



Agenda

Council Meeting | Thursday, September 3, 2026 | 9:00 AM | Council Chambers

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A. CALL TO ORDER

B. ADOPTION OF AGENDA

C. ADOPTION OF MINUTES

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- 87 - 91 E.3.2. **In Motion 2026 - Presenting Sponsorship**
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[Destination Marketing Organization \(DMO\) Recognition - Letter of Support](#)
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- 98 - 102 E.4.1. **Deep Base Stabilization Trial – Township Road 9-2 Update**
[Deep Base Stabilization Trail - Township Road 9-2 Update](#)

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- 120 - 123 1. **Lethbridge County Council Attendance Update - July 2026**
 [Lethbridge County Council Attendance Update - July 2026](#)

H. NEW BUSINESS

I. CLOSED SESSION

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

J. ADJOURN



Minutes

Council Meeting | Thursday, August 6, 2026 | 9:00 AM | Council Chambers

The Council Meeting of Lethbridge County was called to order on Thursday, August 6, 2026, 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 Eric Van Essen
- Councillor Tony Ankermann
- Chief Administrative Officer Cole Beck
- Director, Development & Infrastructure Devon Thiele
- Director, Corporate Services Hailey Pinksen
- Director, Operations Ryan Thomson
- Legislative Coordinator & Executive Assistant Candice Robison
- Regional Manager of Emergency Services Heath Wright
- Manager, Planning and Development Kaylyn Franklin
- Coordinator, Planning and Development Jessica Potack
- Senior Planner Steve Harty

A. CALL TO ORDER

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

Reeve Tory 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

192-2026	Deputy Reeve Kuerbis	MOVED that the August 6, 2026 Lethbridge County Council Meeting Agenda be adopted as presented.	CARRIED
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C. ADOPTION OF MINUTES

C.1. County Council Meeting Minutes

193-2026	Councillor Van Essen	MOVED that the July 16, 2026 Lethbridge County Council Minutes be adopted as presented.	CARRIED
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D. SUBDIVISION APPLICATIONS

D.1. Subdivision Application #2026-0-029 – 1204158 Alberta Ltd. – ptn. of SE1/4 3-11-23-W4M

194-2026	Councillor Sayers	MOVED that the Country Residential subdivision of SE1/4 3-11-23-W4M (Certificate of Title No. 141 319 045 +1), to subdivide a 10.09-acre (4.083 ha) lot from a title comprised of 86.7-acres (34.85 ha) in the SE¼ 3-1123-W4 for country residential use; BE APPROVED subject to the following:
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CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County and Town of Nobleford.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with the Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. That the applicant submits a copy of a final surveyed plan from an Alberta Land Surveyor that certifies the exact location and dimensions of the lot to be subdivided as approved, and includes the road dedication along the east perimeter.
4. That the applicant has a professional soils analysis and report completed for the new vacant parcel to demonstrate suitability of a private on-site septic treatment system on the land, with results to be as determined satisfactory to the Subdivision Authority.
5. That any easement(s) as required by utility companies or the municipality shall be established.
6. That a concurrent approval be provided by the Town of Nobleford Subdivision Authority prior to final endorsement.

CARRIED

**D.2. Subdivision Application #2026-0-077 - 1143718 Alberta Ltd.
- W1/2 Sec 18 & RW Plan IRR68, Parcel A, Plan 4001JK within W1/2 18-8-20-W4M**

195-2026	Councillor Van Essen	MOVED that the Agricultural & Country Residential subdivision of W1/2 Sec 18 & RW Plan IRR68, Parcel A, Plan 4001JK within W1/2 18-8-20-W4M (Certificate of Title No. 96R113C, 171 104 591, 171 104 591 +1, 001 091 593 +1), to reconfigure through subdivision and consolidation portions of four titles within the West-half of Section 18-8-20-4M and create reconfigured titles 99.73, 8.25, 178.98 and 1.70 acres (40.358, 3.337, 72.431 & 0.69 ha) respectively in size, for both agricultural and country residential use; BE APPROVED subject to the following:
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- CONDITIONS:
1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to 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, if required.
 3. That the titles and portions of land to be subdivided and consolidated to create the 99.73, 8.25, 178.98 and 1.70 acre titles be done by a plan prepared by a certified Alberta Land Surveyor in a manner such that the resulting titles cannot be further subdivided without approval of the Subdivision Authority.
 4. That any easement(s) as required by utility companies, or the municipality shall be established prior to final endorsement.

CARRIED

**D.3. Subdivision Application #2026-0-085 – Coupland
- Portion of NE1/4 11-8-21-W4M**

196-2026	Councillor Hickey	MOVED that the Country Residential subdivision of NE1/4 11-8-21-W4M (Certificate of Title No. 931 269 501), to subdivide a parcel of 6.83 acres (2.76 ha) from a title of 79.48 acres (32.17 ha) within a previously subdivided quarter-section for country residential use; BE APPROVED subject to the following:
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- RESERVE:
- The 10% reserve requirement, pursuant to Sections 666 and 667 of the Municipal Government Act, be provided as money in place of land on the 6.83 acres at the market value of \$55,116 per acre with the actual acreage and amount to be paid to Lethbridge County be determined at the final plan 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, if required.
- 3. That the applicant submits a copy of a final surveyed plan from an Alberta Land Surveyor that certifies the exact location and dimensions of the lot to be subdivided as approved.
- 4. That any easement(s) as required by utility companies or the municipality shall be established prior to final endorsement.

CARRIED

D.4. Subdivision Application #2026-0-086 – Baarda
- portion of SE1/410-11-21-W4M

197-2026 Deputy Reeve Kuerbis MOVED that the Country Residential subdivision of SE1/4 10-11-21-W4M (Certificate of Title No. 151 268 001), to resplit a title of 5.38 acres (2.18 ha) into two titles, being 2.48 and 2.80 acres (1.01 and 1.13 ha) respectively in size, for country residential use; BE APPROVED subject to the following:

RESERVE:

The 10% reserve requirement, pursuant to Sections 666 and 667 of the Municipal Government Act, be provided as money in place of land on the 5.38 acres at the market value of \$66,037 per acre, with the actual acreage and amount to be paid to Lethbridge County be determined at the final plan 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 provision and construction of the service road and any other matter deemed necessary.
- 3. That a soils analysis be undertaken by a professional in the field to verify suitability for an additional on-site private septic system, with a minimum of two test pits on the south 2.80-acre lot, with the report to be provided to the satisfaction of the Subdivision Authority.
- 4. 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 as approved.
- 5. That the easement(s) as required by ATCO Energy Systems, FORTIS Alberta, or any other utility company shall be established prior to final endorsement.
- 6. That the applicant is responsible to meet any conditions or requirements from Alberta Transportation and Economic Corridors prior to finalization, including the provision of any service road dedication.

CARRIED

D.5. Subdivision Application #2026-0-087 – CE French Livestock Ltd. - Block 1, Plan 9310852
within N1/2 13-8-21-W4M & SW1/4 24-8-21-W4M

198-2026 Deputy Reeve Kuerbis MOVED that the Agricultural subdivision of Block 1, Plan 9310852 within N1/2 13-8-21-W4M & SW1/4 24-8-21W4M (Certificate of Title No. 031 386 417 +1), to subdivide a fragmented ¼-section and create a 76.57acre (30.99 ha) agricultural title from a title comprised of 110.7-acres (44.80 ha) in size; BE APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created, if required.
3. That the applicant submits a surveyor's sketch as prepared by an Alberta Land Surveyor that certifies the exact location and dimensions of the dwelling and septic field on the residual 34.14-acre title in relation to the proposed subdivision boundary (property line) between the two titles being created.
4. That the applicant submits a final subdivision plan as prepared by an Alberta Land Surveyor that certifies the exact location and dimensions of the parcel being subdivided as approved.
5. That the easement(s) as required by ATCO Energy Systems or any other utility company shall be established.

CARRIED

F. DEPARTMENT REPORTS

F.1. DEVELOPMENT & INFRASTRUCTURE

F.1.2. Development Permit Application 26-D0134 (Vande Hoef)

199-2026 Councillor MOVED that Development Permit 26-D0134 be approved as drafted.
Van Essen CARRIED

F.1.1. Bylaw No. 26-016 – Lethbridge County Subdivision Authority Bylaw

200-2026 Councillor MOVED that Bylaw 26-016, being the Subdivision Authority Bylaw be read
Van Essen a second time.
DEFEATED

E. PUBLIC HEARINGS - 10:00 a.m.

Reeve Campbell called a recess to the Council Meeting, for the Public Hearing for Bylaw 26-010 at 10:03 a.m.

E.1. Bylaw 26-010 – Amendment to the Land Use Bylaw to Redesignate a Portion of Plan 0815575, Block 1, Lot 2 (112026 Range Road 223) within SW-15-11-23-W4M from Rural Agriculture (RA) to Business Light Industrial (BLI) - Public Hearing

201-2026 Deputy MOVED that the Public Hearing for Bylaw 26-010 commence at 10:04 a.m.
Reeve CARRIED
Kuerbis

The Manager, Planning and Development reviewed Bylaw 26-010.

Reeve Campbell asked if anyone wished to speak in favour or opposition of Bylaw 26-010.

No further comments were made.

202-2026 Councillor MOVED that the Public Hearing for Bylaw 26-010 adjourn at 10:08 a.m.
Van Essen CARRIED

Reeve Campbell reconvened the regular meeting at 10:08 a.m.

203-2026 Councillor MOVED that Bylaw 26-010, be read a second time.
Sayers CARRIED

204-2026	Deputy Reeve Kuerbis	MOVED that Bylaw 26-010, be read a third time.	CARRIED
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E.2. Bylaw 26-019 – Amendment to the Land Use Bylaw to Revise the Definition of “Specialty Manufacturing / Cottage Industry” in Part 9 – Definitions – Public Hearing
 Reeve Campbell called a recess to the Council Meeting, for the Public Hearing for Bylaw 26-019 at 10:09 a.m.

205-2026	Councillor Sayers	MOVED that the Public Hearing for Bylaw 26-019 commence at 10:10 a.m.	CARRIED
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The Manager, Planning and Development reviewed Bylaw 26-019.

Reeve Campbell asked if anyone wished to speak in favour or opposition of Bylaw 26-019.

No further comments were made.

206-2026	Deputy Reeve Kuerbis	MOVED that the Public Hearing for Bylaw 26-019 adjourn at 10:14 a.m.	CARRIED
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Reeve Campbell reconvened the regular meeting at 10:14 a.m.

207-2026	Deputy Reeve Kuerbis	MOVED that Bylaw 26-019, be read a second time.	CARRIED
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208-2026	Councillor Hickey	MOVED that Bylaw 26-019, be read a third time	CARRIED
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Reeve Campbell recessed the meeting at 10:20 a.m.

Reeve Campbell reconvened the meeting at 10:38 a.m.

F. DEPARTMENT REPORTS

F.2. ADMINISTRATION

F.2.1. Fire Investigation/Inspection Administrative Policy

209-2026	Deputy Reeve Kuerbis	MOVED that Council approve and adopt Policy No. 219 – Fire Investigation/Inspection Policy, as an integrated component of the County’s Quality Management System (QMS v1.4).	CARRIED
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F.2.1. Request for Financial Relief

210-2026	Councillor Van Essen	MOVED that Council direct administration to reduce the invoice for Ms. Hilary Lee to \$4,500.00	DEFEATED
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211-2026		MOVED that Council direct administration to reduce the invoice for Ms. Hilary Lee to \$1,500.00	CARRIED
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212-2026	Deputy Reeve Kuerbis	MOVED to direct Administration to prepare an amendment to Fire Bylaw No. 22-002.	
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CARRIED

G. CORRESPONDENCE

G.1. National Police Federation

Council reviewed correspondence from the National Police Federation regarding their request for the County to join their Call to Action for changes to policing and public safety across the province.

G.2. Southern Alberta Chinese Association

Council reviewed correspondence from the Southern Alberta Chinese Association regarding their Chinese Community BBQ Event on August 30, from 12:00 p.m. to 5:00 p.m.

213-2026 Councillor MOVED to donate \$200 to the Southern Alberta Chinese Association's
Hickey Community BBQ Event from the Council Donations Reserve.

CARRIED

H. DELEGATIONS - 11:30 a.m.

H.1. 2026 Bursary Award Recipients

Dylan Campbell

Erin Moorhead

Janna Wiskerke

Jadon Van Raalte

Council presented the 2026 Lethbridge County Bursary Awards in the amount of \$1,500 each to the following recipients:

1. Dylan Campbell
2. Erin Moorhead
3. Janna Wiskerke

Council presented the 2026 Stirling Wind Community Benefit Scholarship Program Awards in the amount of \$2,000 to the following recipients:

1. Jadon Can Raalte
2. Janna Wiskerke

J. CLOSED SESSION

J.1. - Water Tender Apparatus Acquisition - (ATIA Section 26 - Disclosure harmful to intergovernmental relations)

J.2. - Road Use Agreements for Aggregate Pit Operations (ATIA Section 30 - Disclosure harmful to economic and other interests of a public body)

214-2026 Councillor MOVED that the Lethbridge County Council Meeting move into Closed
Sayers Session, pursuant to Section 19, 20, 28, 29 and 30 of the Municipal
Government Act, the time being 11:11 a.m. for the discussion on the
following:

J.1. - Water Tender Apparatus Acquisition - (ATIA Section 26 - Disclosure harmful to intergovernmental relations)

J.2. - Road Use Agreements for Aggregate Pit Operations (ATIA Section 30 - Disclosure harmful to economic and other interests of a public body)

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

215-2026 Councillor MOVED that the Lethbridge County Council Meeting move out of the closed
Hickey session at 11:34 a.m.

CARRIED

J.1. Water Tender Apparatus Acquisition - (ATIA Section 26 - Disclosure harmful to intergovernmental relations)

216-2026 Councillor MOVED that Council authorize Administration to proceed with the purchase
Van Essen of a 3000 gallon water tender apparatus for the Nobleford Fire Department,
in order to address the County's water tender coverage gap and improve fire
protection service levels across the region.

CARRIED

J.2. Road Use Agreements for Aggregate Pit Operations (ATIA Section 30 - Disclosure harmful to economic and other interests of a public body)

217-2026 Deputy MOVED that Council direct Administration to use Road Use Policy No. 352
Reeve to establish Road Use Agreements with aggregate pit operators whose
Kuerbis activities generate frequent or heavy commercial traffic on County roads, and
that the agreements include appropriate road maintenance, repair and
restoration responsibilities.

CARRIED

Reeve Campbell recessed the meeting at 11:45 a.m.

Reeve Campbell reconvened the meeting at 12:30 p.m.

J. CLOSED SESSION

J.3. - Intermunicipal Matters - (ATIA Section 26 - Disclosure harmful to intergovernmental relations)

J.4. - CAO Report - C.Beck - (ATIA Sections 19, 20, 28 and 29)

218-2026 Deputy MOVED that the Lethbridge County Council Meeting move into Closed
Reeve Session, pursuant to Section 19, 20, 26, 28 and 29 of the Municipal
Kuerbis Government Act, the time being 12:31 p.m. for the discussion on the
following:

CARRIED

219-2026 Councillor MOVED that the Lethbridge County Council Meeting move out of the closed
Hickey session at 1:04 p.m.

CARRIED

Reeve Campbell reconvened the regular meeting at 1:04 p.m.

J.1. Intermunicipal Matters - (ATIA Section 26 - Disclosure harmful to intergovernmental relations)

220-2026 Deputy MOVED to have administration write a letter of support from Lethbridge
Reeve County including the following statements:
Kuerbis 1. The Lethbridge County supports the proposal of Green Acres Foundation
to borrow \$10M for the \$26M capital project of the affordable Seniors
Apartment Building at 105 Carinthia Blvd West, Lethbridge and;
2. The Lethbridge County understands that the request for \$10M in external
financing requires ministerial approval and; -1- Providing housing and
services since 1960
3. The Lethbridge County acknowledges that under the Alberta Housing Act,
member municipalities continue to be requisitioned to fund operating costs
of senior lodge facilities.”

CARRIED

I. **ADJOURN**

221-2026	Councillor Van Essen	MOVED that the Lethbridge County Council Meeting adjourn at 1:07 p.m. CARRIED
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Reeve

CAO

AGENDA ITEM REPORT



Title: Subdivision Application #2026-0-091 – Van Garderen
- SW1/4 28-12-21-W4M
Meeting: Council Meeting - 03 Sep 2026
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 - 24 Aug 2026
Approved - 25 Aug 2026
Approved - 26 Aug 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The application is to subdivide a 15.37-acre first subdivision from a title of 160.00-acres for country residential use. The proposal does not meet the subdivision criteria of the Land Use Bylaw and would require a parcel size waiver.

RECOMMENDATION:

That S.D. Application #2026-0-091 be approved subject to the size waiver granted and the conditions as outlined in the draft resolution.

REASON(S) FOR RECOMMENDATION(S):

The proposed subdivision is the first subdivision from the 1/4-section and meets the provincial Subdivision and Development Regulations, and with the waiver, the municipal subdivision policies as stated in the Land Use Bylaw.

PREVIOUS COUNCIL DIRECTION / POLICY:

- The isolated single-parcel subdivision policies are within Land Use Bylaw (LUB) No. 24-007 that allow the subdivision of a yard from an unsubdivided 1/4-section.
- The proposed 15.37-acre parcel does not conform to the LUB No. 24-007 maximum 10.0-acre parcel size criteria and a waiver is required.
- Waivers are to be considered on their own merit and in this case the rationale is that the grassland in between the developed yard and the gully is not physically accessible from the south side and the land is not good quality agricultural land being removed from production.
- Section 654 of the MGA authorizes that the Subdivision Authority may grant a size variance.

BACKGROUND INFORMATION:

Located 9-miles north of the Town of Picture Butte and half a mile west of Highway 843. The application is to subdivide a residential yard on the west side of the ¼-section.

The northern portion of the proposed subdivision contains a dwelling and yard, while the south portion is void of any improvements and is comprised of minor gully land that contains a natural drain/seasonal creek. The proposal includes the small portion of the gully and grassland as the yard is setback over 200m from the west boundary and sits on the top of the north side of the gully. The proposed south property line will occur on the south side of the creek/drain so that there is not a narrow portion of land left between the natural drain and the yard title being created, as it would not be accessible from the south. There are also several electrical power poles in this area that run from the southwest corner up to the dwelling. The parcel boundary will be angled on the northeast corner to account for the irrigation pivot system on the agricultural land within the ¼-section. Access is provided to the west road allowance (Range Rd 214) from an approach in the very northwest corner.

There is an abandoned gas well located in the very southwest corner of the parent ¼-section. It is situated approximately 325-350 m from the existing dwelling and outside the required setback distance between a well site and a residence. There are no historical features identified that require consideration. The closest confined feeding operation (CFO) is the Albion Ridge Colony located over 1.3-miles to the southwest and outside the applicable minimum distance separation (MDS).

Overall, the subdivision is the first parcel out from the ¼-section and meets the criteria of LUB No. 24-007 if the waiver is granted. The residual agricultural parcel size meets the minimum required. The application was circulated to the required external agencies and no concerns were expressed but ATCO Gas requested an easement. ATEC has no concerns and authorized an approval.

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve the waiver and reduce the subdivision to the 10-acre maximum size.

Pros:

- The County's subdivision criteria will be strictly adhered to.

Cons:

- A reduction in size does not take into consideration the rationale of the applicant's request and the merit on its own basis and would likely be appealed.

FINANCIAL IMPACT:

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

LEVEL OF PUBLIC PARTICIPATION:

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

ATTACHMENTS:

[2026-0-091 Lethbridge County Approval](#)
[Diagrams 2026-0-091](#)

RESOLUTION

2026-0-091

Lethbridge County

Country Residential subdivision of SW1/4 28-12-21-W4M

THAT the Country Residential subdivision of SW1/4 28-12-21-W4M (Certificate of Title No. 261 150 012), to subdivide a 15.37-acre (6.22 ha) first subdivision from a title of 160.00 acres (64.7 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, if required.
3. That the applicant provides a final Plan of Survey to illustrate the exact dimensions and parcel size of the proposed parcel as approved by the Subdivision Authority
4. That the easement(s) as required by ATCO Gas Energy Systems shall be established.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and with the waiver granted complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The Subdivision Authority has granted a waiver of the 10.0-acre maximum parcel size to approve the 15.37-acre parcel. It is determined there is merit in the request due to the rationale that the grass land in-between the developed yard and the gully is not physically accessible from the south side and the land is not good quality agricultural land being removed from production.

INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(a) of the Municipal Government Act, Reserve is not required.
- (b) The Subdivision Authority has granted a waiver in accordance with section 654 of the Municipal Government Act.
- (c) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (d) 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.)
- (e) Thank you for including TELUS in your circulation. At this time, TELUS has no concerns with the proposed activities.

2026-0-091
Page 1 of 3

- (f) Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

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

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

- (g) ATCO Gas – Claudia Glodzinski, Engineer, South District Engineering:

“There is a service crossing the proposed subdivision lot line. Please ensure the applicant reaches out to land.admin@atco.com to ensure there is a right of way on the existing service.”

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

“Thank you for the opportunity to comment on File No. 2026-0-091. 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 one lot for country residential use. The land has an existing dwelling, and water services are provided by a cistern, and sewer services are provided by a subsurface treatment field.

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. The application indicates a cistern as the potable water source. AHS-EPH recommends that cisterns be completely contained on the property being served to avoid future conflicts or access concerns.
- 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.
- The application noted an abandoned gas well nearby. AHS-EPH recommends that abandoned wells be appropriately addressed according to regulatory requirements.
- The application indicated a Confined Feeding Operation (CFO) in proximity to the proposed subdivision. The Natural Resources Conservation Board should be consulted for any comments regarding the subdivision as they are the regulatory agency for CFOs.

AHS-EPH has no concerns at this time. We do not foresee any new public health problems being created as a result of the above noted subdivision provided that the applicant complies with all pertinent regulations, by-laws, and standards.

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

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

“This will acknowledge receipt of your circulation regarding the above noted proposal. The subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 843

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

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

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

Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 7(6)(d) of the regulation, Transportation and Economic Corridors agrees to waive the referral distance for this particular subdivision application. As far as Transportation and Economic Corridors is concerned, an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application

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

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

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

(j) Lethbridge Northern Irrigation District (LNID):

“The Lethbridge Northern Irrigation District (LNID) has reviewed the above-noted subdivision application and grants approval, subject to the following conditions:

1. **Outstanding Irrigation Rates** – Full Payment of any outstanding irrigation rates on the irrigation parcel must be paid at the time of finalization of the subdivision.
2. **Subdivision Administration Fee** – The applicant must pay the district’s subdivision administration fee. The current fee is \$682.50 (including GST).
3. **Water Agreement** – If irrigation water is required for the proposed subdivision, a suitable water agreement must be in place. Additionally, if the parcel will receive irrigation water from the Lateral G12 pipeline, a landowner construction contribution is required at the time of signing the agreement. The current rate for non-irrigated parcels is \$3,150.00 (including GST).
4. **Water Access Easement** – If the subdivided parcel requires access to water from the district’s works, an easement must be in place.
5. **Alterations to District Works** – Any modifications to District infrastructure resulting from this subdivision require District approval, and the applicant is responsible for all associated costs.

Thank you for the opportunity to comment. If you need further information or wish to discuss these conditions, please contact Gary Burke, Corporate Services Manager, at the Lethbridge Northern Irrigation District Office, 403-327-3302.”

(k) ATCO Transmission wishes to confirm we have no conflict as we have no high-pressure pipelines in the proposed area.

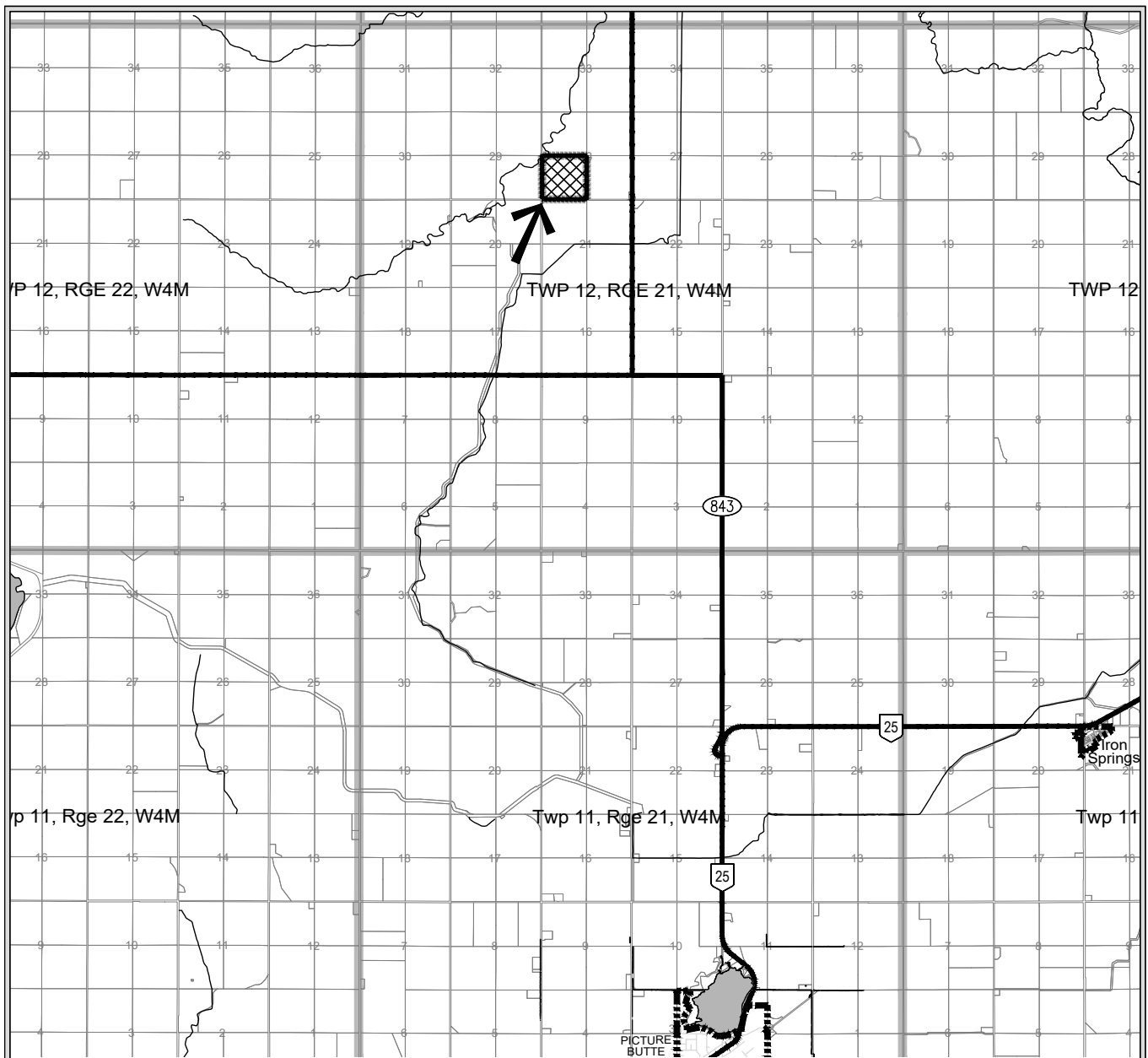
NOTE: ATCO Distribution [Gas] will reply under separate email.

