



AGENDA

Council Meeting

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

Page

A. CALL TO ORDER

B. ADOPTION OF AGENDA

C. ADOPTION OF MINUTES

4 - 8

1. **County Council Meeting Minutes**
[Council Meeting - 21 Apr 2022 - Minutes](#)

D. DELEGATIONS

9 - 20

1. **9:30 a.m. - Erin Crane - Lethbridge Tourism**
[Lethbridge Tourism](#)

E. SUBDIVISION APPLICATIONS

21 - 29

1. **Subdivision Application #2022-0-030 – Neveridle Farms Ltd.**
- N1/2 33-7-20-W4M
[Subdivision Application #2022-0-030 – Neveridle Farms Ltd. - N1/2 33-7-20-W4M](#)

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2. **Subdivision Application #2022-0-038 – Hobbs**
- SW1/4 24-12-24-W4M
[Subdivision Application #2022-0-038 – Hobbs - SW1/4 24-12-24-W4M](#)

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

F. PUBLIC HEARINGS

G. DEPARTMENT REPORTS

G.1. COMMUNITY SERVICES

47 - 48	G.1.1.	<u>Planning and Development Department - 1st Quarter Report 2022</u> Planning and Development Department 1st Quarter Report 2022
49 - 51	G.1.2.	<u>Grouped Country Residential Development - Access to Municipal Potable Water Systems</u> Grouped Country Residential Development - Access to Municipal Potable Water Systems
52 - 134	G.1.3.	<u>Bylaw 21-010 Ramias Subdivision Area Structure Plan and Bylaw 21-011 Land Use Bylaw Amendment Rural Urban Fringe to Grouped Country Residential - second and third reading</u> Bylaw 21-010 Ramias Subdivision Area Structure Plan and Bylaw 21-011 Land Use Bylaw Amendment - second and third reading
	G.2.	INFRASTRUCTURE
135 - 166	G.2.1.	<u>Treated Water Supply and Wastewater Capacity Study for Lethbridge County Hamlets</u> Treated Water Supply and Wastewater Capacity Study for Lethbridge County Hamlets
	G.3.	MUNICIPAL SERVICES
167 - 193	G.3.1.	<u>2022 Revision - Agricultural Service Board Level of Service</u> Agricultural Service Board Level of Service
194 - 224	G.3.2.	<u>Revisions to Road Use Policy #352</u> Revisions to Road Use Policy #352
	G.4.	CORPORATE SERVICES
225 - 231	G.4.1.	<u>Bylaw 22-007 Tax Mill Rate</u> Bylaw 22-007 Tax Mill Rate
	G.5.	ADMINISTRATION
	G.5.1.	<u>Airshow Support</u>
	H.	CORRESPONDENCE
232	1.	<u>Diamond City Citizen's Association</u> Diamond City Citizen's Association
233 - 234	2.	<u>Oceans Day</u> Oceans Day

- 235 3. **Minister of Transport - CP Rail Strike**
[Minister of Transport - CP Rail Strike](#)
- 236 4. **Minister of Agriculture & Agri-Food - CP Rail Strike**
[Minister of Agriculture & Agri-Food - CP Rail Strike](#)
- 237 - 238 5. **Alberta Transportation**
[Alberta Transportation](#)

I. NEW BUSINESS

J. COUNTY COUNCIL AND COMMITTEE UPDATES

K. CLOSED SESSION

- 239 - 240 1. **Local Election Campaign Financial Disclosure Requirement (FOIP
Section 17 - Disclosure Harmful to Personal Privacy)**
[Local Election Campaign Financial Disclosure Requirement](#)

L. ADJOURN



MINUTES

Council Meeting

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

The Council Meeting of Lethbridge County was called to order on Thursday, April 21, 2022, at 9:30 AM, in the Council Chambers, with the following members present:

PRESENT: Reeve Tory Campbell
Deputy Reeve Klaas VanderVeen
Councillor Lorne Hickey
Councillor Mark Sayers
Councillor John Kuerbis
Councillor Eric Van Essen
Councillor Morris Zeinstra
Chief Administrative Officer, Ann Mitchell
Infrastructure Manager, Devon Thiele
Director of Community Services, Larry Randle
Manager of Finance & Administration, Jennifer Place
Information Technology Manager, Doug Burke
Executive Assistant, Candice Robison

A. CALL TO ORDER

Reeve Tory Campbell called the meeting to order at 9:31 a.m.

B. ADOPTION OF AGENDA

Tourism Lethbridge will be attending an upcoming meeting in May.

89-2022	Deputy Reeve VanderVeen	MOVED that the April 21, 2022 Lethbridge County Council Meeting Agenda be approved as amended.	CARRIED
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C. ADOPTION OF MINUTES

C.1. County Council Meeting Minutes

90-2022	Councillor Sayers	MOVED that the April 7, 2022 Lethbridge County Council Meeting Minutes be approved as presented.	CARRIED
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D. SUBDIVISION APPLICATIONS

E. PUBLIC HEARINGS

G. DEPARTMENT REPORTS

G.1. CORPORATE SERVICES

G.1.2 Shaughnessy Community Association Funding Request

- | | | | |
|---------|-------------------------------|--|---------|
| 91-2022 | Deputy
Reeve
VanderVeen | MOVED that County Council approves the Shaughnessy Community Association's request (provided they are a non-profit organization as defined in the Municipal Government Act) for a loan of up to \$26,000, with funds to be drawn from the Tax Equalization Reserve, with the terms of repayment to be negotiated by administration. The Tax Equalization Reserve balance is to be replenished as the loan is repaid. | CARRIED |
|---------|-------------------------------|--|---------|

G.2. INFRASTRUCTURE

G.2.1. Mountain Meadows Slope Failure Remediation - Request for Budget Increase

- | | | | |
|---------|-------------------------------|---------------------------------------|---------|
| 92-2022 | Deputy
Reeve
VanderVeen | MOVED to lay Item G.2.1 on the table. | CARRIED |
|---------|-------------------------------|---------------------------------------|---------|

F. DELEGATIONS

F.1. 10:00 a.m. - KPMG/Audit Committee Presents Financial Statements

Phil McFarland from KPMG was in attendance to present the 2021 Audited Financial Statement to Council.

G. DEPARTMENT REPORTS

G.1. CORPORATE SERVICES

G.1.1. 2021 Audited Financial Statements

- | | | | |
|---------|-----------------------|---|---------|
| 93-2022 | Councillor
Kuerbis | MOVED that Council approve the Audited Financial Statements for the fiscal year ended December 31, 2021 as presented by KPMG LLP. | CARRIED |
|---------|-----------------------|---|---------|

Reeve Campbell recessed the meeting at 10:21 a.m.

Reeve Campbell reconvened the meeting at 10:28 a.m.

G.2. INFRASTRUCTURE

G.2.1. Mountain Meadows Slope Failure Remediation - Request for Budget Increase

- | | | | |
|---------|-----------------------|--|---------|
| 94-2022 | Councillor
Kuerbis | MOVED to lift Item G.2.1 from the table. | CARRIED |
|---------|-----------------------|--|---------|

- | | | | |
|---------|-----------------------|--|---------|
| 95-2022 | Councillor
Kuerbis | MOVED that County Council approve \$675,000 from the federal gas tax fund and \$20,000 from the public works project reserve for a total budget of \$695,000 for the Mountain Meadows slope failure remediation project. | CARRIED |
|---------|-----------------------|--|---------|

G.2.2. Commercial & Industrial Municipal Tax Incentive By-Law 22-008

- | | | | |
|---------|-------------------------------|---|---------|
| 96-2022 | Deputy
Reeve
VanderVeen | MOVED that Bylaw 22-008 be read a first time. | CARRIED |
|---------|-------------------------------|---|---------|

G.3. COMMUNITY SERVICES

G.3.1. Proclamation of 'International Economic Development Week' May 9-13, 2022

97-2022 Councillor Hickey MOVED that Lethbridge County proclaim May 9-13, 2022 as 'International Economic Development Week'.

CARRIED

G.4. ADMINISTRATION

G.4.1. Strategic Plan 2022 - 2032

98-2022 Councillor Kuerbis MOVED that County Council adopt the 2022 - 2032 Lethbridge County Strategic Plan.

CARRIED

G.5. MUNICIPAL SERVICES

H. CORRESPONDENCE

H.1. Alberta Municipal Affairs - Alberta Community Partnership Program

Council reviewed the correspondence from Alberta Municipal Affairs.

I. NEW BUSINESS

J. COUNTY COUNCIL AND COMMITTEE UPDATES

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

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

Division 1

Councillor Lorne Hickey

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

- FCSS provides tax services to low income earners and the number of people who took advantage of having their taxes prepared was high and the program is very well used.
- Green Acres Foundation's occupancy in lodges is on the lower side as people are not wanting to move into facilities due to COVID which is an ongoing problem.

Division 2

Reeve Tory Campbell

March 1	Media – re: Post Secondary Bursary Program
March 3	CAO – Council Update
March 3	Lethbridge County/Town of Coaldale IDP Committee Meeting
March 4	Reeve/CAO Meeting
March 4	Virtual Mayors and Reeves Meeting
March 9	Exhibition Park Board Meeting
March 10	Lethbridge County Council Meeting
March 10	Reeve/CAO Meeting
March 14-16	RMA Spring Convention
March 17	Speaking Engagement – RIB Middle School, Coaldale
March 18	Reeve/CAO Meeting
March 19	Town Hall with Minister of Finance, Travis Toews
March 23	RCMP Town Hall, Diamond City

March 24	Chamber of Commerce Lunch with MLA Rachel Notley
March 24	Exhibition Park, Ownership Engagement Committee
March 25	Reeve/CAO Meeting
March 29	Fire Services Provision Workshop
March 29	Exhibition Park, Audit Committee Meeting
March 30	Laker Barn Grand Opening, Lakeside Colony

- Lethbridge County/Town of Coaldale IDP Committee is undertaking the process to develop a new IDP.
- RMA Spring Convention - had meetings with Alberta Agriculture, Alberta Transportation, Alberta Environment & Parks and RCMP.
- Town Hall with Minister of Finance Travis Toews - opportunity for the Minister to set his vision for the Province, spend less save more.
- RCMP Town Hall - opportunity for RCMP to present their operational plan. Not well attended by residents.

Division 3
Councillor Mark Sayers

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

- Alberta Provincial Police Transition Study Engagement provided clarity on the proposal.

Division 4
Councillor John Kuerbis

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

- RMA Spring Convention was very busy and a good opportunity for Council to speak with a number of MLAs.
- RCMP Town Hall - would have been nice to see more participation as its important ratepayers have the opportunity to express their concerns to the RCMP.

Division 5
Councillor Eric Van Essen

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

- RMA Spring Convention - really enjoyed all the convention had to offer.
- North County Water Co-op AGM was really well attended and information was forwarded to Council.

Division 6
Deputy Reeve Klaas VanderVeen

March 3	CAO – Council Update
March 10	Lethbridge County Council Meeting
March 13	Education Meeting

March 14-16	RMA Spring Convention
March 23	Virtual Alberta Provincial Police Transition Study Engagement
March 24	ORRSC Council Orientation
March 25	SAEWA Board Meeting
March 29	Fire Services Provisions Workshop
March 30	2022 Economic Development Summit

- RMA Spring Convention - good interaction with other Councils.
- SAEWA update was forwarded to Council.
- 2022 Economic Development Summit was very educational.

Division 7
Councillor Morris Zeinstra

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

- Beet Growers Meeting - Union Agreement in now in place and seed has been released to the growers.
- RCMP Town Hall - disappointed in attendance
- 2022 Economic Development Summit had good information.

99-2022	Councillor Kuerbis	MOVED that Councillor Updates for the month of March 2022 be received for information.
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CARRIED

K. CLOSED SESSION

L. ADJOURN

100-2022	Councillor Hickey	MOVED that the Lethbridge County Council Meeting adjourn at 11:22 a.m.
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CARRIED

Reeve

CAO

Tourism
LETHBRIDGE
.com



ERIN CRANE, CEO

OUR STRATEGIC PLAN AND FOUR PILLARS OF GOOD



STAKEHOLDER ENGAGEMENT
Be a Good Ally



BRAND DEVELOPMENT
Tell a Good Story



ECONOMIC GROWTH
Be a Good Host







ORGANIZATIONAL SUSTAINABILITY
Do Good Work

QUICK REFERENCE GUIDE TOURISM LETHBRIDGE ACTION PLAN 2021–2025

Vision - To be the tourism leader in Lethbridge showcasing our unique sense of spaces, culture and people.

Mission - To increase visitation and Lethbridge’s tourism market share, grow Lethbridge’s economy and showcase Lethbridge and our region across the nation.

 Economic Growth Be a Good Host		 Brand Development Tell a Good Story		 Stakeholder Engagement Be a Good Ally		 Organizational Sustainability Do Good Work	
PRIORITIES	Exhibition Park expansion - MICE development	PRIORITIES	Share positive Lethbridge stories	PRIORITIES	Local organization outreach	PRIORITIES	Policies, procedures and best practices
	Lethbridge Sport Council - SPORT development		Hub for region - 4 UNESCO sites, river valley and outdoors, food, natural resources		Pursue tourism opportunities (agrifood, natural resources, Indigenous, etc.)		Funding diversification
	Year-round tourism destination		Indigenous tourism experiences		Build regional, provincial, national partnerships		City of Lethbridge communication
OUTCOMES	Business and employment stabilization (y/y flat)	OUTCOMES	Website engagement growth	OUTCOMES	# of stakeholder engagements	OUTCOMES	Contain costs and increase revenue
	Visitor metrics and economic impacts are developed		Social media engagement growth		Attendance at stakeholder events		Leveraged funding ratio increased
	Creation of tourism business development strategy		Engagement with visitors		Reach of partner events and projects to external audiences		Provide return on investment to City of Lethbridge and stakeholders
			Create metrics for yearly review and benchmarking		Development of metrics for yearly review and benchmarking		

Food Tourism 101 & the Lethbridge Foodscape

Understanding the role your business plays

February 8, 2022

TOURISM 
Lethbridge



STEP 1: Know the Industry

Facts

- Over 1/3 of tourist spending is on food
- 88.2% of tourists consider food as an important factor in their travel decisions

Opportunity

- Rural markets can develop programs to showcase local product.
- Developing Food Tourism is a high-value proposition for rural communities, many of which have struggled in the face of rapid urbanization.
- Communities generate:
 - income
 - employment opportunities locally
 - fuelling support for agriculture



UNWTO Report on Gastronomy Tourism



STEP 2: Know Your Neighbours



- Connecting with farms, restaurants, markets, processors and businesses nearby can help to add value to your business by building meaningful relationships with them.
- Opportunities for cross-promotion can help not only your businesses, but the region as whole, creating a regional food tourism destination draw



STEP 3: Know the Market



REGION

- Albertans
- Other Canadians
- USA
- Other International



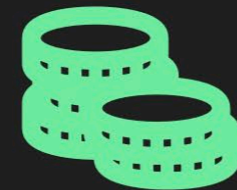
VISITS

- 83.5% (30.8 million visits)
- 11% (4.1 million visits)
- 2.5% (941,000 visits)
- 3% (1.1 million visits)



EXPENDITURES

- \$4.8 Billion
- \$1.9 Billion
- \$847 Million
- \$1.2 Billion



AVG SPEND

- \$207
- \$471
- \$900
- \$1,180

STEP 4: Be Tourism-Ready

Basic standards:

- Easy to access business contact and information (website, social media, phone number, address, etc.)
- Consistent hours of operation (always ensuring they are up-to-date)
- Easy to read directional signage (both on route to your business and while onsite)
- Adequate parking
- Visible entrance for visitors to check in
- Public washroom





The CPFC Advantage

If you're in the business of food... you should be here!



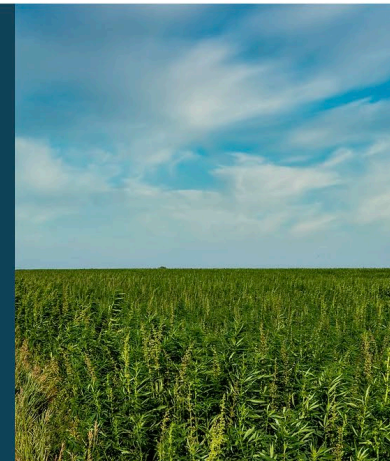
Great Economic Indicators

Alberta has no provincial sales tax, no payroll tax, no health care premiums and lower land costs than other regions in Canada.



Availability of Ingredients

Superior irrigation and growing conditions allow for 65+ specialty crops to be grown over 900,000+ acres of irrigated land.



DRAFT FAM TOUR ITINERARY

Day 1

- Arrive in Lethbridge, PM
- Check into hotel
- Dinner at Italian Table
- Nikka Yuko Japanese Garden — after dinner tour and drink experience (karaoke?!?)

Day 2

- Broxburn Café for tour and breakfast — Broek pork bacon and local organic eggs
- Birds of Prey Centre (TBD, depending on FAM date)
- Prairie Hill Farms – shopping, tour
- Cattlemen's Chophouse for Lunch — featuring Haskap Cider, Benchmark beef
- Park Lake walk
- Crystal Springs Cheese — tour, samples
- Broek Pork stop – shopping, samples
- Little Gem tasting – tour, tasting
- Dinner — Mocha Cabana — walkthrough to MOLO for tour
- Downtown entertainment (Telegraph, Owl, Slice)

Why are we here?

- Awareness – we wanted to let you know about our strategy
- Participation
 - Connections to other potential tour participants
 - Potential funding to businesses wanting to become tourism ready
- Feedback and encouragement to other businesses to build their own tours and bring them to us to help promote
- Support
 - Letter of support for PrairiesCan application and Travel Alberta funding
 - Assistance with education and marketing



Erin Crane
CEO, Tourism Lethbridge



AGENDA ITEM REPORT



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

Meeting: Council Meeting - 05 May 2022

Department: ORRSC

Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development
Larry Randle, Director of Community Services,
Ann Mitchell, Chief Administrative Officer,

Approved - 20 Apr 2022
Approved - 21 Apr 2022
Approved - 21 Apr 2022

STRATEGIC ALIGNMENT:



Outstanding Quality
of Life



Effective Governance
and Service Delivery



Prosperous
Agricultural
Community



Vibrant and Growing
Economy



Strong Working
Relationships

EXECUTIVE SUMMARY:

The application is to subdivide a 5.00-acre parcel from a 77.96-acre title for rural industrial use. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2022-0-030 be approved subject to the conditions as outlined in the draft resolution.

PREVIOUS COUNCIL DIRECTION / POLICY:

- The rural industrial subdivision policies are within Land Use Bylaw (LUB) No. 1404 that allows subdivision of land designated to Rural General Industrial (RGI).
- The subject land was designated to RGI by County Council in June of 2021 (Bylaw No. 21-009) and the application conforms to the redesignation area.
- LUB No. 1404 stipulates a minimum 2.0-acre to maximum 10.0-acre parcel size for an industrial use, which the 5.00-acre parcel size complies with.
- This proposal aligns with the County's Industrial-Commercial Land Use Strategy and is in an area identified for such industrial activity (proximity to transportation corridors).

BACKGROUND INFORMATION:

Located in the Wilson Siding area, just west of Highway 4 and ¼-mile south of Highway 508. The proposal is to subdivide a fragmented parcel for an agriculture hemp straw processing facility.

The land is presently vacant, but the applicant is working towards establishing a self-contained processing building. Part of the development plans include the preparation of an engineered storm water management plan for the County. Most of the servicing and drainage requirements will be addressed through the development permit process. For servicing, private cisterns for water will be used and septic is to be managed through an individual septic pump-out system. The future industrial/agricultural processing land use as proposed for the lot would not be a high-volume water user. The parent parcel has access to the west municipal road allowance (Range Road 20-4). There are no abandoned gas wells located in proximity and no historical resources or sensitive environmental features that require special consideration.

Overall, the proposal meets the criteria of the County's Land Use Bylaw No. 1404 for the RGI land use district. The application was circulated to the required external agencies with no objections expressed (FortisAlberta requests a utility easement). Alberta Transportation has no objections.

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 industrial subdivision criteria of the County

Cons:

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

FINANCIAL IMPACT:

Non direct, but the County will benefit from a municipal reserve payment of approximately \$4,000 that is applicable. Additionally, the future tax situation may improve with industrial agri-business development on the lot.

REASON(S) FOR RECOMMENDATION(S):

The proposed subdivision meets the provincial Subdivision and Development Regulations and the municipal industrial subdivision policies as stated in the Land Use Bylaw.

ATTACHMENTS:

[5A 2022-0-030 Lethbridge County APPROVAL](#)
[2022-0-030 Diagrams for Lethbridge County](#)

RESOLUTION

2022-0-030

Lethbridge County

Industrial subdivision of N1/2 33-7-20-W4M

THAT the Industrial subdivision of N1/2 33-7-20-W4M (Certificate of Title No. 981 032 415 +2), to subdivide a 5.00-acre (2.02 ha) parcel from a 77.96-acre (31.55 ha) title for rural industrial use; BE APPROVED subject to the following:

RESERVE: The 10% reserve requirement, pursuant to Sections 666 and 667 of the Municipal Government Act, be provided as money in place of land on the 5.00 acres at the market value of \$8,000 per acre with the actual acreage and amount to be paid to Lethbridge County be determined at the final stage, for Municipal Reserve purposes.

CONDITIONS:

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

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 7 of the Subdivision and Development Regulation.
3. The Subdivision Authority has determined the proposed subdivision conforms to the land that was designated to Rural General Industrial (RGI) by County Council in June of 2021 (Bylaw No. 21-009).
4. The subdivision meets the criteria of the County's Rural General Industrial land use district, and the lot size meets and exceeds the minimum size required where municipal services are not available.

INFORMATIVE:

- (a) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (b) 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 Parks, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (c) Telus Communications Inc has no objection.

2022-0-030
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- (d) Easements are required for this development. The developer can initiate the process of securing an easement for the proposed subdivision by contacting the undersigned. FortisAlberta is requesting that the county defer its subdivision approval until such time as this easement process is complete and the developer has entered into an appropriate easement agreement with FortisAlberta and the easement has been properly registered with Land Titles (Alberta). FortisAlberta will notify the county once these steps have been completed and confirm that FortisAlberta no longer has any concerns with approval of this subdivision.

FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision and for the easement by contacting FortisAlberta at 310-WIRE (310-9473) to make application.

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

- (e) Triple W Natural Gas Co-op Ltd. has no objection.

- (f) Alberta Health Services – Michael Gervais, Public Health Inspector/Executive Officer:

"In response to your March 16, 2022, subdivision of land application, we have reviewed the information provided.

The application summary indicates that the *Land Designation* is "Rural General Industrial", *Existing Use* is "Industrial", and *Proposed Use* is "Industrial. The proposal is to subdivide a 5.00 acre parcel to accommodate an agricultural hemp straw processing plant. It appears there are several residential properties bordering the proposed subdivision.

We wish to provide the following comments:

- Potential impacts created by the proposed facility that may affect residential neighboring properties including noise, odor and air quality should be assessed and mitigation strategies implemented as necessary.
- The facility should have access to a legal source of drinking water as designated by the appropriate regulatory authority.
- Where water services are provided, sewer services approved by the appropriate agency must also be provided.
- 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.

If you require further clarification, please contact me at the Lethbridge Community Health Centre at 403-399-6905."

- (g) Alberta Transportation – Chris Poirier, Development/Planning Technologist:

"This will acknowledge receipt of your circulation regarding the above noted proposal. The subsequent subdivision application would be subject to the requirements of Sections 14 and 15 of the Subdivision and Development Regulation, due to the proximity of Highway 508

Alberta Transportation offers the following comments with respect to this application:

- The requirements of Section 14 of the Regulation is not met.
- The requirements of Section 15 of the Regulation is not met.

Pursuant to Section 16 of the Subdivision and Development Regulation, Alberta Transportation authorizes the subdivision authority to vary the requirements of Section 14 and/or Section 15 of the Regulation to accommodate the proposed subdivision, at the time of subdivision.

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

Reference your file to create a rural industrial parcel for at the above noted location.

The proposal is contrary to Section 14 and subject to the requirements of Section 15(2) of the Subdivision and Development Regulation, being Alberta Regulation 43/2002, consolidated up to 188/2017("the regulation").

Alberta Transportation's primary objective is to allow subdivision and development of properties in a manner that will not compromise the integrity and associated safe operational use or the future expansion of the provincial highway network.

To that end, the parcel to be created will be well removed from Highway 508 with indirect access to the highway being gained solely by way of the town's internal street system. As such, strictly from Alberta Transportation's point of view, we do not anticipate that the creation of the rural industrial parcel as proposed would have any appreciable impact on the highway.

Therefore, pursuant to Section 16 of the regulation, in this instance, Alberta Transportation grants a waiver of said Sections 14 and 15(2).

Notwithstanding the foregoing, the applicant would be advised that any development within the right-of-way or within 300 metres beyond the limit of the highway or within 800 metres from the center point of the intersection of the highway and another highway would require the benefit of a permit from Alberta Transportation. This requirement is outlined in the Highways Development and Protection Regulation, being Alberta Regulation 326/2009.

