p.m.

**J.1. Chinook Intermunicipal Subdivision and Development Appeal Board - Appointments of Board Members (FOIP Section 19 - Confidential Evaluations)**

519-2024 Councillor Sayers MOVED that County Council authorize County Administration to advertise for the appointment of a new Chinook Intermunicipal Subdivision and Development Appeal Board Member.  
CARRIED

520-2024 Councillor VanderVeen MOVED that County Administration send a letter to Mr. Pavan thanking him for his service on the Chinook Intermunicipal Subdivision and Development Appeal Board.  
CARRIED

**J.2. Regional Emergency Management Partnership Agreement (FOIP Section 21 - Disclosure harmful to intergovernmental relations)**

521-2024 Councillor Sayers MOVED that County Council approves entering into a Regional Emergency Management Partnership Agreement with the Village of Barons, Town of Coaldale, Town of Coalhurst, Town of Nobleford and Town of Picture Butte.  
CARRIED

J.3. Mountain Meadows Slope Remediation (FOIP Section 23 - Local public body confidences)

522-2024 Councillor Van Essen MOVED that Council approve the *Mountain Meadows Slope Remediation* project with a budget of \$250,000 funded from the Public Works Project Reserve.

CARRIED

K. ADJOURN

523-2024 Councillor Zeinstra MOVED that the Lethbridge County Council Meeting adjourn at 12:07 p.m.

CARRIED

  
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Reeve

  
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CAO