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

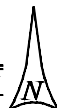
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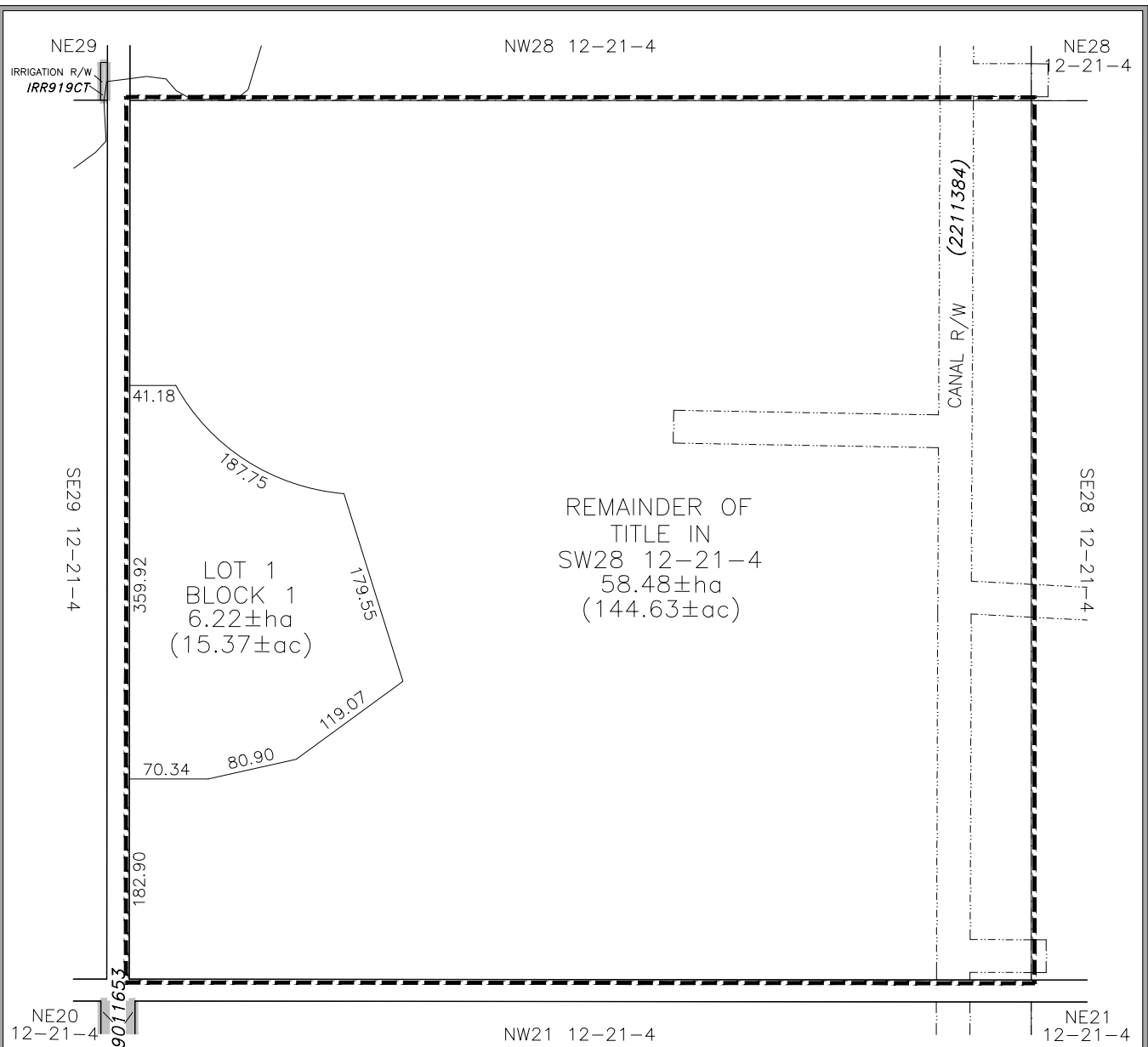
REEVE

DATE



SUBDIVISION LOCATION SKETCH
SW 1/4 SEC 28, TWP 12, RGE 21, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: JULY 7, 2026
FILE No: 2026-0-091





SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 26-17126TA

SW 1/4 SEC 28, TWP 12, RGE 21, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

DATE: JULY 7, 2026

FILE No: 2026-0-091





SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 26-17126TA

SW 1/4 SEC 28, TWP 12, RGE 21, W 4 M

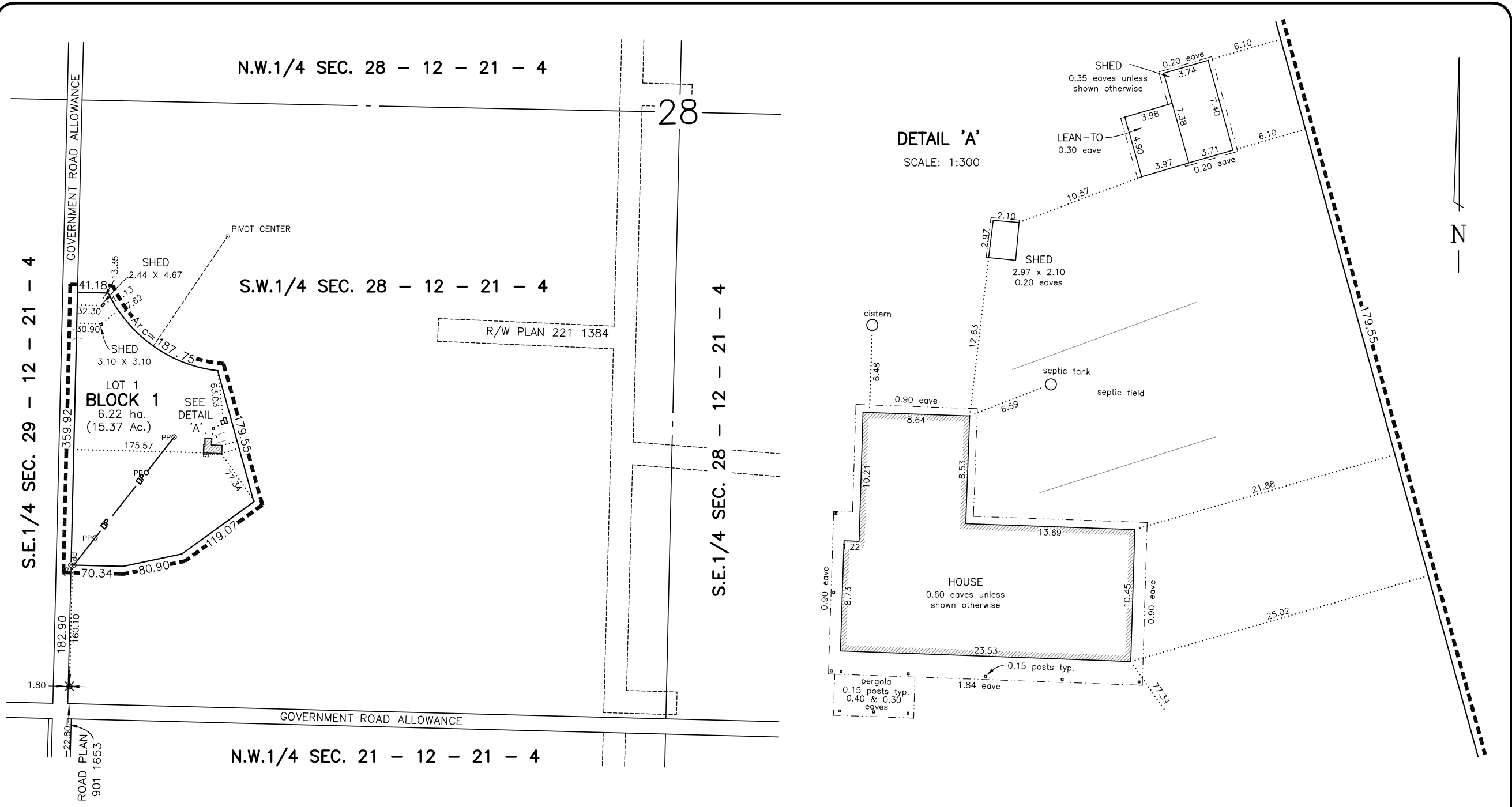
MUNICIPALITY: LETHBRIDGE COUNTY

DATE: JULY 7, 2026

FILE No: 2026-0-091



AERIAL PHOTO DATE: 2024



				KEES VAN GARDEREN		 brown okamura & associates ltd. Professional Surveyors 2830 – 12 Avenue North, Lethbridge, Alberta		
NO.	REVISION	DATE	BY	TENTATIVE PLAN SHOWING SUBDIVISION of part of S.W.1/4 SEC. 28, TWP. 12, RGE. 21, W.4 M. Lethbridge County		APPROVED	DRAWN MJ	DATE JUNE 4/26
NOTE : Portion to be approved is outlined thus ----- and contains approximately 6.22 ha. Distances are in metres and decimal parts thereof. Distances and areas are approximate and are subject to change upon final survey.						CHECKED DJA	JOB 26–17126	
				SCALE 1:5000		DRAWING 26–17126TA		
						D.J. Amantea, A.L.S.		

AGENDA ITEM REPORT



Title: Subdivision Application #2026-0-092 – Handsaeme/Hutchinson
- Lots 1 & 2, Block 1, Plan 8911644 within NW1/4 31-9-20-W4M
Meeting: Council Meeting - 03 Sep 2026
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 - 24 Aug 2026
Approved - 25 Aug 2026
Approved - 26 Aug 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

This application is to enable a property line adjustment (reconfiguration) between two properties by subdividing a 0.66-acre portion of land from a title comprised of 3.76-acres and consolidating it to an adjacent west 1.92-acre title, thereby enlarging it to 2.58-acres in size for country residential use. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2026-0-092 be approved subject to the conditions as outlined in the draft resolution.

REASON(S) FOR RECOMMENDATION(S):

The proposed subdivision meets the provincial Matters Relating to Subdivision and Development Regulation and the municipal Realignment/Reconfiguration of Title subdivision policies as stated in the Land Use Bylaw.

PREVIOUS COUNCIL DIRECTION / POLICY:

- LUB No. 24-007 contains subdivision policies to allow a reconfiguration of properties without an increase in titles. The applicant(s) start with two titles and will end up with two but in a different layout/size.
- The Realignment/Reconfiguration of Titles policy enables property boundaries to be realigned based on the land use rationale. This reconfiguration will enable the dugout to be totally contained within the boundaries of the one parcel.
- The reconfiguration will enable the west 1.92-acre title to be brought into compliance as it will meet the bylaw 2.0-acre minimum size when it is enlarged to 2.58-acres.

BACKGROUND INFORMATION:

Located 3.5-miles northeast of the City of Lethbridge boundary, 0.5-miles west of Eight Mile Lake. The proposal is to enable a land swap and title reconfiguration between the adjacent parcels by extending the west acreage yard title's east boundary by 39.6m to the east.

The reason for the boundary adjustment is that the current property line runs through a dugout on the land. The relocated property line as proposed will then be situated on the east side of the dugout so it is entirely contained within the west acreage's enlarged title. At one time, the dugout use was shared between the two adjacent properties but this arrangement is no longer required. The two adjacent owners have made an agreement to rectify this situation. It is noted that the larger east parcel has its own separate dugout in the very northeast corner. There will be no services affected by this reconfiguration and the access situation will remain, as both parcels have direct access to a south municipal roadway.

The lands are not identified as potential containing any Alberta Historical Resources and there are no wetlands present. There are no abandoned gas wells in proximity.

Overall, the proposal meets the criteria of the County's LUB No. 24-007 for a property Realignment/ Reconfiguration of Titles. The application was circulated to the required external agencies with no concerns and no utility easements requested (at time of agenda report).

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve if it determines the reconfiguration is not rational and the titles would remain as is.

Pros:

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

Cons:

- the existing situation would continue with the shared property line running through the dugout and the west 1.92-acre title would remain non-conforming.

FINANCIAL IMPACT:

None.

LEVEL OF PUBLIC PARTICIPATION:

Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[2026-0-092 Lethbridge County Approval](#)
[Diagrams 2026-0-092](#)

RESOLUTION

2026-0-092

Lethbridge County

Country Residential subdivision of Lots 1 & 2, Block 1, Plan 8911644
within NW1/4 31-9-20-W4M

THAT the Country Residential subdivision of Lots 1 & 2, Block 1, Plan 8911644 within NW1/4 31-9-20-W4M (Certificate of Title No. 101 162 584, 131 241 923), to enable a property line adjustment (reconfiguration) between two properties by subdividing a 0.66-acre (0.268 ha) portion of land from a title comprised of 3.76-acres (1.52 ha) and consolidating it to an adjacent west 1.92-acre (0.778 ha) title, thereby enlarging it to 2.58-acres (1.045 ha) in size 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, if required.
3. That the titles and 0.66-acre portion of land to be subdivided and consolidated to create the enlarged 2.58-acre yard title be done by a plan prepared by a certified Alberta Land Surveyor in a manner such that the resulting titles cannot be further subdivided without approval of the Subdivision Authority.
4. That any easement(s) as required by utility companies or the municipality shall be established, if deemed required.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The Subdivision Authority has determined the subdivision conforms to the County's criteria as a property realignment/reconfiguration of titles and with the consolidation of land(s) there will not be any increase in the number of separate titles from what presently exists.

INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(d) of the Municipal Government Act, Reserve is not required.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)

2026-0-092
Page 1 of 2

- (d) Thank you for including TELUS in your circulation.

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

- (e) ATCO Gas has no objections.

- (f) 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.

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

“Thank you for the opportunity to comment on File No. 2026-0-092. 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 a property line adjustment, which will be completed by subdividing a portion from one title and consolidating it with an adjacent parcel for country residential purposes. The current property line runs through a dugout, and this adjustment will correct the issue.

AHS-EPH has reviewed the file, 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. AHS-EPH recommends that private drinking water systems (e.g., cisterns, wells, dugouts) be completely contained on the property being served to avoid future conflicts or access concerns.
- 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.
- The application indicated a Confined Feeding Operation (CFO) in proximity to the proposed subdivision. The Natural Resources Conservation Board should be consulted for any comments regarding the subdivision as they are the regulatory agency for CFOs.

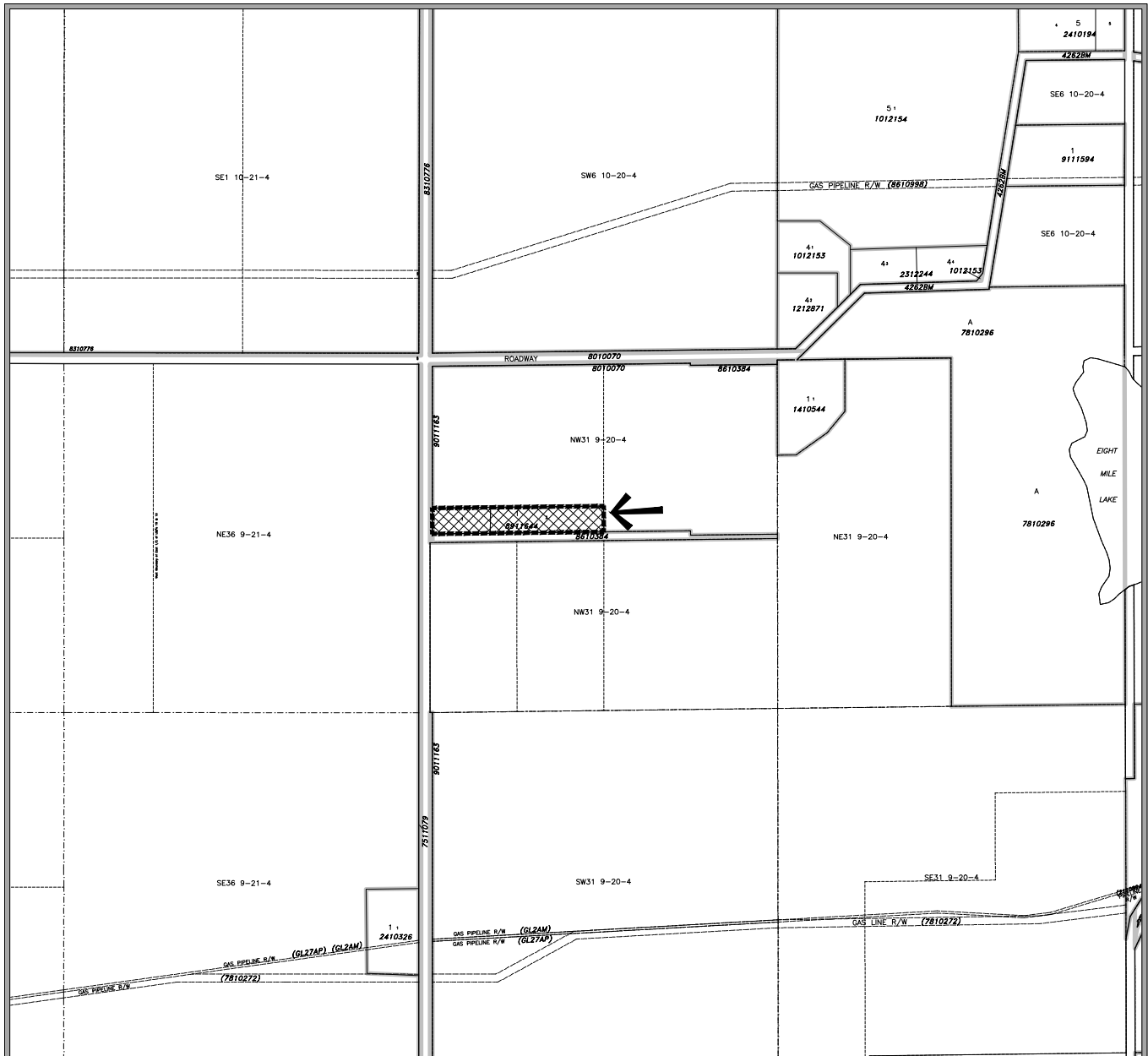
AHS-EPH has no concerns at this time. We do not foresee any new public health problems being created as a result of the above noted subdivision provided that the applicant complies with all pertinent regulations, by-laws, and standards.

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

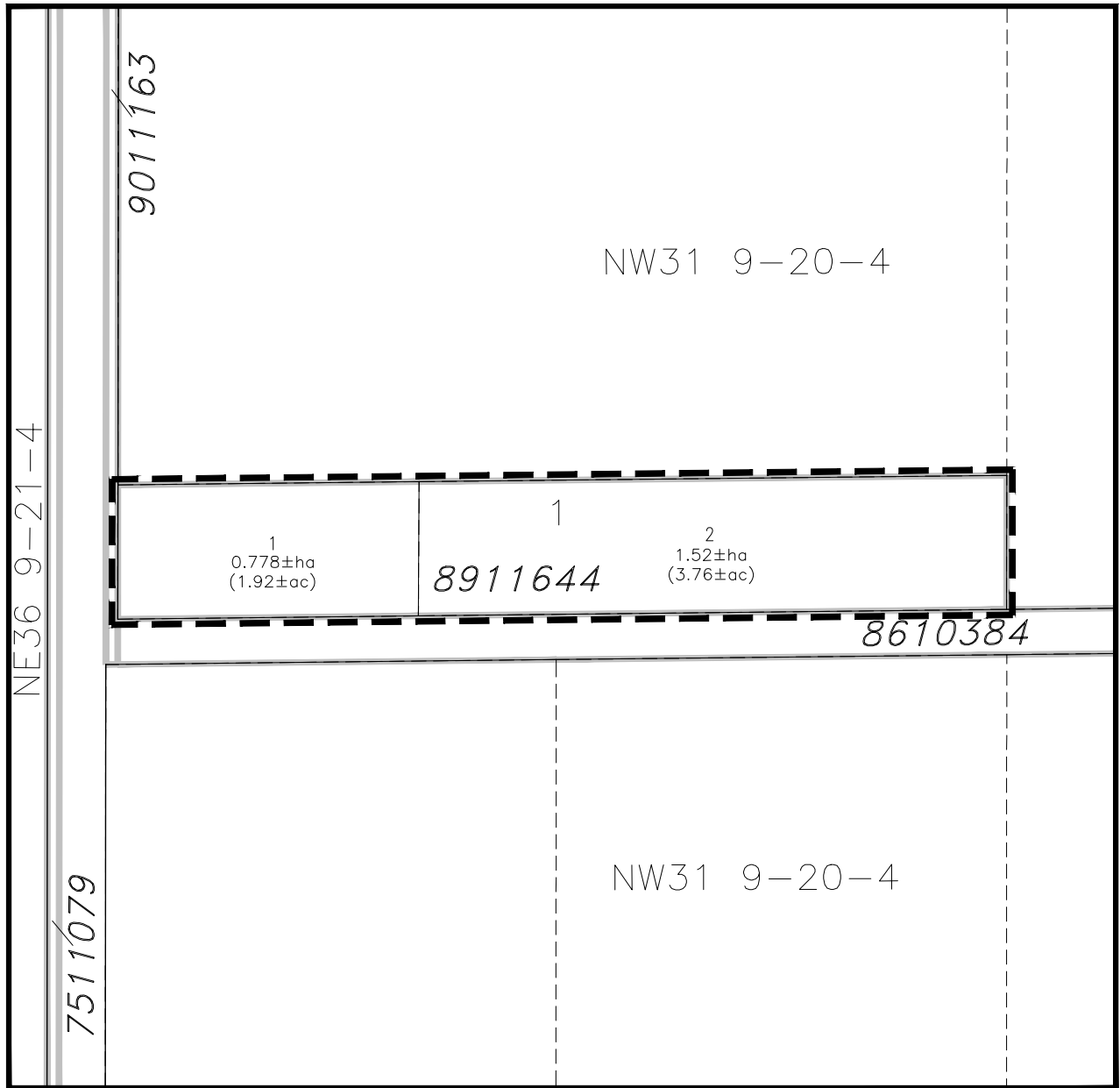
MOVER

REEVE

DATE



SUBDIVISION LOCATION SKETCH
 LOTS 1 & 2, BLOCK 1, PLAN 8911644 WITHIN
 NW 1/4 SEC 31, TWP 9, RGE 20, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: JULY 7, 2026
 FILE: 2026-0-092



SUBDIVISION SKETCH - EXISTING
 LOTS 1 & 2, BLOCK 1, PLAN 8911644 WITHIN
 NW 1/4 SEC 31, TWP 9, RGE 20, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: JULY 7, 2026
 FILE: 2026-0-092



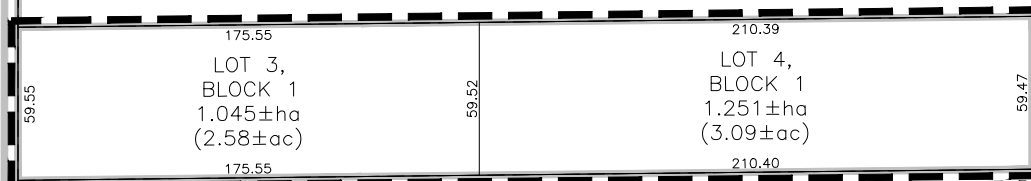
9011163

PROPOSED LOT 3
within LOT 1, BLOCK 1, PLAN 8911644 = 0.778±ha(1.92±ac)
within LOT 2, BLOCK 1, PLAN 8911644 = 0.268±ha(0.66±ac)
SUBTOTAL = 1.046±ha(2.58±ac)

PROPOSED LOT 4
within LOT 2, BLOCK 1, PLAN 8911644 = 1.252±ha(3.09±ac)
SUBTOTAL = 1.252±ha(3.09±ac)

NW31 9-20-4

NE36 9-21-4



8610384

7511079

NW31 9-20-4

SUBDIVISION SKETCH - PROPOSED

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 26-17118TA

LOTS 1 & 2, BLOCK 1, PLAN 8911644 WITHIN

NW 1/4 SEC 31, TWP 9, RGE 20, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

DATE: JULY 7, 2026

FILE: 2026-0-092





SUBDIVISION SKETCH - PROPOSED

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 26-17118TA

LOTS 1 & 2, BLOCK 1, PLAN 8911644 WITHIN

NW 1/4 SEC 31, TWP 9, RGE 20, W 4 M

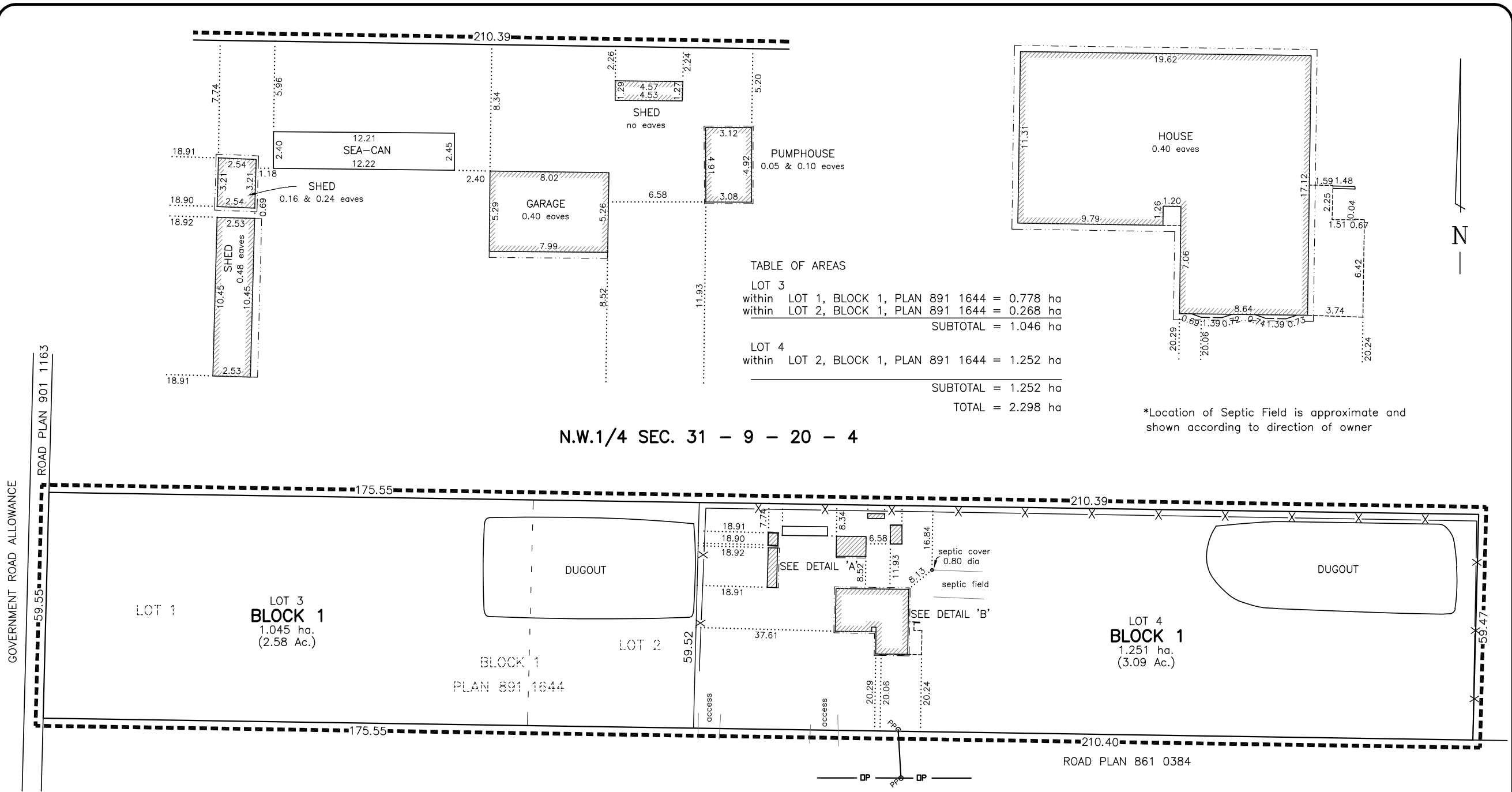
MUNICIPALITY: LETHBRIDGE COUNTY

DATE: JULY 7, 2026

FILE: 2026-0-092



AERIAL PHOTO DATE: 2024



NO.	REVISION	DATE	BY
NOTE : Portion to be approved is outlined thus and contains approximately 2.298 ha. Distances are in metres and decimal parts thereof. Distances and areas are approximate and are subject to change upon final survey.			