The subject property is within the noted control lines however given that development setbacks will be maintained by default and all access to the highway is indirect by way of the local street system, in this instance a permit from Alberta Transportation will not be required and development of the rural industrial parcel could proceed under the direction, control and management of the municipality. The applicant could contact the undersigned, at Lethbridge 403-388-3105, in this regard.

Alberta Transportation accepts no responsibility for the noise impact of highway traffic upon any development or occupants thereof. Noise impact and the need for attenuation should be thoroughly assessed. The applicant is advised that provisions for noise attenuation are the sole responsibility of the developer and should be incorporated as required into the subdivision/development design.

Any peripheral lighting (yard lights/area lighting) that may be considered a distraction to the motoring public or deemed to create a traffic hazard will not be permitted.

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 5(5)(d) of the regulation, Alberta Transportation agrees to waive the referral distance for this particular subdivision application. As far as Alberta Transportation 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."

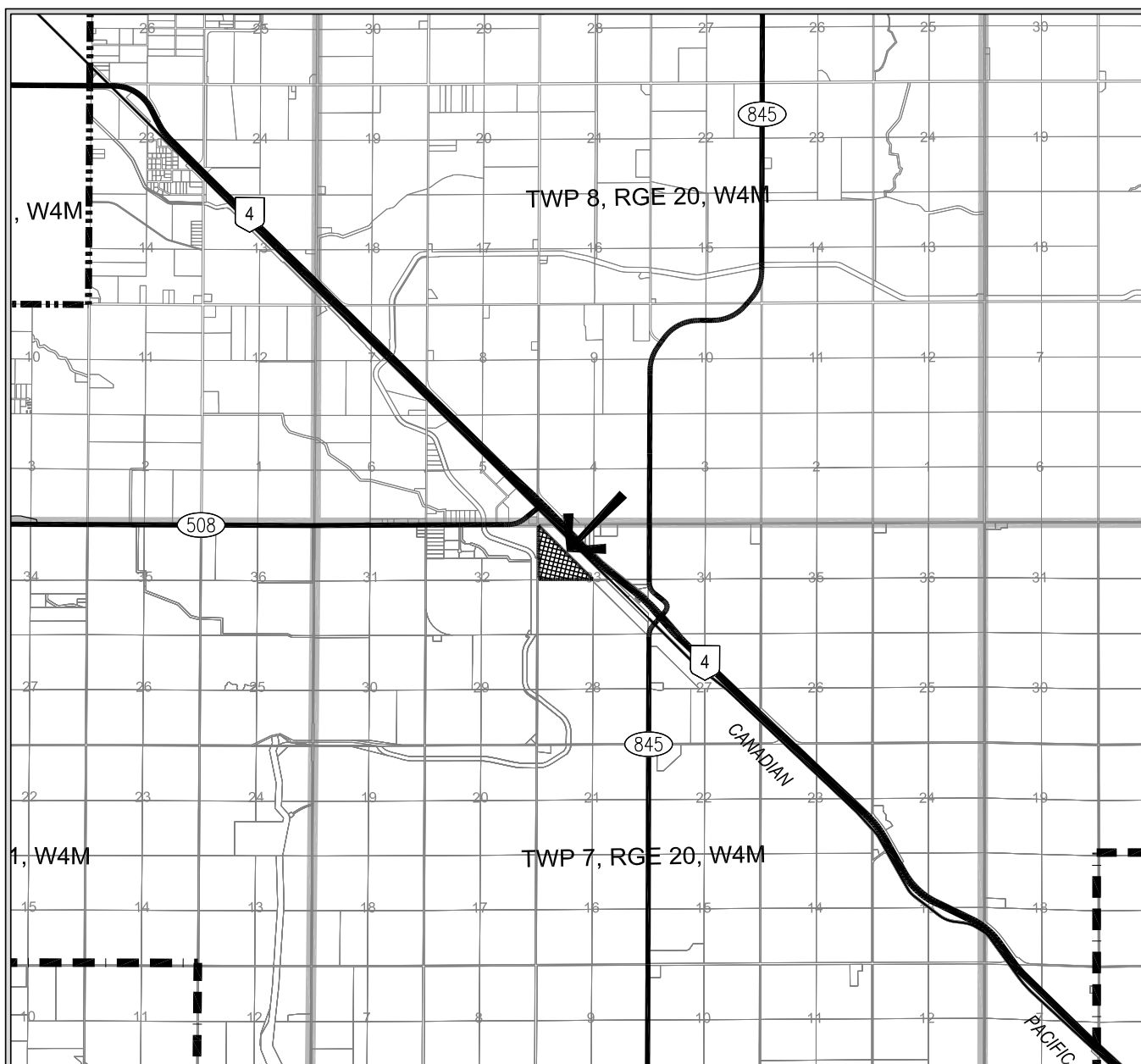
- (h) CPR has no concerns.
- (i) Canada Post has no comment.

MOVER

REEVE

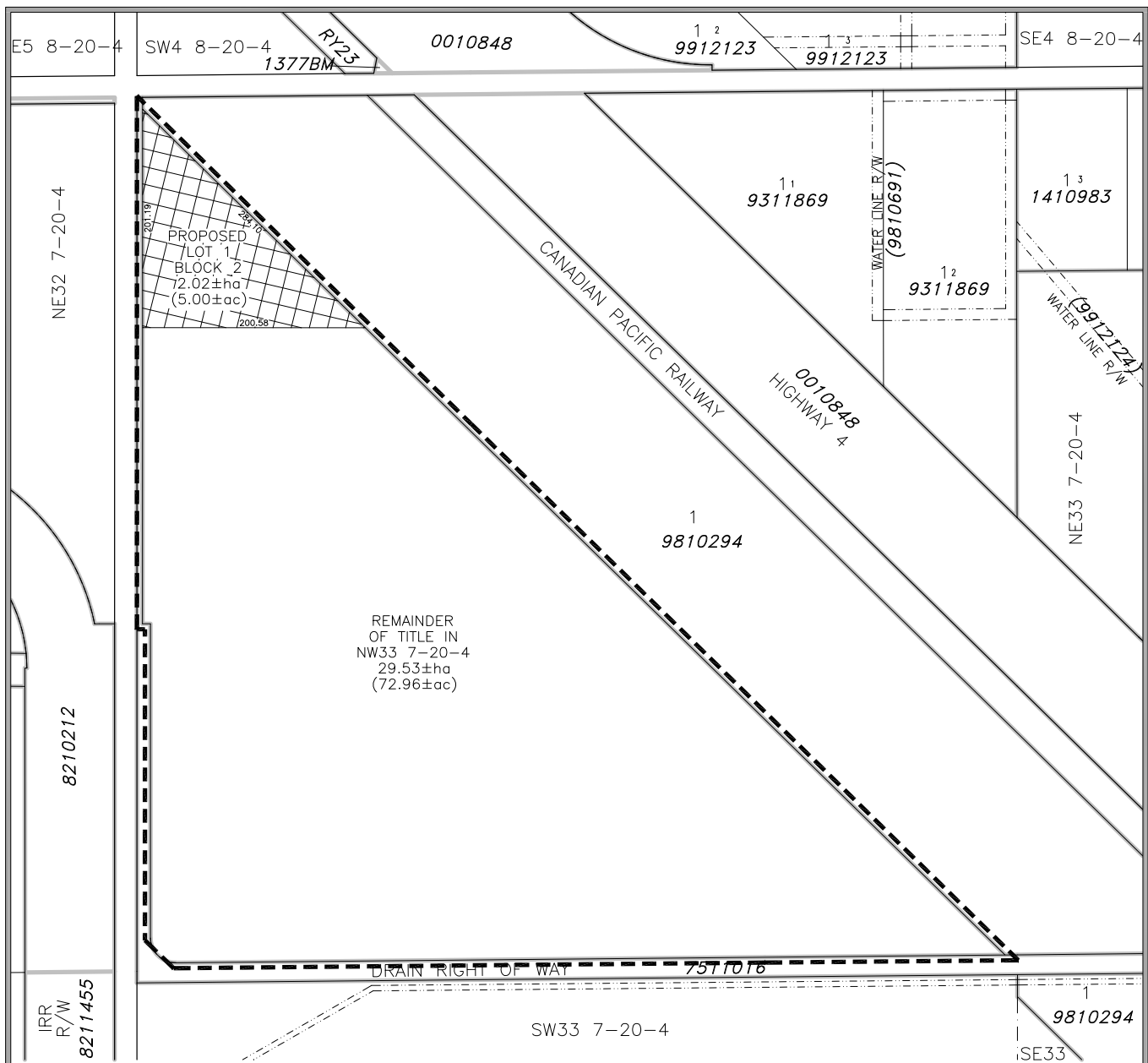
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2022-0-030
Page 3 of 3

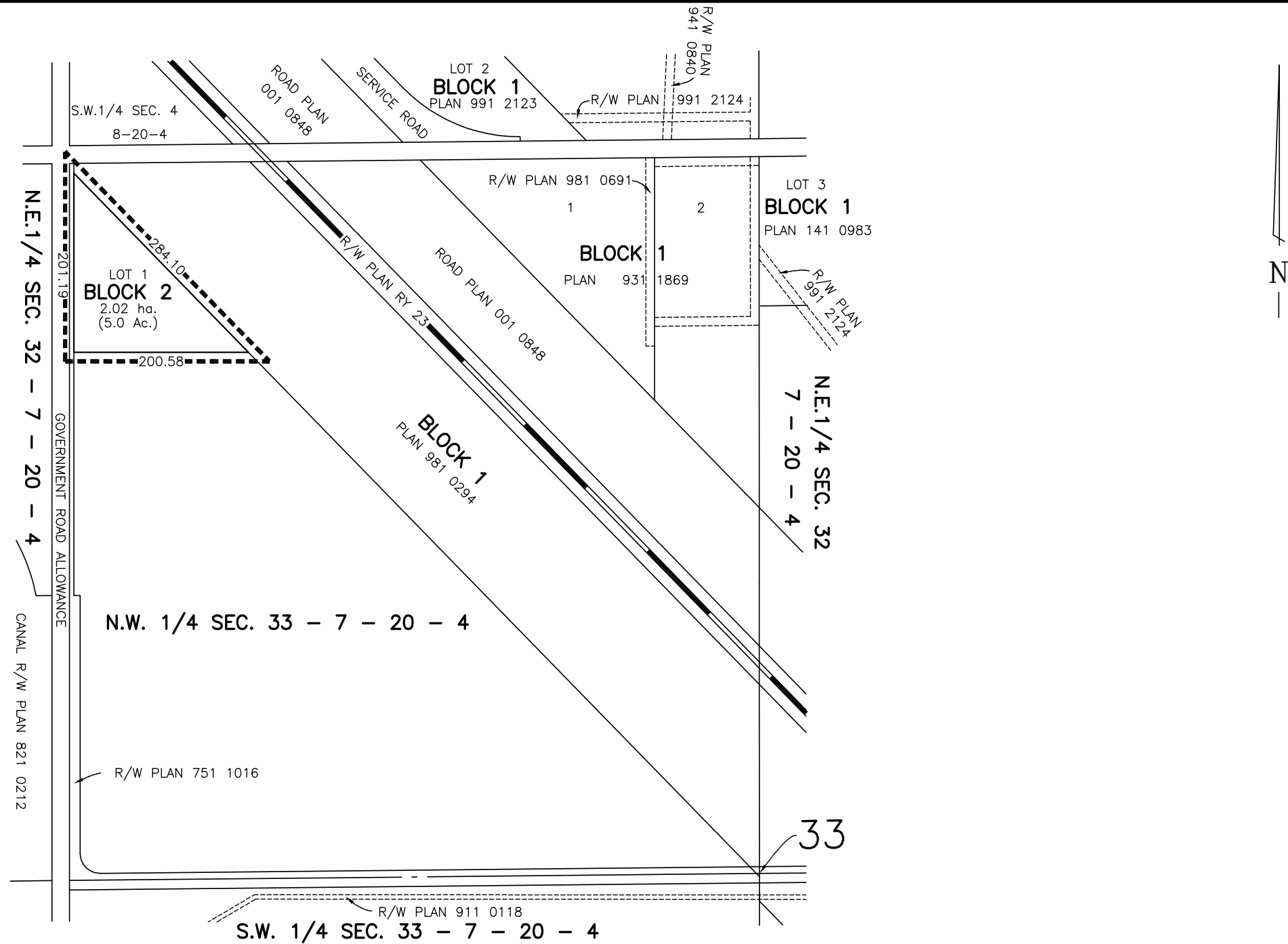


SUBDIVISION LOCATION SKETCH
 WITHIN NW 1/4 SEC 33, TWP 7, RGE 20, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: MARCH 14, 2022
 FILE No: 2022-0-030





SUBDIVISION SKETCH
WITHIN NW 1/4 SEC 33, TWP 7, RGE 20, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: MARCH 14, 2022
FILE No: 2022-0-030



				NEVERIDLE FARMS LTD.		<div><div>boa</div><div>brown okamura & associates ltd.</div><div>Professional Surveyors</div><div>2830 – 12 Avenue North, Lethbridge, Alberta</div></div>				
NO.	REVISION		DATE	BY						
<div>NOTE : Portion to be approved is outlined thus <div></div> and contains approximately 2.02 ha.</div> <div>Distances are in metres and decimal parts thereof.</div> <div>Distances and areas are approximate and are subject to change upon final survey.</div>					<div>TENTATIVE PLAN SHOWING SUBDIVISION</div> <div>of part of</div> <div>N.W.1/4 SEC. 33, TWP. 7, RGE. 20, W.4 M.</div> <div>Lethbridge County</div>		APPROVED		DRAWN MJ	DATE MAR 8/22
							CHECKED ZJP		JOB 22–15603	
							SCALE		DRAWING	
							1:5000		22–15603TA	
					Z.J. Prosper, A.L.S.					

AGENDA ITEM REPORT



Title: Subdivision Application #2022-0-038 – Hobbs
- SW1/4 24-12-24-W4M
Meeting: Council Meeting - 05 May 2022
Department: ORRSC
Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development
Larry Randle, Director of Community Services,
Ann Mitchell, Chief Administrative Officer,

Approved - 20 Apr 2022
Approved - 21 Apr 2022
Approved - 21 Apr 2022

STRATEGIC ALIGNMENT:



Outstanding Quality
of Life



Effective Governance
and Service Delivery



Prosperous
Agricultural
Community



Vibrant and Growing
Economy



Strong Working
Relationships

EXECUTIVE SUMMARY:

The application is to subdivide a 4.46-acre first parcel out farmstead subdivision from a unsubdivided ¼-section title of 160.00 acres for country residential use. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2022-0-038 be approved subject to the conditions as outlined in the draft resolution.

PREVIOUS COUNCIL DIRECTION / POLICY:

- The isolated country residential parcel policies are within Land Use Bylaw (LUB) No. 1404 that allows one subdivision per ¼-section, which the proposed first parcel out farmstead subdivision conforms to.
- LUB No. 1404 stipulates a minimum 2.0-acre to maximum 10.0-acre parcel size for a county residential use, which the 4.46-acre parcel size complies with.
- The application complies with the subdivision criteria regarding existing servicing and there are no CFOs or abandoned gas wells located in proximity.

BACKGROUND INFORMATION:

Located approximately 3-miles west of the Village of Barons and ½-mile south of Highway 520. The proposal is to subdivide an established farmstead, located in the very northeast corner of the ¼-section.

The yard area contains a residential dwelling, a garage, multiple sheds, an older unoccupied second farmhouse, trees, and a number of grain bins. The proposed yard title area is being angled on the southwest corner to account for the outer-wheel track of the irrigation pivot on the agricultural land. Potable water is provided by a private hauled water cistern system, while sewage is handled through an individual on-site private septic field located just to the south of the dwelling. Access is provided from the east of the municipal road allowance with an existing approach in place.

Overall, the proposal meets the criteria of the County's Land Use Bylaw No. 1404 regarding as a first parcel out subdivision. The application was circulated to the required external agencies with no objections or requests for utility easements (at time of agenda report). Alberta Transportation has approved the subdivision.

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve if it is not satisfied with the servicing or configuration of the proposed parcel.

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, and the existing tax situation will remain is.

REASON(S) FOR RECOMMENDATION(S):

The proposed subdivision meets the provincial Subdivision and Development Regulations and the municipal subdivision policies as stated in the Land Use Bylaw.

ATTACHMENTS:

[5A 2022-0-038 Lethbridge County APPROVAL](#)
[2022-0-038 Diagrams for Lethbridge County](#)

RESOLUTION

2022-0-038

Lethbridge County

Country Residential subdivision of SE1/4 24-12-24-W4M

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

CONDITIONS:

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

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 7 of the Subdivision and Development Regulation.
3. The proposed parcel is the first subdivision from the quarter-section and complies with the subdivision criteria of the Land Use Bylaw.

INFORMATIVE:

- (a) Since the proposed subdivision 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 Parks, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (d) Telus Communications Inc has no objection.
- (e) 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.

- (f) Alberta Health Services has no objection.
- (g) Alberta Environment & Parks Public Lands has no concerns.

2022-0-038
Page 1 of 3

(h) Lethbridge Northern Irrigation District (LNID) – Alan Harrold, General Manager:

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

1. Payment in full of any outstanding irrigation rates that may be assessed on the original parcel at the time of finalization of the subdivision.
2. Payment of the District's subdivision administration fee. The current fee is \$630.00 (includes GST).
3. A water agreement suitable to meet the needs of the proposed subdivision is required if the proposed new subdivision requires the use of irrigation water. In addition, since the delivery would be from the Keho Barons Pipeline, a landowner construction contribution would be required at the time of signing a water agreement for this parcel. **The current 2022 pipeline rate is \$5,000 plus GST, plus the cost of a water delivery turnout if one is required.**
4. An Easement for the subdivided parcel for access to water from the District's works must be in place for the supply of domestic water.
5. Any alteration to District works required as a result of this subdivision is subject to District approval and payment by the applicant of all applicable costs.

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

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

"Reference your file to create a country residential/farmstead parcel at the above noted location.

Alberta Transportation's primary objective is to allow subdivision and development of adjacent properties in a manner that will not compromise the integrity and associated safe operational use or the future expansion of the provincial highway system.

The proposal is to create a single parcel of land from an unsubdivided quarter section to accommodate an existing residence and related improvements. As such, this application is in accordance with Section 14(b) of the Subdivision and Development Regulation, being Alberta Regulation 43/2002, consolidated up to 188/2017 ("the regulation").

As this application complies with said Section 14(b) and access to the proposed parcel and the remnant lands is to be by a means other than a highway, Section 15(3) of the regulation applies.

Notwithstanding the foregoing, the applicant would also be advised that any development within the right-of-way or within 300 metres beyond the limit of the highway or within 800 metres from the centre point of the intersection of the highway and another highway would require the benefit of a permit from our department. This requirement is outlined in the Highways Development and Protection Regulation, being Alberta Regulation 326/2009.

The subject property is not within the noted control lines and given that development setbacks will be maintained by default and all access to the highway is indirect by way of the local road system, in this instance a permit from Alberta Transportation will not be required and development of the country residential parcel could proceed under the direction, control and management of the county. The applicant could contact the undersigned, at Lethbridge 403-388-3105, in this regard.

Alberta Transportation accepts no responsibility for the noise impact of highway traffic upon any development or occupants thereof. Noise impact and the need for attenuation should be thoroughly assessed. The applicant is advised that provisions for noise attenuation are the sole responsibility of the developer and should be incorporated as required into the subdivision/development design.

Any peripheral lighting (yard lights/area lighting) that may be considered a distraction to the motoring public or deemed to create a traffic hazard will not be permitted.

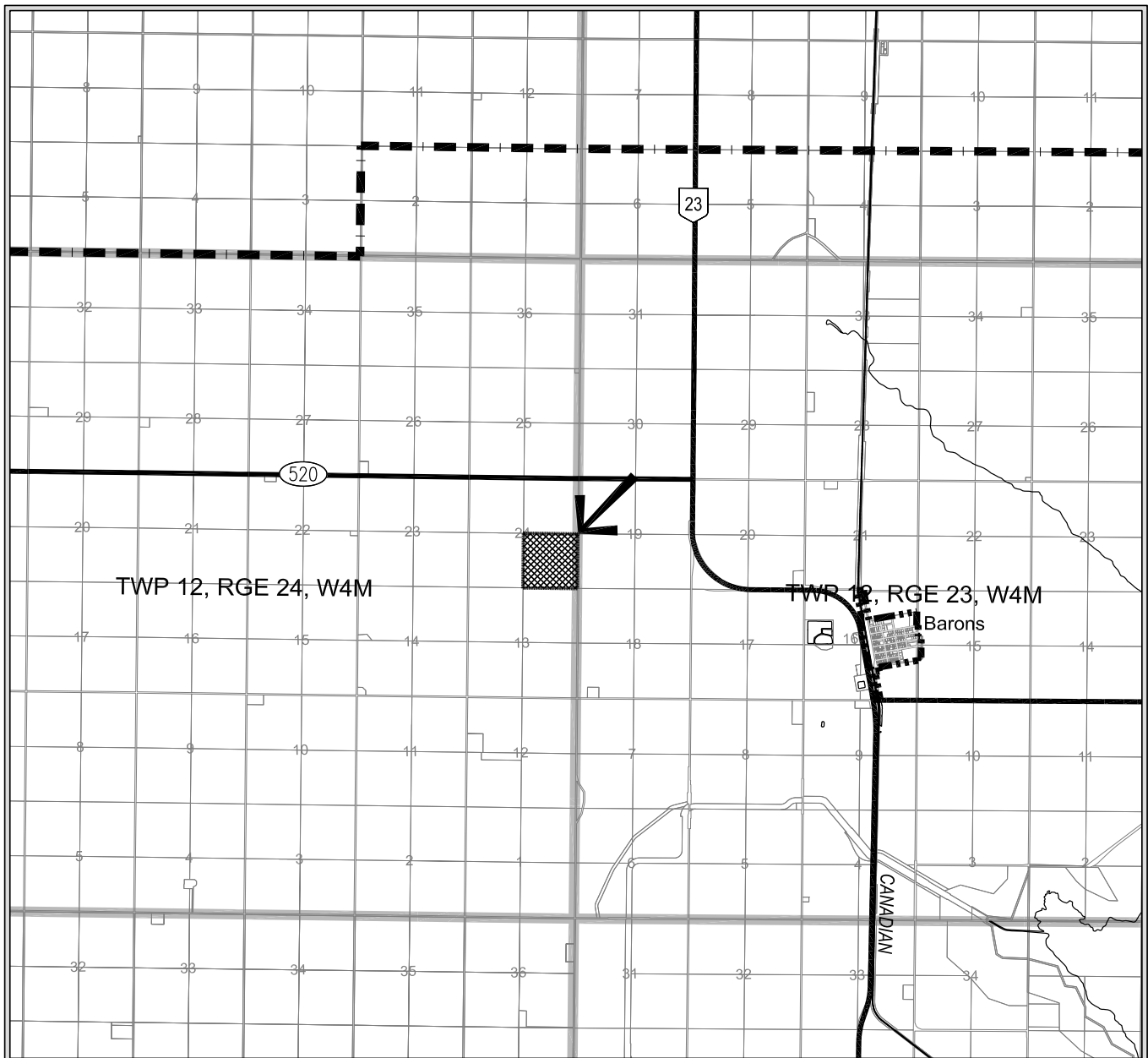
Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 5(5)(d) of the regulation, Alberta Transportation agrees to waive the referral distance for this particular subdivision application. As far as Alberta Transportation 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."

- (j) Canada Post has no comment.

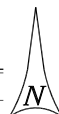
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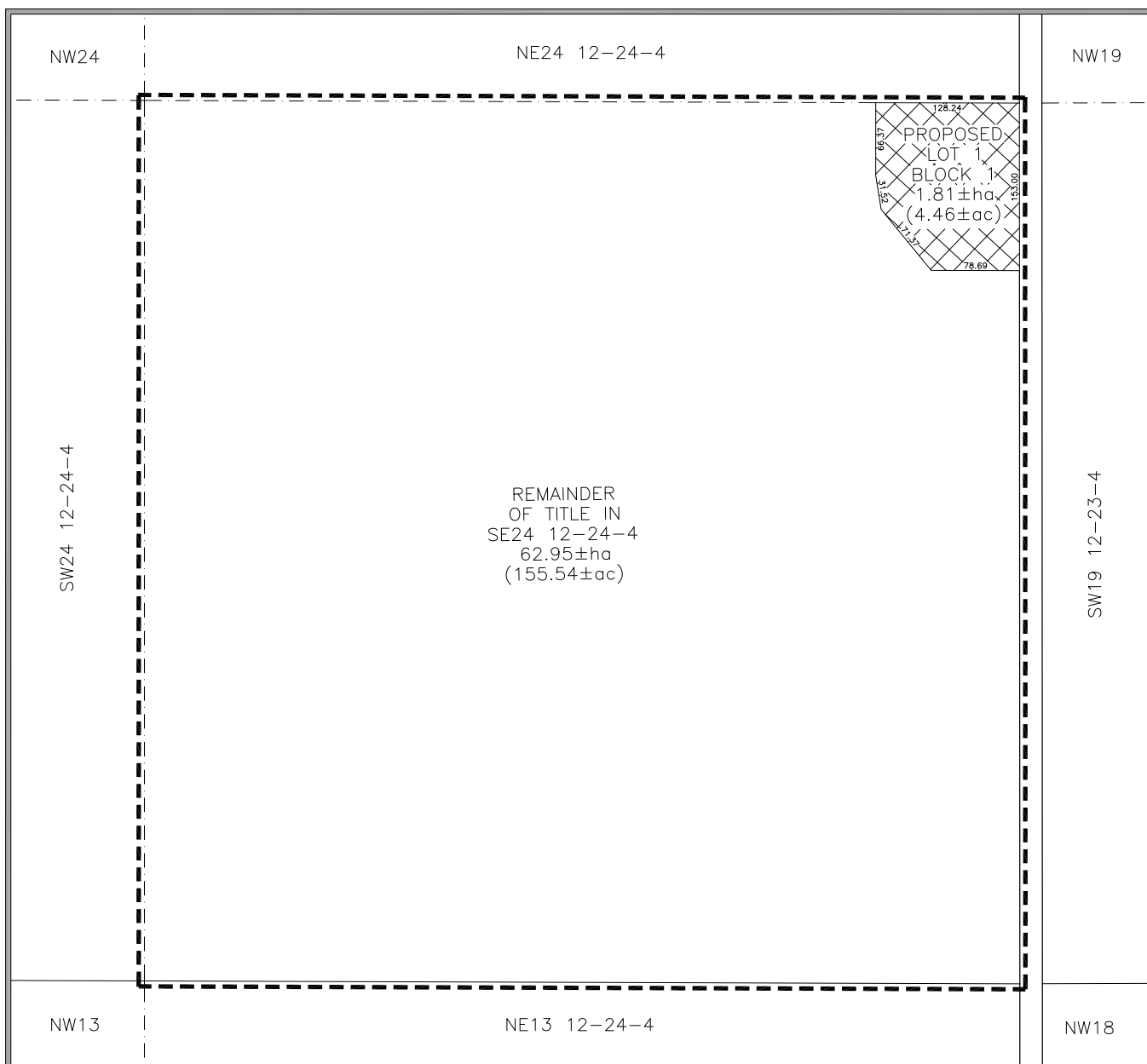
REEVE

DATE



SUBDIVISION LOCATION SKETCH
WITHIN SE 1/4 SEC 24, TWP 12, RGE 24, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: MARCH 7, 2022
FILE No: 2022-0-038





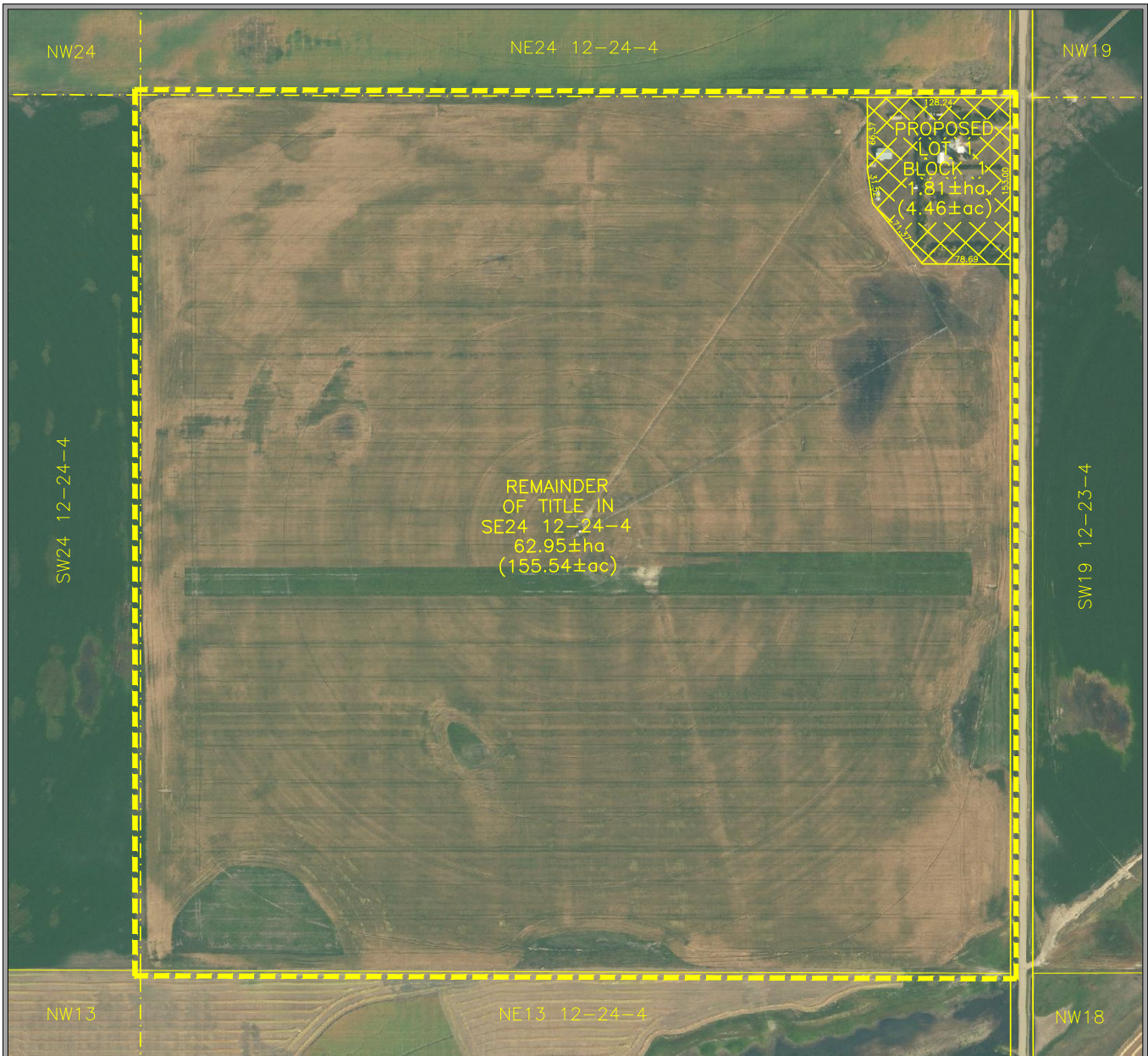
SUBDIVISION SKETCH
WITHIN SE 1/4 SEC 24, TWP 12, RGE 24, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: MARCH 7, 2022
FILE No: 2022-0-038



March 07, 2022 N:\S\2022-0-038.dwg

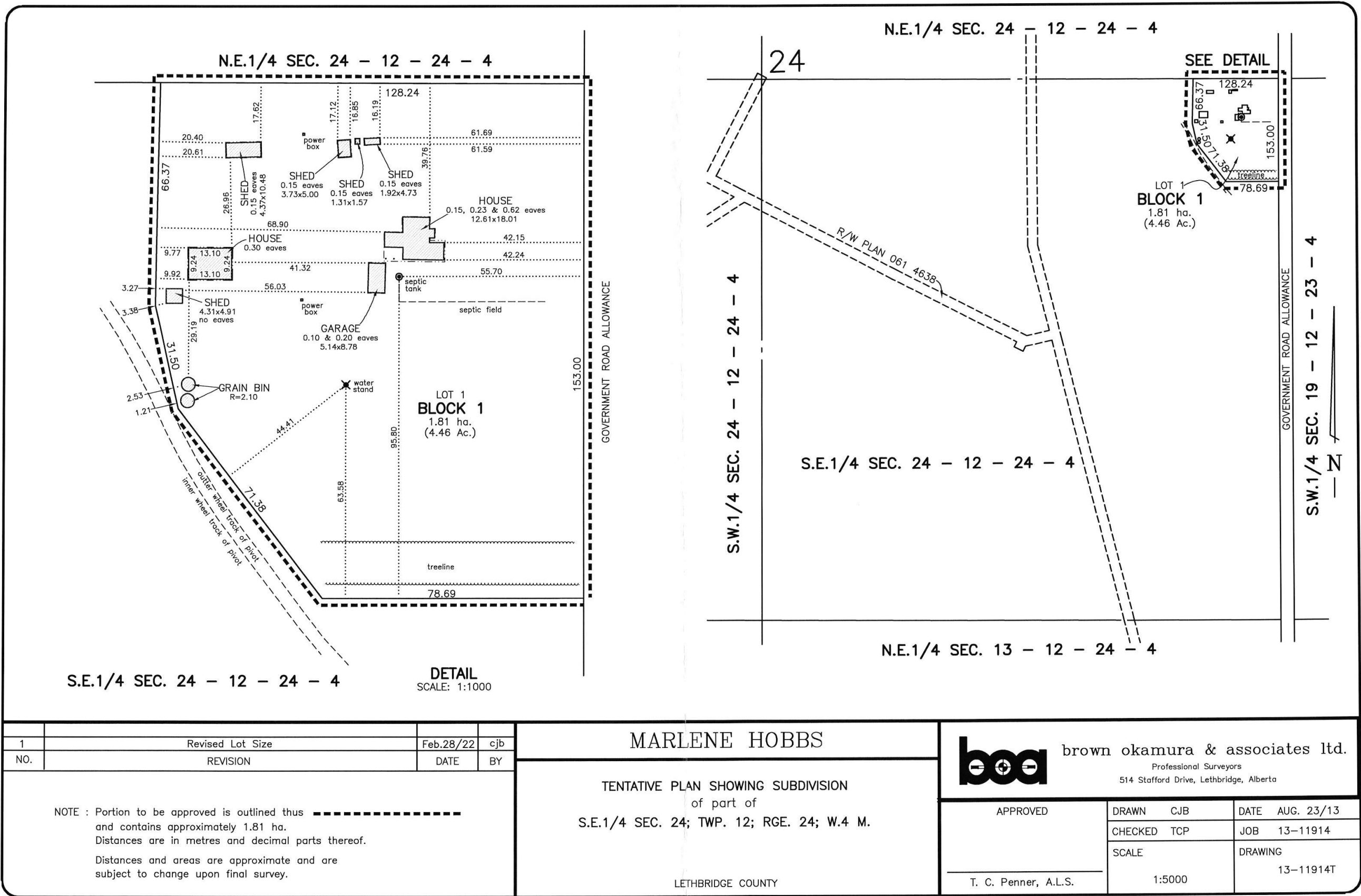
Page 7 of 9





SUBDIVISION SKETCH
 WITHIN SE 1/4 SEC 24, TWP 12, RGE 24, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: MARCH 7, 2022
 FILE No: 2022-0-038





1	Revised Lot Size	Feb.28/22	cjb	MARLENE HOBBS		boa brown okamura & associates ltd. Professional Surveyors 514 Stafford Drive, Lethbridge, Alberta	
NO.	REVISION	DATE	BY				
NOTE : Portion to be approved is outlined thus ----- and contains approximately 1.81 ha. Distances are in metres and decimal parts thereof. Distances and areas are approximate and are subject to change upon final survey.				TENTATIVE PLAN SHOWING SUBDIVISION of part of S.E.1/4 SEC. 24; TWP. 12; RGE. 24; W.4 M.		APPROVED	
				LETHBRIDGE COUNTY		DRAWN CJB	
						CHECKED TCP	
						SCALE	
						1:5000	
						DATE AUG. 23/13	
						JOB 13-11914	
						DRAWING	
						13-11914T	

AGENDA ITEM REPORT



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

Meeting: Council Meeting - 05 May 2022

Department: ORRSC

Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development
Larry Randle, Director of Community Services,
Ann Mitchell, Chief Administrative Officer,

Approved - 21 Apr 2022
Approved - 21 Apr 2022
Approved - 21 Apr 2022

STRATEGIC ALIGNMENT:



Outstanding Quality
of Life



Effective Governance
and Service Delivery



Prosperous
Agricultural
Community



Vibrant and Growing
Economy



Strong Working
Relationships

EXECUTIVE SUMMARY:

The application is to resplit a 11.25-acre subdivided title and create a 3.0-acre and an 8.25-acre lot both for country residential use. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2022-0-060 be approved subject to the conditions as outlined in the draft resolution.

PREVIOUS COUNCIL DIRECTION / POLICY:

- LUB No. 1404 contains the subdivision criteria for a single resplit (resubdivision) of a small title 20-acres or less in size for country residential use.
- LUB No. 1404 stipulates a minimum 2.0-acre parcel size which the proposal complies with.
- The subdivision aligns with County's land use strategy to consider in-fill development and subdivide existing areas with minimum servicing needs and where utilities are available (e.g., gas, electrical) rather than prime agricultural land.

BACKGROUND INFORMATION:

Located approximately ½-mile south of the City of Lethbridge, just 1-mile east of Highway 5 and the airport. The proposal is to resubdivide an existing title that was created as a cut-off parcel due to the adjacent Tiffin drain spillway.

The existing land parcel is presently vacant as it has no buildings or improvements on it. The titled land is defined as an area that lies between the drain spillway, the dividing ¼-section line, and the east

municipal road. The owner plans to develop two adjacent country residential lots to enable the construction of new residences. The applicant indicates that the rural water co-op has an existing curb-stop in the very northeast corner of the property. An on-site private septic system would be used for sewage. There is an existing approach to the east municipal road allowance that can be used to provide access to the larger 8.25-acre lot, but the proposed 3.0-acre lot in the northeast corner would require its own approach. There are no abandoned gas wells or confined feeding operations (CFOs) located in proximity of this proposal. There are no historical resources identified for this area.

This land is situated within the IDP boundary with the City of Lethbridge and the application conforms to the applicable policies which allows a resubdivision of a title 20-acres or less in size. (The City had not provided comments at time of report preparation.)

Overall, the proposal meets the criteria of the County's Land Use Bylaw No. 1404 for the subdivision of a resplit of an existing small title 20-acres or less in size. The application was circulated to the required external agencies. Alberta Transportation and NAV Canada have no concerns, and no utility easements are requested (at time of agenda report).

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve if it is not satisfied with the lot configuration or the creation of an additional title.

Pros:

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

Cons:

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

FINANCIAL IMPACT:

None direct, but the future tax situation may improve with opportunity for two new residences and yards with no additional services provided by the County. It is noted that municipal reserve is also to be paid on the 11.25-acres (valuation to be determined.)

REASON(S) FOR RECOMMENDATION(S):

The proposed subdivision meets the provincial Subdivision and Development Regulations, the IDP with the City, and the municipal resubdivision policies as stated in the Land Use Bylaw.

ATTACHMENTS:

[5A 2022-0-060 Lethbridge County APPROVAL](#)
[2022-0-060 Diagrams for Lethbridge County](#)

RESOLUTION

2022-0-060

Lethbridge County

Country Residential subdivision of Lot 2, Block 1, Plan 2010998 within SE1/4 10-8-21-W4M

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

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

CONDITIONS:

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

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 7 of the Subdivision and Development Regulation.
3. The Subdivision Authority is satisfied the City of Lethbridge has no concerns or objections to the proposal with the understanding that it complies with the applicable policies of the IDP adopted by the City of Lethbridge and the County.
4. The Subdivision Authority has determined the application complies to the County land use bylaw and the subdivision criteria for a single resplit (resubdivision) of a title 20-acres or less in size for country residential use.

INFORMATIVE:

- (a) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.

2022-0-060
Page 1 of 3

- (b) 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 Parks, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (c) Canada Post has no comment.
- (d) Telus Communications Inc has no objection.
- (e) Alberta Health Services has no objection.
- (f) NAV CANADA Land Use Office:

"NAV CANADA has evaluated the captioned proposal and has no objection to the project as submitted. As the plan provided lacks specific development details, we cannot provide a comprehensive assessment at this time.

For planning purposes we suggest adherence be given to Transport Canada's TP1247, Land Use in the Vicinity of Aerodromes, which outlines the specific protection requirements and that a land use proposal be submitted for our review when more specific development plans become available.

To assist us in ensuring that future development projects do not adversely affect Air Navigation and related facilities, we ask that a Land Use Submission Proposal be submitted to NAV CANADA for assessment, allowing at least 30 working days for evaluation. An explanation of the Land Use Process and submission forms can be obtained from the following website link:

<https://www.navcanada.ca/en/products-and-services/Pages/land-use-program.aspx>

Our assessment does not constitute an approval and/or permit from other agencies.

The subject proposal data have been distributed to External Design Organizations (EDOs) for their assessment of possible effects on procedures they maintain. They will contact you directly if any concerns arise during their evaluation. If you have any questions or concerns pertaining to their assessment, please contact the EDO directly.

If you have any questions, contact the Land Use Department by email at landuse@navcanada.ca.

NAV CANADA's land use evaluation is based on information known as of the date of this letter and is valid for a period of 18 months, subject to any legislative changes impacting land use submissions. Our assessment is limited to the impact of the proposed physical structure on the air navigation system and installations; it neither constitutes nor replaces any approvals or permits required by Transport Canada, other Federal Government departments, Provincial or Municipal land use authorities or any other agency from which approval is required. Innovation, Science and Economic Development Canada addresses any spectrum management issues that may arise from your proposal and consults with NAV CANADA Engineering as deemed necessary.

This document contains information proprietary to NAV CANADA. Any disclosure or use of this information or any reproduction of this document for other than the specific purpose for which it is intended is expressly prohibited except as NAV CANADA may otherwise agree in writing."

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

"This will acknowledge receipt of your circulation regarding the above noted proposal. The subsequent subdivision application would be subject to the requirements of Sections 14 and 15 of the Subdivision and Development Regulation, due to the proximity of Highway 5

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

Reference your file to subdivide a parcel for country residential use at the above-noted location.

The proposal is contrary to Section 14 and subject to the requirements of Section 15(2) of the Subdivision and Development Regulation, being Alberta Regulation 43/2002, consolidated up to 188/2017("the regulation").

Alberta Transportation's primary objective is to allow subdivision and development of properties in a manner that will not compromise the integrity and associated safe operational use or the future expansion of the provincial highway network.

To that end, the parcel to be created will be well removed from Highway 5 with indirect access to the highway being gained solely by way of local roads. As such, strictly from Alberta Transportation's point of view, we do not anticipate that the creation of the parcel as proposed would have any appreciable impact on the highway.

Therefore, pursuant to Section 16 of the regulation, in this instance, Alberta Transportation grants a waiver of said Sections 14 and 15(2).

The subject property is outside of our control lines and a permit from Alberta Transportation will not be required and development of the parcel could proceed under the direction, control and management of the municipality. The applicant could contact the undersigned, at Lethbridge 403-388-3105, in this regard.

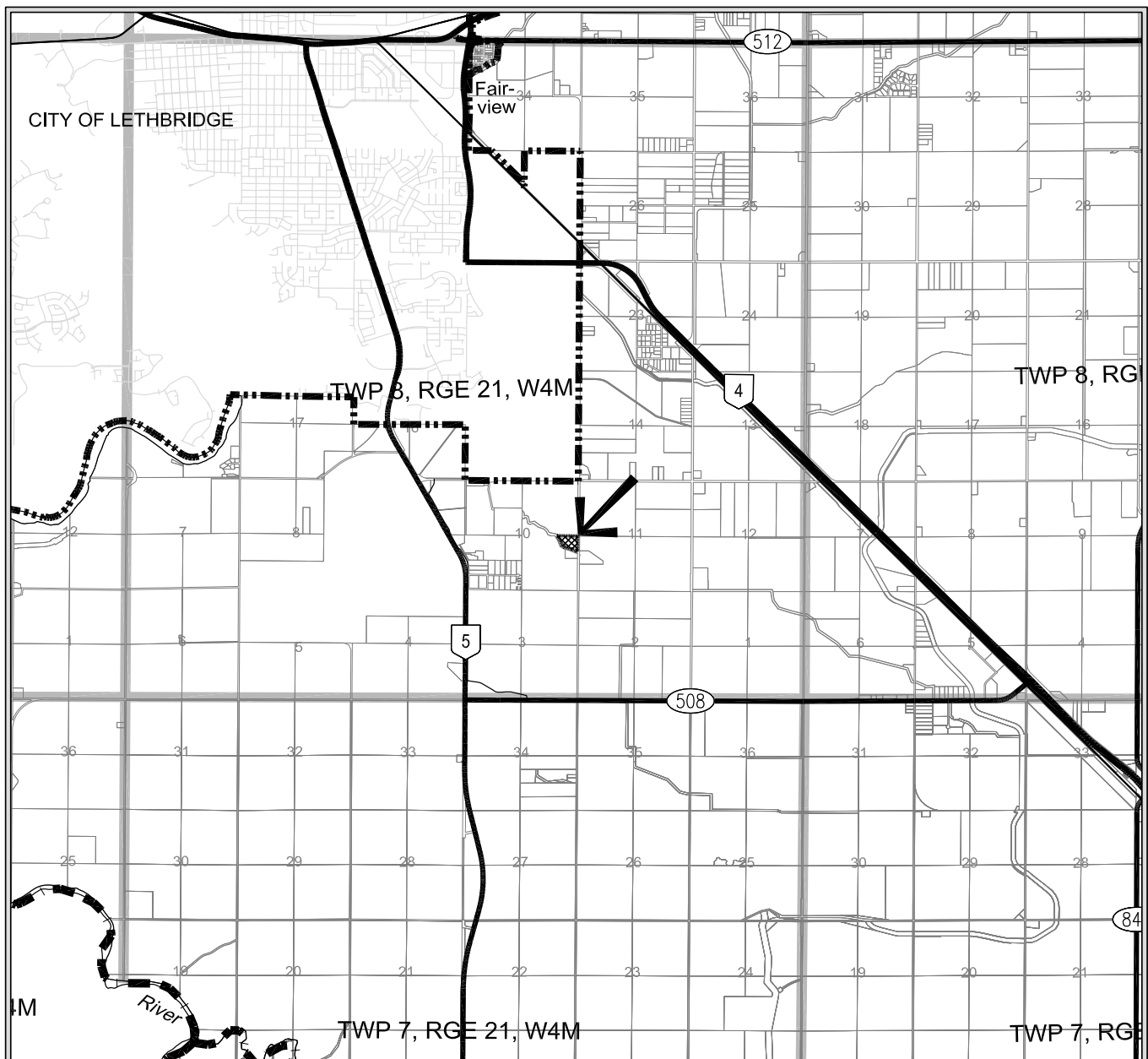
Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 5(5)(d) of the regulation, Alberta Transportation agrees to waive the referral distance for this particular subdivision application. As far as Alberta Transportation 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.

If you have any questions or require additional information, please contact the undersigned."

MOVER

REEVE

DATE

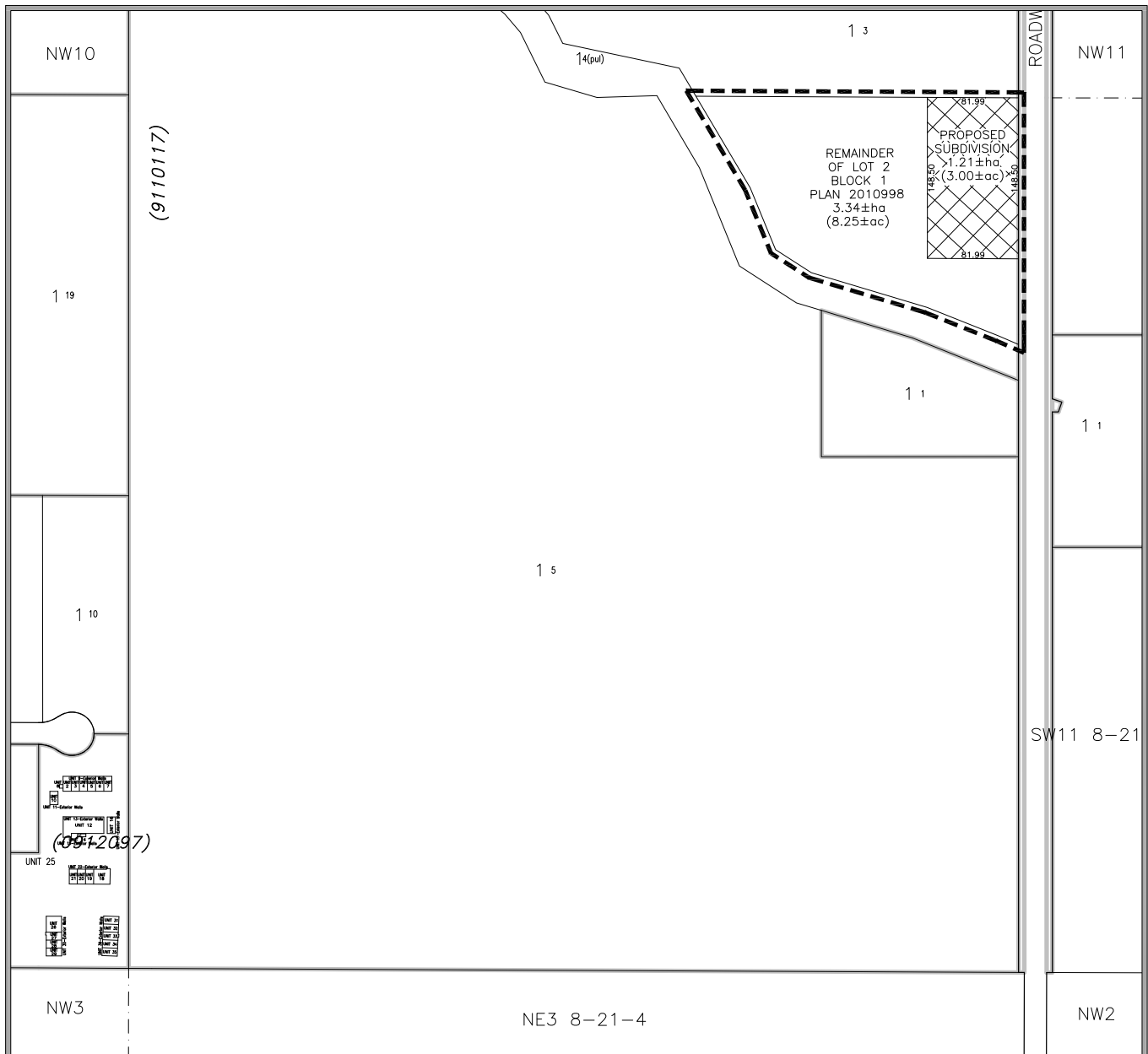


SUBDIVISION LOCATION SKETCH
 LOT 2; BLOCK 1; PLAN 2010998
 WITHIN SE 1/4 SEC 10, TWP 8, RGE 21, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: APRIL 1, 2022
 FILE No: 2022-0-060



April 03, 2022 N:\Subdivision\2022-0-060.dwg





SUBDIVISION SKETCH
 LOT 2; BLOCK 1; PLAN 2010998
 WITHIN SE 1/4 SEC 10, TWP 8, RGE 21, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: APRIL 1, 2022
 FILE No: 2022-0-060





SUBDIVISION SKETCH
 LOT 2; BLOCK 1; PLAN 2010998
 WITHIN SE 1/4 SEC 10, TWP 8, RGE 21, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: APRIL 1, 2022
 FILE No: 2022-0-060



April 03, 2022 N:\Subdivisions\2022\2022-0-060.dwg

Page 8 of 8

AERIAL PHOTO DATE: 2018

AGENDA ITEM REPORT



Title: Planning and Development Department - 1st Quarter Report 2022
Meeting: Council Meeting - 05 May 2022
Department: Community Services
Report Author: Hilary Janzen

APPROVAL(S):

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

Approved - 21 Apr 2022
Approved - 21 Apr 2022

STRATEGIC ALIGNMENT:



Outstanding Quality
of Life



Effective Governance
and Service Delivery



Prosperous
Agricultural
Community



Vibrant and Growing
Economy



Strong Working
Relationships

EXECUTIVE SUMMARY:

This is the 1st Quarter Report for the Planning and Development Department.