GERALD & ELISABETH HANDSAEME

TENTATIVE PLAN SHOWING SUBDIVISION
of
LOTS 1 & 2, BLOCK 1, PLAN 891 1644
within
N.W.1/4 SEC. 31, TWP. 9, RGE. 20, W.4 M.
Lethbridge County

brown okamura & associates ltd.
Professional Surveyors
2830 - 12 Avenue North, Lethbridge, Alberta

APPROVED D.J. Amantea, A.L.S.	DRAWN MJ	DATE JUNE 11/26
	CHECKED DJA	JOB 26-17118
	SCALE 1:1000	DRAWING 26-17118TA

AGENDA ITEM REPORT



Title: Subdivision Application #2026-0-101 – Nieboer
- Lot 2, Block 1, Plan 2211650 within SE1/4 4-11-23-W4M
Meeting: Council Meeting - 03 Sep 2026
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 - 24 Aug 2026
Approved - 25 Aug 2026
Approved - 26 Aug 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The purpose of this application is to resubdivide a 7.71-acre parcel and create titles 3.40 and 4.31 acres in size, for country residential and rural commercial use. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2026-0-101 be approved subject to the conditions as outlined in the draft resolution.

REASON(S) FOR RECOMMENDATION(S):

The proposed subdivision meets the provincial Matters Related to Subdivision and Development Regulation, the Intermunicipal Development Plan, and the municipal Resubdivision policies as stated in the Land Use Bylaw.

PREVIOUS COUNCIL DIRECTION / POLICY:

- LUB No. 24-007 contains policy to enable the subdivision of existing small title less than 20.0 acres in size. Both the 3.40 and 4.31 acre lots meet the subdivision criteria required minimum 2.0 acre parcel size.
- The land is within the IDP boundary of Lethbridge County and the Town of Nobleford. This land is situated in Planning Area 1A of the land use concept plan that permits further subdivision.
- The proposal will support future growth for a County business by separating the country residential component from the rural commercial use.

BACKGROUND INFORMATION:

Located ¾-miles west of the Town of Nobleford boundary, 400 metres east of the intersection of Highways 23 and 519. The proposal is to resplit a parcel that has a long established farmyard on the south portion and a commercial land use on the northern portion.

The intent is to separate the acreage yard from the commercial component. The farmyard contains a dwelling and out-buildings while the proposed commercial lot contains a Quonset, grain bins and shop building. Water is supplied by the rural water coop line while both uses have their own individual private septic systems. The residential yard has a septic field located to the west of the dwelling, while the commercial component has a septic mound located southwest of the Quonset. The acreage's property line will have a slight jog at the northwest corner to exclude the septic mound and enable it to be located on the commercial lot being created that it is associated with. The proposed property line will meet the provincial private sewage standards setback for a mound system. There are no abandoned gas wells or historic resources in proximity that impact the subdivision.

Access to the residential portion is directly south from Highway 519 while the north commercial portion has access to the east municipal road which connects south to the highway. The municipal road is developed for just a portion up to the north yard area. As the existing access connects to Highway 519 Alberta Transportation and Economic Corridors (ATEC) requirements will need to be satisfied. The parent 7.71-acre title has a deferred 20m wide service road caveat registered on title from when it was created in 2021.

Overall, the proposal meets the criteria of the County's Land Use Bylaw for a resplit subdivision of an existing title that is 20-acres or less in size. The application was circulated to the required external agencies. No utility easement requests (at time of agenda report). ATEC has not yet responded but must authorize an approval for the subdivision to proceed and ultimately controls access. Town of Nobleford has not yet responded.

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve the application if it determines an additional title is not suitable.

Pros:

- There are no advantages to denying the subdivision as it meets the subdivision criteria of the County LUB and the IDP.

Cons:

- The land is not agricultural land and a refusal would likely be appealed to LPRT by the applicants.

FINANCIAL IMPACT:

None, but the future tax situation may increase with opportunity for additional business development.

LEVEL OF PUBLIC PARTICIPATION:

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

ATTACHMENTS:

[2026-0-101 Lethbridge County Approval](#)
[Diagrams 2026-0-101](#)

RESOLUTION

2026-0-101

Lethbridge County

Country Residential / Commercial subdivision of Lot 2, Block 1, Plan 2211650 within SE1/4 4-11-23-W4M

THAT the Country Residential / Commercial subdivision of Lot 2, Block 1, Plan 2211650 within SE1/4 4-11-23-W4M (Certificate of Title No. 241 199 001), to resubdivide a 7.71-acre (3.12 ha) parcel and create titles 3.40 and 4.31 acres (1.38 & 1.74 ha) in size for country residential and rural commercial 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. This agreement may address the terms of any access and road provisions required.
3. That the applicant provides a final Plan of Survey by an Alberta Land Surveyor to illustrate the exact dimensions and size of the parcel as approved.
4. That legal and physical access be provided to the satisfaction of both Lethbridge County and Alberta Transportation.
5. That any conditions of Alberta Transportation shall be met, including any access or service road requirements.
6. That any easement(s) as required by utility companies or the municipality shall be established.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The application is determined to conform to the criteria of the Lethbridge County's' Land Use Bylaw regarding a resubdivision of an existing title less than 20-acres in size and the proposed 3.40 and 4.31 acre lot sizes both comply with Bylaw parcel size requirements.
4. The Subdivision Authority is satisfied the subdivision complies with the Intermunicipal Development Plan (IDP) with the Town of Nobleford as the land is situated in Planning Area 1A of the land use concept plan that permits further subdivisions of this type.

INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(d) of the Municipal Government Act, Reserve is not required.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.

(c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)

(d) 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. 2026-0-101. 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 resubdivide for country residential and rural commercial use. The south portion has an established farmyard, and there are commercial buildings on the northern portion. The proposed subdivision will separate the residential from the commercial. Existing water services are a rural water coop line, and existing sewer services are a subsurface septic field (residential) and treatment mound (commercial).

AHS-EPH has reviewed the file, 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. AHS-EPH recommends connection to an approved municipal or regional drinking water system where feasible. AHS-EPH recommends that private drinking water systems (e.g., cisterns, wells, dugouts) be completely contained on the property being served to avoid future conflicts or access concerns.
- 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.

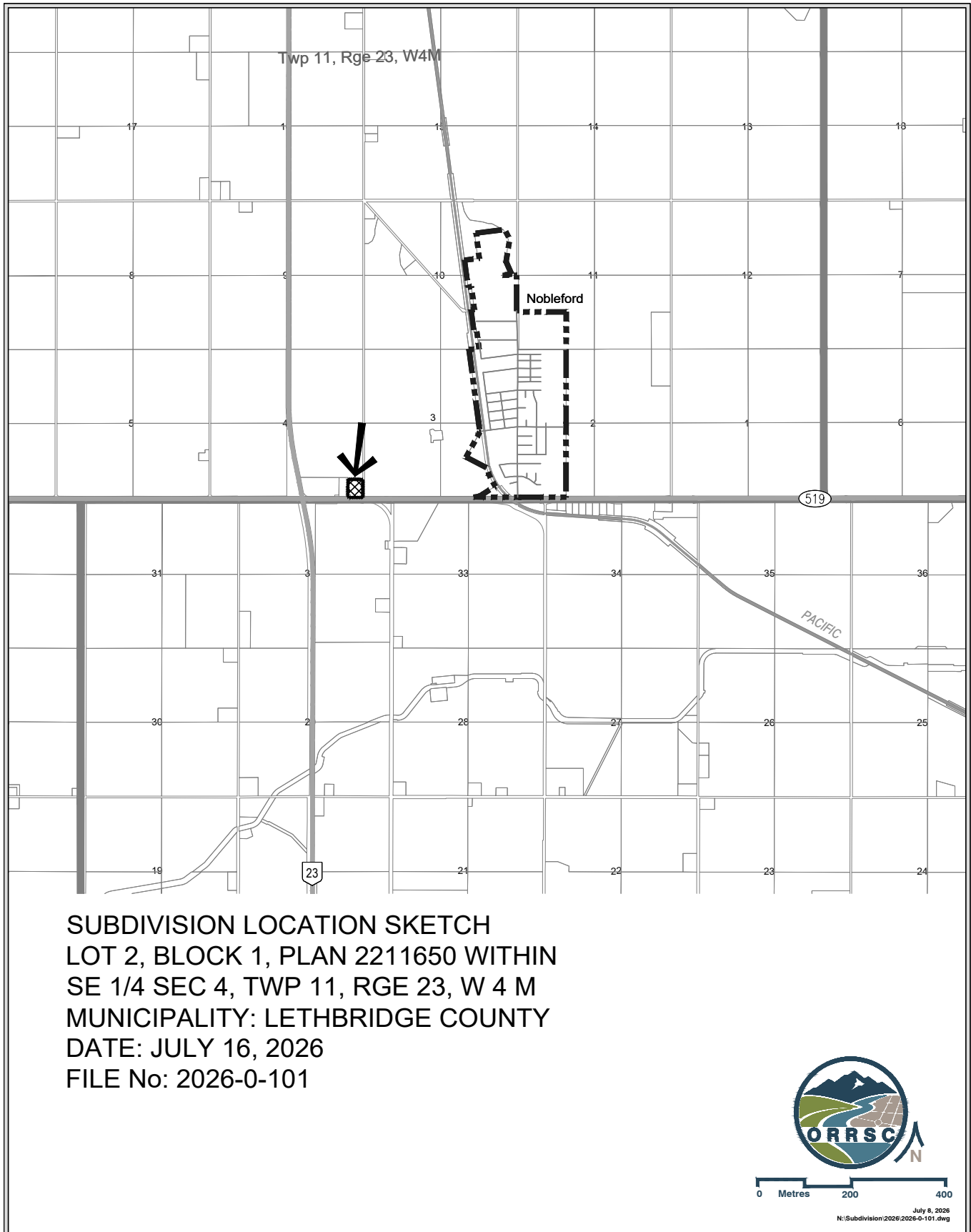
AHS-EPH has no concerns at this time. We do not foresee any new public health problems being created as a result of the above noted subdivision provided that the applicant complies with all pertinent regulations, by-laws, and standards.

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

MOVER

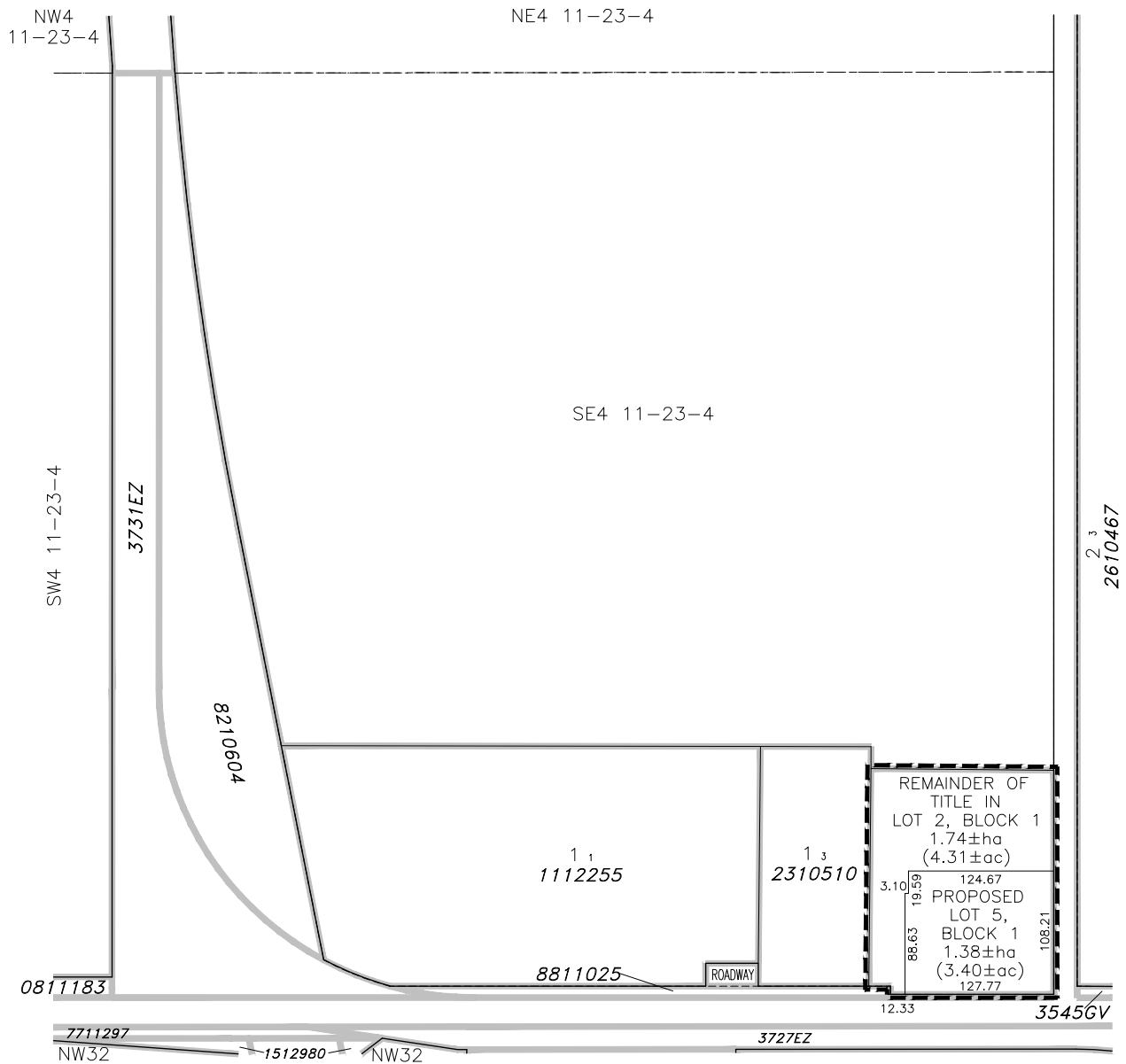
REEVE

DATE



SUBDIVISION LOCATION SKETCH
LOT 2, BLOCK 1, PLAN 2211650 WITHIN
SE 1/4 SEC 4, TWP 11, RGE 23, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: JULY 16, 2026
FILE No: 2026-0-101





SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 26-17102

LOT 2, BLOCK 1, PLAN 2211650 WITHIN

SE 1/4 SEC 4, TWP 11, RGE 23, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

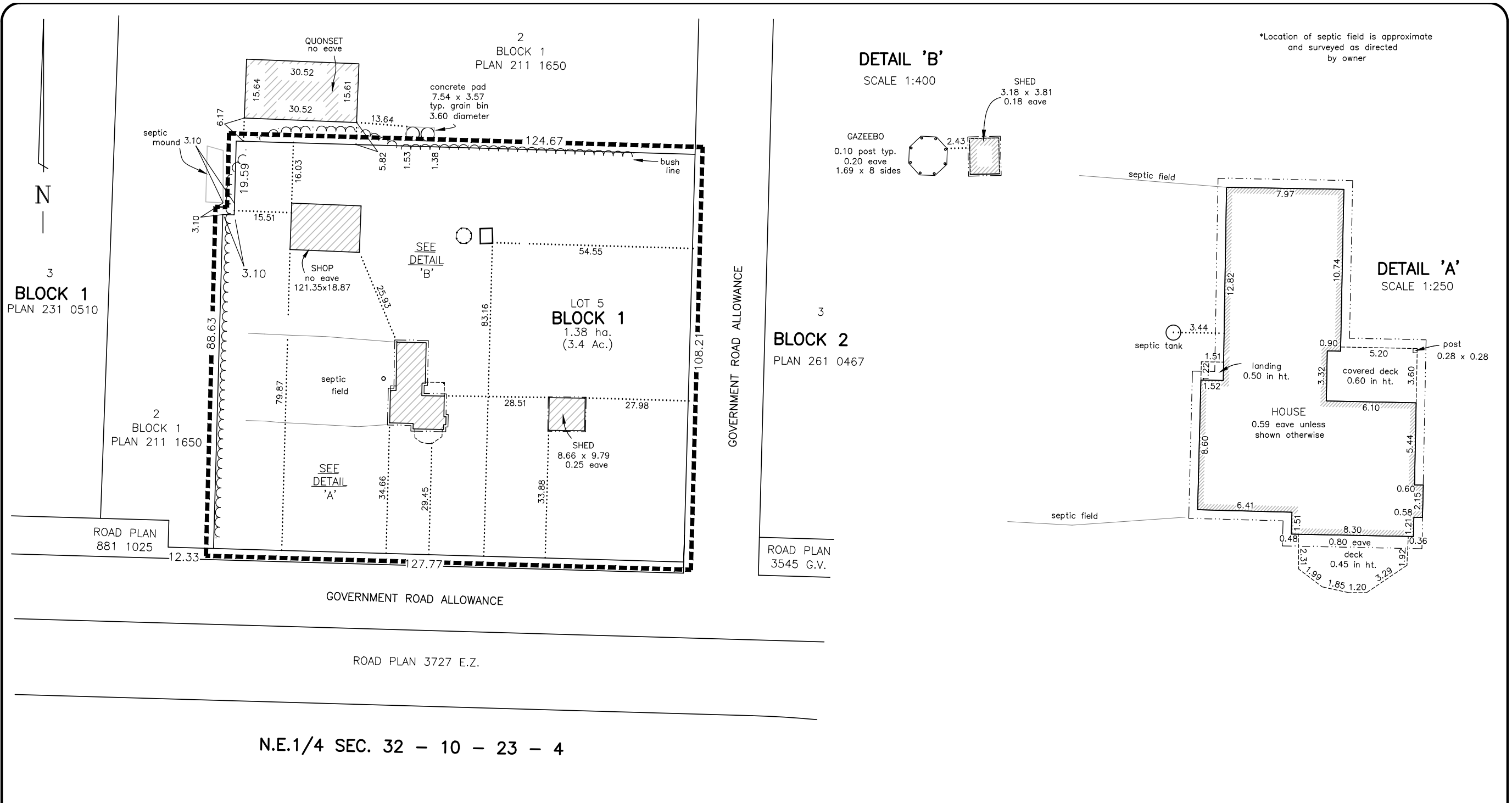
DATE: JULY 16, 2026

FILE No: 2026-0-101



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July 8, 2026
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				PEARL NIEBOER		boa brown okamura & associates ltd. Professional Surveyors 2830 – 12 Avenue North, Lethbridge, Alberta			
				TENTATIVE PLAN SHOWING SUBDIVISION part of LOT 2, BLOCK 1, PLAN 221 1650 all within S.E.1/4 SEC. 4, TWP. 11, RGE. 23, W.4 M. Lethbridge County		APPROVED		DRAWN BB	DATE JUNE 19/26
NO.	REVISION	DATE	BY			CHECKED ZJP	JOB 26–17102		
Improvements within S.E. Corner determined from file 21–15170 Field work was completed on May 6th, 2025. NOTE : Portion to be approved is outlined thus ■■									

AGENDA ITEM REPORT



Title: Subdivision Application #2026-0-106 – Brilman
- SW1/4 20-11-20-W4M
Meeting: Council Meeting - 03 Sep 2026
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 - 24 Aug 2026
Approved - 25 Aug 2026
Approved - 26 Aug 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The application is for a property line adjustment by reconfiguring two adjacent existing titles 63.7 and 96.3 acres in size through the subdivision and consolidation of land, by creating reconfigured parcels 33.66 and 126.59 acres respectively in size for agricultural use. The proposal does not meet the subdivision criteria of the Land Use Bylaw and requires a size waiver.

RECOMMENDATION:

That S.D. Application #2026-0-106 be approved subject to the size waiver being granted and the conditions as outlined in the draft resolution.

REASON(S) FOR RECOMMENDATION(S):

The proposed subdivision meets the provincial Matters Related to Subdivision and Development Regulations, the MDP, and with the waiver, the municipal Realignment/Reconfiguration of Title subdivision policies as stated in the Land Use Bylaw.

PREVIOUS COUNCIL DIRECTION / POLICY:

- Land Use Bylaw No. 24-007 contains policies and subdivision criteria to allow a Realignment/Reconfiguration of Titles and property lines without an overall increase in titles.
- The realignment is in support of the agricultural operation, as the boundary adjustment is to amalgamate the irrigated agricultural land into a larger holding size.
- The LUB No. 24-007 Realignment/Reconfiguration of Titles policy enables land boundaries to be realigned based on factors such as improvements present and agricultural use as the rationale of the land swap. This proposal is to support the agricultural land use.

BACKGROUND INFORMATION:

Located ½-mile southwest of the Hamlet of Iron Springs, and ½-mile south of Highway 25. The proposal is to enable a land swap and title reconfiguration between the adjacent parcels by reducing in size the smaller north agricultural title that contains a CFO and yard.

The reconfigured farmyard title will also include approximately 2.25-acres of land from the adjacent larger agricultural parcel as it extends out to the center of the irrigation pivot. The yard contains the CFO, a dwelling, garage, shop building, and other various agricultural out-buildings. The residence is serviced by the rural water co-op and a sub-surface treatment field system for private septic. The septic field is located north of the dwelling and will remain within the confines of the property. The south agricultural parcel being enlarged to 126.59-acres will include the agricultural land to the east of the yard that falls under the irrigation pivot. The parcels are located adjacent to the west municipal road allowance and take direct access from this road. The lands are not identified as potential containing any Alberta Historical Resources. There is an abandoned gas well and pipeline identified on the ¼-section with the well site located in the middle close to the center of the irrigation pivot. The abandoned well will not impact the proposed subdivision.

The subdivision meets the criteria of the County's LUB No. 24-007 as a property realignment/reconfiguration of titles. The 33.66-acre title will technically require a waiver as it exceeds the maximum 10-acre country residential size and is below the bylaw's minimum 70-acre agricultural parcel size. There is merit in granting the size waiver, as the existing 63.7-acre title is below the 70-acre minimum size, and the adjacent agricultural parcel is being enlarged and will include additional irrigated land that falls under the pivot. Thus, from an agricultural land perspective, this proposal is a rational use of land and better protects the productive agricultural irrigated land.

The application was circulated to the required external agencies with no concerns expressed (at item of agenda report). ATEC authorized an approval. ATCO Gas has requested a utility easement for a gas line running across the property line.

ALTERNATIVES / PROS / CONS:

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

Pros:

- there are no advantages to the County in denying the subdivision.

Cons:

- the current irrigated agricultural land will remain severed between two separate titles.

FINANCIAL IMPACT:

None.