RECOMMENDATION:

That County Council receive this report for Information.

PREVIOUS COUNCIL DIRECTION / POLICY:

The Planning and Development Department takes direction from the bylaws approved by County Council including:

- Lethbridge County Land Use Bylaw 1404
- Lethbridge County Municipal Development Plan Bylaw 22-001

BACKGROUND INFORMATION:

Lethbridge County's Planning and Development Department takes direction from the Bylaws and guiding documents that have been approved by County Council including the Lethbridge County Municipal Development Plan, Intermunicipal Development Plans, Lethbridge County Land Use Bylaw, and Area Structure Plans. The Planning and Development Department manages the issuance of development permits, amendments and updates to the Land Use Bylaw, planning projects, Intermunicipal relations and referrals, Road Closures and Licenses, land sales and leases and enforcement of the Land Use Bylaw, and other planning bylaw regulations.

In the 1st quarter of 2021 along with day to day duties, the following items were undertaken:

- Completed the Review and Update of the Lethbridge County Municipal Development Plan.
Approved by County Council March 10, 2022.

Development Authority

From January 1 to March 31, 2022, 50 development permit applications were received. This is a significant decrease from 2021 when 84 development permit applications were submitted.

A total of 45 development permits were issued, 1 was refused, and 13 applications were under review in the 1st quarter of 2022. This includes development permit applications made at the end of 2021. Of the permits that were issued, 12 were residential, 13 accessory buildings (ie. Personal shops, sheds, garages), 9 commercial/industrial, 7 agriculture (farm shops, hay sheds), and 4 signage.

Building Permits

Between January 1 and March 31 2022 the following safety codes permit applications were submitted:

- 45 Building Permits
- 83 Electrical Permits
- 67 Gas
- 30 Plumbing
- 5 private septic disposal systems

Subdivision Applications

County Council acting as the Subdivision Authority approved 7 subdivisions from January 1 to March 31, 2022.

Subdivision and Development Appeal Board

There were no appeals of any subdivision approvals or development permits in the first quarter of 2022.

Road Closure

- Bylaw 22-003 (Lafarge/Pavan) - application has been submitted for review

Intermunicipal Relations

- Work has commenced on the New Lethbridge County/Town of Coaldale Intermunicipal Development Plan

ALTERNATIVES / PROS / CONS:

Not Applicable

FINANCIAL IMPACT:

From January 1 to March 31 2022 the County has received \$23,743.85 in revenue from Park Enterprises for the issuance of Safety Codes Permits. In the same period in 2021 the County received \$31,108.11 from the issuance of Safety Codes Permits.

REASON(S) FOR RECOMMENDATION(S):

This report is strictly to inform County Council on the activities of the Planning and Development Department.

AGENDA ITEM REPORT



Title: Grouped Country Residential Development - Access to Municipal Potable Water Systems
Meeting: Council Meeting - 05 May 2022
Department: Community Services
Report Author: Hilary Janzen

APPROVAL(S):

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

Approved - 21 Apr 2022
Approved - 25 Apr 2022

STRATEGIC ALIGNMENT:



Outstanding Quality
of Life



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and Service Delivery



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Agricultural
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EXECUTIVE SUMMARY:

County Administration is aware of a number of large scale (more than 4) Country residential developments under development within the County. At this time they are not able to meet the requirements for potable water as outlined in the Grouped Country Residential Land Use Strategy.

RECOMMENDATION:

That County Council take this report for information.

PREVIOUS COUNCIL DIRECTION / POLICY:

Grouped Country Residential Land Use Strategy (2020)

BACKGROUND INFORMATION:

Lethbridge County Water Co-ops

In conversations with the Water Co-ops there is a water license issue with regards to access to potable water for existing and future residential developments. This includes single lots (i.e. farmsteads) and grouped country residential developments. Based on the water units currently allocated in the County there is no more license available to provide new water units to existing and future developments. The watershed is closed and access to more water license is very limited if not non-existent.

Grouped Country Residential Developments

There are currently a number of vacant country residential parcels within the County. According to our 2020 Grouped Country Residential Land Use Strategy there are 124 vacant country residential parcels, this is likely somewhat lower with some new development happening over the last 2 years.

There are a number of landowners who are looking at applying for large scale grouped country residential developments (more than 4 parcels) or have been approved and are waiting for access to potable water from the water co-op. The Grouped Country Residential Land Use Strategy states that any development over 4 lots is required to tie into a municipal/co-op water service. This was justified as new residents typically want a higher level of service, there would be a decreased impact to county roads, the water source is reliable in the long run versus dugout/irrigation treated water systems, wells, or hauled water.

Applicants of grouped country residential developments have been provided this information and informed that they will need to address this requirement. If they propose other options administration would provide this information to County Council and would recommend that the plans (i.e. Area Structure Plan) be amended to align with the County's strategic plan.

Options for Country Residential Development

With the water co-ops unable to address the capacity issues this can greatly impact country residential developments within the County. If there is no co-op water available there are the following options:

1. Every parcel would have to have a dugout (usually filled by the irrigation district) and have onsite water filtration.
2. Wells are an option, but have not been common in the County (reliable aquifers do not seem to be present)
3. Hauled water to each parcel. This would mean greater wear and tear on County roads and the road infrastructure would have to be reviewed and perhaps increased requirements to the road base.
 - a. Hauled water would mean trucking to a parcel once or twice a week depending on the size of cistern a parcel would have. In a grouped country residential district this could be a large amount of increased heavy truck traffic.

Policy Implications

1. If County Council wants to continue to allow for grouped country residential developments without the provision co-op water, there would have to be amendments to the Grouped Country Residential Land Use Strategy and perhaps to the engineering guidelines to have road standards increased for these developments.
2. If Council does not want to allow for large scale subdivisions (5 lots or more) a resolution of Council stating this would be beneficial. In addition, a review and amendment of the Grouped Country Residential Land Use Strategy to address large scale developments should be conducted. Essentially County Council could put a moratorium on large scale grouped country residential development until a sustainable potable solution is available.
3. Allow for development (up to a certain number of lots) to be subdivided without a municipal water source.

ALTERNATIVES / PROS / CONS:

None at this time.

FINANCIAL IMPACT:

None at this time.

REASON(S) FOR RECOMMENDATION(S):

This report is to provide County Council with additional information with regards to access to potable water to country residential developments.

AGENDA ITEM REPORT



Title: Bylaw 21-010 Ramias Subdivision Area Structure Plan and Bylaw 21-011 Land Use Bylaw Amendment Rural Urban Fringe to Grouped Country Residential - second and third reading

Meeting: Council Meeting - 05 May 2022

Department: Community Services

Report Author: Hilary Janzen

APPROVAL(S):

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

Approved - 26 Apr 2022
Approved - 26 Apr 2022

STRATEGIC ALIGNMENT:



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EXECUTIVE SUMMARY:

An application has been made to re-designate Lots 2 and 3, Block 1, Plan 0912279 in the NE 21-9-22-W4 near Coalhurst from Rural Urban Fringe to Grouped Country Residential. This would allow for the subdivision of Lot 2 into 3 parcels.

RECOMMENDATION:

That Bylaw 21-010 be read a second time, as amended.
That Bylaw 21-010 be read a third time.

That Bylaw 21-011 be read a second time.
That Bylaw 21-011 be read a third time.

PREVIOUS COUNCIL DIRECTION / POLICY:

- The Lethbridge County and Town of Coalhurst Intermunicipal Development Plan allows for the subdivision of parcels in the area north of Coalhurst if the applicant submits an Area Structure Plan and re-designates the property to the Grouped Country Residential Land Use District.
- The Lethbridge County Municipal Development Plan requires that where there will be more than 4 adjacent titles that the applicant submit an Area Structure Plan for County Council consideration and that the parcels be re-designated to the Grouped Country Residential Land Use District.
- The Grouped Country Residential Land Use Strategy encourages subdivision in areas close to urban areas and where the lands are fragmented and considered poor quality agricultural lands.

- First Readings of ASP Bylaw 21-010 and Zoning Amendment Bylaw 21-011 were given on June 3, 2021.
- A Public Hearing was held August 5, 2021.

BACKGROUND INFORMATION:

An application has been made to re-designate Lots 2 and 3, Block 1, Plan 0912279 in the NE 21-9-22-W4 from Rural Urban Fringe to Grouped Country Residential. This would allow for the subdivision of Lot 2 into 3 parcels.

The application has been circulated to all County Departments, the Town of Coalhurst, and external agencies for review. No concerns were expressed with the regards to the proposed Area Structure Plan or Rezoning application.

A review of the applications was completed by the Planning and Development Department. The proposed Area Structure Plan and re-designation comply with policies within the Lethbridge County and Town of Coalhurst Intermunicipal Development Plan, the Municipal Development Plan Section 6.3 (Residential Policies), and the Grouped Country Residential Land Use Strategy.

- The lands are considered poor/non-agricultural (being a title of less than 20 acres in size).
- The proposed subdivision would not fragment high-quality agricultural land.
- There are no constraints or conflicts with adjacent land uses.
- The future subdivision is small-scale and will not require any additional infrastructure to support the development.
- The applicant submitted a storm-water management plan as required and has been approved by the County's Infrastructure Manager.

At the time of 1st Reading of Bylaw 21-010 (Ramias Subdivision Area Structure Plan) it was noted that there was a reference to a Public Utility Lot (PUL) on Lot 3 (southerly parcel) in Section 6.1 - Site Drainage. It is recommended that this section be amended as per the attached Area Structure Plan so that the reference to the PUL lot is removed and that the drainage area be protected by a Drainage Easement.

The two Bylaws were advertised in the July 13 and 20 editions of the Sunny South News and notices were sent to the adjacent landowners. One letter was received voicing concerns with the proposed Area Structure Plan and the proposed changes to the natural drainage in the area. The public hearing was held August 5, 2021.

After first reading of the bylaw County Council sent the application back to the applicant to amend the plan so that the parcels would be configured in a manner to retain the existing drain and remove the requirement to pipe the drain. This was to accommodate the concerns of the landowner to the north. The applicant has submitted the revised drawings that ensure that the natural drain is not changed and that the future subdivision property lines will align with the natural drain.

As the Public Hearing was held prior to the election, only those Council members who were in attendance at the Public Hearing can vote on the Bylaws and render a decision (Tory Campbell, Lorne Hickey, Klaas Vanderveen). If County Council wishes to include all of the new Councillors in the decision-making process a new Public Hearing would have to be held.

ALTERNATIVES / PROS / CONS:

County Council may require that another Public Hearing be held in order to allow all of County Council to hear the Bylaws and make a decision on them.

Pros: This would allow for all of County Council to review and approve the Bylaws.

Cons: This would delay the approval of the applications submitted as the Bylaws would have to be re-advertised and a new Public Hearing date established.

FINANCIAL IMPACT:

If the bylaws were approved, future development would be taxed at the County's residential tax rate. There are no additional costs to the County (i.e. maintenance of infrastructure) that would arise if the bylaws are approved.

REASON(S) FOR RECOMMENDATION(S):

The proposed bylaws meet the policies of the Intermunicipal Development Plan, the Municipal Development Plan, and the Grouped Country Residential Land Use Strategy.

ATTACHMENTS:

[Bylaw 21-010 Ramias Subdivision Area Structure Plan - As Amended April 22 2022](#)

[Bylaw 21-010 Signed First Reading](#)

[Bylaw 21-010 - Ramias ASP](#)

[Bylaw 21-011 - Application](#)

[Bylaw 21-011 - Signed First Reading](#)

[Dave Clifton - Concerns with Applications](#)

[AT Comments](#)

[ATCO Gas](#)

[Telus](#)

[Coalhurst Comments](#)

[ORRSC comments](#)

AREA STRUCTURE PLAN
RAMIAS SUBDIVISION
A RESIDENTIAL SUBDIVISION
IN
NE ¼ 21-9-22-W4
LETHBRIDGE COUNTY, AB



Page 4 of 83

Submitted by:



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AREA STRUCTURE PLAN RAMIAS SUBDIVISION NE ¼ 21-9-22-W4

Submitted to
Lethbridge County



PREPARED FOR:
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1. VISION

The Ramias residential subdivision Area Structure Plan has been developed through rigorous planning and careful consideration of the needs of the future property owners while considering the potential impact to neighboring existing landowners. The focus in developing this plan was to put forward a development proposal which would minimize the impact on area infrastructure, ensure a good fit with adjacent land uses and ultimately provide Lethbridge County with a cost-effective model for future acreage development.

The proposed Ramias subdivision is a Country Residential Development proposed to be sited to the northeast of Coalhurst, located at NE ¼ of Section 21, Township 9, Range 22, West of the 4th Meridian. The goal of this 5-lot development (3 existing and 2 new) is to create an environment where residents can enjoy the peace and quiet of country residential living, but can have easy and convenient access to the municipalities of Coalhurst and Lethbridge. Key to achieving this goal is sizing the lots to a 2-acre minimum to allow for the low density feeling of the area. This lower density also minimizes the environmental impact and gives a feel of integrating into the natural environment.

In addition, the planning of the development was purposely kept at low density to match the existing surrounding properties. Maintaining similar density allows for expansion of development in the area without changing the feel that country residential exudes.

Coalhurst and the surrounding community have deep agricultural roots and there is a strong cultural trend to embrace rural and farm living. However, there is still a desire to access amenities located in Coalhurst and other surrounding communities. As such there is a large demand for the feel of country living while still being able to access the urban areas.

As with any development there are numerous challenges and opportunities. The opportunity is to provide a unique living experience to the residents of the County that is rare in southern Alberta. Key challenges to this development are identified and ultimately addressed in the remainder of this document.

Overall, the development concept acknowledges and seeks to positively integrate with the existing natural and built conditions in the area while successfully offering a diverse range of housing opportunities to satisfy a broad demand for country residency. The proposal and plan have been designed to:

-) Offer a new high-quality rural residential area to Lethbridge County residents
-) Be compatible and complimentary with existing adjacent country residential acreages which similarly enjoy the enviable location.

2. INTRODUCTION

This Area Structure Plan has been prepared by Hasegawa Engineering Ltd. on behalf of Ron Ramias to describe the development concept and municipal servicing strategy to be provided for the proposed country residential development. The site lies at NE-21-9-22-W4 at the intersection of Range Road 223 and Township Road 9-4 and is bordered on the south side by the existing CPR rail line (refer to Figure 1). The Area Structure Plan describes the ultimate development of the subject lands, which are contained within an existing parcel (refer to Figure 3).

As the development is intended to have five lots, an Area Structure Plan is required under Section 6.2 of the Municipal Development Plan of Lethbridge County.

This Area Structure Plan is submitted as support for the application to adopt the Plan as a by-law of Lethbridge County and the subsequent change to the Land Use By-Law. The Area Structure Plan will provide a basis for evaluation of future applications for subdivision of parcels and building development.

3. PLANS, DRAWINGS, AND CONCEPT

3.1 PLANS AND DRAWINGS

To illustrate the location of the property, site drainage, and the proposed subdivision layout, seven figures have been prepared. The figures are provided in *Appendix A* and are as follows:

-) Figure 1 – Area Map
-) Figure 2 – Existing Lots and Topography
-) Figure 3 – Conceptual Lot Layout
-) Figure 4 – Servicing Plan
-) Figure 5 – Stormwater Management Plan
-) Figure 6 – Lot Access Details
-) Figure 7 – Sections & Details

These plans are conceptual in nature and are to be used for planning purposes only. Upon ASP acceptance, detailed design plans will be prepared and submitted with any subdivision application.

3.2 EXISTING CONDITIONS

The proposal is designed with the existing conditions of the land in mind. The impact on adjacent landowners and residents was carefully considered in the preparation of the plan.

The lands within the boundaries of the proposed Area Structure Plan are currently used as cultivated land (irrigated and non-irrigated) or lie in a natural state. Adjacent land owners include:

-) To the north – agricultural lands under irrigation
-) To the east, west, and south – country residential lot acreages.
-) To the north and east – developed roads with the road allowances

The boundary of the proposed Area Structure Plan is the boundary of the single parcel containing the lands to be developed.

3.3 DEVELOPMENT OBJECTIVES

Preferred Development Concept

The preferred development concept appears in Figure 3. Note that the lot layouts are tentative and may vary slightly due to design considerations. The ultimate development will create approximately 5.47 ha (13.52 acres) of net developable area. The remainder of the land is dedicated to roads, utility lots for stormwater retention ponds, and open areas.

Lot sizes will be a minimum of 0.81 ha (2.0 acres) in size. Some lots will be slightly larger. The result is a proposed 5-lot development (existing plus Lots 4 and 5) in Phase 1 with one lot being designated for pastureland/stormwater drainage retention.

All of the lots will be accessed from Township Road 9-4 (refer to Figure 6).

Land Use Classification

The existing land use classification of the land for the proposed development is RUF (Rural Urban Fringe). The proposed land use classification of the subdivision is Grouped Country Residential as per the Lethbridge County Land Use Bylaw.

Lethbridge County Municipal Development Plan

The Lethbridge County Municipal Development Plan contains directives for residential development. The location of the proposed development meets these directives for the following reasons:

-) The site is located adjacent to an existing area of Country Residential Development
-) The site does not contain any sensitive environmental, cultural or historical features.

3.4 POPULATION ESTIMATES

With 4 residential use lots, and assuming a dwelling on each lot, the estimated population for the development at full build out is 10 additional residents based on an assumed population of 2.5 people per household.

3.5 PROPOSED LAND USE AREAS

The distribution of land use within the proposed ASP is shown in *Table 1* below.

Table 1. Land Use Statistics

	Hectares (Acres)	Percent of Gross Area
Net Developable Area	5.47 (13.52)	47%
Country Residential Lots 1,2,4,5	5.47 (13.52)	47%
Utility Lots – Lot 3	6.15 (15.20)	53%
Gross Developable Area	11.62 (28.72)	100%

4. SERVICING

In order to determine the viability of this development, preliminary evaluations have been performed with respect to servicing. Key service items include sewer, water, natural gas, telephone, television, and electric. Additional information on services is included in this section.

4.1 SANITARY SEWER SYSTEM

Sanitary sewage from each lot will be handled by individual private sewage treatment systems which meet or exceed the Alberta Private Sewage System Standard of Practice (2015). All systems will be approved as meeting these required standards prior to installation.

County development requirements indicate that prior to building on a lot, a soil test is required to determine the suitability of soil for supporting a septic field system. For the purpose of this ASP, two test pits were advanced and soil samples taken to be analyzed to provide a representative indication of soil suitability for septic field. Prior to the development of each parcel, additional soil testing will be required. The soil characteristics, as detailed in this section, verify the suitability of the soil for this type of a disposal system and supply the base design criterion for the required septic fields.

Soil samples were taken from two test holes on the property (refer to Figure 3 for test pit locations). Both samples were taken to Roseke Engineering to be tested for grain size analysis and suitability for septic fields (refer to *Appendix C*). The two test pits were dug to a total depth between 96" and 120" and logged for soil type. No water was observed in either of the test pits. Observed soils consisted mostly of sandy, silty clay till and were massive or blocky in nature (refer to attached soil logs).

The soils were classified using the soil texture classification triangle (Figure 8.1.1.10, Alberta Private Sewage System Standard of Practice 2015) and then that was used to determine Hydraulic Linear loading rates for the area. The results of this analysis are shown in Table 1 below.

Table 2. Soil Classification and Estimated Loading Rates Results

	Soil Classification	Hydraulic Linear Loading Rate (L/d/m)
Test Pit #1 (3-4 feet deep)	Silty clay loam (SICL)	37-50
Test Pit #2 (4 feet deep)	Clay (CL)	37-50

The results of this analysis indicate both locations are able to accept infiltration at a rate facilitating installation and use of septic fields.

Septic fields and septic tanks are to be designed, installed, and operated as per Alberta Private Sewage Systems Standard of Practice latest edition. Figure 4 in *Appendix A* shows approximate septic field sizes and locations on each lot based on estimated population of each lot.

4.2 WATER SYSTEMS

4.2.1 Potable Water

Potable water will be the responsibility of each residential lot owner. Each owner will be required to install a cistern and have water trucked to that cistern. Individual wells may also be installed in the future upon gaining water rights and AENV approval.

4.3 GAS

Natural gas distribution infrastructure in the area surrounding the site is operated by ATCO Gas. Each landowner will pay for the installation of natural gas distribution infrastructure to their lot. ATCO Gas will distribute natural gas within the development and lot purchasers will be able to select a retailer for natural gas supply. An existing ATCO high pressure natural gas line runs through the east side of the development which is a potential tie in point for servicing of the residential use lots within the subdivision. Refer to Figure 4 in *Appendix A* for high pressure gas line location and potential servicing to each residence.

4.4 ELECTRICAL POWER

The existing electrical service for the area is overhead power lines. Fortis Alberta Inc. will provide services to the proposed subdivision and services to each property line off the existing infrastructure (refer to Figure 4).

Electrical services are to be provided by the lot owner, not by the developer.

4.5 TELEPHONE

Telus will provide services to the lots, but each individual owner must apply for the service when building.

4.6 SOLID WASTE DISPOSAL

Lot purchasers will be responsible for making arrangements for solid waste disposal. The City of Lethbridge Regional Solid waste facility is located approximately 21km driving distance from the development. Alternatively, lot purchasers may contract with a private solid waste hauler.

4.7 MAIL DELIVERY

At the time of subdivision an application will be made to Canada Post for mail service to the development. The design of the subdivision will include an appropriate location per Canada Post guidelines. A community mailbox area at the entrance to the development will likely be required.

5. ROADS AND TRANSPORTATION

5.1 EXTERNAL ROADS

The main access to the development will be from Township Road 9-4 which runs east/west along the north side of the development. Township Road 9-4 is paved in asphalt and maintained by Lethbridge County. Most of the traffic flow to and from the subdivision is anticipated to head east/west from the subdivision along Twp Rd 9-4 to access Highway 3 travelling either north or southbound.

Approaches from Twp Rd 9-4 will be gravel construction to County standards. Lots 4 and 5 already have approaches connected to the paved County roads which will be utilized for the driveways for these lots. Prior to subdivision the developer will work with the County to determine what improvement, if any will be required for road approaches and the access road.

6. SITE DRAINAGE AND GRADING

The objective of the stormwater management design is to ensure that there is no impact on the surrounding properties and landowners from changing the drainage pattern within the development.

This analysis was based on creating a total of eight (8) lots. However, the analysis provides conservative results for a 4-lot development. All drainage onsite will conform to Lethbridge County and Alberta Environment and Parks requirements. The intent of stormwater management for the development is to control runoff with the use of stormwater management retention areas such that runoff is contained and released only when permission is granted. A Site Drainage Analysis was completed for the site (*Appendix D*) and is summarized below.

6.1 SITE DRAINAGE

Stormwater runoff from the subject lands presently flows from the north side of the development down to the south where there is a natural depression just north of the CPR railway. A combination of swales, berms, and culverts will be used to convey overland storm water from the northern 4 lots, down toward the retention area to the south. Figure 5 shows the topography of the site and proposed grading and infrastructure. The stormwater retention will still occur on the low area on the south side of the property and will continue to capture runoff from existing and proposed country residential lots. We have shown the drainage way as a stormwater easement. A swale system will be used to bypass offsite drainage from the north through the development to lot 3.

6.2 DRAINAGE MODELING

To determine the required active storage volume of the pond, a hydrologic model of the site was prepared using the PC SWMM hydrologic modeling software package. The hydrologic model of the site post-development was then analyzed using a 1:100 year 24-hour design storm event. The stormwater management area was sized to retain runoff volume generated. The hydrologic model will be reviewed during the detailed design stage to confirm the required capacity of the overland drainage system and culverts.

7. OPEN SPACES AND RESERVOIR ACCESS

The pastureland/drainage retention area will be left in a natural state as much as possible. The care and maintenance for these areas will be the responsibility of the Lethbridge County. It is not intended for these areas to be manicured parks but to remain or be restored to natural areas.

8. MUNICIPAL RESERVE

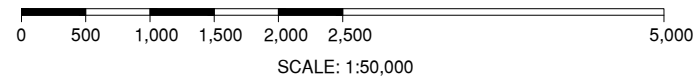
Due to the small nature of the development and the large lots, we have not included Municipal Reserve. However, there is a large area of the development that is within the flood plain that will remain natural land. The owner will provide a cash equivalent for the land requirement based on current market value of undeveloped land.

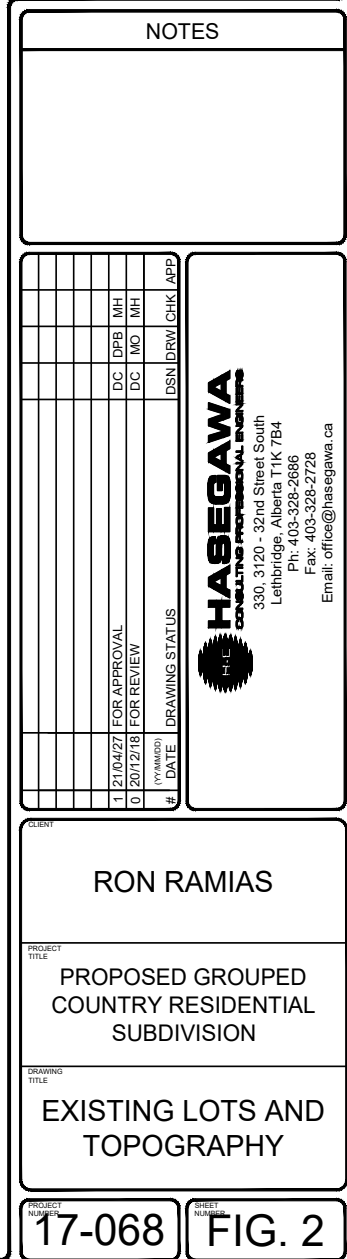
9. ARCHITECTURAL CONTROLS

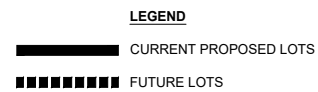
Due to the small nature of this development, the developer has elected to not implement any development-specific architectural controls.

APPENDIX A

FIGURES

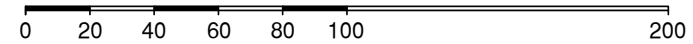
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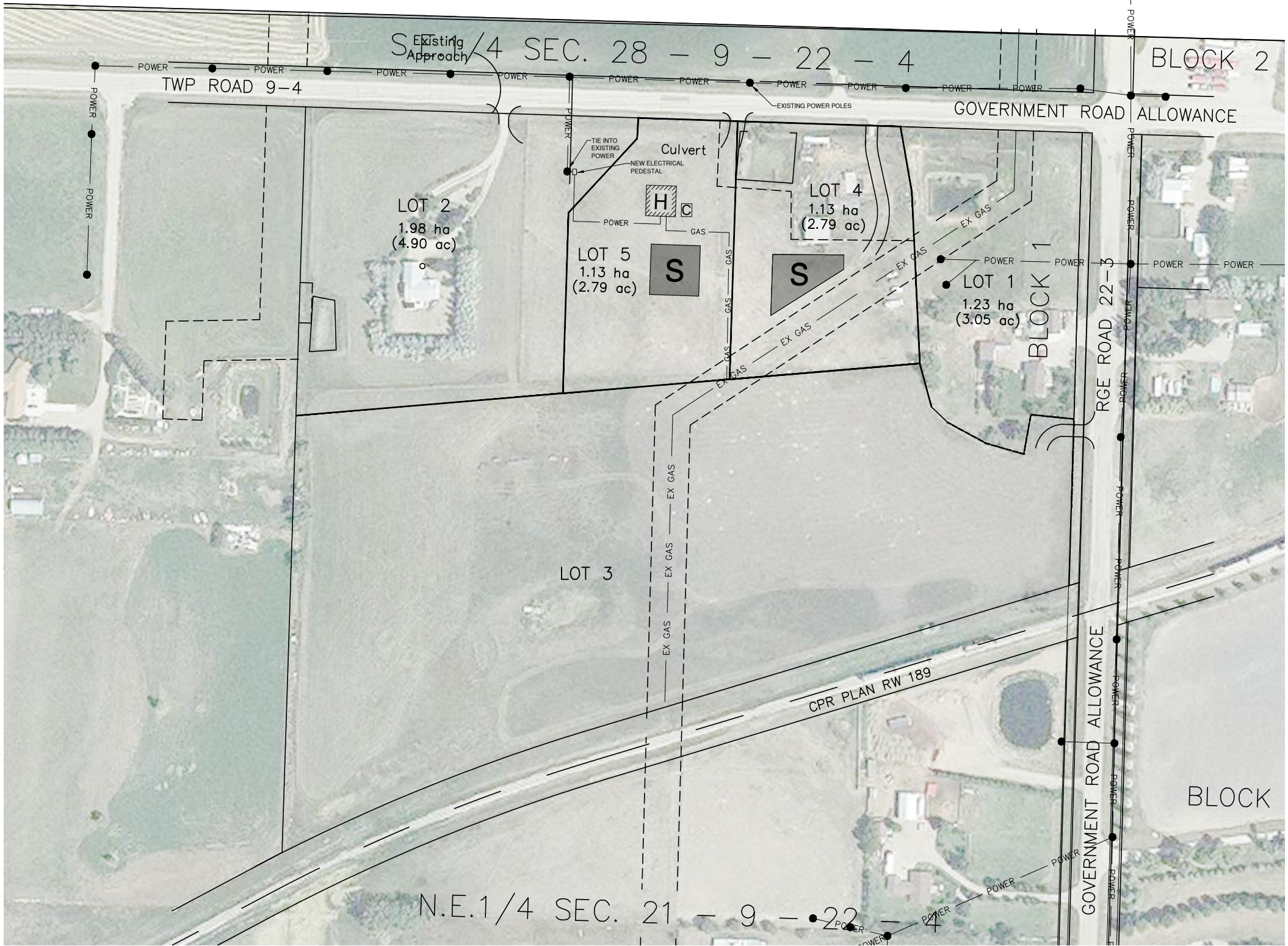
54.78 EXISTING LOT DIMENSIONS

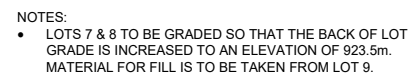
54.78 PROPOSED LOT DIMENSIONS



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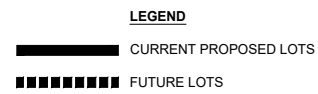
[illegible]



 CURRENT PROPOSED LOTS
 FUTURE LOTS

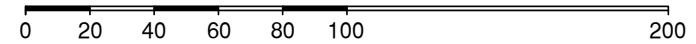
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NOTES									
				HE	DFB	MH			
				DC	DFB	MH			
				DC	DFB	MH			
				DC	MD	MH			
								DSN	DRW, CHK, APP
				DRAWING STATUS					
				#	REVISION	DATE			
3	21/12/21	EDITS TO LEGAL BOUNDARIES							
2	21/06/24	DRAINAGE EASEMENT DESIGNATED							
1	21/04/27	FOR APPROVAL							
0	20/12/18	FOR REVIEW							
 <div style="display: inline-block; text-align: left; margin-left: 10px;"> HASEGAWA CONSULTING PROFESSIONAL ENGINEERS 330, 3120 - 32nd Street South Lethbridge, Alberta T1K 7B4 Ph: 403-328-2686 Fax: 403-328-2728 Email: office@hasegawa.ca </div>									
CLIENT									
<div style="font-size: 24px; font-weight: bold; margin-bottom: 10px;">RON RAMIAS</div> <div style="font-size: 18px; font-weight: bold; margin-bottom: 10px;">PROPOSED GROUPED COUNTRY RESIDENTIAL SUBDIVISION</div> <div style="font-size: 18px; font-weight: bold;">STORMWATER MANAGEMENT PLAN</div>									
PROJECT TITLE									
DRAWING TITLE									
PROJECT NUMBER					SHEET NUMBER				
17-068					FIG. 5				



54.78 EXISTING LOT DIMENSIONS


54.78 PROPOSED LOT DIMENSIONS



SCALE=1:2,000

NOTES									

#	DATE	DRAWING STATUS	DSN	DRW	CHK	APP
2	21/12/21	EDITS TO LEGAL BOUNDARIES	HE	DPB	MH	
1	21/04/27	FOR APPROVAL	DC	DPB	MH	
0	20/12/18	FOR REVIEW	DC	MO	MH	



HASEGAWA
CONSULTING PROFESSIONAL ENGINEERS

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Lethbridge, Alberta T1K 7B4
Ph: 403-328-2686
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Email: office@hasegawa.ca

PROJECT TITLE

RON RAMIAS

DRAWING TITLE

PROPOSED GROUPED
COUNTRY RESIDENTIAL
SUBDIVISION

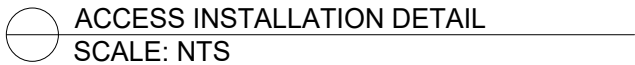
LOT
ACCESS DETAILS

PROJECT NUMBER

17-068

SHEET NUMBER

FIG. 6



II. RIP-RAP SHALL BE LAID IN CLOSE CONTACT SO AS TO BREAK JOINTS AND IN SUCH A MANNER THAT THE WEIGHT OF THE STONE IS CARRIED BY THE EARTH AND NOT BY THE ADJACENT STONES.

NOTES

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APPENDIX B

LAND TITLES



CERTIFIED COPY OF
Certificate of Title

S

LINC
0033 880 097

SHORT LEGAL
0912279;1;2

TITLE NUMBER: 091 110 964
SUBDIVISION PLAN
DATE: 28/04/2009

AT THE TIME OF THIS CERTIFICATION

RONALD ERNEST RAMIAS (DRYWALLER)

AND
AARTJE JOHANNE RAMIAS
BOTH OF:
COALHURST
ALBERTA
AS JOINT TENANTS

ARE THE OWNERS OF AN ESTATE IN FEE SIMPLE
OF AND IN

PLAN 0912279
BLOCK 1
LOT 2
EXCEPTING THEREOUT ALL MINES AND MINERALS

SUBJECT TO THE ENCUMBRANCES, LIENS AND INTERESTS NOTIFIED BY MEMORANDUM UNDERWRITTEN OR ENDORSED HEREON, OR WHICH MAY HEREAFTER BE MADE IN THE REGISTER.

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
--------	--------------	-------------

1259DU	.		AGREEMENT NORTH AMERICAN COLLIERIES LTD. "RE: MINING RIGHTS"
2834EH	.	26/11/1930	CAVEAT CAVEATOR - PRAIRIE COAL LANDS LTD..
741 091 031		27/09/1974	IRRIGATION ORDER/NOTICE THIS PROPERTY IS INCLUDED IN THE LETHBRIDGE NORTHERN IRRIGATION DISTRICT
851 081 819		22/05/1985	UTILITY RIGHT OF WAY GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY LIMITED. "DISCHARGED EXCEPT FOR PLAN 8610962 BY #861187937 13/11/86"
881 009 454		20/01/1988	UTILITY RIGHT OF WAY GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY LIMITED.
911 245 275		29/10/1991	EASEMENT (OVER THE NE 1/4-21-9-22-4 FOR THE BENEFIT OF LOT 1 BLOCK 1 PLAN 9112146)

(CONTINUED)

CERTIFIED COPY OF
Certificate of Title

PAGE 2

SHORT LEGAL 0912279;1;3
NAME RONALD ERNEST RAMIAS ET AL
NUMBER 091 110 964 +1

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
061 136 753	06/04/2006	CAVEAT RE : UTILITY RIGHT OF WAY CAVEATOR - LETHBRIDGE NORTHERN IRRIGATION DISTRICT. 334-13TH STREET NORTH, LETHBRIDGE ALBERTA T1H2R8 AGENT - PATRICK G SPANOS
081 182 879	21/05/2008	MORTGAGE MORTGAGEE - ROYAL BANK OF CANADA. 180 WELLINGTON STREET WEST TORONTO ONTARIO M5J1J1 ORIGINAL PRINCIPAL AMOUNT: \$360,000

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE
REPRESENTED HEREIN THIS 28 DAY OF APRIL ,2009



SUPPLEMENTARY INFORMATION

MUNICIPALITY: COUNTY OF LETHBRIDGE
REFERENCE NUMBER:
921 111 143
AREA:
6.33 HECTARES (15.64 ACRES) MORE OR LESS
ATS REFERENCE:
4;22;9;21;NE
TOTAL INSTRUMENTS: 008



CERTIFIED COPY OF
Certificate of Title

S

LINC
0033 880 105

SHORT LEGAL
0912279;1;3

TITLE NUMBER: 091 110 964 +1
SUBDIVISION PLAN
DATE: 28/04/2009

AT THE TIME OF THIS CERTIFICATION

RONALD ERNEST RAMIAS (DRYWALLER)

AND
AARTJE JOHANNE RAMIAS
BOTH OF:
COALHURST
ALBERTA
AS JOINT TENANTS

ARE THE OWNERS OF AN ESTATE IN FEE SIMPLE
OF AND IN

PLAN 0912279
BLOCK 1
LOT 3
EXCEPTING THEREOUT ALL MINES AND MINERALS

SUBJECT TO THE ENCUMBRANCES, LIENS AND INTERESTS NOTIFIED BY MEMORANDUM UNDER-
WRITTEN OR ENDORSED HEREON, OR WHICH MAY HEREAFTER BE MADE IN THE REGISTER.

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
1259DU .		AGREEMENT NORTH AMERICAN COLLIERIES LTD. "RE: MINING RIGHTS"
2834EH .	26/11/1930	CAVEAT CAVEATOR - PRAIRIE COAL LANDS LTD..
741 091 031	27/09/1974	IRRIGATION ORDER/NOTICE THIS PROPERTY IS INCLUDED IN THE LETHBRIDGE NORTHERN IRRIGATION DISTRICT
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881 009 454	20/01/1988	UTILITY RIGHT OF WAY GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY LIMITED.
911 245 275	29/10/1991	EASEMENT (OVER THE NE 1/4-21-9-22-4 FOR THE BENEFIT OF LOT 1 BLOCK 1 PLAN 9112146)

(CONTINUED)

CERTIFIED COPY OF
Certificate of Title

PAGE 2

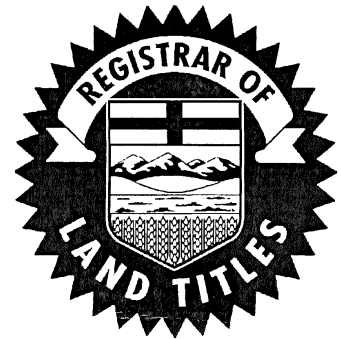
SHORT LEGAL 0912279;1;2
NAME RONALD ERNEST RAMIAS ET AL
NUMBER 091 110 964

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
061 136 753	06/04/2006	CAVEAT RE : UTILITY RIGHT OF WAY CAVEATOR - LETHBRIDGE NORTHERN IRRIGATION DISTRICT. 334-13TH STREET NORTH, LETHBRIDGE ALBERTA T1H2R8 AGENT - PATRICK G SPANOS
081 182 879	21/05/2008	MORTGAGE MORTGAGEE - ROYAL BANK OF CANADA. 180 WELLINGTON STREET WEST TORONTO ONTARIO M5J1J1 ORIGINAL PRINCIPAL AMOUNT: \$360,000

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE
REPRESENTED HEREIN THIS 28 DAY OF APRIL ,2009



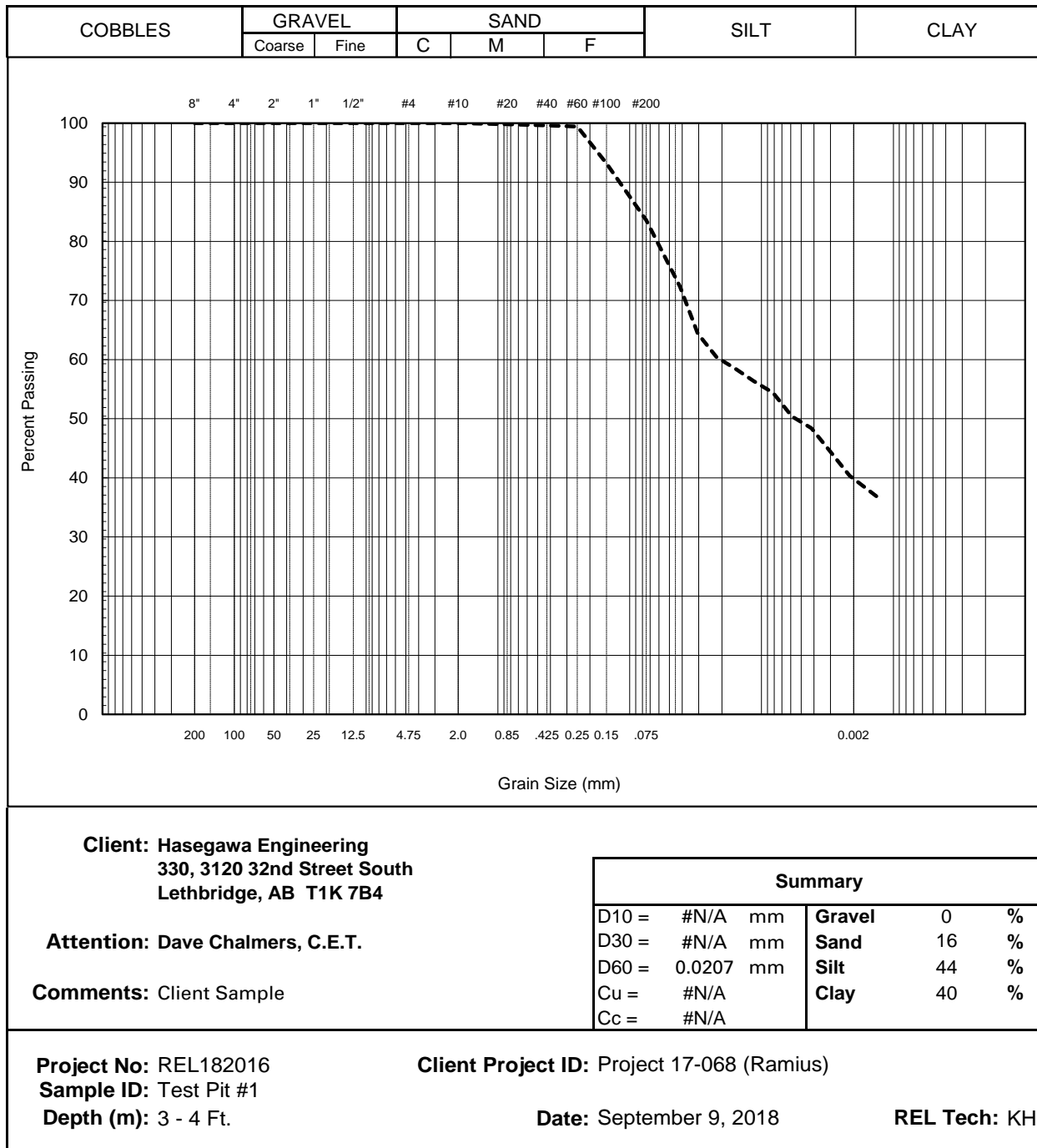
SUPPLEMENTARY INFORMATION

MUNICIPALITY: COUNTY OF LETHBRIDGE
REFERENCE NUMBER:
921 111 143
AREA:
4.04 HECTARES (9.98 ACRES) MORE OR LESS
ATS REFERENCE:
4;22;9;21;NE
TOTAL INSTRUMENTS: 008

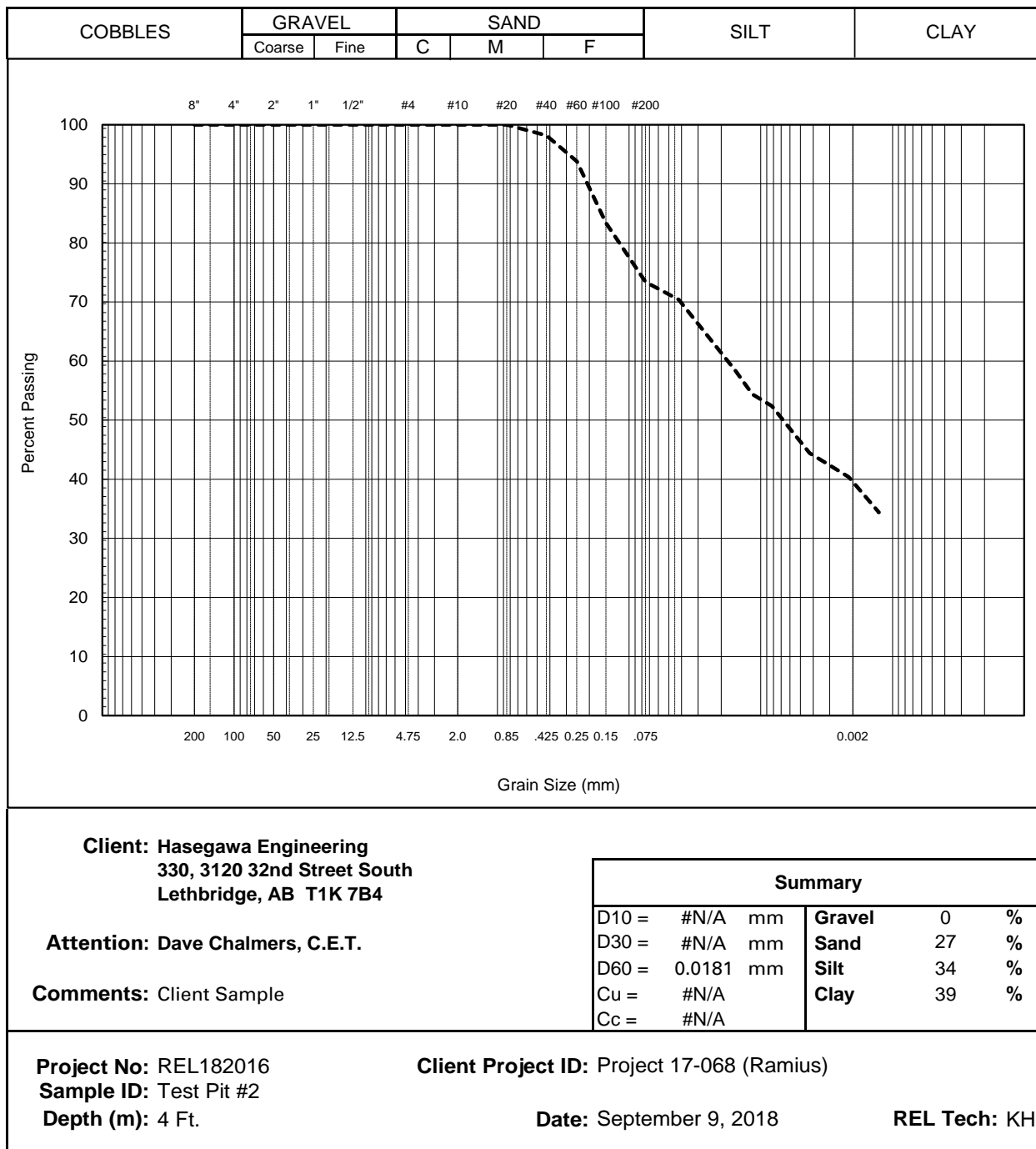
APPENDIX C

SOIL ANALYSIS RESULTS

HYDROMETER TEST



HYDROMETER TEST



Hydrometer No. 2 (17-068, Ramius)

SOIL DRILLING REPORT

Project Name:		Ramias		Project #:		17-068	
Hole Description:		Test Pit 1		Bore Hole #:			
Drilling Procedure:		Excavated Pit		Hole Size:		96" deep	
SPT Procedure:		NA		SPT Size:		OD= ID=	
Sampling Procedure:		NA		Sampler Size:		OD= ID=	
Logged By:		D. Chalmers		Date:		Aug 29, 2018	

Depth (FT)	WT	USGS	Soil Sample Description	Moisture Content, w	Plasticity Index, PI	Dry Unit Weight, γ (pcf)	Friction Angle, ϕ	Penetro-meter (psf)	SPT Count, N	Compressive Strength, Cu (psf)
0-12"			Top Soil							
12-18"			B Horizon – dry, rootlets							
18-55"			Tan Sandy silty clay, Dry, Firm, Med. sub-angular blocky. Rootlets.							
55-62"			Drk brn, Silty sandy clay, Dry, Firm to very firm, Fine sub-angular blocky - Not continuous to endwalls of pit							
62-96"			Tan, Sandy silty clay, Moist, Firm to very firm, Med sub-angular blocky No sign of water table							

SOIL DRILLING REPORT

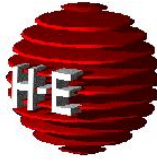
Project Name:		Ramias		Project #:		17-068	
Hole Description:		Test Pit 2		Bore Hole #:			
Drilling Procedure:		Excavated Pit		Hole Size:		96" deep	
SPT Procedure:		NA		SPT Size:		OD= ID=	
Sampling Procedure:		NA		Sampler Size:		OD= ID=	
Logged By:		D. Chalmers		Date:		Aug 29, 2018	

Depth (FT)	WT	USGS	Soil Sample Description	Moisture Content, w	Plasticity Index, PI	Dry Unit Weight, γ (pcf)	Friction Angle, ϕ	Penetro-meter (psf)	SPT Count, N	Compressive Strength, Cu (psf)
0-12"			Top Soil							
12-20"			B Horizon – dry, rootlets							
20-32"			Tan Clay w/ sand/gravel, some cobbles, Dry, Hard, Med columnar Rootlets to 40"							
32-66"			Tan clay w/ sand, Dry, Hard, Massive							
66-72"			Tan clay w/ silty sand, Dry, Hard, Massive							
72-108"			Tan, Sandy clay, Moist, Friable, Massive							
108-120"			Tan, Silty Sandy Clay, Moist, Friable, Massive							
			No sign of water table							

APPENDIX D

SITE DRAINAGE ANALYSIS

SITE DRAINAGE ANALYSIS
Ron Ramias Proposed Subdivision
Located in NE 21-9-22-W4 in Lethbridge County



PREPARED FOR:
Ron Ramias
Box 605
Coalhurst, AB
T0L 0V0

PREPARED BY:
Hasegawa Engineering
A Division of 993997 Alberta Ltd.
330, 3120 – 32nd Street South
Lethbridge, Alberta T1K 7B4

TABLE OF CONTENTS

1.0	Introduction	2
2.0	Site Conditions	2
3.0	Runoff Design Criteria	3
3.1	Predevelopment	3
3.2	Post Development	3
4.0	Surface Runoff Results	4
5.0	Conclusion	4

APPENDICES

APPENDIX A-FIGURES

APPENDIX B-SWMM SUMMARIES

Note added April 27, 2021

This report was completed for a land use higher density and included the use of the land adjacent to the flood area. Since that time, the owner has modified their development to reduce density and remove development adjacent to the flood plain. The drainage bypass canal is unchanged. The developed lots within the development are unaffected by this change. As such, the analysis in this report still protects the landowners and environment from impact and is still valid.