LEVEL OF PUBLIC PARTICIPATION:

Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[2026-0-106 Lethbridge County Approval](#)
[Diagrams 2026-0-106](#)

RESOLUTION

2026-0-106

Lethbridge County

Agricultural & Country Residential subdivision of SW1/4 20-11-20-W4M

THAT the Agricultural & Country Residential subdivision of SW1/4 20-11-20-W4M (Certificate of Title No. 191 041 272, 211 029 682), to enable a property line adjustment by reconfiguring two adjacent existing titles 63.7 and 96.3 acres (25.7 & 38.81 ha) in size through the subdivision and consolidation of land, by creating reconfigured parcels 33.66 and 126.59 acres (13.62 & 51.23 ha) respectively in size for agricultural use; BE APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created, if required.
3. That the titles and portions of land to be subdivided and consolidated to create the reconfigured titles be done by a plan prepared by a certified Alberta Land Surveyor in a manner such that the resulting titles cannot be further subdivided without approval of the Subdivision Authority.
4. That the applicant submits a final plan as prepared by an Alberta Land Surveyor that certifies the exact location and dimensions of the parcels being subdivided and consolidated.
5. That the easement(s) as required by ATCO Gas Energy Systems or any other utility companies shall be established, if deemed required.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and with the waiver granted complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision with the waiver granted is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The subdivision proposal is found to be in accordance with the County's subdivision criteria as a property realignment/reconfiguration of titles and with the consolidation of land(s) there will not be any increase in the number of separate titles from what presently exists.
4. The Subdivision Authority has determined there is merit in granting the waiver for the 33.66 acre title as the existing 63.7-acre title is below the bylaw 70-acre minimum size and the adjacent parcel will become an enlarged agricultural parcel that will include the additional irrigated land.

INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(a) and (b) of the Municipal Government Act, Reserve is not required.
- (b) The Subdivision Authority has granted a waiver in accordance with section 654 of the Municipal Government Act.
- (c) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.

2026-0-106
Page 1 of 3

- (d) 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.)

- (e) Thank you for including TELUS in your circulation.

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

- (f) Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

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

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

- (g) ATCO Gas – Claudia Glodzinski, Engineer, South District Engineering:

“There is a service crossing over the proposed property line of the subdivision. Please have the applicant reach out to land.admin@atco.com to confirm if a right of way is required.”

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

“This will acknowledge receipt of your circulation regarding the above noted proposal. The subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 25

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

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

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

Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 7(6)(d) of the regulation, Transportation and Economic Corridors agrees to waive the referral distance for this particular subdivision application. As far as Transportation and Economic Corridors is concerned, an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application

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

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

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

- (i) ATCO Transmission wishes to confirm we have no conflict as we have no high-pressure pipelines in the proposed area.

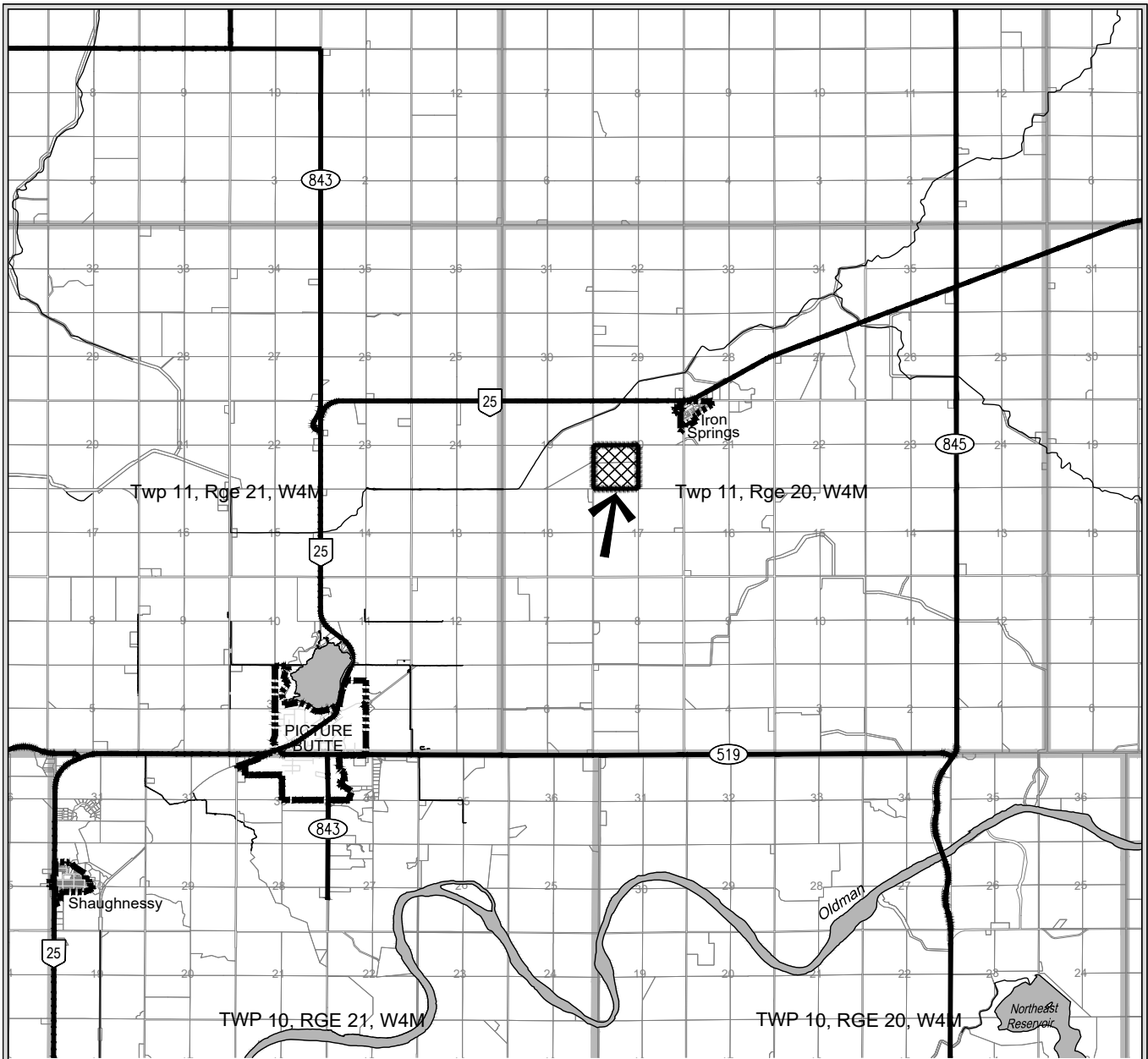
NOTE: ATCO Distribution [Gas] will reply under separate email.

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

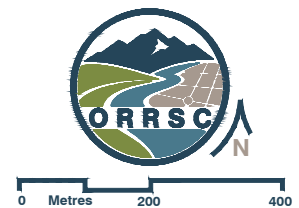
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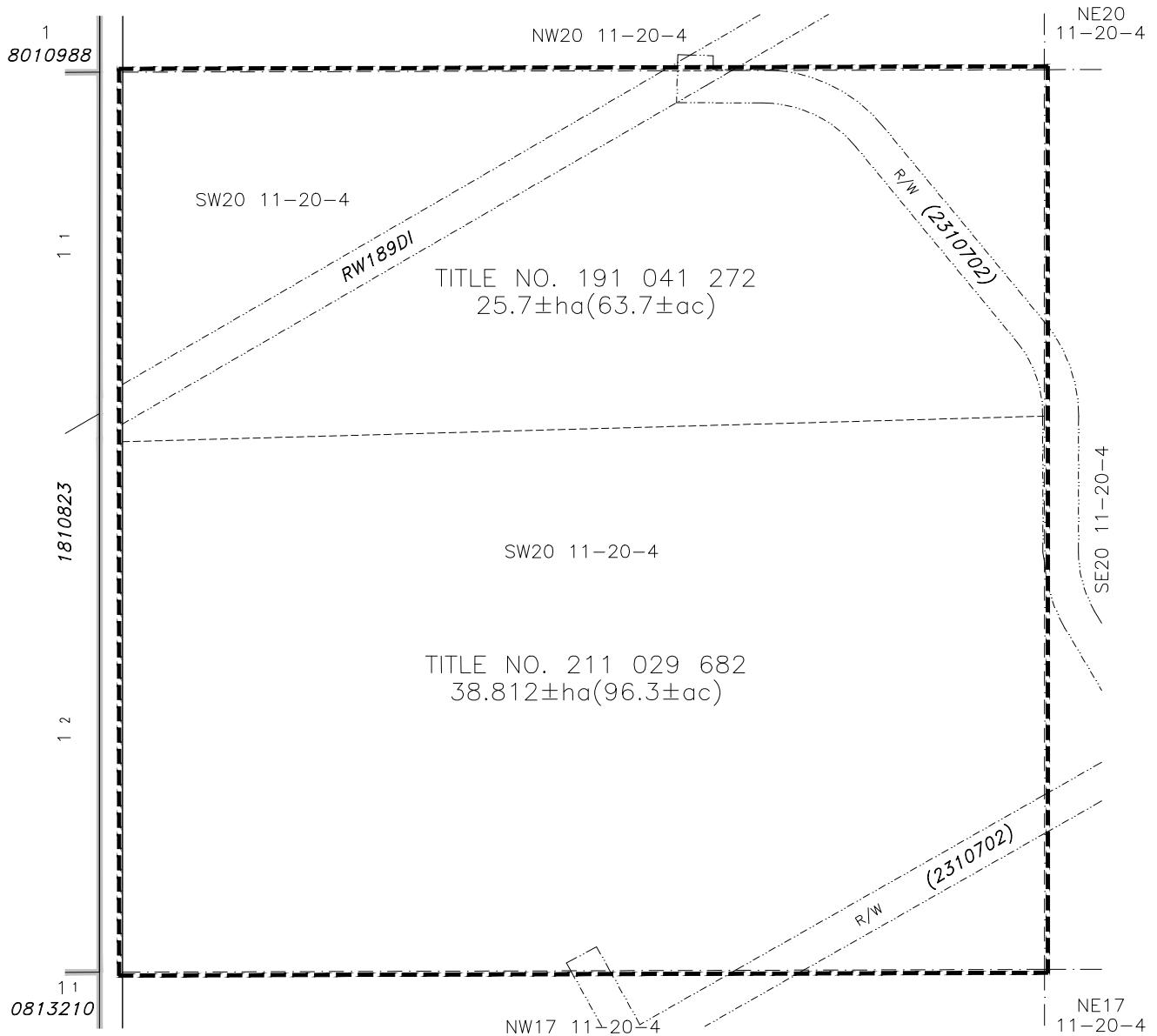
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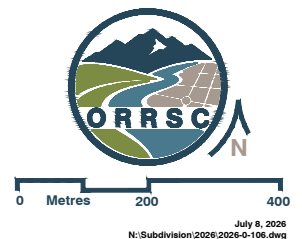
SUBDIVISION LOCATION SKETCH
SW 1/4 SEC 20, TWP 11, RGE 20, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: JULY 21, 2026
FILE No: 2026-0-106

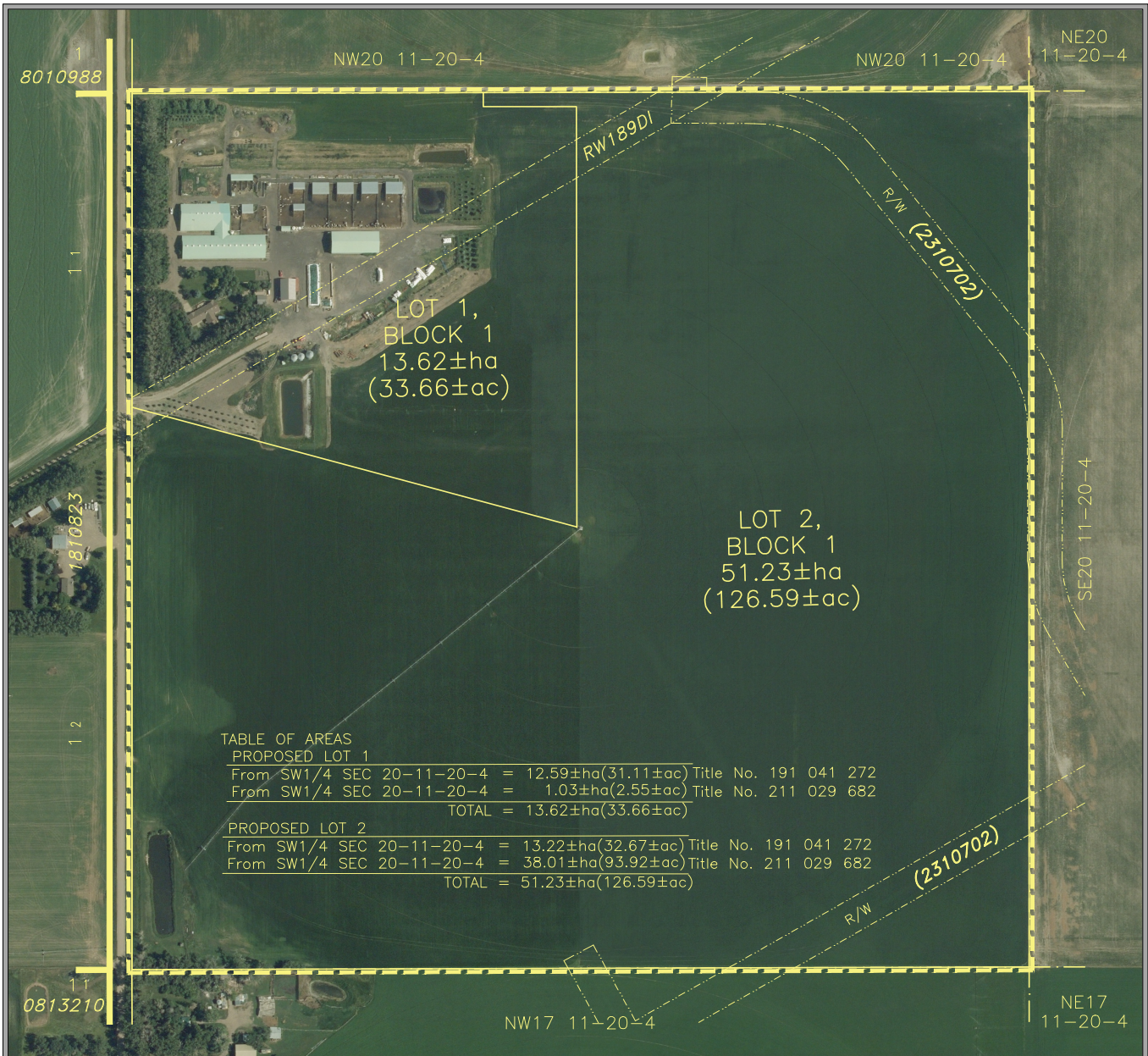


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SUBDIVISION SKETCH - EXISTING
 SW 1/4 SEC 20, TWP 11, RGE 20, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: JULY 21, 2026
 FILE No: 2026-0-106





SUBDIVISION SKETCH - PROPOSED

AERIAL PHOTO DATE: 2024

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 26-17109TA

SW 1/4 SEC 20, TWP 11, RGE 20, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

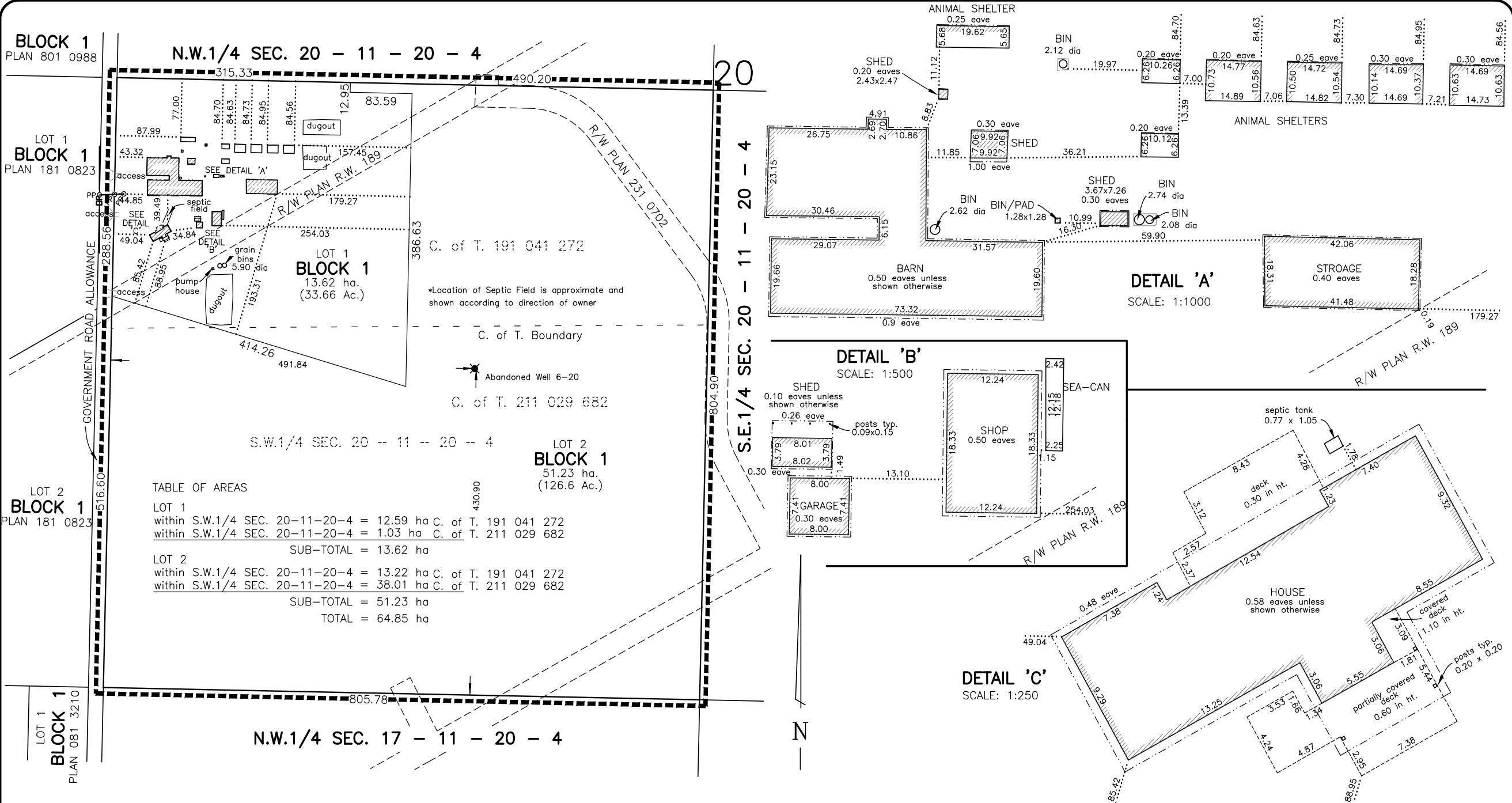
DATE: JULY 21, 2026

FILE No: 2026-0-106



0 Metres 200 400

July 8, 2026
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NO.	REVISION	DATE	BY
NOTE : Portion to be approved is outlined thus ----- and contains approximately 64.85 ha. Distances are in metres and decimal parts thereof. Distances and areas are approximate and are subject to change upon final survey.			

JADE FARMS LTD.

TENTATIVE PLAN SHOWING SUBDIVISION
of
S.W.1/4 SEC. 20, TWP. 11, RGE. 20, W.4 M.

Lethbridge County

brown okamura & associates ltd.
Professional Surveyors
2830 - 12 Avenue North, Lethbridge, Alberta

APPROVED Z.J. Prosper, A.L.S.	DRAWN MJ	DATE JUNE 15/26
	CHECKED ZJP	JOB 26-17109
	SCALE 1:5000	DRAWING 26-17109TA

AGENDA ITEM REPORT



Title: Subdivision Application #2026-0-110 – Sinke Farms Ltd.
– Lots 3-4, Block 1, Plan 0911225 within SW1/4 14-11-22-W4M

Meeting: Council Meeting - 03 Sep 2026

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 - 24 Aug 2026
Approved - 25 Aug 2026
Approved - 26 Aug 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

This application is to subdivide a 3.00-acre bareland (vacant) parcel and also consolidate an existing 3.00-acre vacant parcel back within the same ¼-section, for country residential use. The proposal does meet the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2026-0-110 be approved subject to the conditions as outlined in the draft resolution.

REASON(S) FOR RECOMMENDATION(S):

With the consolidation, the 3.00-acre vacant will be the only subdivision in the ¼-section and meets the provincial Matters Related to Subdivision and Development Regulations and the municipal bareland (vacant) subdivision policies as stated in the Land Use Bylaw.

PREVIOUS COUNCIL DIRECTION / POLICY:

- The proposal is eligible for subdivision as a bareland (vacant) subdivision as per the policies of Land Use Bylaw No. 24-007.
- The County reintroduced subdivision criteria in the 2013 to allow bareland (vacant) parcel subdivisions in order to support landowners to obtain financing for land or residences. These policies remain in current LUB No. 24-007.
- With the consolidation of the previous undeveloped 3.00-acre vacant, the application complies with the subdivision criteria of LUB No. 24-007. The proposed 3.00-acre size conforms to the bylaw's minimum 2.00-acre to maximum 3.00-acre vacant parcel size.

BACKGROUND INFORMATION:

Located 6-miles northwest of the Town of Picture Butte, 4-miles southeast of Keho Lake, and 2-miles north of Highway 519. The proposal is to enable a parcel location swap and title reconfiguration within the agricultural parcel for a residential yard component.

The owners desire to relocate the undeveloped yard to the very northwest corner of the ¼-section and outside the area of the irrigation pivot system. The proposed new acreage will be angled on the east side to account for the circular pivot system. The land is undeveloped for both the existing and proposed acreages. For future servicing of the relocated parcel, water will be hauled to a cistern and a private onsite septic system will be installed for sewage. The new parcel has direct access to a west municipal road allowance.

There are no abandoned gas wells in proximity. The lands are not identified as potential containing any Alberta Historical Resources and there are no wetlands present. The new relocated parcel will be moving further away from a CFO half a mile to the south and will not impact it.

Overall, with the former vacant title being consolidated back into the ¼-section, the proposal conforms to the LUB No. 24-007 policies as a subdivision for a vacant (bareland) parcel not to exceed 3.0-acres in size. The application was circulated to required external agencies and no concerns were received or easements requested (at time of agenda report).

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve if it is not satisfied the subdivision is suitable.

Pros:

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

Cons:

- a refusal would likely be appealed by the applicants as the County's subdivision criteria have been met.

FINANCIAL IMPACT:

None.

LEVEL OF PUBLIC PARTICIPATION:

Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[2026-0-110 Lethbridge County Approval](#)

[Diagrams 2026-0-110](#)

RESOLUTION

2026-0-110

Lethbridge County

Agricultural & Country Residential subdivision of Lots 3-4, Block 1,
Plan 0911225 within SW1/4 14-11-22-W4M

THAT the Agricultural & Country Residential subdivision of Lots 3-4, Block 1, Plan 0911225 within SW1/4 14-11-22-W4M (Certificate of Title No. 201 230 411, 201 230 411 +1), to subdivide a 3.00-acre (1.21 ha) a bareland vacant parcel and also consolidate an existing 3.00-acre (1.21 ha) vacant parcel within the same ¼-section, 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, if required.
3. That the titles of land to be subdivided and consolidated to create the new enlarged 3.00-acre yard title be done by a plan prepared by a certified Alberta Land Surveyor in a manner such that the resulting titles cannot be further subdivided without approval of the Subdivision Authority.
4. That the applicant submits a final plan as prepared by an Alberta Land Surveyor that certifies the exact location and dimensions of the new 3.0-acre parcel being subdivided.
5. That a professional soils analysis with a minimum of two test pits be undertaken by a certified individual or agency on the new relocated 3.00 acre lot to determine suitability for a private septic system, with a copy of the soils analysis and report submitted to the Subdivision Authority.
6. That any easement(s) as required by utility companies or the municipality shall be established.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The subdivision proposal is deemed to conform to the County's subdivision criteria as both a property reconfiguration and a bareland vacant parcel subdivision. With the consolidation of land(s) there will not be any increase in the number of separate titles from what presently exists and the 3.00-acre size complies with the Bylaw's bareland/vacant parcel maximum size criteria.

INFORMATIVE:

- (a) Since the proposed subdivision with consolidation complies with Section 663(a) of the Municipal Government Act, Reserve is not required.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.

- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)

- (d) Thank you for including TELUS in your circulation.

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

- (e) No objections from ATCO Gas.

- (f) Lethbridge Northern Irrigation District (LNID):

"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:** This subdivision first combines 2 parcels and then creates a new 3.00 acre parcel and a 157.21 acre parcel. Any "irrigation acres" unable to be rearranged to suitable places within the 157.21 acre parcel must also be removed from the Assessment Roll.
4. **Water Agreement:** If irrigation water is required for the proposed 3.00 acre subdivision, a suitable water agreement must be in place. Additionally, if the parcel will receive irrigation water from the Lateral F1 pipeline, a landowner construction contribution is required at the time of signing the agreement. The current rate for non-irrigated parcels is \$3,150.00 (including GST).
5. **Easements:** Any easements required by the 3.00 acre parcel 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 need further information or wish to discuss these conditions, please contact Gary Burke, Corporate Services Manager, at the Lethbridge Northern Irrigation District Office, 403-327-3302."

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

"Thank you for the opportunity to comment on File No. 2026-0-110. 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 a new parcel for country residential use, and consolidate another vacant parcel with an adjacent title used for agricultural purposes. The parcels being subdivided and consolidated are currently undeveloped. Proposed water services for the residential parcel is a cistern (hauled), and proposed sewer services are a subsurface treatment field.

AHS-EPH has reviewed the file, 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. The application indicates a cistern as the potable water source. AHS-EPH recommends that cisterns be completely contained on the property being served to avoid future conflicts or access concerns.
- 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.
- The application indicated a Confined Feeding Operation (CFO) in proximity to the proposed subdivision. The Natural Resources Conservation Board should be consulted for any comments regarding the subdivision as they are the regulatory agency for CFOs.

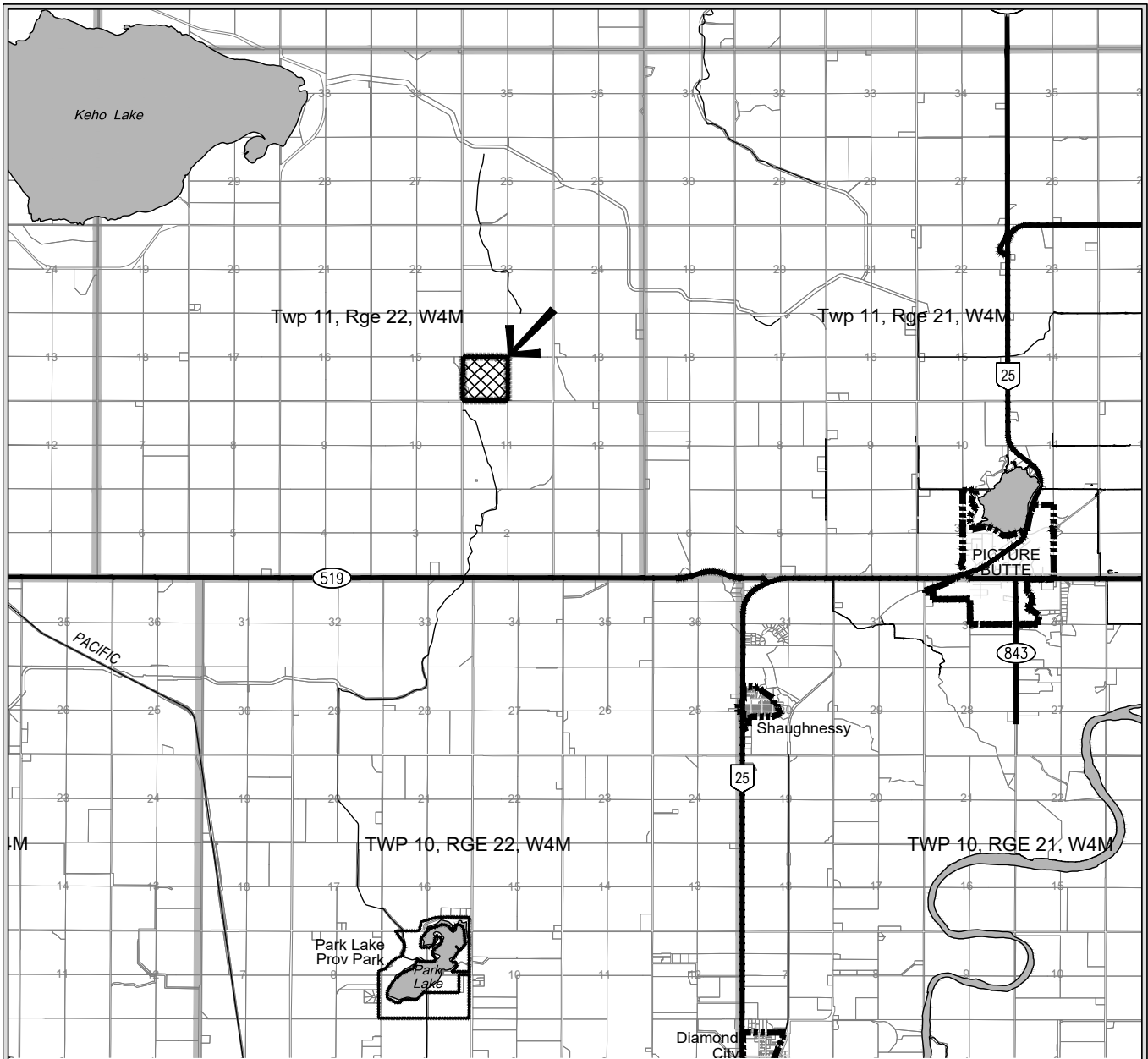
AHS-EPH has no concerns at this time. We do not foresee any new public health problems being created as a result of the above noted subdivision provided that the applicant complies with all pertinent regulations, by-laws, and standards.

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

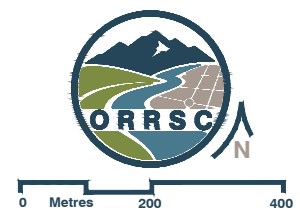
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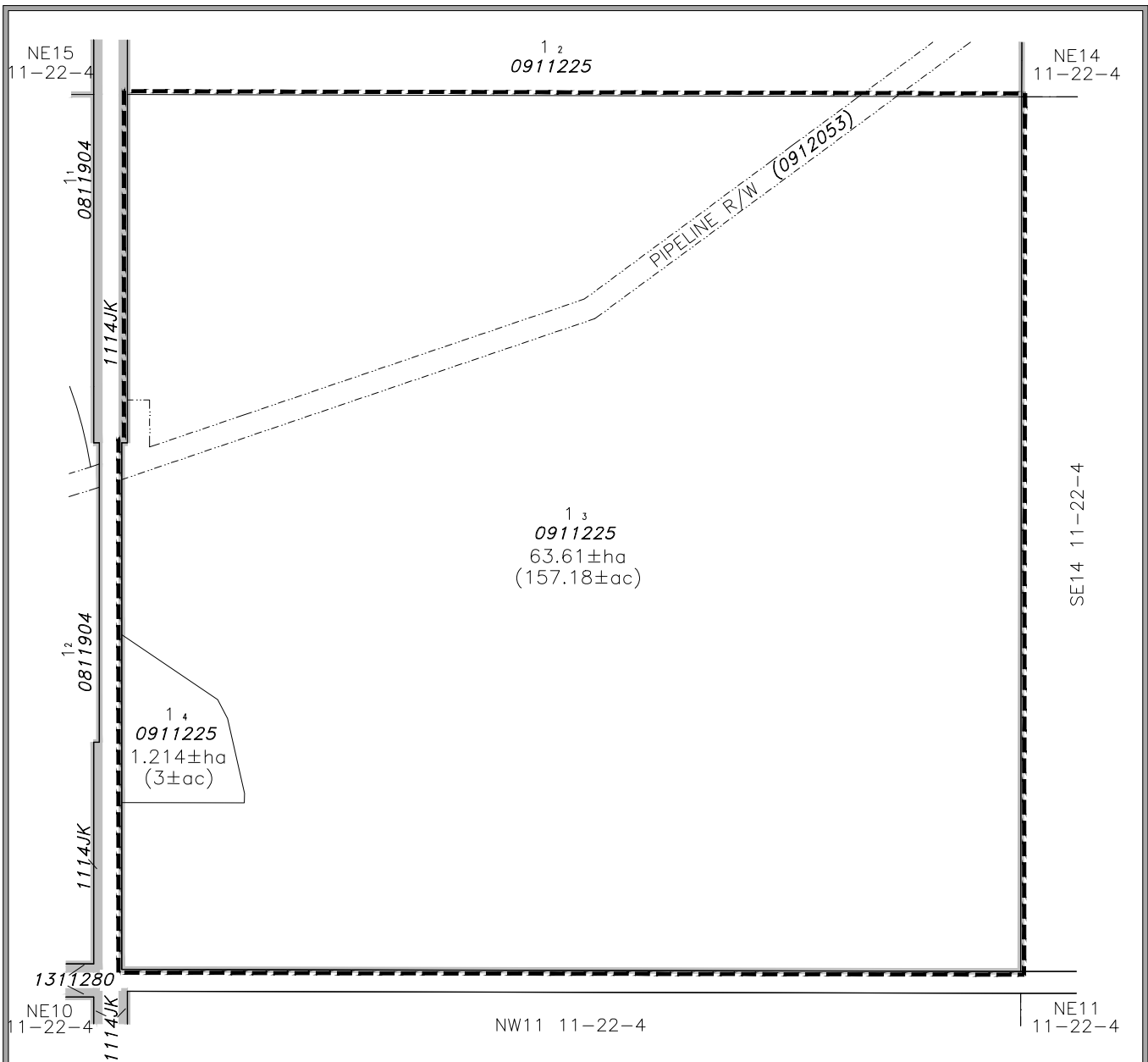
DATE



SUBDIVISION LOCATION SKETCH
LOTS 3 & 4, BLOCK 1, PLAN 0911225 WITHIN
SW 1/4 SEC 14, TWP 11, RGE 22, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: JULY 22, 2026
FILE No: 2026-0-110



July 8, 2026
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SUBDIVISION SKETCH - EXISTING

LOTS 3 & 4, BLOCK 1, PLAN 0911225 WITHIN

SW 1/4 SEC 14, TWP 11, RGE 22, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

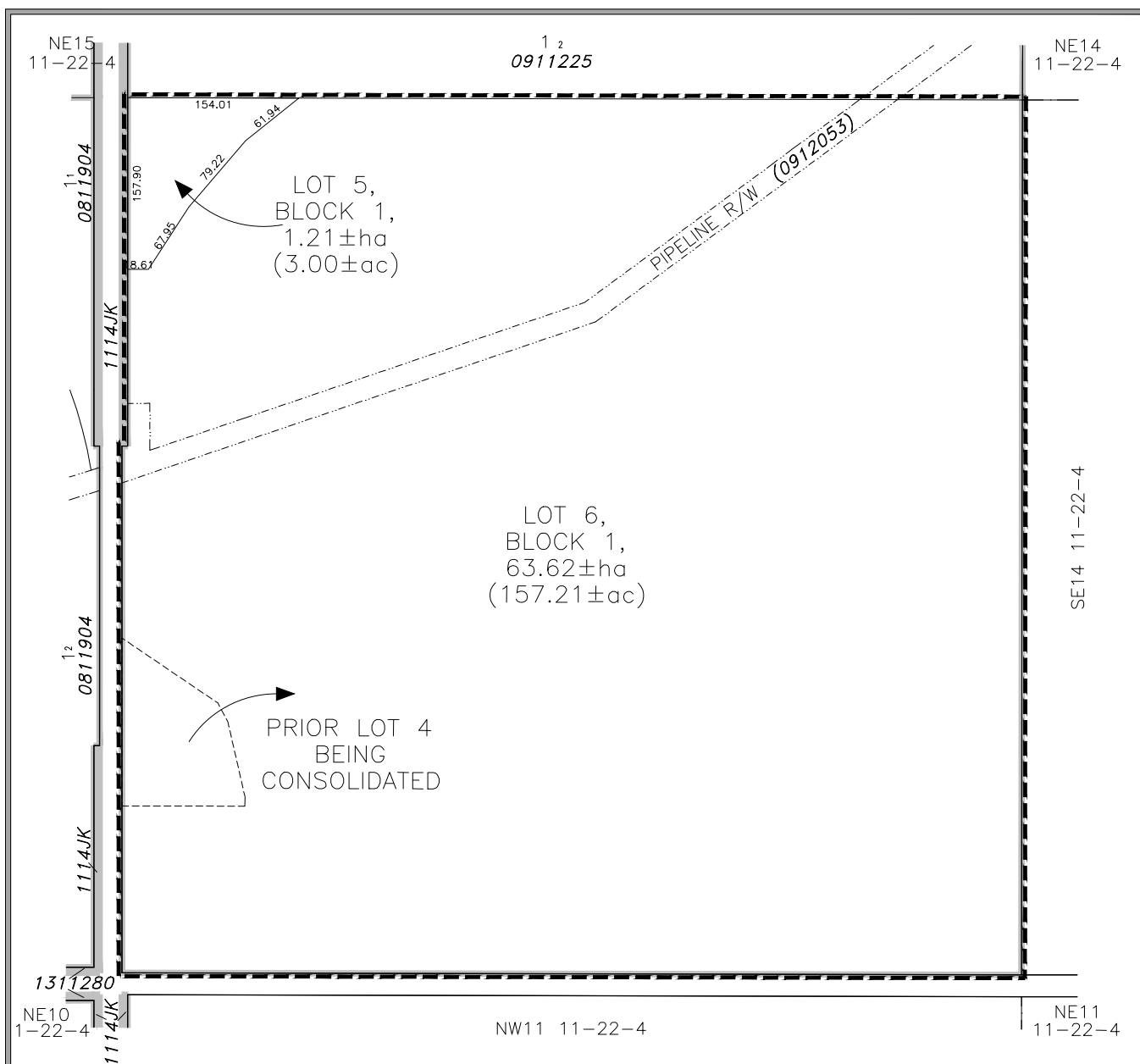
DATE: JULY 22, 2026

FILE No: 2026-0-110



0 Metres 200 400

July 8, 2026
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SUBDIVISION SKETCH - PROPOSED

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 26-17129T

LOTS 3 & 4, BLOCK 1, PLAN 0911225 WITHIN

SW 1/4 SEC 14, TWP 11, RGE 22, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

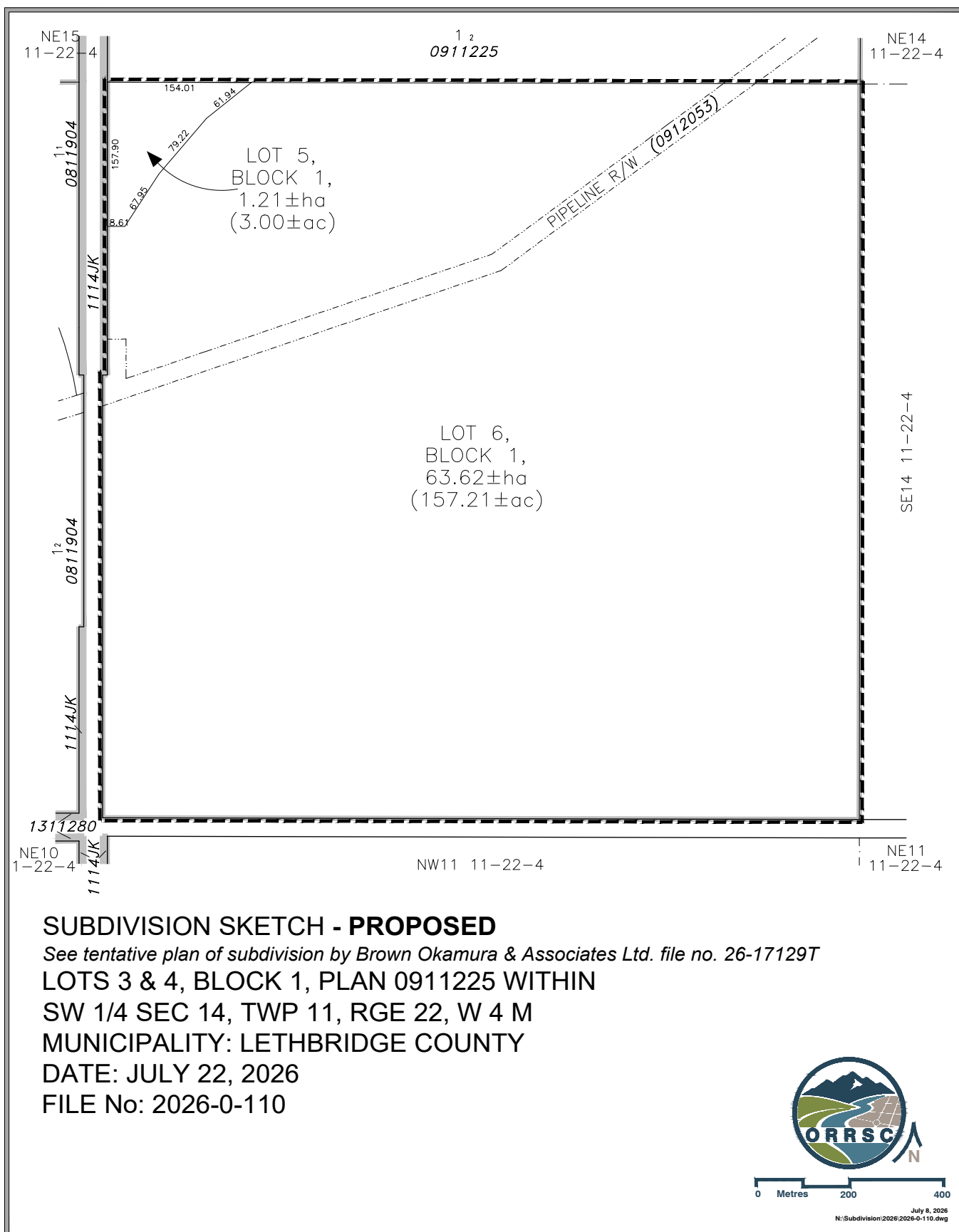
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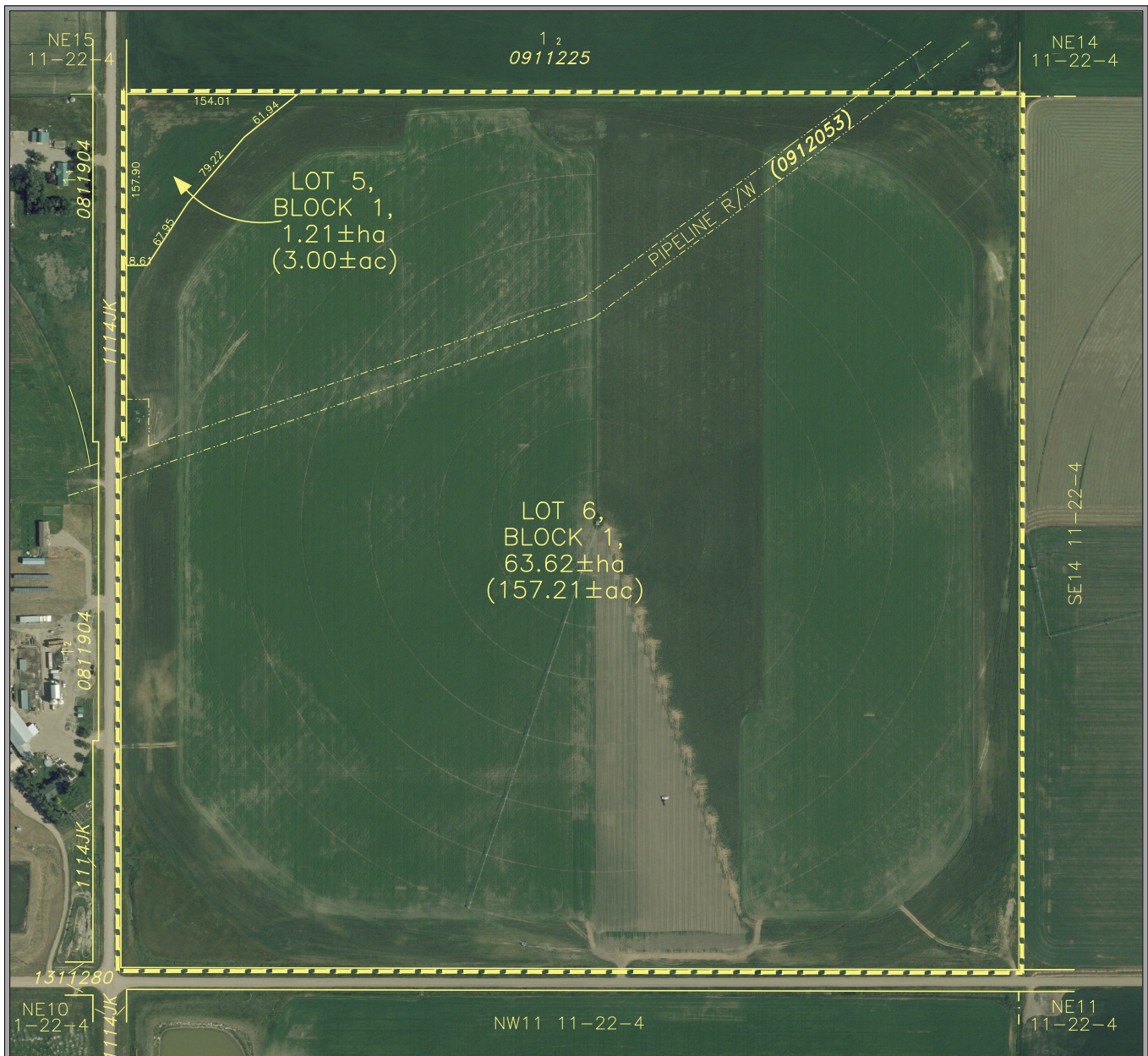
FILE No: 2026-0-110



0 Metres 200 400

July 8, 2026
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SUBDIVISION SKETCH - PROPOSED

AERIAL PHOTO DATE: 2024

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 26-17129T

LOTS 3 & 4, BLOCK 1, PLAN 0911225 WITHIN

SW 1/4 SEC 14, TWP 11, RGE 22, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

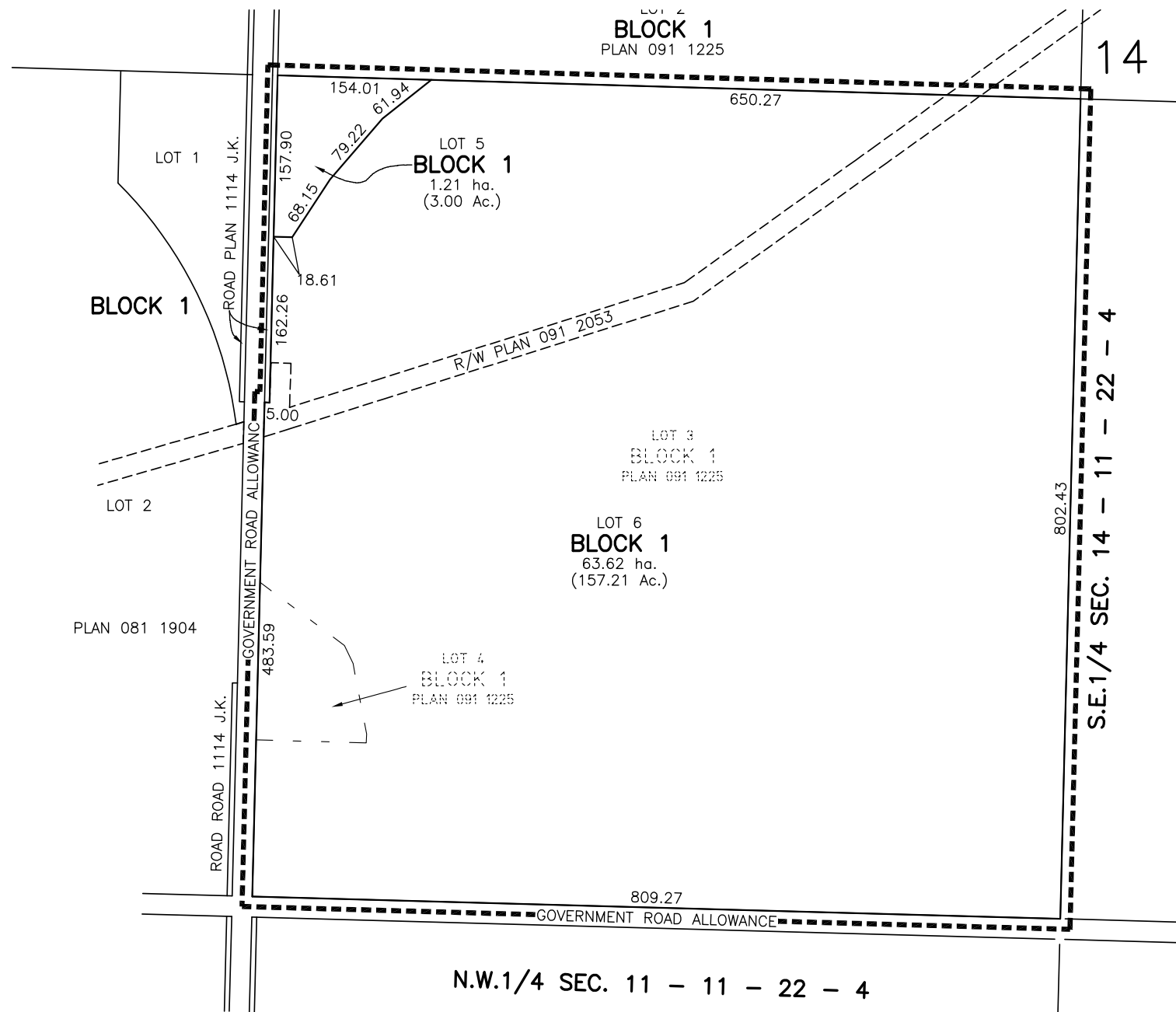
DATE: JULY 22, 2026

FILE No: 2026-0-110



0 Metres 200 400

July 8, 2026
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				SINKE FARMS LTD.		boa brown okamura & associates ltd. Professional Surveyors 2830 – 12th Avenue North, Lethbridge, Alberta				
NO.	REVISION	DATE	BY							
Improvements shown were surveyed on June 4th, 2026 NOTE : Portion to be approved is outlined thus ----- and contains approximately 64.83 ha. Distances are in metres and decimal parts thereof. Overhead line is shown thus -----OP-----OP----- PP stands for utility pole. Fence lines are shown thus -----X-----X----- Distances and areas are approximate and are subject to change upon final survey.				TENTATIVE PLAN SHOWING SUBDIVISION of all of LOT 3; BLOCK 1; PLAN 091 1225 all within S.W.1/4 SEC. 14; TWP. 11; RGE. 22; W.4 M. LETHBRIDGE COUNTY			APPROVED		DRAWN CJB	DATE JUNE 23/26
							CHECKED ZJP		JOB 26–17129	
							SCALE		DRAWING	
							Z. J. Prosper A.L.S.		26–17129T	
						1:5000				

AGENDA ITEM REPORT



Title: Tax Penalty Waiver Request – Roll #28270000
Meeting: Council Meeting - 03 Sep 2026
Department: Corporate Services
Report Author: Patrick Lyster

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 26 Aug 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The County has received a request for a waiver of property tax penalties and accrued interest in the amount of \$888.62 related to Roll #28270000. The request is based on the property owners' assertion that they did not receive their first year's tax notice because it was mailed to the physical property address, which does not receive Canada Post mail service.

RECOMMENDATION:

That Council deny the request for a tax penalty waiver in the amount of \$888.62 as requested for tax roll #28270000.

REASON(S) FOR RECOMMENDATION(S):

Administration has made the recommendation to not waive the tax penalty as penalties have been levied per the Tax Penalty Bylaw #1273. Under the *Municipal Government Act*, liability for taxes is not affected by whether a tax notice is received, and it is the responsibility of the property owner to ensure the mailing address on the assessment roll is current and capable of receiving mail. Administration mailed the tax notice to the address on file at the time of assessment, and no attempt was made by the property owners to contact the County regarding their tax obligations until after penalties had accrued.

Additionally, a waiver of penalty could set some precedent for future requests of a similar nature

PREVIOUS COUNCIL DIRECTION / POLICY:

Historically County Council has not waived tax penalties, however, the *Municipal Government Act* states the following with regards to cancellation, reduction, refund or deferral of taxes;

Section 347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

(a) cancel or reduce tax arrears; (b) cancel or refund all or part of a tax; (c) defer the collection of a tax.

BACKGROUND INFORMATION:

On August 4, 2026, Lethbridge County received correspondence from Mark Shaw and Iva-louise Desmond requesting a waiver of penalties and interest associated with the 2025 tax year on their property located at 204049 Highway 522, Lethbridge County.