1.0 Introduction

On behalf of Ron Ramias, Hasegawa Engineering (HE) has completed this hydrological analysis of the subject site. The hydrological analysis includes the following major aspects:

1. On site layout, topography and conditions
2. Offsite topography
3. Precipitation and runoff analysis
4. Retention storage size calculations

The site is within NE 21-9-22-W4 north of Coalhurst, AB between the railroad tracks and TWP Road 9-4 just west of RGE Road 22-3 as shown in Sheet 1.1 (Appendix A). The site currently has three lots – the proposed subdivision leaves Lot 1 unchanged, subdivides Lot 2 east of the existing house into three more residential lots (Lots 4, 5 and 6) fronting the County road, splits off a portion of Lot 3 to be combined with the existing house and leaves the residual portion of Lot 3 unchanged. The net effect in terms of land use at the present time is to create three new 2 to 3.2 acre residential lots. Land use for the remainder of Lot 3 is unknown at this time.

2.0 Site Conditions

Currently, the site consists mostly of pastureland sloping to the south, with a low spot in the south central portion. There is a home and farm buildings in Lot 1. The land to be subdivided into residential lots also has several hay sheds/out buildings. The surrounding land offsite generally slopes toward the property. There are culverts draining from the north under TWP Road 9-4 – this offsite flow then travels south along a natural swale between proposed residential Lots 5 and 6. There is also a culvert draining from the south under the railroad. The extent of offsite runoff makes modeling water levels in the low area difficult; however, the probable high water level at elevation 923.0 is shown on Sheet 1.1 based on surrounding topography, and the maximum possible high water level shown on the same drawing is elevation 923.60 based on the water overtopping RGE Rd 22-3 near the railroad crossing. This elevation is short of the proposed Lots 4, 5 and 6 but may impact future plans for the residual section of Lot 3.

3.0 Runoff Design Criteria

3.1 Predevelopment

As the only change in land use is to the proposed residential lots, predevelopment modeling was done on only the area of those lots to determine the effect of residential development. Existing farm outbuildings on proposed Lot 4 were modeled as 100% impervious surface; the remaining two proposed lots were modeled as native pasture using general drainage patterns, average slopes and assuming 100% pervious soil to obtain predevelopment flows. In addition, some modeling of the culvert under TWP Road 9-4 was done. As offsite flow is uncertain, the maximum culvert flow was used to size a swale capable of passing offsite flow through the development separate from Lot 5 and 6 runoff. Modeling used SWMM, a storm runoff software program developed by the United States Environmental Protection Agency and widely accepted for runoff analysis. The storm event used in the model is a 100 year/24 hour Modified Chicago method synthetic storm using rainfall intensity data obtained from the Atmospheric Environment Service of Environment Canada for the City of Lethbridge and accepted by the City of Lethbridge for modeling runoff. This rainfall data modeled in a Modified Chicago storm produces a peak intensity of 255mm/hour and 109mm of total rainfall (see Figure 2 in Appendix A). Infiltration was modeled using Green-Ampt methodology and typical City of Lethbridge values were assigned (suction head 253 mm, conductivity 3.5 mm/hr, initial deficit 0.15) along with 10mm depression storage assumed for pervious surfaces and 0.5mm depression storage for the impervious surfaces in Lot 4.

3.2 Post Development

The post development drainage model consists of the same predevelopment catchments updated to reflect residential development. Each lot was modeled as if developed with 625 m² of residential area (including sidewalk, garage, parking and deck), a 150 m² outbuilding and 550 m² total graveled driveways. Catchments use the same slopes and general flow paths as the predevelopment model but include a swale or berm to intercept flow across lot lines. Between Lots 4 and 5 this is a “V” swale 0.25m deep with 4h:1v side slopes. The lot line between Lots 5 and 6 is modeled differently – this lot line runs in a natural drainage swale. In order to pass the offsite runoff through the development, a 0.25m deep swale 1m wide at the bottom is modeled with a 0.25m high berm on either side running down this lot line as shown in Sheet 1.2. The swale ends at the back of the lot but the berms wrap around and continue across the back of all lots as described below. The offsite runoff passes in the swale while the side berms intercept lot runoff on either side and route it to temporary storage at the bottom of the respective lot. Offsite runoff comes from a culvert under TWP Road 9-4 and immediately passes through a second culvert in an existing berm before running down the natural swale – the model shows the swale beginning at the outlet of this second culvert. If the berm and culvert are removed during development, the swale would need to be extended to the outlet of the culvert under TWP Road 9-4. Swale and berm cross sections are detailed on Sheet 1.3. All residential area footprints were modeled as 100% impervious surface and all graveled area was modeled as 70% impervious. Depression storage for pervious surface remained at 10mm, depression storage for impervious surfaces was raised to 1 mm reflecting the new graveled surfaces. The post development drainage model is shown in Figure 1 (Appendix A).

The berms along the back proposed lot lines act as temporary storage to attenuate lot runoff. As runoff from all sources into the natural low spot cannot be accurately modeled, the goal is to attenuate peak flow rates from the proposed residential lots to predevelopment levels and

eliminate any net effect on existing drainage patterns. All berms are an inverted “V” 0.25m high (with 4h:1v side slopes). There are 8 drainage pipes in the berm walls – 2 pipes at the back of Lot 6 and 6 pipes at the back of Lots 5 and 6 spaced out across the lower ground. These drains are 200mm pipe placed at the bottom of the berm and running through the berm wall – outflow is restricted by these pipes to below predevelopment levels but erosion protection will be required at the outflow points. Pipe ends are mitered to prevent damage during yard maintenance. Note that water backing up at the berm makes the back 10-15 m portion of Lots 5 and 6 a temporary storage zone for runoff. Also, the inter-lot swale between Lots 4 and 5 can be graded out to zero depth over this storage zone to allow the swale to drain completely.

4.0 Surface Runoff Results

The predevelopment model using the design 100-year storm calculates peak predevelopment flows of 1.121 m³/sec – this has been used as an allowable release for post development modeling.

Post development modeling results are graphed in Figures 2 and 3 of Appendix A and summarized in Table 1 below. Peak system-wide post development runoff from the lots toward the back berm increases to 1.28 m³/sec as shown in Figure 2 - this is attenuated through the berm with peak outflow reduced to significantly below predevelopment levels and calculated as 0.96 m³/sec as shown in Figure 3. The berm fills to a depth of 0.21m and drain down is essentially over 1.5-2 hours (Figure 3). However, storm water release is a point flow, and erosion protection for the outflow will be necessary and should be extended to the point that the outflow is reduced to sheet flow or reaches established channels.

Table 1 – Predevelopment vs. Post Development System-wide Runoff Summaries & Retention Capacity

Catchment	Predevelopment Retention Inflow Vol/ Rate	Post- development Retention Inflow Vol/Rate	Post- development Outflow	Back Lot Berm Maximum Depth
Combined Areas	1270 m ³ 1.12 m ³ /sec	1475 m ³ 1.28 m ³ /sec	1473 m ³ 0.96 m ³ /sec	0.21 m

System-wide flows account for timing of individual flows and are not necessarily the sum of individual flows.

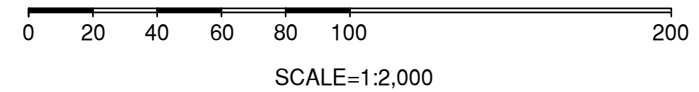
Detailed results of runoff models for SWMM analysis are attached in Appendix B.

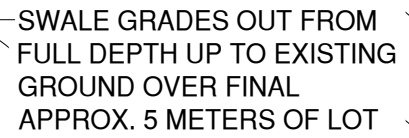
5.0 Conclusion

Computer modeling was used to estimate a predevelopment runoff and establish an allowable release of 1.12 m³/sec. Post development modeling was then used to determine that lot level swales and berms can be used to flow offsite runoff through the proposed development separate from the lot runoff, and attenuate post development peak lot runoff to below predevelopment levels using back lot berms. Outflow is into established natural drainage swales but it should be noted that although some attenuation is provided in all storm events, there will be release from any significant rainfall and the outflow path will need erosion protection. Offsite flow from existing culverts needs to be directed into the proposed swale between Lots 5 and 6 to prevent flooding the lot retention area at the back berm.

APPENDICES

APPENDIX A-FIGURES
(Figures 1.1-1.3 Revised April 20, 2022)

[illegible]



CLIENT	
RON RAMIAS	
PROJECT TITLE	
PROPOSED SUBDIVISION	
DRAWING TITLE	
PROPOSED RESIDENTIAL LOTS	
17-068	SHEET NUMBER 1.2

Figure 1 - Post Development Model

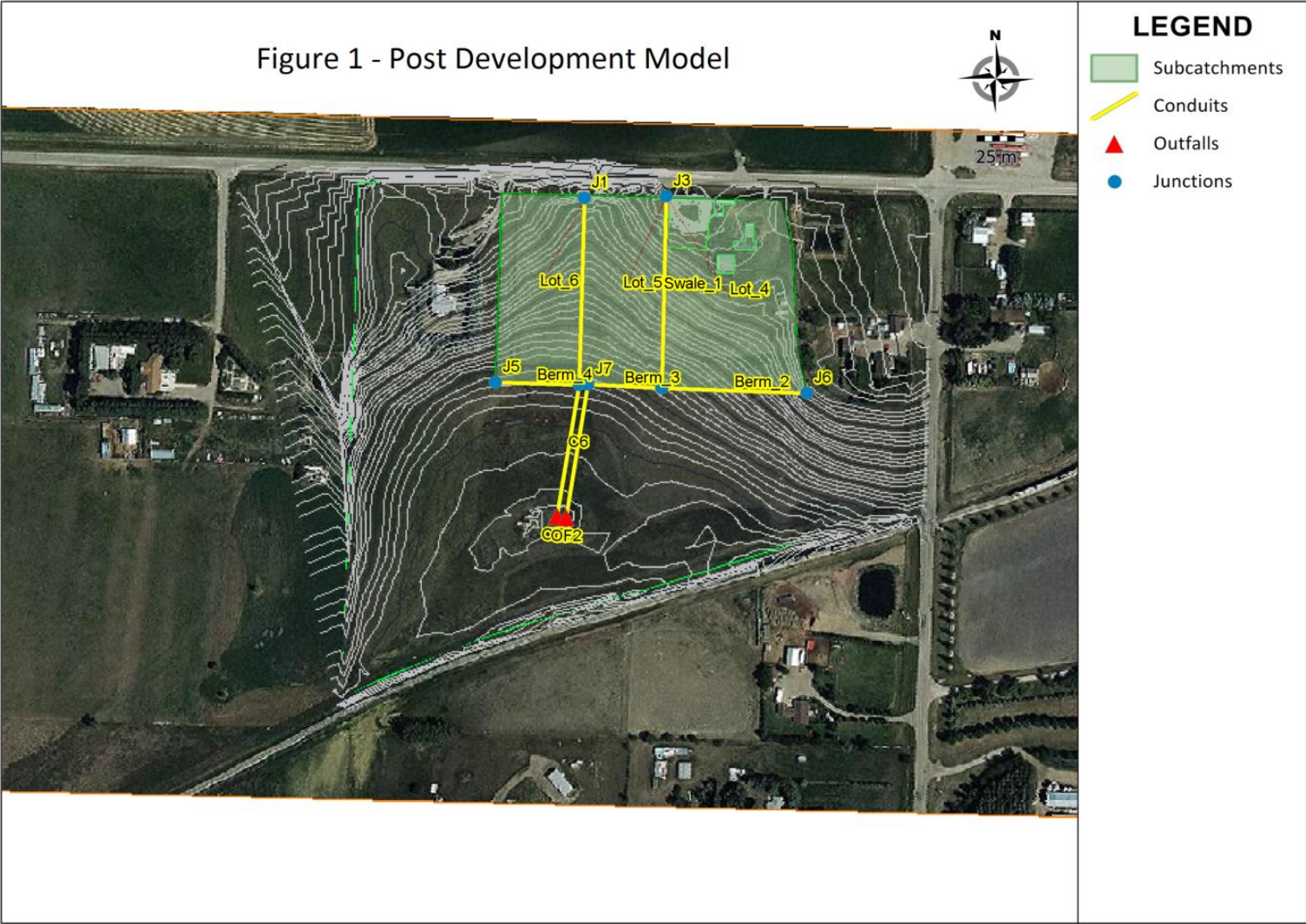


Figure 2 - 100 Year Rainfall and Post Development Runoff

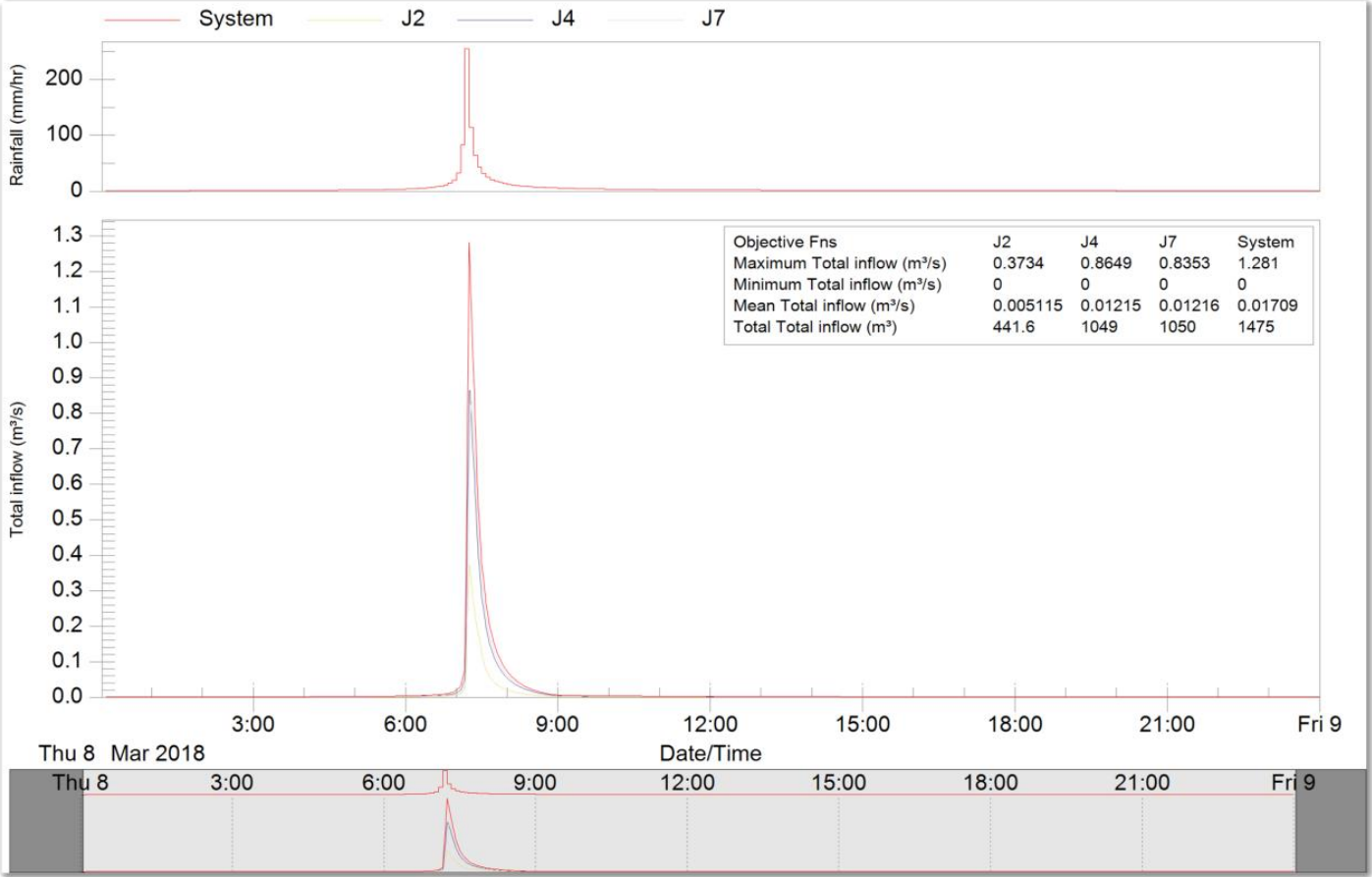
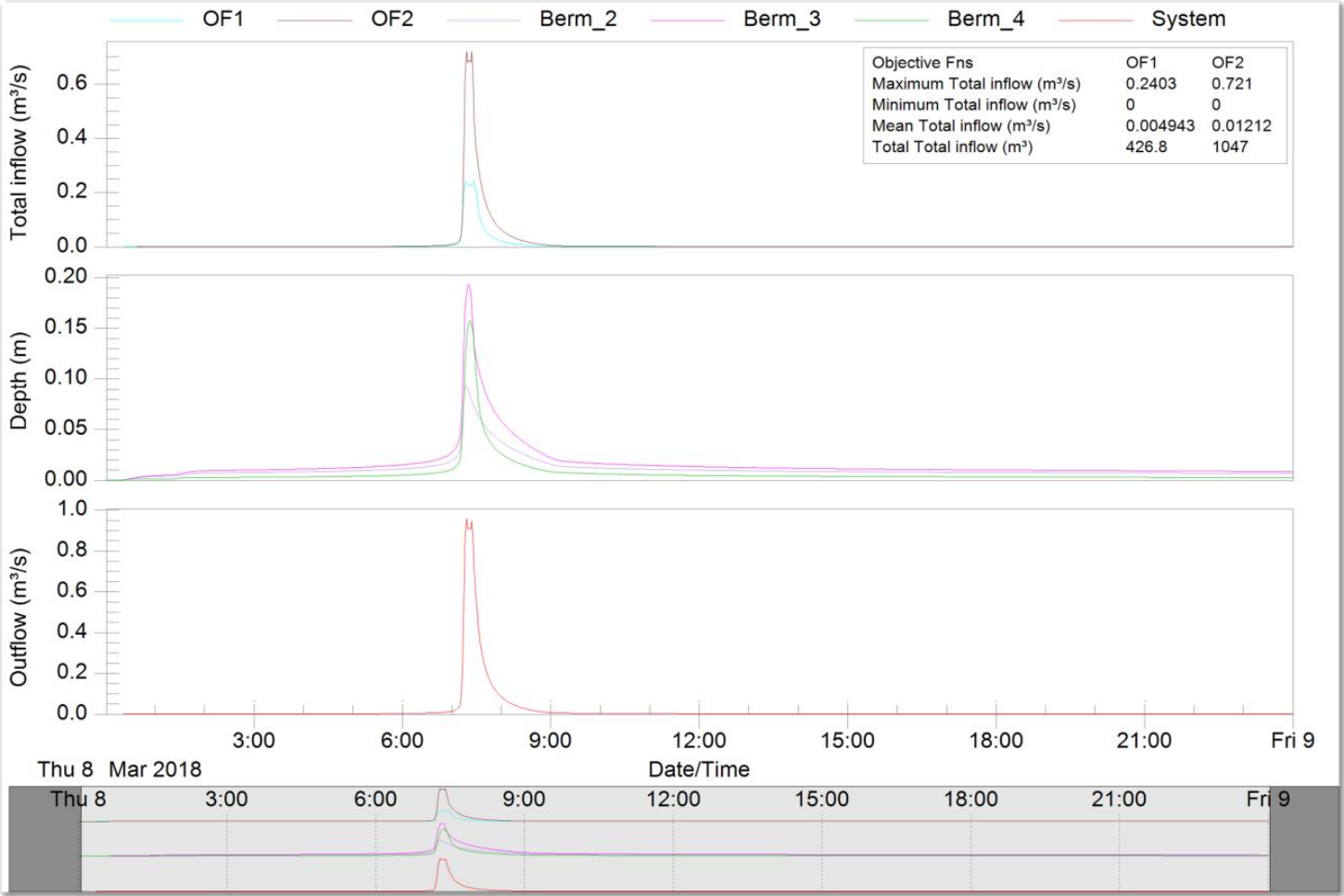


Figure 3 - Post-Development Flow by Outfall and System-wide, Berm Depth



APPENDIX B-SWMM SUMMARIES

EPA STORM WATER MANAGEMENT MODEL - VERSION 5.0 (Build 5.0.021)

17-068 Ramius Subdivision Status report
Allowable Release = 1.121 cu.m/sec

NOTE: The summary statistics displayed in this report are
based on results found at every computational time step,
not just on results from each reporting time step.

Analysis Options

Flow Units CMS
Process Models:
 Rainfall/Runoff YES
 Snowmelt NO
 Groundwater NO
 Flow Routing YES
 Ponding Allowed NO
 Water Quality NO
Infiltration Method GREEN_AMPT
Flow Routing Method DYNWAVE
Starting Date MAR-08-2018 00:00:00
Ending Date MAR-09-2018 00:00:00
Antecedent Dry Days 0.0
Report Time Step 00:01:00
Wet Time Step 00:05:00
Dry Time Step 00:05:00
Routing Time Step 5.00 sec

*****	Volume	Depth
Runoff Quantity Continuity	hectare-m	mm
*****	-----	-----
Total Precipitation	0.322	109.858
Evaporation Loss	0.000	0.000
Infiltration Loss	0.179	61.220
Surface Runoff	0.148	50.381
Final Surface Storage	0.000	0.101
Continuity Error (%)	-1.679	

```

*****
Flow Routing Continuity
*****
Volume      Volume
hectare-m   10^6 ltr
-----
Dry Weather Inflow ..... 0.000 0.000
Wet Weather Inflow ..... 0.148 1.475
Groundwater Inflow ..... 0.000 0.000
RDII Inflow ..... 0.000 0.000
External Inflow ..... 0.000 0.000
External Outflow ..... 0.147 1.474
Internal Outflow ..... 0.000 0.000
Storage Losses ..... 0.000 0.000
Initial Stored Volume .... 0.000 0.000
Final Stored Volume ..... 0.000 0.001
Continuity Error (%) ..... 0.009

```

```

*****
Time-Step Critical Elements
*****
Link C6 (18.42%)

```

```

*****
Highest Flow Instability Indexes
*****
All links are stable.