At the time the 2025 tax notice was issued, the mailing address on file for the roll was the physical property address, and the notice was mailed to that address in accordance with the County's standard practice. The property owners have advised that their rural property does not receive Canada Post mail service, that the notice was therefore never received, and that they were unaware taxes were owing. No contact was made with the County during this period to inquire about their property tax obligations, and penalties and interest were applied to the 2025 levy in accordance with Tax Penalty Bylaw #1273.

Upon becoming aware of the outstanding balance, the owners contacted the County, updated their mailing address to PO Box 275, Lomond, Alberta, and paid the outstanding taxes. All tax levies, including subsequent years, have been paid in full; the only amount remaining on the account is the accumulated penalties and interest of \$888.62, which includes a further penalty of \$42.32 added in August 2026. The account is not currently in the tax notification process.

The owners have requested the penalties and interest be waived as a one-time exception, on the basis that non-payment resulted from non-delivery of the notice rather than an unwillingness to pay, and that steps have since been taken to prevent a recurrence.

ALTERNATIVES / PROS / CONS:

Waive tax penalty in the amount of \$888.62 as requested:

- **PRO** – Would satisfy the penalty waiver request and recognizes that the property owners updated their mailing address and paid the outstanding taxes in full once they became aware of the arrears.
- **CON** – There is a tax penalty bylaw in place, and waiving the penalty would set a precedent for similar future requests, including from other rural properties that do not receive mail service at their physical address.

Waive a portion of the tax penalty:

- **PRO** – Acknowledges the circumstances of the non-delivery while retaining a portion of the penalty levied under the bylaw.
- **CON** – Still represents a departure from the bylaw and from Council's historical practice, and provides less certainty for administering future requests.

Deny the request (recommended):

- **PRO** – Maintains consistent application of Tax Penalty Bylaw #1273 and Council's historical practice.
- **CON** – Does not satisfy the request from the property owners.

FINANCIAL IMPACT:

Loss of tax penalty in the amount of \$888.62.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

AGENDA ITEM REPORT



Title: Bylaw No. 26-022 – Lethbridge County Subdivision Authority Bylaw

Meeting: Council Meeting - 03 Sep 2026

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 - 24 Aug 2026
Approved - 25 Aug 2026
Approved - 26 Aug 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

Bylaw No. 26-022 aligns the Subdivision Authority bylaw with the County's withdraw from ORRSC, effective January 1, 2027, consistent with the termination notice issued June 18, 2026.

The bylaw repeals and replaces the outdated Bylaw No. 1103 and Bylaw No. 1124, consolidating the subdivision authority structure into a single, updated bylaw aligned with the current Municipal Government Act (MGA). Council remains the Subdivision Authority for all decisions.

RECOMMENDATION:

1. That Bylaw 26-022, being the Subdivision Authority Bylaw be read a first time
2. That Bylaw 26-022, being the Subdivision Authority Bylaw be read a second time.
3. That Bylaw 26-022, being the Subdivision Authority Bylaw be considered for third reading.
4. That Bylaw 26-022, being the Subdivision Authority Bylaw be read a third time.

REASON(S) FOR RECOMMENDATION(S):

Administration recommends adoption of Bylaw No. 26-022 in order to remain consistent with MGA requirements and align with the County's transition of planning and development services.

PREVIOUS COUNCIL DIRECTION / POLICY:

- Bylaw No. 1103 (1995) established Council as the sole Subdivision Authority for all subdivision applications within Lethbridge County.

- Bylaw No. 1124 subsequently delegated authority to grant first-time extension requests for subdivision approvals and registrations to the Oldman River Intermunicipal Service Agency (now ORRSC), with subsequent extension requests referred back to Council.
- June 18, 2026, Council approved issuing notice to terminate ORRSC's services.
- August 16, 2026, Council defeated Bylaw 26-016 to delegate subdivision authority to administration.

BACKGROUND INFORMATION:

The MGA requires every municipality to have a Subdivision Authority.

Lethbridge County Subdivision Application Statistics (2020 - 2026 YTD)

- 187 applications over 5 years (31 Application per year, 16 in 2026 YTD)
 - During this period 3 applications were refused and subsequently 1 decision was appealed to LPRT
 - 21 applications with waivers considered (18 approved)
- Processing Times

	County Average	MGA Requirement
Received to Deemed Complete	12 days	20 days
Complete to Decision	56 days	60 days
Decision to Endorsed	160 days	-

1 in 5 applications are taking more than 60 days from deemed complete to decision.

- Types of Applications
 - 25% agriculture reconfigurations (routine)
 - 55% RA existing or bareland farmstead (routine)
 - 8% GCR (previous council decisions, rezoning and/or ASPs)
 - 12% Commercial/Industrial (previous council decisions, rezoning and/or ASPs)

Bylaw 26-022

- Council remains the Subdivision Authority for all subdivision applications.
- The time extension framework is updated, delegating first and second extension requests to the Planning and Development Department. Subsequent extension requests are directed to Council.

The bylaw takes effect October 1, 2026, aligning with the timeline for transitions subdivision services.

ALTERNATIVES / PROS / CONS:

None.

FINANCIAL IMPACT:

There is no direct financial impact associated with the adoption of Bylaw No. 26-022.

LEVEL OF PUBLIC PARTICIPATION:

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

ATTACHMENTS:

[Bylaw 26-022 - Subdivision Authority - Council](#)

**LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA**

BYLAW NO. 26-022

BEING a bylaw of the Lethbridge County in the Province of Alberta to establish a municipal Subdivision Authority;

AND WHEREAS the *Municipal Government Act*, RSA 2000, c. M-26, as amended, authorizes a municipality to establish a Subdivision Authority by bylaw;

AND WHEREAS the Subdivision Authority is authorized to make decisions on applications for subdivision approval in accordance with provincial land use policies, the *Subdivision and Development Regulation*, the municipality's Land Use Bylaw, and applicable statutory plans;

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

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

PART 1 – DEFINITIONS

1. In this bylaw:

- a) "Act" means the *Municipal Government Act*, RSA 2000, c. M-26, as amended from time to time.
- b) "Administration" means the staff of the Lethbridge County designated by the Chief Administrative Officer to review and process subdivision applications.
- c) "CAO" means the Chief Administrative Officer of the Lethbridge County, or their designate.
- d) "Council" means the Council of the Lethbridge County.
- e) "Municipality" means the Lethbridge County in the Province of Alberta.
- f) "Secretary" means the person designated by the CAO to act as secretary to the Subdivision Authority.
- g) "Subdivision Authority" means the body established under this bylaw to exercise subdivision approval authority.
- h) All other terms used in this bylaw have the meanings assigned to them in the Act, as amended from time to time.

PART 2 – ESTABLISHMENT OF SUBDIVISION AUTHORITY

- 2. The Subdivision Authority for the Lethbridge County is hereby established as the Council of the Lethbridge County.
- 3. No member of the Subdivision Authority shall simultaneously serve as a member of the Subdivision and Development Appeal Board.

4. The Administration is authorized to make a decision with respect to the first and second requests to extend the time that a plan of subdivision is required to be finalized and registered with the Land Titles Office. All subsequent requests to extend time shall be made to the Subdivision Authority.

PART 3 – ROLE OF ADMINISTRATION

5. Administration shall review all applications for subdivision approval and shall:
 - a) assess each application for compliance with the Act, the *Subdivision and Development Regulation*, the Land Use Bylaw, and applicable statutory plans;
 - b) circulate applications to relevant agencies and stakeholders and compile referral responses;
 - c) prepare a written report and recommendation for each application for consideration by the Subdivision Authority;
 - d) provide technical advice to the Subdivision Authority as required; and
 - e) carry out all administrative functions necessary to support the operations of the Subdivision Authority.
6. The CAO may delegate administrative functions under this bylaw to appropriate staff.
7. The CAO may exercise such additional delegation authorities related to subdivision matters as Council may authorize by separate bylaw or resolution.

PART 4 – MEETINGS AND PROCEDURES

8. The Subdivision Authority shall hold meetings as required on dates determined by the Subdivision Authority. Special meetings may be called at any time by the Chair.
9. Four (4) members of the Subdivision Authority shall constitute a quorum.
10. Decisions of the Subdivision Authority shall be made by a majority vote of the members present at a meeting at which a quorum is present, and such decision shall be deemed the decision of the Subdivision Authority.
11. The Subdivision Authority may make rules to govern its proceedings and hearings.
12. The Subdivision Authority, when considering an application for subdivision approval, is not required to hold a hearing unless required to do so by the Act or its own rules.
13. The Subdivision Authority may approve, approve with conditions, or refuse applications for subdivision, and may issue notices and orders accordingly.

PART 5 – RECORDS

14. The Secretary shall ensure the following records are maintained:
 - a) minutes of all meetings;
 - b) all subdivision applications received;
 - c) Administration's reports and recommendations for each application;
 - d) records of all notices of meetings and of persons to whom they were sent;
 - e) copies of all written representations submitted to the Subdivision Authority;
 - f) notes on each representation made;
 - g) the names and addresses of persons making representations at meetings;
 - h) the decision of the Subdivision Authority on each application;
 - i) the reasons for each decision;

- j) the vote of each member of the Subdivision Authority on each decision;
- k) records of all notices of decision and of persons to whom they were sent;
- l) all notices, decisions, and orders made on appeal from a decision of the Subdivision Authority; and
- m) such other matters as the Subdivision Authority may direct.

PART 6 – COMING INTO FORCE

13. This bylaw comes into effect on October 1, 2026.

14. Bylaw No. 1103 and Bylaw No. 1124, as previously enacted, are hereby repealed and replaced by this bylaw.

GIVEN first reading this 3rd day of September, 2026.

Reeve

Chief Administrative Officer

GIVEN second reading this _____ day of _____, 2026.

Reeve

Chief Administrative Officer

GIVEN third reading this _____ day of _____, 2026.

Reeve

Chief Administrative Officer

AGENDA ITEM REPORT



Title: Bylaw 26-014 Road Closure, Consolidation and Sale Township Road 94 - Dan Indenbosch
Meeting: Council Meeting - 03 Sep 2026
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 - 24 Aug 2026
Approved - 25 Aug 2026
Approved - 26 Aug 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

Lethbridge County received an application from Dan Indenbosch (owner), to close and consolidate a portion of Township Road 94 (approximately 2.95 acres) located south of SE-25-9-22-W4M and SW-25-9-22-W4M, for the purpose of sale and consolidation with the adjacent parcel to accommodate a private driveway to a future single-family dwelling and shop.

Administration and Alberta Forestry and Parks do not support the proposed closure for consolidation and sale, due to the undeveloped road right-of-way providing public access to a waterbody.

Administration is therefore recommending refusal of first reading of Bylaw 26-014.

RECOMMENDATION:

To refuse first reading of Bylaw 26-014.

REASON(S) FOR RECOMMENDATION(S):

Administration recommends refusal of first reading of Bylaw 26-014 for the following reasons:

- The right-of-way provides public access to a public waterbody, therefore Alberta Forestry and Parks opposes the closure.
- Administration is supporting the landowner in alternative means of access to the privately owner parcel through constructing a County road for 270m (887 ft).

PREVIOUS COUNCIL DIRECTION / POLICY:

Policy 109A – Road Closures, which provides direction and evaluation criteria for road closure applications.

Policy 109A establishes that road closures should not be supported where the closure would:

- Prevent existing public access to nearby lands for any purpose including recreational pursuits.

BACKGROUND INFORMATION:

The subject road allowance application is for a portion of Township Road 94 lying south of SE-25-9-22-W4M and SW-25-9-22-W4M, containing approximately 2.95 acres.

The applicant proposes to close the road allowance for the purpose of sale and consolidation with the adjacent parcels (Lot 3, Block 1, Plan 861 0259 and Lot 2, Block 2, Plan 251 1817).

Circulation

- Alberta Forestry and Parks, Lands Division (South Region) responded on June 9, 2026, advising that it does not support the closure on the grounds that it would restrict potential public access to the Oldman River, and that the applicant's claim regarding pedestrian passability has not been substantiated.
 - While further discussions and a site visit occurred with representatives from the Lands Division, their opposed position was not amended
- Alberta Transportation and Economic Corridors acknowledged receipt of the application on April 30, 2026 but has not taken a substantive position, noting that the bylaw package is to be submitted following the public hearing.
- One adjacent landowner submitted written support for the closure.

Following the circulation comments, a County representative conducted their own site visit and confirmed the coulee is accessible/walkable.

Alternative

Administration is currently working with the landowner to construct a County standard road to provide access to their parcel. The landowner will be required to enter a development agreement as a condition of their development permit.

ALTERNATIVES / PROS / CONS:

2. To approve first reading of Bylaw 26-014 (Road Closure for consolidation and sale)

Pros - None

Cons - Does not recognize objection from referral agency and does not comply with Policy 109A.

FINANCIAL IMPACT:

There are no anticipated costs to Lethbridge County.

LEVEL OF PUBLIC PARTICIPATION:

☒ Inform ☒ Consult ☐ Involve ☐ Collaborate ☐ Empower

ATTACHMENTS:

[Road Closure Map](#)

[Bylaw 26-014 Application_redacted2](#)

[26-014 Tentative Plan](#)

[Forestry and Parks-Lethbridge County Bylaw 26-014](#)



Bylaw 26-014: Road Closure Sale and Consolidation

That Portion of Road Allowance Lying South of SE-25-9-22-W4M & SW-25-9-22-W4M (All Within the Boundaries of Lethbridge County) Approximately 2.95 Acres

 Bylaw 26-014 - Road Closure Sale and Consolidation





LETHBRIDGE COUNTY
APPLICATION FOR ROAD CLOSURE

OFFICE USE		
Date of Application: April 23/26	Assigned Bylaw	No. 26-014
Date Deemed Complete: April 25/26	Application & Processing Fee:	\$ 1500.00
	Assessed Value:	\$

APPLICANT INFORMATION

Name of Applicant: Zach Prosper
Mailing Address: 2830 12th Ave North
Lethbridge, AB
Postal Code: T1H 5J9

Phone:

Email:

Name of Owner: Daniel Indenbosch
(if not the applicant)
Mailing Address: Box 563
Coghlurst
Postal Code: T0L 0V0

Phone:

Email:

ROAD CLOSURE INFORMATION

The applicant shall provide the following information:

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

DECLARATION OF APPLICANT/AGENT

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to the application.

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



APPLICANT

April 22, 2026

DATE

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

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



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0040 492 358 2511817;2;2 251 261 890 +1

LEGAL DESCRIPTION

PLAN 2511817

BLOCK 2

LOT 2

EXCEPTING THEREOUT ALL MINES AND MINERALS

AREA: 50.336 HECTARES (124.38 ACRES) MORE OR LESS AREA: 50.336 HECTARES (124.38 ACRES)

ESTATE: FEE SIMPLE

ATS REFERENCE: 4;22;9;24;NW

ATS REFERENCE: 4;22;9;24;E

MUNICIPALITY: LETHBRIDGE COUNTY

REFERENCE NUMBER: 231 327 173 +1

231 327 173

REGISTERED OWNER(S)
REGISTRATION DATE (DMY) DOCUMENT TYPE VALUE CONSIDERATION

251 261 890 16/10/2025 SUBDIVISION PLAN

OWNERS

G5 HOLDINGS LTD.
OF 344 STONECREST PL W
LETHBRIDGE
ALBERTA T1K 6W3

ENCUMBRANCES, LIENS & INTERESTS
REGISTRATION
NUMBER DATE (D/M/Y) PARTICULARS

741 091 031 27/09/1974 IRRIGATION ORDER/NOTICE
THIS PROPERTY IS INCLUDED IN THE LETHBRIDGE
NORTHERN IRRIGATION DISTRICT
761 014 314 06/02/1976 CAVEAT
CAVEATOR - FORTISALBERTA INC. CAVEATOR - FORTISALBERTA INC.
320-17 AVE SW

(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

251 261 890 +1

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

CALGARY

ALBERTA T2S2V1

" AFFECTS PART OF THIS TITLE "" AFFECTS PART OF THIS TITLE "

(DATA UPDATED BY: TRANSFER OF CAVEAT (DATA UPDATED
001337158)

(DATA UPDATED BY: CHANGE OF NAME 041456412) (DATA U

761 093 512 23/07/1976 CAVEAT

CAVEATOR - JAMES DAVIS

P.O. BOX 5

COALHURST

ALBERTA T0L0V0

" AFFECTS PART OF THIS TITLE "" AFFECTS PART OF THIS TITLE "

(DATA UPDATED BY: TRANSMISSION OF CAVEAT (DATA UPDA
041084735)

(DATA UPDATED BY: TRANSFER OF CAVEAT (DATA UPDATED
041084744)

791 216 941 28/12/1979 CAVEAT

CAVEATOR - THE COUNTY OF LETHBRIDGE NO. 26.CAVEATOR - THE CO

" AFFECTS PART OF THIS TITLE "" AFFECTS PART OF THIS TITLE "

811 052 446 25/03/1981 CAVEAT

CAVEATOR - THE OLDMAN RIVER REGIONAL PLANNING
COMMISSION.

231 327 174 25/10/2023 RESTRICTIVE COVENANT

RESTRICTIVE COV

251 261 812 16/10/2025 CAVEAT

RE : DEVELOPMENT AGREEMENT PURSUANT TO MUNICIPAL
GOVERNMENT ACT

CAVEATOR - LETHBRIDGE COUNTY.CAVEATOR - LETHBRIDGE COUNTY.

100 905-4 AVENUE SOUTH

LETHBRIDGE

ALBERTA T1J4E4

AGENT - SEAL.

TOTAL INSTRUMENTS: 007

(CONTINUED)

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 22 DAY OF APRIL,
2026 AT 02:05 P.M.

ORDER NUMBER: 56931159

CUSTOMER FILE NUMBER:



*END OF CERTIFICATE**END OF CERTIFICATE*

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
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SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW. SUBJECT TO WHAT IS SET OUT IN THE P

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APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS APPRAISAL OR OTHER ADV
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S). OR TECHNICAL EXPERTISE FOR THE BE



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0014 194 914 8610259;1;3 241 078 980

LEGAL DESCRIPTION

PLAN 8610259

BLOCK 1

LOT 3

EXCEPTING THEREOUT ALL MINES AND MINERALS

AREA: 7.14 HECTARES (17.64 ACRES) MORE OR LESS AREA: 7.14 HECTARES (17.64 ACRES) MORE

ESTATE: FEE SIMPLE

ATS REFERENCE: 4;22;9;25;S

MUNICIPALITY: LETHBRIDGE COUNTY

REFERENCE NUMBER: 861 040 445 B .

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
241 078 980	20/03/2024	TRANSFER OF LAND	\$130,000	\$130,000

OWNERS

DANIEL INDENBOSCH

OF BOX 563

COALHURST

ALBERTA T0L 0V0

ENCUMBRANCES, LIENS & INTERESTS			
REGISTRATION	NUMBER	DATE (D/M/Y)	PARTICULARS
	741 091 031	27/09/1974	IRRIGATION ORDER/NOTICE THIS PROPERTY IS INCLUDED IN THE LETHBRIDGE NORTHERN IRRIGATION DISTRICT

1084EJ .	31/07/1931	CAVEAT RE : EASEMENT CAVEATOR - LETHBRIDGE NORTHERN IRRIGATION DISTRICT.CAVEATOR
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861 017 231	31/01/1986	CAVEAT (CONTINUED)
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ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

241 078 980

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

RE : SEE CAVEATRE : SEE CAVEAT

CAVEATOR - THE COUNTY OF LETHBRIDGE NO. 26.CAVEATOR - THE CO

905 - 4 AVENUE SOUTH, LETHBRIDGE

ALBERTA

AGENT - S STEINKE

101 265 881 07/09/2010 UTILITY RIGHT OF WAY

GRANTEE - LETHBRIDGE NORTH COUNTY POTABLE WATERGRANTEE - LET
CO-OP LTD.

TOTAL INSTRUMENTS: 004

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 22 DAY OF APRIL,
2026 AT 02:05 P.M.

ORDER NUMBER: 56931159

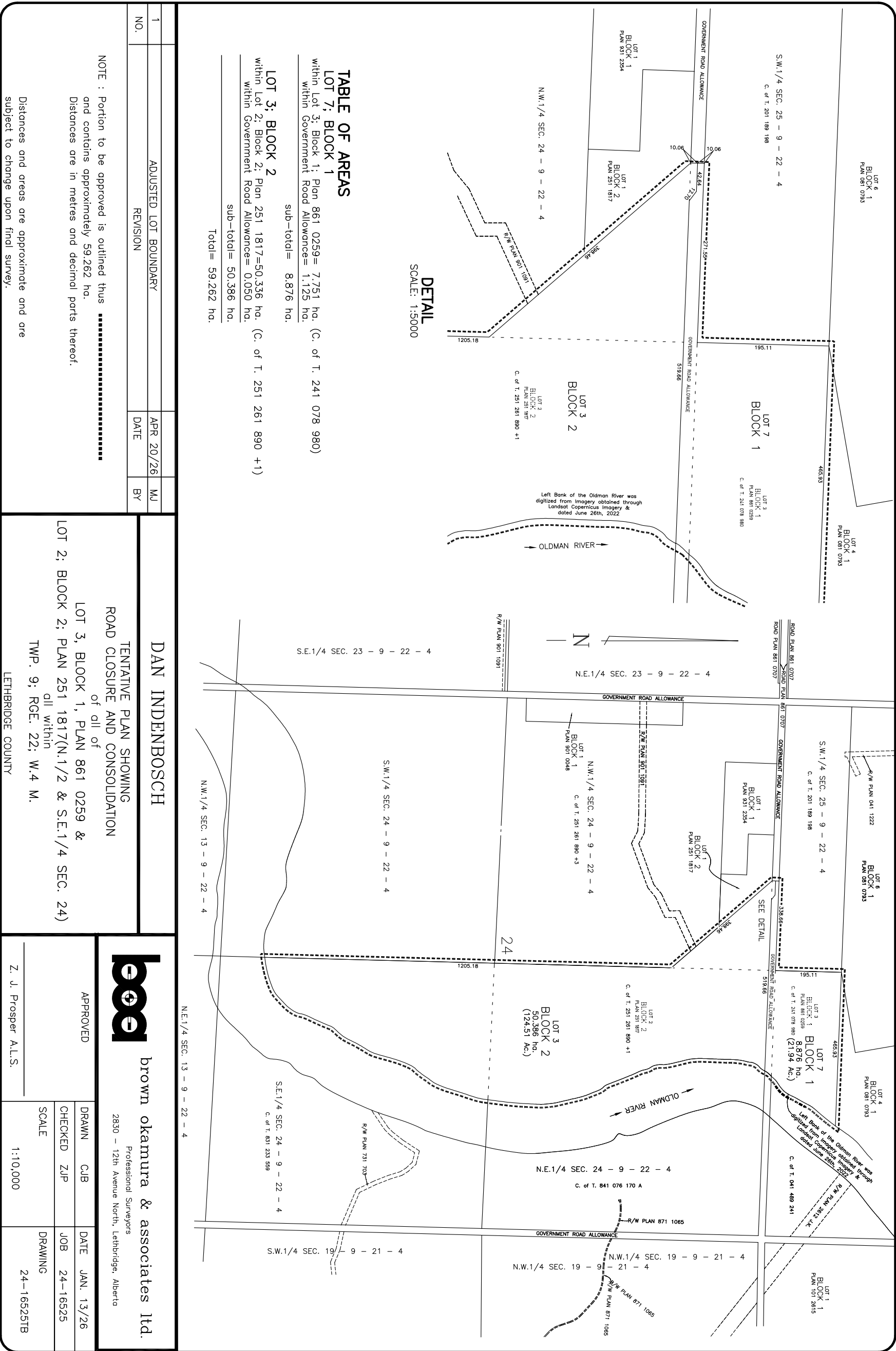
CUSTOMER FILE NUMBER:



*END OF CERTIFICATE**END OF CERTIFICATE*

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PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S) .



Kaylyn Franklin, RPP, MCIP
Manager, Planning & Development

#100, 905 4 Avenue South
Lethbridge, Alberta T1J 4E4
403-328-5525
mailbox@lethcounty.ca

RE: Bylaw 26-014 – Road Closure Application

As per the request to close Township Road 94, Forestry and Parks – Lands Division does not support a closure that would restrict potential public access to waterbodies. Maintaining opportunities for public use of road allowances to access the Oldman River is considered important, and such access should remain available to those who wish to utilize it.

It has been indicated in the notification that the road allowance is steep and not passable by pedestrians; however, no supporting documentation or data has been provided to substantiate this claim. Without clear evidence, this assertion cannot be verified and should not be relied upon as justification for closure.

X 
Caylee Knowles
Lands Officer

Brandy.Do
xwney 
Brandy Downey
Lands Manager

Digitally signed by
Brandy.Downey
Date: 2026.06.09
11:39:06 -06'00'

AGENDA ITEM REPORT



Title: Hamlet of Kipp - Removal of Hamlet Designation
Meeting: Council Meeting - 03 Sep 2026
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 - 24 Aug 2026
Approved - 25 Aug 2026
Approved - 26 Aug 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

As directed by the Municipal Government Act(MGA), the Hamlet of Kipp no longer meets the requirements of a Hamlet.

RECOMMENDATION:

That County Council approve removing the Hamlet designation from the area known as Kipp and direct County Administration to proceed with re-designating the lands in the Kipp area from Direct Control to Rural Agriculture.

REASON(S) FOR RECOMMENDATION(S):

The area of Kipp does not meet the requirements for a Hamlet as stated in the MGA.

PREVIOUS COUNCIL DIRECTION / POLICY:

- June 2020 Hamlet of Kipp Growth Study
- October 1, 2020 Removal of Hamlet Designation was defeated.

BACKGROUND INFORMATION:

The Hamlet of Kipp Study was completed and accepted by County Council on June 18, 2020. One of the key recommendations in the study is to remove the hamlet designation as the Hamlet does not meet the legislative criteria for the MGA, section 59(1) regarding hamlets. This section states that an unincorporated community may be designated a hamlet if the community:

- consists of 5 or more buildings used as dwellings, a majority of which are on parcels of land smaller than 1850 square metres,
- has a generally accepted boundary and name, and
- contains parcels of land that are used for non-residential purposes.

Kipp currently only meets one of the criteria in that it has a generally accepted boundary and name. There is only one residence within the current hamlet area and there are no non-residential uses.

In addition, it is highly unlikely that there will be any growth in this area as all the lands within the hamlet boundary are owned by Alberta Transportation in anticipation of future improvements to the Highway 3 and 509 intersection.

ALTERNATIVES / PROS / CONS:

1. Keep the Hamlet designation for Kipp.

Pros: None

Cons: The lands are owned by ATEC will used for the realignment of the highway intersection.

FINANCIAL IMPACT:

There are no financial implications to removing the Hamlet designation.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

AGENDA ITEM REPORT



Title: Milk River Regional Public Rest Facility - Letter of Support
Meeting: Council Meeting - 03 Sep 2026
Department: Growth & Engagement
Report Author: Trevor Lewington

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 26 Aug 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

SouthGrow Regional Initiative, on behalf of the Town of Milk River, has requested a general letter of support for the design phase of a proposed regional public rest facility in Milk River. The current concept would convert two vacant lots into a parking area, accessible public washrooms and an art or design installation that profiles communities, events, businesses and attractions across southern Alberta. The first identified funding application is to the Community Facility Enhancement Program, with a September 15, 2026 deadline and a requested return of the signed letter by September 11. There is no financial request or proposed operational commitment from Lethbridge County. Administration recommends providing the letter as a low-risk way to support a regional gateway project and improve exposure for County assets should the project move forward.

RECOMMENDATION:

That Council authorize the Reeve to sign a general letter of support, substantially in the form attached, for the Town of Milk River and SouthGrow Regional Initiative's proposed Milk River Regional Public Rest Facility design phase, for use in the Community Facility Enhancement Program and other applicable funding applications, with no financial commitment by Lethbridge County.

REASON(S) FOR RECOMMENDATION(S):

The proposed facility would provide a practical and accessible stopping place on Highway 4 near the Canada-United States border while helping orient travellers to destinations throughout southern Alberta. Its regional art and information component could increase awareness of Lethbridge County's rural businesses, agricultural economy, lakes, reservoirs, campgrounds, recreation opportunities and family-friendly amenities.

A letter of support allows the County to demonstrate regional collaboration and help leverage external funding without committing County funds, land, construction services or future operating support. The recommended wording also protects Council's discretion by making clear that any later request for funding, in-kind assistance or participation would require separate consideration.

PREVIOUS COUNCIL DIRECTION / POLICY:

No previous Council direction specific to this facility has been identified. Council has, however, consistently supported regional collaboration through organizations and initiatives such as SouthGrow and Canada's Western Gateway, and has emphasized relationships, regional leadership and prosperity in its strategic direction. The project also complements the County's interest in strengthening the Highway 4 border corridor and improving connections between the international gateway, Lethbridge County and communities throughout southern Alberta.

BACKGROUND INFORMATION:

The concept has previously been discussed under the working title 'Border Wall.' For funding purposes, the proponents are describing it more broadly as a regional public rest facility rather than a Visitor Information Centre. The current vision includes parking, accessible washrooms and a distinctive art or design installation that celebrates southern Alberta and directs attention to regional events, businesses and attractions.

The facility is proposed for two vacant lots in Milk River. Its location near the border gives it potential to serve as an early stopping and orientation point for northbound travellers and as a regional amenity for residents and commercial traffic using Highway 4. The value to Lethbridge County would be indirect but relevant: a well-designed facility could encourage travellers to continue into the region, explore rural destinations and spend more time at attractions and businesses outside the City of Lethbridge.

SouthGrow advises that the immediate request is for design funding and that the first application will be submitted to the Community Facility Enhancement Program. CFEP Small Stream is funding supporting public-use community facilities and outcomes such as improved accessibility, usability and local economic activity. Grant eligibility, matching requirements and the competitiveness of the design-phase proposal remain the responsibility of the applicant and the Province.

The project scope, final design, capital budget, ownership structure and long-term operating and maintenance model have not yet been finalized. The proposed support should therefore be understood as endorsement of the regional concept and its design work, not approval of future County participation. If the project proceeds, Administration should seek an opportunity to provide current information on County attractions, businesses and visitor assets so the regional installation accurately represents the County.

The principal risk is that a general letter could be interpreted as broader commitment than Council intends. The attached draft addresses this by expressly stating that the letter creates no financial, land, construction, ownership, operating or maintenance obligation for Lethbridge County. Other risks include limited County control over the final design, the accuracy and balance of regional content, and the possibility that the project does not secure funding. These risks are modest and can be managed through clear wording and future Council approval for any subsequent request.

ALTERNATIVES / PROS / CONS:

Option 1 (Recommended): Authorize the general letter of support.

Pros: No direct cost; strengthens a regional partner's funding application; supports an accessible public amenity on the Highway 4 gateway; may increase awareness of County businesses and attractions; preserves Council's discretion on any future request.

Cons: Benefits to the County are indirect; the project and operating model are not yet finalized; the County has limited control over the final design and regional content.

Option 2: Authorize a revised or more conditional letter.

Pros: Allows Council to add conditions, request specific County representation or further narrow the scope of support.

Cons: May reduce the letter's usefulness across multiple funding applications; could delay submission before the September deadline; most material safeguards are already included in the revised draft.

Option 3: Decline the request.

Pros: Avoids any perceived endorsement or future expectation of County involvement.

Cons: Weakens a regional partner's application; misses a no-cost opportunity to support Highway 4 corridor development and promote southern Alberta destinations; may be inconsistent with the County's regional collaboration objectives.

FINANCIAL IMPACT:

There is no direct financial impact. The request is limited to a letter of support and requires only minor administrative time to finalize and issue. The letter does not commit Lethbridge County to funding, land, design, construction, ownership, operations, maintenance or in-kind support. Any future request would require separate Council consideration and, where applicable, approval through the budget process.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[SGRI_MR LOS Lethbridge County](#)

[Date]

Community Grants Office
Arts, Culture and Status of Women
Government of Alberta
10020 - 100 Street
Edmonton, AB T5J 0N3

Re: Letter of Support – Milk River Regional Public Rest Facility – Design Phase

On behalf of Lethbridge County, I am pleased to provide this letter of support for the Town of Milk River's development of a new regional public rest facility in partnership with SouthGrow Regional Initiative.

Located along the Highway 4 corridor near the Canada–United States border, Milk River occupies an important position within southern Alberta's transportation network. The proposed facility will create a welcoming and accessible public space for people travelling through the region while providing an opportunity to strengthen connections between the international border corridor and communities throughout southern Alberta.

Lethbridge County recognizes the importance of transportation corridors to the economic strength of our region. Highway 4 provides an important north-south connection from the Canada–United States border toward Lethbridge, where it connects with the Highway 3 corridor and provides access to communities and economic activity extending east and west across southern Alberta. Lethbridge County's own planning framework recognizes Highway 4 as part of "Canada's Western Gateway" and supports working with municipalities and regional partners to advance opportunities that contribute to regional growth.

The proposed facility in Milk River complements this regional approach. Creating a high-quality public stopping place along this corridor provides an opportunity to welcome people to southern Alberta and encourage greater movement throughout the region. For Lethbridge County, this means greater exposure to the rural communities, businesses, agricultural economy, recreation opportunities and family-friendly amenities that contribute to the character and economic strength of the area. Agriculture is the backbone of Lethbridge County's economy, while its lakes, irrigation reservoirs, campgrounds and other amenities also provide a variety of opportunities for people to experience the rural region surrounding Lethbridge.

The project also demonstrates the value of municipalities working collaboratively on initiatives whose benefits extend beyond individual boundaries. Lethbridge County has identified strong regional relationships and mutually beneficial partnerships as important components of its long-term strategic direction. A regional facility that strengthens connections between the border, Highway 4, Lethbridge and the wider southern Alberta region is consistent with that collaborative approach.

Lethbridge County supports the proposed project in Milk River and recognizes its potential to enhance accessible public space, strengthen regional connectivity, increase awareness of communities and opportunities throughout southern Alberta, and contribute to the continued economic vitality of the region.

We are pleased to support the Town of Milk River and SouthGrow Regional Initiative in the continued development of this regional community asset.

Sincerely,

[Name]

[Reeve/Authorized Representative]

Lethbridge County

AGENDA ITEM REPORT



Title: In Motion 2026 - Presenting Sponsorship
Meeting: Council Meeting - 03 Sep 2026
Department: Growth & Engagement
Report Author: Trevor Lewington

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 21 Aug 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

Canada's Western Gateway will host "In Motion 2026" on October 29-30, 2026, at the Sandman Signature Lethbridge Lodge. The event is intended to bring together transportation, logistics, manufacturing, government and economic development leaders to discuss opportunities shaping Southern Alberta's trade corridor. Lethbridge County is a Canada's Western Gateway partner and sponsored the 2025 event. The exclusive Presenting Sponsor package is \$1,750 and provides the event's highest level of visibility, four registrations and an opening-program speaking opportunity for the Reeve. As this expenditure was not included in the start-up budget for the Growth & Engagement function, Council approval is required.

RECOMMENDATION:

That Council approve Lethbridge County as the exclusive Presenting Sponsor of In Motion 2026 in the amount of \$1,750, subject to the sponsorship opportunity remaining available, with funds to be drawn from the Council Discretionary Donation Reserve.

REASON(S) FOR RECOMMENDATION(S):

Presenting sponsorship offers a focused and comparatively low-cost way to place Lethbridge County's name and investment message in front of businesses, industry leaders, regional partners and potential investors. The package includes premier logo placement, four complimentary registrations, up to five minutes to welcome attendees, display space for two banners, repeated verbal recognition and the ability to provide approved promotional materials. The event aligns directly with the County's economic development priorities in transportation, logistics, manufacturing and agri-food. It also continues the County's visible participation in a regional initiative of which it is already a member. Active use of the speaking opportunity, registrations and on-site branding would allow the County to promote its industrial land, multimodal access, development supports and business expansion opportunities rather than relying on passive logo recognition alone.

PREVIOUS COUNCIL DIRECTION / POLICY:

On September 18, 2025, Council approved a \$650 Lunch sponsorship for the October 9, 2025 Canada's Western Gateway: In Motion event, with funding from the Council Discretionary Reserve (Motion 251-2025). The current request would continue that support at the exclusive top sponsorship level. No funding for the 2026 sponsorship was included in the start-up budget for the Growth & Engagement function.

BACKGROUND INFORMATION:

Canada's Western Gateway is a regional partnership focused on strengthening transportation, logistics and warehousing along the Lethbridge-Coutts corridor. Its stated objectives include supporting existing businesses, developing workforce capacity, attracting investment and promoting the corridor as a strategic trade and logistics region. Lethbridge County is identified as a partner in the initiative.

In Motion 2026 is scheduled for October 29-30, 2026, at the Sandman Signature Lethbridge Lodge and is being promoted as a forum for industry, government and economic development leaders. Current event information emphasizes transportation, logistics, manufacturing, agriculture, infrastructure, workforce development and cross-border trade, with a focus on business opportunities, strategic partnerships and regional connections.

The \$1,750 Presenting Sponsor package is exclusive. Benefits include recognition as the event's presenting sponsor; premier logo placement on event communications, signage, slides and the program; four complimentary registrations; an opening welcome of up to five minutes; placement of up to two banners near the main stage; verbal recognition during major program elements; and the option to provide approved marketing materials or promotional items.

Compared with the County's \$650 Lunch sponsorship in 2025, the proposed level is an additional \$1,100. The increase secures exclusive top-tier positioning and a direct speaking role. These benefits are particularly useful for an organization seeking to raise its profile with industry and investors, provided Administration deliberately activates the sponsorship through a concise investment message, targeted invitations and staff or Council participation.

The principal risks are limited. Sponsorship outcomes depend on attendance, program quality and follow-up, and the exclusive package may no longer be available by the time Council considers the request. The recommended motion therefore makes approval conditional on availability. The County can further manage value-for-money risk by identifying priority businesses and investors in advance, using the included registrations strategically and ensuring the opening remarks highlight specific County opportunities.

ALTERNATIVES / PROS / CONS:

Option 1 (Recommended): Approve the exclusive Presenting Sponsorship for \$1,750.

Pros: Provides the event's highest and exclusive visibility; continues the County's support as a Canada's Western Gateway member; creates a direct platform to address industry and investors; includes four registrations and substantial on-site recognition; modest one-time cost.

Cons: Unbudgeted expense; benefits depend on attendance and active sponsorship activation; the exclusive opportunity may be unavailable.

Option 2: Select a lower sponsorship level or an exhibitor-only presence.

Pros: Reduces the direct cost while maintaining some visibility and access to event networking.

Cons: Gives up exclusive positioning, the opening welcome, four-registration package and other premier benefits; less effective for raising the County's investor profile.

Option 3: Decline the sponsorship request.

Pros: No unbudgeted expenditure.

Cons: Reduces the County's visibility at a regional trade and logistics event it supported in 2025; misses a relatively low-cost opportunity to connect with industry and investors; may be inconsistent with the County's role as a Canada's Western Gateway partner.

FINANCIAL IMPACT:

A one-time expenditure of \$1,750 from the reserve. This is \$1,100 more than the County's 2025 Lunch sponsorship. The amount was not included in the Growth & Engagement start-up budget. There is no ongoing financial commitment. The package includes four event registrations, reducing the need for separate registration purchases for participating County representatives.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[In Motion 2026 - Sponsorship & Exhibitor Opportunities](#)



In Motion 2026

October 29-30 | Sandman Signature Lethbridge Lodge, AB

SPONSOR & EXHIBITOR OPPORTUNITIES

Partner with In Motion 2026

In Motion 2026 brings together leaders from transportation, logistics, manufacturing, government, and economic development to explore opportunities shaping Southern Alberta's trade corridor. Sponsorship provides an opportunity to build visibility, make industry connections, and demonstrate your organization's support for regional economic growth.

Presenting Sponsor – \$1,750 – Exclusive

- Recognition as the event's exclusive presenting sponsor
- Premier logo placement on event communications, sponsor signage, presentation slides, and the event program
- Four complimentary event registrations
- Up to five minutes to welcome attendees during the opening program
- Opportunity to display up to two pop-up banners near the main event stage
- Verbal recognition during opening remarks, lunch, dinner, and closing remarks
- Option to provide approved marketing materials and promotional items

Networking Dinner Sponsor – \$1,250 – Exclusive

- Exclusive naming recognition: Networking Dinner presented by [Sponsor Name]
- Sponsor logo included on event communications, the event program, and sponsor signage
- Two complimentary event registrations
- Opportunity to display one pop-up banner at the event
- Logo displayed on dinner presentation slides and buffet signage
- Verbal recognition during opening remarks, dinner, and closing remarks
- Option to provide approved marketing materials and promotional items

Networking Lunch Series Sponsor – \$1,250 – Exclusive

- Exclusive naming recognition for two: Networking Lunches presented by [Sponsor Name]
- Sponsor logo included on event communications, the event program, and sponsor signage
- Two complimentary event registrations
- Opportunity to display one pop-up banner at the event
- Logo displayed on lunch presentation slides and buffet signage
- Verbal recognition during opening remarks, lunch, and closing remarks
- Option to provide approved marketing materials and promotional items

Breakfast Sponsor – \$750 – Exclusive

- Exclusive naming recognition: Conference Breakfast presented by [Sponsor Name]
- Sponsor logo included on event communications, the event program, and sponsor signage
- Two complimentary event registrations
- Opportunity to display one pop-up banner at the event
- Logo displayed on breakfast presentation slides and buffet signage
- Verbal recognition before and after breakfast and during closing remarks
- Option to provide approved marketing materials and promotional items

Coffee Break Series Sponsor – \$750 – Exclusive

- Exclusive naming recognition for three: Coffee Break Series presented by [Sponsor Name]
- Sponsor logo included on event communications, the event program, and sponsor signage
- Two complimentary event registrations
- Opportunity to display one pop-up banner at the event
- Logo displayed prominently at the coffee and refreshment stations during all three breaks
- Verbal recognition during networking sessions and opening and closing remarks
- Option to provide approved marketing materials and promotional items

Community Supporter – \$500 – Multiple Available

- Logo included on event communications, the event program, and sponsor signage
- Recognition as a Community Supporter during opening and closing remarks
- One complimentary event registration
- Inclusion in a collective social media thank-you recognizing event supporters
- Option to provide approved promotional materials for the attendee information table

Exhibitor Opportunities

Tradeshow exhibitor – \$450 – Limited Availability

- One exhibitor table in the In Motion 2026 tradeshow area
- Two complimentary event registrations
- Opportunity to display company signage and promotional materials at your table
- Access to conference networking opportunities, meals, and programming
- Space allocated on a first-come, first-served basis

Sponsor + Exhibitor Upgrade - \$225

- Organizations purchasing an In Motion 2026 sponsorship may add an exhibitor table at a reduced rate, subject to availability.
- Up to two complimentary exhibitor registrations available upon request, where needed to staff the exhibitor table.

Become a Partner

Sponsorship of In Motion 2026 helps bring together industry, government, and community leaders for meaningful conversations about Southern Alberta's trade and logistics future. We appreciate the support of organizations helping us strengthen connections, share ideas, and advance opportunities across the region.

Sponsorship Inquiries

Rylan Howard
Rylan@chooselethbridge.ca
403-635-2670

Exhibitor Inquiries

Cody Fluet
Cody@chooselethbridge.ca
780-284-4084

AGENDA ITEM REPORT



Title: Destination Marketing Organization (DMO) Recognition - Letter of Support
Meeting: Council Meeting - 03 Sep 2026
Department: Growth & Engagement
Report Author: Trevor Lewington

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 21 Aug 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

Alberta's Traveller Protection and Destination Development Act creates a new framework for voluntary destination marketing fees (DMFs). Beginning January 1, 2027, a DMF may only be charged in an area with a provincially designated destination marketing organization (DMO); participating businesses must remit 100% of the fee to an independent trustee for transfer to the designated DMO and, if applicable, a designated accommodation association. Only one DMO may be designated for a geographic area. Tourism Lethbridge is an incorporated society and the established DMO for the City of Lethbridge, with demonstrated partnerships involving Lethbridge County businesses and attractions. Administration recommends a letter of support for regional designation, with no financial commitment and clear expectations for County participation, transparent reporting and measurable regional benefit.

RECOMMENDATION:

That Council authorize the Reeve to provide a letter of support for Tourism Lethbridge's application to be designated under the Traveller Protection and Destination Development Act as the destination marketing organization for a geographic area that includes Lethbridge County, subject to Administration confirming that the final regulations do not materially alter the basis for support, and that the letter:

- a) confirm that Council's support creates no financial commitment by Lethbridge County;
- b) state that the support is based on the Act and public information available at the date of the letter; and
- c) communicate Council's expectation of meaningful participation by County tourism businesses and attractions, transparent regional work planning and reporting, and measurable benefits to the Lethbridge County visitor economy.

REASON(S) FOR RECOMMENDATION(S):

1. Positions the County early in a single-designation system. The Act permits only one DMO per geographic area and allows the Minister to resolve overlapping applications. Early support helps

secure County inclusion and influence before boundaries and governance arrangements are settled.

2. Builds on an established organization. Tourism Lethbridge is a Societies Act non-profit with staff, a separate board, audited reporting, visitor services, marketing systems and product-development capacity. It has already promoted County operators through Canada's Food Tour, Ale Trail, Brighter Together Food Tours and other regional initiatives.
3. Creates an opportunity to attract industry-generated investment. A designated DMO may direct DMF proceeds to permitted marketing, destination development and visitor-experience work, potentially advancing County agritourism, outdoor recreation, rural itineraries and operator readiness without a current municipal funding commitment.
4. Addresses the principal governance risk. Tourism Lethbridge's 2025 audited financial statements report that 73% of revenue came from the City of Lethbridge. Expectations for regional participation, annual work planning, geographic and sector reporting, and measurable County outcomes reduce the risk of a city-centric program.

PREVIOUS COUNCIL DIRECTION / POLICY:

Lethbridge County's 2022-2032 Strategic Plan emphasizes Relationships, Region and Prosperity, including mutually beneficial regional partnerships and business growth. Council materials in 2022 identified collaboration with Tourism Lethbridge on Canada's Food Tour to support producers and small and medium-sized enterprises in the region. Tourism Lethbridge continues to promote "Flavours from Lethbridge County."

Administration has not identified prior Council direction specific to designation under the new Act.

BACKGROUND INFORMATION:

Provincial framework and outstanding regulations

The Act received royal assent on March 26, 2026 and is scheduled to come into force January 1, 2027. DMFs remain voluntary for businesses and locally set, but they may only be charged where a DMO is designated. A participating operator must remit the full fee to a qualified trustee, which holds it in trust and transfers it to the designated DMO and, if applicable, a designated accommodation association. Proceeds may only support prescribed activities that grow the visitor economy, and they cannot be transferred to a municipality except as payment for permitted goods or services.

At the time of writing, final regulations have just been published. The Act leaves important details to regulation, including application information, governance and operating requirements, eligible uses, fee parameters, reporting, records, trustee processes and any allocation to an accommodation association.

Tourism Lethbridge readiness and risk profile

Tourism Lethbridge is the City's official destination management organization and has been incorporated under Alberta's Societies Act since 2018, meeting the Act's basic organizational-form requirement. Its 2026-2031 strategic plan commits to destination development, agritourism and Indigenous experiences, regional collaboration, governance review, broader impact measures and pursuit of Destination Marketing Accreditation Program standards. Its 2025 report describes regional familiarization activity, Savour Alberta's South participation by more than 60 restaurants and 70 local producers, and established advisory committees.

Tourism Lethbridge therefore appears to be the most practical existing applicant with the legal form, staff capacity, destination mandate and established systems required for designation. The countervailing risk is that its present mandate and funding are City-centred. Its audited statements identify economic dependence on the City and show City funding at 73% of 2025 revenue (68% in 2024). A support letter should therefore set regional expectations without attempting to predetermine the Province's regulatory process.

Lethbridge County assets and development opportunities

The County has a complementary rural visitor offer that can extend stays and disperse spending beyond the City. Existing assets include Coyote Flats Pioneer Village, Lethbridge Cornmaze, Park Lake Provincial Park, Keho Lake, Stafford Lake, campgrounds, golf, water recreation, agricultural producers, farm retail and regional food experiences. Areas for further development include:

- Agritourism and culinary product: expand Canada's Food Tour, farm-to-table routes, producer visits, wineries, farm retail, seasonal events and market-ready farm experiences.
- Outdoor and rural recreation: package lakes, campgrounds, golf, water sports, cycling and nature experiences with City accommodations and events.
- Heritage and family travel: strengthen rural heritage, family attractions, community events and shoulder-season itineraries.
- Visitor readiness and investment: improve digital listings, wayfinding, accessibility, bookability, operator training and investment readiness for boutique accommodation or farm-stay concepts.
- Regional route development: connect County experiences to the Highway 3 corridor, sport and business-event visitors, and nearby Indigenous and heritage experiences through respectful partnerships.

Travel Alberta identifies the Lethbridge-to-Medicine Hat Tourism Development Zone as having additional potential for 3,653 jobs, 4.2% annual visitor-spending growth and \$501 million in tourism spending between 2022 and 2035. It also states that a comprehensive destination plan is needed to align stakeholders and define roles. A regional DMO with formal County input is consistent with that approach.

Recommended safeguards following designation

Tourism development guidance from Destination Canada, Travel Alberta and Destinations International consistently emphasizes community alignment, operator engagement, representative governance, current strategic planning, measurable outcomes and transparent reporting. Following designation, Administration should seek a short memorandum of understanding or annual letter of expectations that includes:

- a documented mechanism for County tourism-business and attraction participation in governance or advisory processes;
- a County-inclusive annual work plan, project-prioritization process and budget overview;
- reporting by geography and sector where practical, including DMF revenue and expenditure, campaign reach, referrals or bookings, visitor-spending or economic-impact measures, and product-readiness outcomes;
- continued promotion and development of County assets and regional itineraries; and
- a joint review after the first full operating year and at regular intervals thereafter.

ALTERNATIVES / PROS / CONS:

Option 1 (Recommended): Provide a support letter with the stated understandings.

Pros: Secures early regional alignment, leverages an existing capable organization, preserves County influence, and creates no current financial commitment.

Cons: Final criteria and boundaries are not yet known; expectations are not legally binding unless reflected in a later agreement; Administration will need to monitor implementation.

Option 2: Decline to provide a letter of support.

Pros: Avoids endorsing an organization whose current funding and mandate are City-centred and eliminates near-term administrative follow-up.

Cons: County businesses and attractions may be excluded or underrepresented in the designated geography; a DMF cannot be charged where no DMO is designated; and the County could miss industry-funded destination development opportunities.

FINANCIAL IMPACT:

No current financial contribution or grant is requested. Administrative coordination can be managed within existing resources. Any future funding, service agreement or capital request would return to Council. DMF proceeds cannot be transferred to the County except as payment for permitted goods or services. Potential positive impacts include third-party investment in County marketing and product development and increased visitor spending; amounts cannot be estimated until the regulation, geographic area, participating businesses, fee rates and allocation rules are known.

LEVEL OF PUBLIC PARTICIPATION:

Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[LoS DMO Tourism Lethbridge](#)



September 3, 2026

RE: Support for Tourism Lethbridge - Regional Destination Marketing Organization Designation

On behalf of Lethbridge County Council, I am pleased to confirm Council's support for Tourism Lethbridge's application to be designated under Alberta's Traveller Protection and Destination Development Act as the destination marketing organization for the Lethbridge region, including Lethbridge County.

Tourism Lethbridge is an Alberta non-profit society with established destination-management capacity, a separate board, professional staff, visitor services and marketing and product-development systems. It has also demonstrated a willingness to work beyond municipal boundaries. Canada's Food Tour and "Flavours from Lethbridge County," for example, have connected visitors with County producers, farms and rural businesses.

The County's agritourism, lakes, campgrounds, golf, heritage and family attractions complement the City's accommodations, events and visitor services. Coordinated regional planning can extend visitor stays, disperse spending and support market-ready rural experiences. Council believes Tourism Lethbridge is the most practical existing organization to lead that work under the Province's new single-designation framework.

Council's support is provided with the following understandings:

- This letter creates no financial commitment by Lethbridge County. Any future funding request or agreement requires separate Council approval through our normal budget processes.
- The final application and operating model will comply with the Act and regulations and will include Lethbridge County within the designated geographic area.
- County tourism businesses and attractions will have a meaningful, documented way to participate in governance or advisory processes and in annual priority-setting.
- The designated DMO will prepare transparent regional work plans and report on DMF revenue, expenditure and measurable outcomes by geography and sector where practical.
- Tourism Lethbridge will continue to collaborate with the County on product development, visitor readiness, regional itineraries and promotion of County assets.

Con't.../2

#100, 905 4 Avenue South
Lethbridge, Alberta T1J 4E4
P: 403.328.5525 **Toll-free:** 855.728.5602
E: mailbox@lethcounty.ca

www.lethcounty.ca



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.



Page 2

As a designated organization serving a broader geography, Tourism Lethbridge will need to ensure that its governance, advisory mechanisms, investment decisions and performance reporting visibly reflect the regional tourism businesses and communities it serves.

Lethbridge County looks forward to continued collaboration as the provincial framework is implemented.

Sincerely,

Tory Campbell
Reeve



AGENDA ITEM REPORT



Title: Deep Base Stabilization Trial – Township Road 9-2 Update
Meeting: Council Meeting - 03 Sep 2026
Department: Operations
Report Author: Ryan Thomson

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 27 Aug 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

This report provides Council with an update on the Deep Base Stabilization trial undertaken on Township Road 9-2 adjacent to Stafford Lake Estates. It outlines the deterioration experienced following significant precipitation in August 2026, the County's operational response, the communication provided to affected residents, and the next steps for evaluating the trial and completing the treatment.

RECOMMENDATION:

That Council receive the *Deep Base Stabilization Trial – Township Road 9-2 Update* for information.

That Council direct Administration to continue monitoring and evaluating the trial, including completion of the final MG30 top-shot application and assessment of the causes and implications of the August 2026 wet-weather deterioration, prior to making any recommendations regarding broader implementation of the treatment.

REASON(S) FOR RECOMMENDATION(S):

The planned treatment sequence at Township Road 9-2 is not yet complete, as the final MG30 top-shot application has not been carried out, and drawing conclusions from the road in its current state would assess an unfinished treatment rather than the performance the pilot was designed to test. The cause of the August deterioration also remains unconfirmed; the rutting may relate to moisture sensitivity of the stabilized structure, shoulder drainage and road cross-section, interaction between the treatment and existing road materials, construction methodology including application depth, mixing, moisture content and compaction, or some combination of these, and attributing the outcome prematurely would risk either discarding a workable approach or repeating a correctable error at additional locations. The event has nonetheless produced exactly the kind of information a controlled trial is intended to produce, since the response of the treatment to a substantial precipitation event would not have been available from laboratory data or short-term dry-weather observation, and testing on a limited basis is the mechanism that allowed the issue to surface at one site rather than

across multiple road segments. Immediate drivability concerns have been addressed through the corrective maintenance completed on August 20 and 21, 2026, and affected residents received direct written communication on August 26, 2026, so continuing the evaluation does not leave an unresolved service issue in place. Completing the treatment and monitoring the section across a broader range of seasonal and operating conditions will give Council a defensible basis for any future decision on broader implementation.

PREVIOUS COUNCIL DIRECTION / POLICY:

Council previously approved a multi-year deep base stabilization trial.

BACKGROUND INFORMATION:

Purpose of the Pilot

Lethbridge County initiated a multi-year Deep Base Stabilization pilot to evaluate whether incorporating a dust suppression/stabilization product deeper into the gravel road structure can provide a longer-lasting approach to dust control and road stabilization than conventional surface applications.

Dust remains one of the more consistent concerns received from residents along the County's gravel road network. Southern Alberta's hot, dry conditions, combined with vehicle traffic, generate significant dust throughout spring, summer and fall.

The Deep Base Stabilization trial differs from conventional surface dust suppression in that the treatment product is incorporated deeper into the road structure rather than applied primarily to the surface. The objective is to determine whether this approach delivers longer-term dust suppression and improved road performance under actual County operating conditions.

Township Road 9-2 at Stafford Lake Estates was selected as one of the trial locations. Treatment was completed in July 2026.

August Rain Event and Road Performance

Following significant precipitation in mid-August 2026, the treated section developed substantial rutting and became difficult for motorists to travel through. The result was not anticipated, and Administration has been working with the treatment vendor to understand the road's response and determine appropriate corrective actions.

The road did not dry uniformly. Although the travelled wheel paths became dry and hard packed, the shoulders continued to retain considerable moisture. These conditions restricted the County's ability to grade and reshape immediately, as equipment intervention while the road remained saturated could have further disturbed the road structure.

The event provided an opportunity to evaluate not only the treatment's dust-control characteristics, but also its response to a significant moisture event.

At this stage, Administration is not recommending that the rutting be attributed to a single confirmed cause. Additional assessment with the vendor is required to understand the interaction between precipitation, drainage, retained moisture, road materials, compaction and the stabilization treatment.

County Response

County staff actively monitored the affected section for safety and driveability following the rainfall event. Once conditions allowed equipment to work on the roadway, crews undertook corrective maintenance on August 20 and 21, 2026, which included:

- grading out areas of rutting;
- adding gravel to improve traction;
- grading and reshaping the roadway; and
- packing the reconstructed surface.

The County continues to monitor the repaired section to determine how the road performs following the corrective work. Administration remains in discussion with the vendor regarding the cause of the deterioration and what changes, if any, should be considered before additional applications are undertaken. The County is also continuing to work with the vendor to schedule the final MG30 top-shot application once suitable road and weather conditions are available.

Resident Communication

The deterioration generated concerns from Stafford Lake Estates residents regarding road condition and drivability. Administration prepared a written update explaining what occurred, why immediate grading was limited while the roadway remained saturated, what corrective work was undertaken, why the County is conducting the Deep Base Stabilization pilot, and that monitoring will continue. The County acknowledged the inconvenience experienced by residents and the feedback received during the trial.

On August 26, 2026, County staff hand-delivered letters to all residents in the Stafford Lake Estates area to ensure affected residents received a direct update on the trial, the rain-related road condition issues, the corrective work completed to date, and the County's ongoing monitoring of the site. This direct communication was intended to convey both the operational response and the broader purpose of the trial.

What the Event Means for the Pilot

The August event reinforces the value of conducting this initiative as a controlled trial before considering broader implementation. The purpose of a pilot is not solely to demonstrate whether a product performs well under ideal conditions, but also to understand how the treatment behaves across the range of conditions encountered on the County road network.

The Stafford Lake trial has now provided information on the treatment's response to a substantial precipitation event that would not have been available from laboratory information or short-term dry-weather observation alone. As noted in the communication to residents, testing new methods necessarily involves some uncertainty until the treatment is exposed to actual field conditions. The County's intention is to use the pilot to identify issues, learn from the results and modify the approach where necessary.

Accordingly, the August deterioration should be considered an important performance finding within the trial, rather than a reason on its own to conclude that the overall concept is either successful or unsuccessful.

Key Issues Being Evaluated

Administration will continue assessing the trial with particular attention to:

Issue	Focus of Assessment
Moisture sensitivity	How the stabilized road structure responds to prolonged or significant precipitation, and whether moisture retention contributed to the

Drainage and road cross-section	observed rutting. Whether shoulder drainage, crown, crossfall or other road geometry affected the treated structure's ability to shed water.
Material interaction	How the treatment interacted with existing gravel and underlying road materials when saturated.
Compaction and construction methodology	Whether application depth, mixing, moisture content and compaction were appropriate, and whether adjustments could improve wet-weather performance.
Maintenance requirements	Whether stabilized roads require different grading, reshaping or moisture-management practices than conventional gravel roads.
Recovery following maintenance	Whether the treatment retains beneficial characteristics after the August 20–21 maintenance intervention.
Final MG30 application	Whether the finished treatment provides the intended surface performance and dust-control benefit once the top-shot application is complete.
Dust suppression performance	Whether the deeper treatment provides improved or longer-duration dust control compared with conventional treatments.

Next Steps

Administration will continue to:

1. monitor the Township Road 9-2 trial section through changing weather and traffic conditions;
2. document road condition and maintenance requirements following the August repairs;
3. work with the vendor to assess potential causes of the rutting and identify any recommended changes to the treatment or construction process;
4. coordinate with the vendor to schedule and complete the final MG30 top-shot application when conditions are suitable;
5. evaluate drainage, moisture retention and road cross-section as contributing factors;
6. compare the treatment's dust-control benefits against its maintenance and operational performance;
7. monitor the road following completion of the final application;
8. incorporate the findings into the design and implementation of future Deep Base Stabilization trial work; and
9. report back to Council as sufficient performance information becomes available.

Administrative Assessment

The August rain event exposed a weakness or vulnerability in the trial section that requires further investigation. It has also generated valuable information that the County specifically undertook a pilot project to obtain, and it demonstrates why new road-treatment technologies should be tested on a limited basis before broader deployment.

Administration's focus will be on determining why the road responded as it did, whether the issue can be corrected through construction, drainage or maintenance changes, and whether the longer-term benefits of the treatment justify continuing or expanding the approach.

Because the planned treatment sequence is not yet fully complete, performance should continue to be assessed after the full treatment has been applied. Township Road 9-2 should be treated as an

active trial site, and a final conclusion regarding Deep Base Stabilization should be deferred until the road has been evaluated over a broader range of seasonal and operating conditions.

ALTERNATIVES / PROS / CONS:

Alternatives:

- Suspend the trial at Township Road 9-2 and forgo the final MG30 application.
- Discontinue the Deep Base Stabilization pilot entirely.
- Restore Township Road 9-2 to a conventional gravel road standard.

FINANCIAL IMPACT:

This project was funded in partnership with the Stafford Lake Resort as part of their Development Permit requirement for annual dust suppression.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

Hello Everyone,

I wanted to reach out about a special event we have coming up and wanted to share the different opportunities we have to add your company name to the event. 😊

In support of the Lethbridge Hurricanes 40th Anniversary season, the Category 4 Kickoff Party is a full day event consisting of food vendors, markets, live entertainment, beer gardens, street hockey, fan activities and an interactive Discovery Yard for all ages by Lethbridge Polytechnic. The evening will wrap up with a movie in the park (located on Lethbridge Soccer Centres field) thanks to the Movie Mill.

FREE to the public

Category 4 Kick Off Party presented by Piikani Child and Family Services

When: Saturday, September 12th 2026

Time: 1:00pm - 10:30pm

Where: VLA West Parking Lot

Entertainment Schedule:

1:00pm- 1:45pm

2:00pm-2:45pm

3:00pm- 4:00pm

4:00pm -4:45pm

5:15-6:00pm

6:30pm - 7:45pm

8:30-10:30

If any of these options feel suited for you please reach out! I'd love to talk through it with you 😊

Cheers

Natalie Mehew

Ticket Centre Technician | Sales & Sponsorship Specialist | Entertainment and Event Services

City of Lethbridge

P: 403-320-4225

E: natalie.mehew@lethbridge.ca

A: 2510 Scenic Dr South, Lethbridge, AB, T1K 1N2

 **VisitLethbridge.com ARENA**

Visitlethbridgearena.ca

JULY 2026



SPONSORSHIP OPPORTUNITIES

THE EVENT

ALL ABOUT

The Category 4 Kick Off Party is where festival vibes meet hometown hockey. Inspired by Thunder in the Bridge, this free, family-friendly celebration kicks off the Lethbridge Hurricanes' 40th Anniversary season with a full day of music, food, games, and community fun. Located right at the VisitLethbridge.com Arena.

From live entertainment, local vendors, and food trucks to street hockey, a Family Discovery Yard, a beer garden, and an outdoor movie, there's something around every corner. It's a high-energy celebration that brings fans, families, and the community together to connect, celebrate, and get pumped for the season ahead.

It's more than an event—it's a day of connection, community, and fun for all ages!



AVAILABLE PACKAGES

Choose Your Impact

TITLE (1) **SOLD**

“Category 4 Kick Off Party made possible by: YOU!”

- Exclusive event naming rights
- Largest logo placement/mention across all marketing
- Main stage recognition throughout the day
- Premium activation space
- 1 x Performer sponsorship

\$5,000

STAGE (1) **SOLD**

“The Main Stage presented by : YOU”

- Naming rights to the live entertainment stage
- Logo on stage signage and schedule
- On-stage mentions between performances
- Branding/mentions on all marketing pertaining to entertainment

\$1,500

PERFORMER (5)

“[Performer] brought to you by: YOU!”

- Logo on all stage schedules
- Social media spotlight
- Option to introduce the performer

\$ 500

OR, we can tailor a package that fits your goals.

JULY 2026

AVAILABLE PACKAGES

Choose Your Impact

DISCOVERY YARD (1)

“Lethbridge Polytechnic Discovery yard Presented By: YOU!”

- Exclusive Discovery Yard naming rights
- Logo/mention on all marketing materials pertaining to the Discovery Yard
- Social media spotlight
- Activation space

\$1,000

MARKET (1)

“Outdoor Market Championed by: YOU!”

- Exclusive Market naming rights
- Logo/mention on all marketing materials pertaining to the Outdoor Market
- Social media spotlight
- Activation space

\$1,000

FOOD ALLEY (1)

“Food Alley made possible by: YOU!”

- Exclusive Food Alley naming rights
- Logo/mention on all marketing materials pertaining to the Food Alley
- Social media spotlight
- Activation space

\$1,000

OR, we can tailor a package that fits your goals.

JULY 2026

AVAILABLE PACKAGES

Choose Your Impact

FAN ZONE (1)

“The Hurricanes Fan Zone Powered By: YOU!”

- Exclusive Fan Zone naming rights
- Logo/mention on all marketing materials pertaining to the Fan Zone
- Social media spotlight
- Activation space inside the Fan Zone

\$1,500

OUTDOOR MOVIE (1)

SOLD

“Movie Night in the Park presented by: YOU!”

- Exclusive Market naming rights to the Movie Night
- Logo/mention on all marketing materials pertaining to the Outdoor Movie
- Social media spotlight
- Activation space

\$1,500

STREET HOCKEY

SOLD

“Street Hockey Tournament hosted by: YOU!”

- Exclusive Street Hockey Tournament naming rights
- Logo/mention on all marketing materials pertaining to the Street Hockey Games
- Social media spotlight
- Provide prizing

\$1,000

OR, we can tailor a package that fits your goals.

JULY 2026



WHY PARTNER WITH US?

The Value

- Get your brand in front of an engaged audience
- Build brand trust and loyalty through real ecommunity experiences
- Strengthen community presence from direct support
- Showcase your values through meaningful sponsorship

THANK YOU

LET'S TALK!

We'd love to collaborate and have you join us for the Category 4 Kick Off Party. If you have other ideas of how you would like to be a part of the event, please reach out to one of our team members below!

✉ Natalie.Mehew@lethbridge.ca
Sponsorship Guru

✉ Kayla.Wurzer@lethbridge.ca
Event Coordinator



From: Carolyn Schinkel <cschinkel@chinookarch.ca>
Subject: Chinook Arch Library Board - 2027 Population Numbers

Good morning,

We hope this email finds you well. We recognize that you and your Council are currently engaged in budget planning for the 2027 fiscal year. We would like to provide Council with an update on the Chinook Arch municipal member levy.

At its April meeting, the Chinook Arch Library Board voted in favour of a proposed increase to the municipal member levy, from \$7.76 to \$8.17 per capita, returning the levy to its 2020 rate. However, in accordance with the Chinook Arch System Agreement, for the levy increase to take effect, "two thirds of members councils representing two thirds of the System's total service population must approve the increase with a resolution of Council".

This request was presented to and subsequently declined by the City of Lethbridge Council. As Lethbridge's population provides a veto under the approval formula, the proposed increase could not proceed. As a result, Chinook Arch will not be submitting the levy increase request to the remaining member municipalities.

The 2027 Population Number for Chinook Arch Regional Library System Membership Fees

is attached for your budget planning process. We hope this information will assist you with both the municipal levy and your library's Board membership fee in Chinook Arch Regional Library System.

Municipal Fee Per Capita	Rural Service Fee Per Capita
\$7.76	\$2.72

We are always available to answer any questions you may have regarding the System Agreement, or the role of Chinook Arch Regional Library System in supporting public library services in Southern Alberta. Please feel free to contact Robin Hepher at rhepher@chinookarch.ca.

Sincerely,

Carolyn Schinkel

Office Administrator

Office: 403-380-1520

Website: www.chinookarch.ca



2027 Population Numbers for Chinook Arch Regional Library System Membership Fee

As Published in the 2025 Municipal Affairs Population List

Municipalities	2025 Population
Arrowwood	188
Barnwell	978
Barons	313
Cardston	3724
Cardston County	4856
Carmangay	308
Champion	351
Claresholm	3804
Coaldale	8771
Coalhurst	2869
Coutts	224
Cowley	216
Crowsnest Pass	5695
Fort Macleod	3297
Glenwood	272
Hill Spring	168
Improvement District No. 4 Waterton	550
Lethbridge	106,550
Lethbridge County	10,120
Lomond	178
Magrath	2,481
Milk River	824
Milo	111
Nanton	2,167
Nobleford	1,438
Picture Butte	1,930
Pincher Creek	3,622
Pincher Creek No. 9	3,240
Ranchland No. 66	110
Raymond	4,199
Stavely	544
Stirling	1,164
Taber MD	7,447
Taber	8,862
Vauxhall	1,286
Classification: Public	

Vulcan	1,769
Vulcan County	4,262
Warner	364
Warner County No. 5	4,290
Willow Creek No. 26	6,081
Total	209623

Blood 148 (On-Reserve and Off Reserve)	4106
Piikani 147	1490

Library Boards	184909
Rural Population	24714
Total	209623

Source : 2025 Municipal Affairs population list
URL: <https://open.alberta.ca/dataset/daab9fce-c2f6-49d1-a433-375b2b7aee24/resource/c0f21c0d-f82a-41d9-ba8d-6a1075f70467/download/ma-municipal-affairs-population-list-2025.pdf>
© 2026 Government of Alberta | January 15, 2026

From: Angela McIntyre <angela@oldmanwatershed.ca>

Sent: Thursday, August 20, 2026 2:45 PM

Hello Reeve and Council,

I hope you are doing well and having a lovely summer.

The Oldman Watershed Council's (OWC) core operating grant from Alberta's Ministry of Environment and Protected Areas is ending in less than a year. I'm writing to ask if you would be able to help OWC by providing a letter of support to include with our request to EPA that this funding is renewed in next year's provincial budget. Continued, consistent funding is critical for OWC to continue our work in advancing water security across the region.

As an investor in OWC, your written support would go a long way to help demonstrate our value in the watershed. I've attached a letter to explain the situation more fully, and a template letter of support that you can sign and return to me. Alternatively, you are welcome to write your own letter of support explaining why you would like to see the core grant that supports OWC renewed. We're assembling our support package over the next few weeks. If possible, please email me a signed letter expressing your support for OWC and its work in the watershed by **Friday, Sept. 16**.

Thank you for your consideration.

\Sent on behalf of Shannon Frank

Chief Executive Officer



OLDMAN WATERSHED COUNCIL

PO Box 1892 Lethbridge AB T1J 4K5
(403) 330-1346
info@oldmanwatershed.ca
oldmanwatershed.ca

Lethbridge County

August 20, 2026

Dear Reeve and Council,

The Oldman Watershed Council's (OWC) core grant from the Ministry of Environment and Protected Areas of Alberta is ending in less than a year, and we need your help for this funding to be renewed in the 2027–2028 provincial budget. I'm writing to ask if you would provide a letter of support by September 16, 2026 to strengthen our budget request.

As one of 11 Watershed Planning and Advisory Councils (WPACs) in Alberta, OWC relies partially on government funding. The four-year core grant for WPACs from the Ministry of Environment and Protected Areas ends on March 31, 2027. This grant provides \$320,000 per year to OWC, about 20% of our annual operating budget. In fall 2026, we will be beginning the process to request that it be renewed for four more years so that OWC can continue advancing watershed health and water security through education, action, and stewardship.

In the past year (2025–2026), we leveraged funding from the Ministry of Environment and Protected Areas to receive more than three times that amount from other sources to make a difference. For example, restoration and stewardship activities over the last 15 years have improved 7,500 hectares of land and water that provide an estimated \$103 million per year in ecosystem services, like water storage, flood control, and filtration. **The WPAC grant is essential funding for OWC's impact.**

As a valued funder of OWC, your voice carries weight. We would include your letter of support in a budget request package to the Honourable Grant Hunter, Minister of Environment and Protected Areas. I have attached a letter template that you can sign; alternatively, you are encouraged to write your own letter explaining why you support OWC and that you would like our core funding renewed. We're assembling our support package over the next few weeks. If possible, please email me a signed letter showing your support for OWC and its work in the watershed to shannon@oldmanwatershed.ca by **Friday, Sept. 16**.

If you have an existing relationship with Minister Hunter, please also consider expressing your support for OWC in person in the weeks and months to come.

Thank you for your support.

Sincerely,

Shannon Frank
Chief Executive Office

Sent: Thursday, August 27, 2026 3:06 PM

To: Tory Campbell <tcampbell@lethcounty.ca>

Subject: ATTENTION REVISED LINK -You're Invited: Annual General Meeting | 2026-09-24

You're invited to the Lethbridge Chamber 2026 **Annual General Meeting!**

Join fellow Chamber members for a morning of connection, important updates and a look at the priorities shaping Lethbridge's business community.

Event Details

Date: 2026-09-24

Time: 07:30 AM



Get ready for the Annual General Meeting with the Lethbridge Chamber of Commerce on September 24th. This is a fantastic opportunity not only to connect with fellow business leaders and community members, but also a chance to engage in meaningful conversations that will shape the future of our local economy. You'll hear the latest updates from the past year, the strategic vision ahead, and policies that impact our community, all while enjoying a delicious breakfast. This is a great opportunity to network, share ideas, and collaborate with others who are passionate about making a difference in Lethbridge. Your participation is vital to our collective success, and we encourage all members to attend for an informative and inspiring meeting.

Ready to join us?

[Register for Annual General Meeting](#)

We hope to see you there!

Lethbridge Chamber of Commerce

Sent: Wednesday, August 26, 2026 4:15 PM
To: Tory Campbell <tcampbell@lethcounty.ca>
Subject: Event Invite

You're Invited

Join the Lethbridge Chamber of Commerce for an evening celebrating the businesses, organizations, and people who help make Lethbridge's business community what it is.

The **Lethbridge Business Awards** recognize outstanding achievement, leadership, innovation, and impact across our local business community.

Come celebrate this year's nominees and award recipients while connecting with business and community leaders from across Lethbridge.

Thursday, October 22, 2026
Coast Hotel & Conference Centre

Early Bird Registration is now open.

Reserve your seat and join us for one of the Chamber's signature events of the year.

We look forward to celebrating with you.

Event: 2026 Lethbridge Business Awards

Date: 2026-10-22 at 05:30 PM

Details:



Get ready for another amazing night of celebration and honouring the best in local business at the 2026 Business Awards Gala with the Lethbridge Chamber of Commerce.

Each year, the Lethbridge Chamber of Commerce recognizes the contributions of outstanding businesses, entrepreneurs and professionals to our community. With ten categories, the Lethbridge Business Awards highlight individuals and organizations that demonstrate achievements and excellence while bringing the city's business community together. This gala event presents an opportunity for sponsors, nominees, and Lethbridge businesses to showcase their organization to the region's business leaders, in media and throughout the Chamber's network.

Semi Formal/Formal Attire

For more information or to register:

<https://business.lethbridgechamber.com/ap/Events/Register/zBFGzd2igCACR>

[Click here](#) to decline this event invitation

AGENDA ITEM REPORT



Title: Lethbridge County Council Attendance Update - July 2026
Meeting: Council Meeting - 03 Sep 2026
Department: Administration
Report Author: Candice Robison

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 26 Aug 2026

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

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

RECOMMENDATION:

No motion required.

REASON(S) FOR RECOMMENDATION(S):

To remain transparent to the citizens of Lethbridge County.

PREVIOUS COUNCIL DIRECTION / POLICY:

A County Council update is provided monthly.

BACKGROUND INFORMATION:

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

ALTERNATIVES / PROS / CONS:

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

FINANCIAL IMPACT:

None at this time.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[2026 July Lethbridge County Council Attendance](#)

Lethbridge County Council Attendance
July 2026

Division 1

Councillor Lorne Hickey

July 6	BMO Farm Family Awards, Calgary Stampede
July 7	IDP Prep Meeting
July 9	County/City of Lethbridge IDP Meeting
July 14	Piyami Lodge Groundbreaking Ceremony, Picture Butte
July 14-16	ASB Summer Tour
July 19-21	PNWER Summit
July 22	Green Acres Executive Committee

Division 2

Reeve Tory Campbell

July 4	Barons Parade
July 4	IDP Prep Meeting
July 8	Calgary Stampede Government Relations Trip
July 9	County/City of Lethbridge IDP Meeting
July 14	Piyami Lodge Groundbreaking Ceremony, Picture Butte
July 16	Lethbridge County Council Meeting
July 18	Lethbridge Region Pancake Breakfast, 100 Years of the Legion
July 24	ILWG Rural Roads Working Committee Meeting, Virtual
July 25	Miner's Days Parade, Coalhurst

Division 3

Councillor Mark Sayers

July 7	IDP Prep Meeting
July 9	County/City of Lethbridge IDP Meeting
July 14-15	ASB Summer Tour
July 16	Lethbridge County Council Meeting
July 25	Miner's Days Parade, Coalhurst

Division 4

Deputy Reeve John Kuerbis

July 7	Weekly meeting with Community Futures Executive Director
July 14-16	ASB Summer Tour
July 18	Nobleford Parade

July 19-23	PNWER Summit
July 22	Virtual Meeting with Prairies Can
July 28	Weekly meeting with Community Futures Executive Director

Division 5

Councillor Kevin Slomp

July 4	Barons Parade
July 18	Nobleford Parade

Division 6

Councillor Eric Van Essen

July 4	Barons Parade
July 16	Lethbridge County Council Meeting
July 18	Nobleford Parade
July 20-23	PNWER Summit

Division 7

Councillor Tony Ankermann

July 4	Barons Parade
July 16	Lethbridge County Council Meeting
July 18	United Conservatives Taber Warner Summer Family BBQ
July 25	Miners Days Parade, Coalhurst