```

```

*****
Routing Time Step Summary
*****
Minimum Time Step      : 0.50 sec
Average Time Step      : 4.23 sec
Maximum Time Step      : 5.00 sec
Percent in Steady State : 0.00
Average Iterations per Step : 2.00

```

```

*****
Subcatchment Runoff Summary
*****

```

	Total Precip mm	Total Runon mm	Total Evap mm	Total Infil mm	Total Runoff mm	Total Runoff 10^6 ltr	Peak Runoff CMS	Runoff Coeff
Subcatchment								

Lot_6	109.86	0.00	0.00	59.58	52.10	0.43	0.39	0.474
Lot_5	109.86	0.00	0.00	59.59	52.06	0.43	0.38	0.474
Lot_4	109.86	0.00	0.00	63.30	48.22	0.62	0.51	0.439

Node Depth Summary

Node	Type	Average Depth Meters	Maximum Depth Meters	Maximum HGL Meters	Time of Max Occurrence days hr:min
J1	JUNCTION	0.03	0.16	929.46	0 07:15
J2	JUNCTION	0.03	0.21	923.81	0 07:21
J3	JUNCTION	0.04	0.24	929.54	0 07:15
J4	JUNCTION	0.04	0.19	924.59	0 07:16
J5	JUNCTION	0.01	0.11	923.81	0 07:22
J6	JUNCTION	0.00	0.00	928.40	0 00:00
J7	JUNCTION	0.02	0.21	923.81	0 07:21
OF1	OUTFALL	0.03	0.20	923.45	0 07:15
OF2	OUTFALL	0.02	0.20	923.45	0 07:16

Node Inflow Summary

Node	Type	Maximum Lateral Inflow CMS	Maximum Total Inflow CMS	Time of Max Occurrence days hr:min	Lateral Inflow Volume 10^6 ltr	Total Inflow Volume 10^6 ltr
J1	JUNCTION	0.386	0.386	0 07:15	0.427	0.427
J2	JUNCTION	0.000	0.382	0 07:15	0.000	0.441
J3	JUNCTION	0.895	0.895	0 07:15	1.048	1.048
J4	JUNCTION	0.000	0.895	0 07:15	0.000	1.049
J5	JUNCTION	0.000	0.063	0 07:17	0.000	0.016
J6	JUNCTION	0.000	0.000	0 00:00	0.000	0.000
J7	JUNCTION	0.000	0.842	0 07:17	0.000	1.050
OF1	OUTFALL	0.000	0.246	0 07:19	0.000	0.427
OF2	OUTFALL	0.000	0.735	0 07:19	0.000	1.047

Node Surcharge Summary

No nodes were surcharged.

Node Flooding Summary

No nodes were flooded.

Outfall Loading Summary

Outfall Node	Flow Freq. Pcnt.	Avg. Flow CMS	Max. Flow CMS	Total Volume 10^6 ltr
OF1	98.40	0.022	0.246	0.427
OF2	97.63	0.053	0.735	1.047
System	98.01	0.075	0.964	1.474

Link Flow Summary

Link	Type	Maximum Flow CMS	Time of Max Occurrence days hr:min	Maximum Veloc m/sec	Max/ Full Flow	Max/ Full Depth
Berm_1	CHANNEL	0.382	0 07:15	3.70	0.31	0.69
Swale_1	CHANNEL	0.895	0 07:15	5.16	0.77	0.84
Berm_2	CHANNEL	0.000	0 00:00	0.00	0.00	0.38
Berm_3	CHANNEL	0.842	0 07:17	0.93	0.45	0.77
Berm_4	CHANNEL	0.063	0 07:17	0.14	0.08	0.63
C6	CONDUIT	0.246	0 07:19	4.10	1.09	1.00
C7	CONDUIT	0.735	0 07:19	4.10	1.08	1.00

Flow Classification Summary

Conduit	Adjusted /Actual Length	--- Dry	Fraction Up Dry	of Down Dry	Time Sub Crit	in Sup Crit	Flow Up Crit	Class Down Crit	--- Froude Number	Avg. Flow Change
Berm_1	1.00	0.00	0.00	0.00	0.01	0.99	0.00	0.00	4.29	0.0000
Swale_1	1.00	0.00	0.00	0.00	0.00	0.99	0.00	0.00	3.06	0.0001
Berm_2	1.00	0.01	0.99	0.00	0.00	0.00	0.00	0.00	0.00	0.0000
Berm_3	1.00	0.01	0.00	0.00	0.05	0.94	0.00	0.00	1.05	0.0000
Berm_4	1.00	0.01	0.26	0.00	0.74	0.00	0.00	0.00	0.01	0.0000
C6	1.00	0.01	0.00	0.00	0.02	0.97	0.00	0.00	3.35	0.0003
C7	1.00	0.02	0.00	0.00	0.01	0.97	0.00	0.00	3.32	0.0007

Conduit Surcharge Summary

Conduit	----- Both Ends	Hours Full Upstream	----- Dnstream	Hours Above Full Normal Flow	Hours Capacity Limited
C6	0.01	0.01	0.01	0.35	0.01
C7	0.01	0.01	0.01	0.58	0.01

Analysis begun on: Mon May 07 13:33:04 2018
Analysis ended on: Mon May 07 13:33:06 2018
Total elapsed time: 00:00:02

[TITLE]
17-068 Ramius Subdivision Details report
Allowable Release = 1.121 cu.m/sec

[OPTIONS]
FLOW_UNITS CMS
INFILTRATION GREEN_AMPT
FLOW_ROUTING DYNWAVE
START_DATE 3/8/2018
START_TIME 00:00
REPORT_START_DATE 3/8/2018
REPORT_START_TIME 00:00
END_DATE 3/9/2018
END_TIME 00:00
SWEEP_START 1/1
SWEEP_END 12/31
DRY_DAYS 0
REPORT_STEP 00:01:00
WET_STEP 00:05:00
DRY_STEP 00:05:00
ROUTING_STEP 5
ALLOW_PONDING NO
INERTIAL_DAMPING PARTIAL
VARIABLE_STEP 0.75
LENGTHENING_STEP 0
MIN_SURFAREA 0
NORMAL_FLOW_LIMITED BOTH
SKIP_STEADY_STATE NO
FORCE_MAIN_EQUATION H-W
LINK_OFFSETS DEPTH
MIN_SLOPE 0

[EVAPORATION]
;;Type Parameters
;;-----
CONSTANT 0.0
DRY_ONLY NO

[RAINGAGES]
;; Rain Time Snow Data
;;Name Type Intrvl Catch Source
;;-----
100yr24hr INTENSITY 0:05 1.0 TIMESERIES 100yr24hr
ZeroRain INTENSITY 0:05 1.0 TIMESERIES ZeroRain24hr

[SUBCATCHMENTS]

;;Name	Raingage	Outlet	Total Area	Pcnt. Imperv	Width	Pcnt. Slope	Curb Length	Snow Pack
Lot_6	100yr24hr	J1	0.82	14.1	51.899	3.9	0	
Lot_5	100yr24hr	J3	0.8199	14.1	50.925	3.85	0	
Lot_4	100yr24hr	J3	1.2889	9	75.818	2.82	0	

[SUBAREAS]

;;Subcatchment	N-Imperv	N-Perv	S-Imperv	S-Perv	PctZero	RouteTo	PctRouted
Lot_6	0.01	0.025	1	10	25	OUTLET	
Lot_5	0.01	0.025	1	10	25	OUTLET	
Lot_4	0.01	0.025	1	10	25	OUTLET	

[INFILTRATION]

;;Subcatchment	Suction	HydCon	IMDmax
Lot_6	253	3.5	0.15
Lot_5	253	3.5	0.15
Lot_4	253	3.5	0.15

[JUNCTIONS]

;;Name	Invert Elev.	Max. Depth	Init. Depth	Surcharge Depth	Ponded Area
J1	929.3	0.5	0	0	0
J2	923.6	0.25	0	0	0
J3	929.3	0.5	0	0	0
J4	924.4	0.25	0	0	0
J5	923.7	0.25	0	0	0
J6	928.4	0.25	0	0	0
J7	923.6	0.25	0	0	0

[OUTFALLS]

;;Name	Invert Elev.	Outfall Type	Stage/Table Time Series	Tide Gate
OF1	923.25	FREE		NO
OF2	923.25	FREE		NO

[CONDUITS]

;;Name	Inlet Node	Outlet Node	Length	Manning N	Inlet Offset	Outlet Offset	Init. Flow	Max. Flow
Berm_1	J1	J2	137	0.01	0	0	0	0

Swale_1	J3	J4	137	0.01	0	0	0	0
Berm_2	J6	J4	101	0.01	0	0	0	0
Berm_3	J4	J7	80	0.01	0	0	0	0
Berm_4	J2	J5	57	0.01	0	0	0	0
C6	J2	OF1	5	0.01	0	0	0	0
C7	J7	OF2	5	0.01	0	0	0	0

[XSECTIONS]

;;Link	Shape	Geom1	Geom2	Geom3	Geom4	Barrels
Berm_1	IRREGULAR	.25m_swale	0	0	0	1
Swale_1	IRREGULAR	.25m_swale	0	0	0	1
Berm_2	IRREGULAR	.25m_berm	0	0	0	1
Berm_3	IRREGULAR	.25m_berm	0	0	0	1
Berm_4	IRREGULAR	.25m_berm	0	0	0	1
C6	CIRCULAR	0.2	0	0	0	2
C7	CIRCULAR	0.2	0	0	0	6

[TRANSECTS]

NC 0.025	0.025	0.025						
X1 .25m_berm	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GR 0.25	0	0	13	0.25	15			
NC 0.01	0.01	0.01						
X1 .25m_swale	3	0.0	0.0	0.0	0.0	0.0	0.0	0.0
GR 0.25	0	0	1	0.25	2			

[LOSSES]

;;Link	Inlet	Outlet	Average	Flap Gate
--------	-------	--------	---------	-----------

[TIMESERIES]

;;Name	Date	Time	Value
100yr24hr		0:00	0
100yr24hr		0:05	0.763
100yr24hr		0:10	0.771
100yr24hr		0:15	0.779
100yr24hr		0:20	0.787
100yr24hr		0:25	0.796
100yr24hr		0:30	0.804
100yr24hr		0:35	0.813
100yr24hr		0:40	0.822
100yr24hr		0:45	0.831
100yr24hr		0:50	0.841

100yr24hr	0:55	0.851
100yr24hr	1:00	0.861
100yr24hr	1:05	0.871
100yr24hr	1:10	0.881
100yr24hr	1:15	0.892
100yr24hr	1:20	0.903
100yr24hr	1:25	0.914
100yr24hr	1:30	0.926
100yr24hr	1:35	0.938
100yr24hr	1:40	0.95
100yr24hr	1:45	0.963
100yr24hr	1:50	0.976
100yr24hr	1:55	0.99
100yr24hr	2:00	1.004
100yr24hr	2:05	1.018
100yr24hr	2:10	1.033
100yr24hr	2:15	1.048
100yr24hr	2:20	1.064
100yr24hr	2:25	1.08
100yr24hr	2:30	1.097
100yr24hr	2:35	1.114
100yr24hr	2:40	1.132
100yr24hr	2:45	1.151
100yr24hr	2:50	1.17
100yr24hr	2:55	1.191
100yr24hr	3:00	1.211
100yr24hr	3:05	1.233
100yr24hr	3:10	1.256
100yr24hr	3:15	1.279
100yr24hr	3:20	1.304
100yr24hr	3:25	1.329
100yr24hr	3:30	1.356
100yr24hr	3:35	1.384
100yr24hr	3:40	1.413
100yr24hr	3:45	1.443
100yr24hr	3:50	1.475
100yr24hr	3:55	1.509
100yr24hr	4:00	1.544
100yr24hr	4:05	1.581
100yr24hr	4:10	1.62
100yr24hr	4:15	1.661
100yr24hr	4:20	1.705
100yr24hr	4:25	1.751
100yr24hr	4:30	1.8
100yr24hr	4:35	1.853
100yr24hr	4:40	1.908

100yr24hr	4:45	1.967
100yr24hr	4:50	2.031
100yr24hr	4:55	2.099
100yr24hr	5:00	2.172
100yr24hr	5:05	2.251
100yr24hr	5:10	2.337
100yr24hr	5:15	2.43
100yr24hr	5:20	2.532
100yr24hr	5:25	2.643
100yr24hr	5:30	2.765
100yr24hr	5:35	2.9
100yr24hr	5:40	3.051
100yr24hr	5:45	3.219
100yr24hr	5:50	3.409
100yr24hr	5:55	3.625
100yr24hr	6:00	3.873
100yr24hr	6:05	4.159
100yr24hr	6:10	4.496
100yr24hr	6:15	4.897
100yr24hr	6:20	5.383
100yr24hr	6:25	5.985
100yr24hr	6:30	6.748
100yr24hr	6:35	7.75
100yr24hr	6:40	9.123
100yr24hr	6:45	11.117
100yr24hr	6:50	14.266
100yr24hr	6:55	19.931
100yr24hr	7:00	32.779
100yr24hr	7:05	83.515
100yr24hr	7:10	255.206
100yr24hr	7:15	114.934
100yr24hr	7:20	63.946
100yr24hr	7:25	43.017
100yr24hr	7:30	31.998
100yr24hr	7:35	25.321
100yr24hr	7:40	20.889
100yr24hr	7:45	17.754
100yr24hr	7:50	15.429
100yr24hr	7:55	13.641
100yr24hr	8:00	12.226
100yr24hr	8:05	11.08
100yr24hr	8:10	10.134
100yr24hr	8:15	9.34
100yr24hr	8:20	8.665
100yr24hr	8:25	8.083
100yr24hr	8:30	7.577

100yr24hr	8:35	7.133
100yr24hr	8:40	6.74
100yr24hr	8:45	6.39
100yr24hr	8:50	6.077
100yr24hr	8:55	5.794
100yr24hr	9:00	5.538
100yr24hr	9:05	5.304
100yr24hr	9:10	5.091
100yr24hr	9:15	4.895
100yr24hr	9:20	4.714
100yr24hr	9:25	4.547
100yr24hr	9:30	4.392
100yr24hr	9:35	4.248
100yr24hr	9:40	4.114
100yr24hr	9:45	3.989
100yr24hr	9:50	3.871
100yr24hr	9:55	3.761
100yr24hr	10:00	3.657
100yr24hr	10:05	3.559
100yr24hr	10:10	3.467
100yr24hr	10:15	3.38
100yr24hr	10:20	3.297
100yr24hr	10:25	3.219
100yr24hr	10:30	3.144
100yr24hr	10:35	3.073
100yr24hr	10:40	3.006
100yr24hr	10:45	2.941
100yr24hr	10:50	2.88
100yr24hr	10:55	2.821
100yr24hr	11:00	2.765
100yr24hr	11:05	2.711
100yr24hr	11:10	2.659
100yr24hr	11:15	2.61
100yr24hr	11:20	2.562
100yr24hr	11:25	2.516
100yr24hr	11:30	2.472
100yr24hr	11:35	2.43
100yr24hr	11:40	2.389
100yr24hr	11:45	2.35
100yr24hr	11:50	2.312
100yr24hr	11:55	2.275
100yr24hr	12:00	2.24
100yr24hr	12:05	2.205
100yr24hr	12:10	2.172
100yr24hr	12:15	2.14
100yr24hr	12:20	2.109

100yr24hr	12:25	2.079
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 SUBCATCHMENTS ALL
 NODES ALL
 LINKS ALL

[TAGS]

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;;-----	-----	-----
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J2	935.215	-300.33
J3	993.227	-171.336
J4	990.297	-302.528
J5	879.078	-298.544
J6	1087.211	-305.991
J7	940.911	-299.831
OF1	920.421	-390.037
OF2	926.511	-391.135

[VERTICES]		
;;Link	X-Coord	Y-Coord

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; ;-----
[Polygons]
; ;Subcatchment X-Coord Y-Coord
; ;-----
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Lot_6 935.182 -300.675
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Lot_6 938.815 -170.54
Lot_5 994.219 -172.12
Lot_5 990.138 -302.348
Lot_5 935.33 -300.282
Lot_5 938.597 -170.406
Lot_5 994.219 -172.12
Lot_4 1071.023 -174.024
Lot_4 1077.932 -206.788
Lot_4 1080.45 -266.068
Lot_4 1087.103 -305.879
Lot_4 990.105 -302.28
Lot_4 994.325 -172.014
Lot_4 1071.023 -174.024

[SYMBOLS]
; ;Gage X-Coord Y-Coord
; ;-----

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LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA

BYLAW NO. 21-010

A BYLAW OF LETHBRIDGE COUNTY BEING A BYLAW PURSUANT TO
SECTION 633(1) OF THE MUNICIPAL GOVERNMENT ACT, REVISED
STATUTES OF ALBERTA 2000, CHAPTER M.26

WHEREAS the landowner wishes to develop lands within Plan 0912279, Block 1, Lots 2 and 3 in the NE 21-9-22-W4;

AND WHEREAS the County's Municipal Development Plan and the Lethbridge County and Town of Coalhurst Intermunicipal Development Plan requires that developers prepare an Area Structure Plan to ensure sound development occurs within Lethbridge County;

AND WHEREAS the total area considered by the Area Structure Plan is 13.43 hectares;

AND WHEREAS the landowner/developer have prepared the "Ramias Subdivision Area Structure Plan" which contains engineering, survey, and geotechnical information to support the above conditions.

NOW THEREFORE BE IT RESOLVED, under the Authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, as amended, the Council of Lethbridge County in the Province of Alberta duly assembled does hereby enact the following:

- 1. The "Ramias Area Structure Plan" Bylaw No. 21-010, attached as "Appendix A".

GIVEN first reading this 3rd day of June, 2021.


Reeve


CAO

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

Reeve

CAO

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

Reeve

CAO

Reading	June 3, 2021
2 nd Reading	
Public Hearing	
3 rd Reading	

**LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA**

BYLAW NO. 21-010

**A BYLAW OF LETHBRIDGE COUNTY BEING A BYLAW PURSUANT TO
SECTION 633(1) OF THE MUNICIPAL GOVERNMENT ACT, REVISED
STATUTES OF ALBERTA 2000, CHAPTER M.26**

WHEREAS the landowner wishes to develop lands within Plan 0912279, Block 1, Lots 2 and 3 in the NE 21-9-22-W4;

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NOW THEREFORE BE IT RESOLVED, under the Authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, as amended, the Council of Lethbridge County in the Province of Alberta duly assembled does hereby enact the following:

- 1. The "Ramias Subdivision Area Structure Plan" Bylaw No. 21-010, attached as "Appendix A".

GIVEN first reading this 3rd day of June, 2021.

Reeve

CAO

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

Reeve

CAO

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

Reeve

CAO

1 st Reading	June 3, 2021
2 nd Reading	
Public Hearing	
3 rd Reading	



LETHBRIDGE COUNTY
APPLICATION FOR A
LAND USE BYLAW AMENDMENT
Pursuant to Bylaw No. 1404

Form C

OFFICE USE		
Date of Application: <u>March 25, 2021</u>	Assigned Bylaw	No. <u>Bylaw 21-011</u>
Date Deemed Complete: <u>March 29, 2021</u>	Application & Processing Fee:	\$ <u>1500.00</u>
Redesignation <input checked="" type="checkbox"/> Text Amendment <input type="checkbox"/>	Certificate of Title Submitted:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

A refusal is **not** appealable and a subsequent application for amendment involving the same lot and/or the same or similar use may not be made for at least 18 months after the date of refusal. (Refer to sections 53(1))

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

APPLICANT INFORMATION

Name of Applicant: David Amantea, ALS, CLS, P.Eng
Mailing Address: 2830 - 12th Avenue North
Lethbridge, Alberta
Postal Code: T1H 5J9
Phone: (403) 329-4688 x129
Phone (alternate): _____
Fax: (403) 320-9144

Is the applicant the owner of the property?

☐ Yes



☒ No

IF "NO" please complete box below

Name of Owner:	<u>Ronald Ramias & Aartje Ramias</u>	Phone:	<u>(403) 381-4604</u>
Mailing Address:	<u>Box 605</u> <u>Coalhurst, Ab</u>	Applicant's interest in the property:	
Postal Code:	<u>T0L 0V0</u>	<input type="checkbox"/> Agent	
		<input checked="" type="checkbox"/> Contractor	
		<input type="checkbox"/> Tenant	
		<input checked="" type="checkbox"/> Other	<u>ALBERTA LAND SURVEYOR</u>

PROPERTY INFORMATION

Municipal Address: _____
Legal Description: Lot(s) 2+3 Block 1 Plan 0912279
OR Quarter NE Section 21 Township 9 Range 22

AMENDMENT INFORMATION

What is the proposed amendment?

☐ Text Amendment

☒ Land Use Redesignation

IF TEXT AMENDMENT:

For text amendments, attach a description including:

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

IF LAND USE REDESIGNATION:

Current Land Use Designation
(zoning):

RUF

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

GCR

SITE DESCRIPTION:

Describe the **lot/parcel dimensions** _____ and **lot area/parcel acreage** _____
Indicate the information on a scaled PLOT or SITE PLAN: (0-4 acres at 1" = 20'; 5-9 acres at 1" = 100'; 10 acres or more at 1" = 200')

☐ Site or Plot Plan Attached

☒ Conceptual Design Scheme or Area Structure Plan Attached

OTHER INFORMATION:

Section 52 of the *Land Use Bylaw* regulates the information required to accompany an application for redesignation. Please **attach a descriptive narrative** detailing:

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

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

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

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

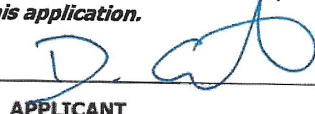
- geotechnical report; and/or
 - soils analysis; and/or
 - evaluation of surface drainage or a detailed storm water management plan;
 - and any other information described in section 52(2) or as deemed necessary to make an informed evaluation of the suitability of the site in relation to the proposed use;.
- if deemed necessary.

SITE PLAN

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

DECLARATION OF APPLICANT/AGENT

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



APPLICANT

REGISTERED OWNER
(if not the same as applicant)

DATE: March 23/2021

IMPORTANT: This information may also be shared with appropriate government/ other agencies and may also be kept on file by the agencies. This information may also be used by and for any or all municipal programs and services. Information provided in this application may be considered at a public meeting. The application and related file content will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection of this information, please contact Lethbridge County.

TERMS

1. Subject to the provisions of the Land Use Bylaw No. 1404 of Lethbridge County, the term "development" includes any change in the use, or intensity of use, of buildings or land.
2. Pursuant to the municipal development plan, an area structure plan or conceptual design scheme may be required by Council before a decision is made.
3. A refusal is not appealable and a subsequent application for redesignation (reclassification) involving the same or similar lot and/or for the same or similar use may not be made for at least 18 months after the date of a refusal.
4. An approved redesignation (reclassification) shall be finalized by amending the land use bylaw map in accordance with section 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26.

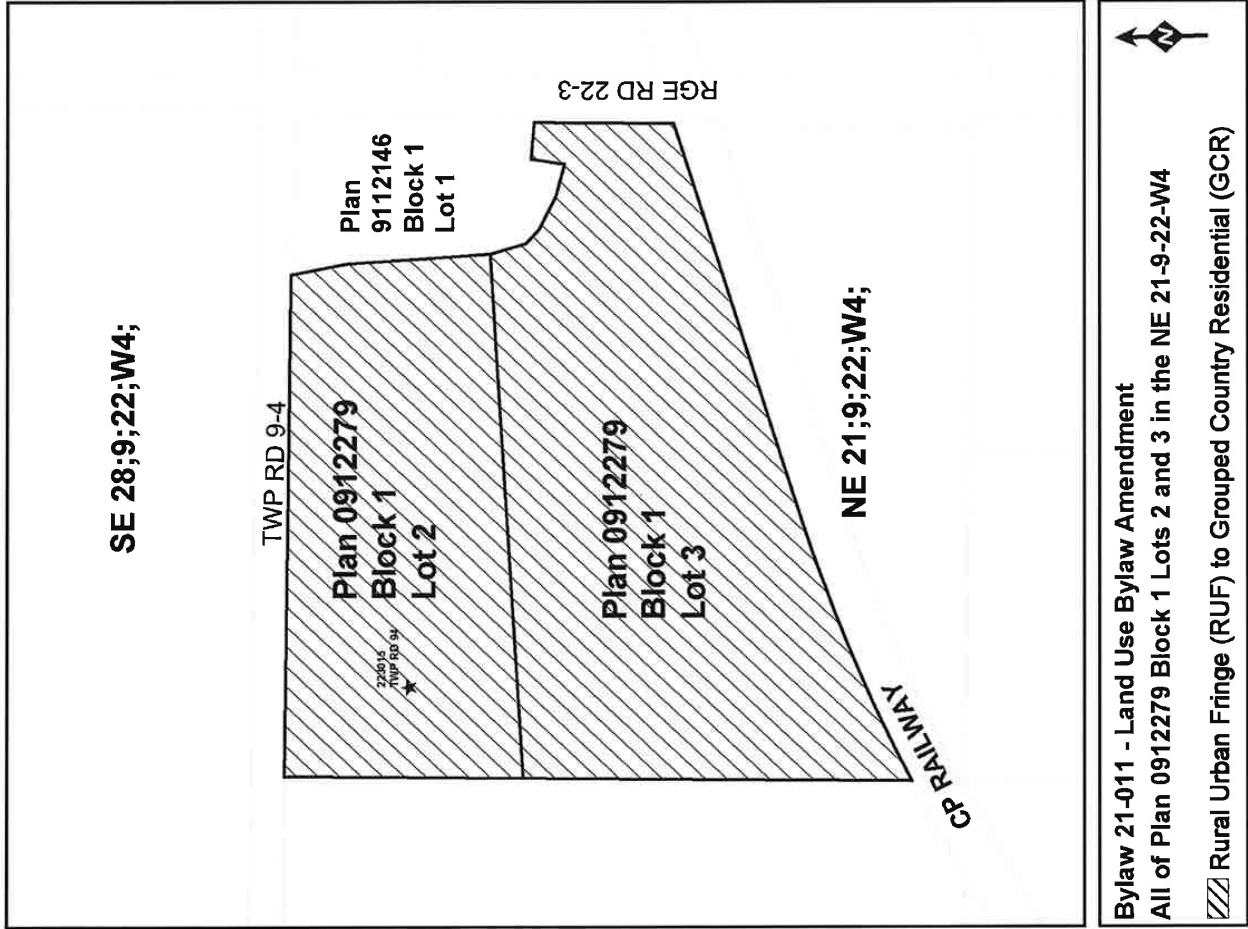
Note: Information provided or generated in this application may be considered at a public meeting.

LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA

BYLAW NO. 21-011

Bylaw 21-011 of Lethbridge County being a bylaw for the purpose of amending Land Use Bylaw 1404, in accordance with Sections 230, 606 and 692 of the Municipal Government Act, R.S.A. 2000, Chapter M-26.

WHEREAS the purpose of Bylaw 21-011 is to re-designate Plan 0912279 Block 1 Lots 2 and 3 in the NE 21-9-22-W4 from Rural Urban Fringe (RUF) to Grouped Country Residential (GCR) as shown below;



AND WHEREAS the re-designation of the lands will allow for future residential subdivision and development of the parcels;

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

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

GIVEN first reading this 3rd day of June 2021.


Reeve


Chief Administrative Officer

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

Reeve

Chief Administrative Officer

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

Reeve

Chief Administrative Officer

1 st Reading	June 3, 2021
2 nd Reading	
Public Hearing	
3 rd Reading	

Dave Clifton
Box 77
Coalhurst, Ab
12 July 2021

Lethbridge County

RE: Bylaw 21-010 and 21-011 The Ramias Subdivision Area Structure Plan

I am opposed to any changes that will restrict or change the flow of the natural drain currently running on the properties involved with this bylaw.

I want the natural drain to remain as is without the possibility of any manmade blockages or restrictions.

Thank you for making sure that the area will remain natural.



Dave Clifton



AT File Reference: RSDP35131
Our Reference: 2512-NE 21-9-22-W4M
Your Reference: Bylaw No. 21-010 & 21-011

April 6, 2021

Hilary Janzen
Supervisor of Planning & Development
hjanzen@lethcounty.ca
Lethbridge County
#100, 905 – 4 Avenue South
Lethbridge, AB T1J 4E4

Dear Ms. Janzen:

**RE: PROPOSED LAND USE REDESIGNATION & AREA STRUCTURE PLAN
LOTS 2 & 3, BLOCK 1, PLAN 0912279
PORTION OF NE 21-9-22-W4M
LETHBRIDGE COUNTY**

Reference your file to adopt Bylaw No. 21-010 to adopt Ramias Area Structure Plan and Bylaw No. 21-011 to re-designate the above noted parcel of land from “Urban Fringe – UF” to “Grouped Country Residential - GCR” to accommodate a future subdivision.

Should the approval authority find sufficient merit to ratify the proposed rezoning, the subsequent subdivision is well removed from any road under Alberta Transportation’s jurisdiction (in this instance Highway 25) with indirect access being provided solely by way of the local road system. Pursuant to Sections 5(5)(d) of the Subdivision and Development Regulation, being Alberta Regulation 43/2002, the Deputy Minister of Transportation is **not a required referral**.

Notwithstanding the foregoing, Alberta Transportation has no objections/concerns with the Area Structure Plan and redesignation of the grouped country residential development as proposed and/or favorable consideration by the Lethbridge County subdivision authority.

Yours truly,

Leah Olsen
Development/Planning Technologist
403-388-3105

LO

cc: Oldman River Regional Services Commission – steveharty@orrsc.com

M:\DS\SR\LETH\Development\Development and Planning\Janzen letter Bylaw 21-010 & Bylaw 21-011 NE 21-9-22-W4M (RSDP035131).docx

Hilary Janzen

From: McNabb, Jarvis <Jarvis.McNabb@atco.com>
Sent: Monday, May 03, 2021 1:23 PM
To: Hilary Janzen
Subject: RE: Lethbridge County - Area Structure Plan and Land Use Bylaw Amendment External Circulation

Hi Hilary.

ATCO has no objections to this proposal.

Thanks,

Jarvis McNabb P.L.(Eng.), R.E.T.
Engineering Technologist, South District Engineering
Natural Gas

P. 587 220 2583 **F.** 403 380 5428
A. 410 Stafford Dr N Lethbridge AB Canada T1H 2A9

From: Hilary Janzen <hjanzen@lethcounty.ca>
Sent: Thursday, April 1, 2021 9:24 AM
To: Alberta Health Services (SouthZone.EnvironmentalHealth@ahs.ca) <SouthZone.EnvironmentalHealth@ahs.ca>; Alberta Transportation (transdevelopmentlethbridge@gov.ab.ca) <transdevelopmentlethbridge@gov.ab.ca>; Leah Olsen (leah.olsen@gov.ab.ca) <leah.olsen@gov.ab.ca>; South District Engineering <SouthDistrictEngineering1@atco.com>; South Land Administration <SouthLandAdministration@atco.cul.ca>; Inid@telus.net; FortisAlberta Inc. - Referrals (landserv@fortisalberta.com) <landserv@fortisalberta.com>; Telus Referrals (All) (circulations@telus.com) <circulations@telus.com>; R. K. Hauta <rkhauta@coalthurst.ca>
Subject: Lethbridge County - Area Structure Plan and Land Use Bylaw Amendment External Circulation

****Caution – This email is from an external source. If you are concerned about this message, please forward it to spam@atco.com for analysis.****

Please see the attached circulation for a new Area Structure Plan and Land Use Bylaw Amendment on lands north of the Town of Coalhurst. Please review and respond by May 3, 2021. If you require additional time to respond please let me know at your earliest convenience.

Regards,

Hilary Janzen, RPP, MCIP
Supervisor of Planning and Development
Lethbridge County
905 4th Ave S
Lethbridge, AB T1J 4E4

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Hilary Janzen

From: circulations <circulations@telus.com>
Sent: Monday, April 05, 2021 9:07 AM
To: Hilary Janzen
Subject: RE: Lethbridge County - Area Structure Plan and Land Use Bylaw Amendment External Circulation

Good Morning,

TELUS Communications Inc. has no objection to the above circulation.
Thank you,

**Mehgan Smith | Real Estate Manager | TELUS Rights of Way
Customer Network Implementation**

2930 Centre Avenue NE, Calgary, AB T2A 4Y2
(403)-384-3066 | circulations@telus.com



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From: Hilary Janzen [mailto:hjanzen@lethcounty.ca]
Sent: April 1, 2021 9:24 AM
To: Alberta Health Services (SouthZone.EnvironmentalHealth@ahs.ca) <SouthZone.EnvironmentalHealth@ahs.ca>; Alberta Transportation (transdevelopmentlethbridge@gov.ab.ca) <transdevelopmentlethbridge@gov.ab.ca>; Leah Olsen (leah.olsen@gov.ab.ca) <leah.olsen@gov.ab.ca>; ATCO Pipelines (SouthDistrictEngineering1@atco.com) <SouthDistrictEngineering1@atco.com>; ATCO Gas - Referrals Lethbridge (southlandadmin@atcogas.com) <southlandadmin@atcogas.com>; Inid@telus.net; FortisAlberta Inc. - Referrals (landserv@fortisalberta.com) <landserv@fortisalberta.com>; circulations <circulations@telus.com>; R. K. Hauta <rkhauta@coalhurst.ca>
Subject: Lethbridge County - Area Structure Plan and Land Use Bylaw Amendment External Circulation

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Please see the attached circulation for a new Area Structure Plan and Land Use Bylaw Amendment on lands north of the Town of Coalhurst. Please review and respond by May 3, 2021. If you require additional time to respond please let me know at your earliest convenience.

Regards,

Hilary Janzen, RPP, MCIP
Supervisor of Planning and Development
Lethbridge County
905 4th Ave S

Lethbridge, AB T1J 4E4

Hilary Janzen

From: Lesley Leblanc <main@coalthurst.ca>
Sent: Wednesday, May 26, 2021 1:25 PM
To: Hilary Janzen
Cc: R. K. Hauta
Subject: Area Structure Plan and Land Use Bylaw Amendment North of Coalhurst

Dear Ms. Janzen:

This is to acknowledge receipt of and presentation to Council your April 1, 2021 and May 4, 2021 e-mails in regards to a new Area Structure Plan and Land Use Bylaw amendment on lands north of the Town of Coalhurst.

As a result of Council's deliberation on the matter the following motion was passed at an April 20, 2021 Regular meeting:

"...moved that the Council of the Town of Coalhurst hereby authorizes Chief Administrative Officer Hauta to submit a letter to Lethbridge County indicating that the Town has no concern with an Area Structure Plan amendment (Lethbridge County Bylaw No. 21-010) and a redesignation of Plan 0912279, Block 1, Lots 2 and 3, NE1/4 21-9-22-W4 as shown on the attached map (Lethbridge County Bylaw No. 21-011) from Rural Urban Fringe to Grouped County Residential, as presented in an April 1, 2021 application, pending a review by the Town's engineer in regards to storm water management."

Following a review by the Town's engineer, no significant impact to the Town's storm water management plan has been identified.

Thank you for allowing the Town of Coalhurst to provide some input. If you require anything further, please feel free to contact me.

Yours truly,

R.K. Hauta
Chief Administrative Officer

Lesley Leblanc
Executive Assistant to the CAO
Town of Coalhurst
Ph: 403-381-3033
Fax: 403-381-2924
main@coalthurst.ca



Memo



To: Reeve and County Council

From: Steve Harty – ORRSC Senior Planner

Date: 2021-07-22

**Re: Bylaw No. 21-010 (Area Structure Plan) and Bylaw No. 21-011 (redesignation)
Plan 0912279, Block 1, Lots 2 and 3 (Ramius)**

PROPOSAL:

To adopt an Area Structure Plan (ASP) to enable the redesignation (bylaw amendment) of land from Rural Urban Fringe (RUF) to Grouped Country Residential (GCR) for future subdivision of the parcel.

COMMENTS:

- The proposal aligns with the County's *Grouped Country Residential Land Use Strategy*, as it is small in scale, is occurring on already subdivided/fragmented land (i.e. infill development), has limited servicing needs, and does not require any new roads to be constructed or infrastructure to be taken over by the municipality.
- In respect of the *Municipal Development Plan* (MDP), the proposal conforms to the policy direction outlined in 6.3.3(e), as GCR may be considered at the discretion of Council based on general criteria, including: it is on lands considered poor/non-agricultural areas, fragmented lands or on parcels 20-acres or less in size; adjacent to urban areas (provided it complies with a relevant intermunicipal agreement); and areas where confined feeding operations are excluded (or there would be no conflict or compromise of the minimum distance separation), amongst other matters.
- It is noted there are other existing acreages along Kipp Road and to south along Rg Rd 20-3. This small proposal may therefore be deemed compatible with existing land use patterns established in the immediate vicinity.
- The land is within the *Intermunicipal Development Plan* ((MDP) boundary with the Town of Coalhurst. The parcel is situated within Policy Area 2(E2) which expressly allows for potential GCR use provided the land is redesignated to GCR and an approved ASP is adopted. It is understood that the Town of Coalhurst has no objections to the proposal.
- The ASP provided in support of the redesignation of the parcel outlines the land information and servicing proposed for the future small-scale subdivision. The initial analysis of the suitability of soils for on-site septic disposal appears acceptable. The servicing requirements are minimal and there will be no new roads or infrastructure that the County has to maintain.

July 22, 2021

- From the ASP review, the one major item that needs the closest evaluation is the storm water drainage conditions and the proposed management plan. It should be ensured the existing natural drainage that flows through this parcel is not interrupted and the proposed drainage plan, with the swale and berm system as outlined, is a workable system once implemented. It is recommend that if this proposal is approved, that at the subdivision stage any drainage channels, swales, etc., are protected through the registration of surveyed drainage plan right-of-way's and easements on the titles. It may also be beneficial to have basic architectural controls registered on the titles to further stipulate the drainage requirements and help ensure no permanent buildings or structures are erected in the specified swales or drainage areas.

Overall, if Lethbridge County is satisfied that the drainage can be properly managed and there will be no future issues, the other planning and technical aspects of the proposal appear to be addressed for the small-scale county residential proposal. Based on all the information provided, Council has the discretion to refuse or to adopt the ASP bylaw and the redesignation bylaw for GCR use at its prerogative.

AGENDA ITEM REPORT



Title: Treated Water Supply and Wastewater Capacity Study for Lethbridge County Hamlets
Meeting: Council Meeting - 05 May 2022
Department: Infrastructure
Report Author: Devon Thiele

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 26 Apr 2022

STRATEGIC ALIGNMENT:



Outstanding Quality
of Life



Effective Governance
and Service Delivery



Prosperous
Agricultural
Community



Vibrant and Growing
Economy



Strong Working
Relationships

EXECUTIVE SUMMARY:

Administration has developed a *Treated Water Supply and Wastewater Capacity Study for Lethbridge County Hamlets* in order to gain an understanding of the constraints within our hamlets water and wastewater systems. This document takes a high level look at our current infrastructure and provides clarity and guidance for future planning in and around County hamlets. Constraints that exist within the system are identified and recommendations are provided on how to proceed.

RECOMMENDATION:

That County Council receive this report for information.

PREVIOUS COUNCIL DIRECTION / POLICY:

Through asset management we are continually updating our infrastructure inventory and data.

BACKGROUND INFORMATION:

Administration has been encouraging development within and adjacent to our hamlets to take advantage of existing services and reduce the burden of additional infrastructure. Previously it was understood through discussions with County personnel that capacity issues exist within some hamlets, but no formal documentation was provided to quantify these issues.

ALTERNATIVES / PROS / CONS:

N/A

FINANCIAL IMPACT:

N/A

REASON(S) FOR RECOMMENDATION(S):

Providing a better understanding of the current infrastructure constraints and opportunities will assist with future planning and development requests.

ATTACHMENTS:

[Treated Water Supply and Wastewater Capacity Study](#)



TREATED WATER SUPPLY AND WASTEWATER CAPACITY STUDY FOR LETHBRIDGE COUNTY HAMLETS



FINAL REPORT

April 2022

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1.0 Introduction

Lethbridge County has seven hamlets within its municipal boundary, and each hamlet has its own unique infrastructure challenges. One of the challenges administration has faced over the years is facilitating growth while ensuring our potable water and wastewater services are adequate to accommodate that growth long term. Over the years, administration has been encouraging residential development not only in the hamlets, but also to the fringe areas of hamlets to utilize existing services where capacity exists. This is an excellent opportunity for the County to increase revenue while minimizing infrastructure requirements. However, there are challenges with this model, as some of our hamlets do not have the capacity to handle these fringe developments. It is important that the County accounts for any potential growth within the hamlets before providing services to fringe areas as this could potentially use any excess capacity in the system before the infill lots are developed.

The population within and around the hamlets continues to grow slowly, and consequently, has caused an increase in demand to the Potable Water and Wastewater systems. The projected population growth rate of 1% per year was used as per the County's Hamlet Studies. Typically, Grouped Country Residential Subdivisions are provided potable water by either the Lethbridge North County Potable Water Coop (LNCPWC) or the County of Lethbridge Rural Water Users Association (COLRWA), with wastewater disposed of on-site through private septic systems. Usually, these fringe subdivisions have 2 acre parcels to accommodate a house, ancillary buildings, and a septic field. While 2 acres is required to accommodate the infrastructure necessary to support residential developments, it reduces the density and number of taxable parcels. It would be optimal to have fringe developments connect to the hamlets' existing water and wastewater infrastructure to allow for smaller lot sizes leading to increased density and taxable parcels.

The purpose of this study is to conduct a high-level analysis of the County's existing water and wastewater infrastructure that serve County hamlets and to identify deficiencies within the system. The current water licenses, consumption data, reservoir sizing, and lagoon sizing were used for this study. The lifecycle of the storage reservoirs was also considered, with some reservoirs requiring replacement due to age, rather than capacity. For this study, a 45-year estimated useful life (EUL) was applied to the reservoirs as per the County's Asset Management Plan. Pipe sizes and modeling of the system was not included in this study as this requires a specialist with specific software to complete an analysis. As well, this study does not consider any potential major developments that require water connecting to the system, again this would require a specialist to analyze.

In order to gain a detailed understanding, an engineering analysis should be undertaken on the entire County water system, including wastewater provisions, to ensure that the County's water and wastewater are reviewed holistically.

2.0 Background

2.1 Water Supply, Storage, and Distribution

Lethbridge County provides potable water supply and distribution services to our seven hamlets, either directly or indirectly. The water license diversion source is the Oldman River through the City of Lethbridge Water Treatment Plant and associated works which is then distributed through the County's three regional waterlines. These regional waterlines include the North County Regional waterline, the Eastern Regional waterline, and the Monarch Regional waterline.

North County Regional Waterline

The North County Regional Waterline extends from the City of Lethbridge at the intersection of Twp Rd 9-4 and Rge Rd 21-5, extending north then east through Diamond City, Shaughnessy, Picture Butte, Iron Springs, and terminating in Turin. This waterline has connections to the LNCPWC, which provides potable water to various rural users north of the Oldman River. Water is also provided to the Agropur Cheese Plant east of Diamond City through the regional line.

Eastern Regional Waterline

The Eastern Regional Waterline extends from the City of Lethbridge at the intersection of 43rd St and Twp Rd 9-2, through Coaldale and terminating at the McCains facility at the eastern border of the County. This waterline has connections to the Town of Coaldale and the COLRWA, which provides potable water to various rural users south of the Oldman River. The COLRWA also provides potable water to the Hamlet of Chin. The ownership of the regional waterline is divided between the Water Commission and Lethbridge County. The portion of waterline from the City of Lethbridge to Coaldale is owned by the Water Commission (Lethbridge County, Coaldale), and the portion from Coaldale to the McCains facility is owned by Lethbridge County.

Monarch Regional Waterline

The Monarch Regional Waterline extends from the intersection of Rge Rd 22-4 and River Ridge Road to Monarch, where it is terminated. This waterline originates from the City of Lethbridge, however, the portion of waterline from the City of Lethbridge limits west along Highway 3 to the intersection of Rge Rd 22-4 and River Ridge Road is owned and operated by the Town of Coalhurst. The County's portion of the waterline from this intersection to Monarch has connections to the LNCPWC, which provides potable water to various rural users in the general area between Coalhurst and Monarch.

Direct Connection to City of Lethbridge

Fairview has a direct connection to the City's water network, which originates at the intersection of 43rd St and Highway 512. The County owns and operates all of the watermain lines and service connections east of 43rd St within Fairview.

Storage Reservoirs

The existing storage reservoirs in the Hamlets of Diamond City, Shaughnessy, Iron Springs, Turin, and Monarch are adequate for potable water consumption. However, not all reservoirs are large enough for adequate fire protection. Fire protection is not a regulatory requirement, rather a decision by the municipality. In order to provide adequate fire protection, almost all reservoirs would require upgrading. This does not come without consequence, as an increase in reservoir size will require an increase in consumption due to the chloride retention time, which cannot be achieved with the existing consumption rates. Over time, chlorides in the water dissipate in storage resulting in water quality issues. It should be noted that when storage volumes are calculated, the maximum daily demand figure is used as a worst-case scenario.

Diamond City has a large reservoir that can pump water to Shaughnessy, Iron Springs, or Turin in the event of a fire to provide supplemental flows. This system would require further study to determine if the existing systems as a whole can provide adequate fire protection. For the purpose of this study, fire protection was included as supplementary information, but is not detailed further. Further details would require an engineering study to be completed.

Back-up Power

To ensure uninterrupted service to our hamlets, all of the County's water and wastewater systems have back-up generators installed on-site and can provide electricity to the various pumps, controls, hardware, and the Supervisory Control and Data Acquisition (SCADA) systems.

A detailed map of the water system is included in Appendix A.

2.2 Wastewater Collection and Treatment

The County provides wastewater collection and treatment services in four of our seven hamlets. These hamlets include Monarch, Diamond City, Shaughnessy, and Turin, where gravity pipes, lift stations, and lagoon systems exist. This type of system is adequate, and desirable for the County as lagoons are fairly low maintenance, with the effluent in many cases used for irrigation on adjacent land. In all four hamlets except for Shaughnessy, the lagoons do not have a discharge point as evaporation and irrigation are sufficient enough to maintain normal operating levels. Shaughnessy is the only hamlet with an outlet that discharges into a natural drain, which is the Piyami Coulee.

The wastewater collection system in Fairview consists of gravity pipes that lead to a lift station where the wastewater is pumped through a force main pipe to the City of Lethbridge wastewater system on 2nd Ave North. This system performs adequately unless there are major rainfall events that can overwhelm the pump, which is suspected to be caused by inflow from private properties. The force main in this system also requires continual chemical cleaning due to its small diameter (100mm, 4") and very long length (~800m).

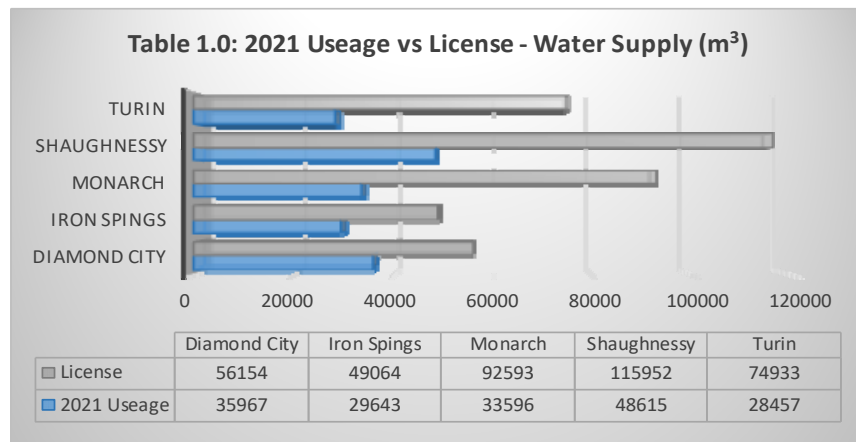
The wastewater collection systems in Chin and Iron Springs are all private, on-site wastewater systems. These systems typically consist of septic fields, septic mounds, or holding tanks. Due to these hamlets being very small in size, it is not feasible to construct a municipal wastewater system. When the McCains facility was constructed, their lagoon system was oversized to potentially accommodate the wastewater flows from Chin. This would require significant capital to install sewer mains, services, manholes, lift station, and outlet piping to the existing McCains lagoon. Iron Springs has been analyzed in the past, and an estimate completed in 2007 indicated a cost of \$5,100,000 to install a municipal wastewater system.

In Diamond City and Fairview, the wastewater systems can become inundated with stormwater due to inflow and infiltration issues. Inflow occurs when stormwater enters the wastewater system, typically either through leaking manhole covers or through private property connections such as downspouts and sump pumps. Infiltration is when groundwater seeps into the system through cracked pipes, leaking joints, or unsealed manhole rings. This causes a surge in flow volumes within the wastewater system, which can lead to sewer back-ups. Inflow and infiltration studies can help determine where stormwater is entering the system and provide recommendations to mitigate this from occurring.

3.0 Treated Water Supply

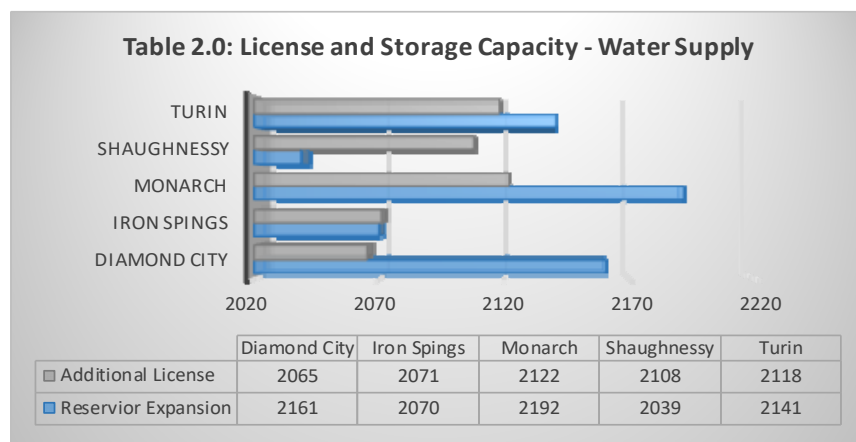
A review of historical water demands for all hamlets was undertaken to establish trends and project future consumption. The County's Water Needs Assessment completed in 2015 by MPE Engineering was used to determine historical demands, and along with the County's Growth Studies completed for each hamlet, current population data was used to update the projected demands from the Water Needs Assessment.

Table 1.0 shows a comparison between the 2021 consumption data and the currently licensed amount for each hamlet



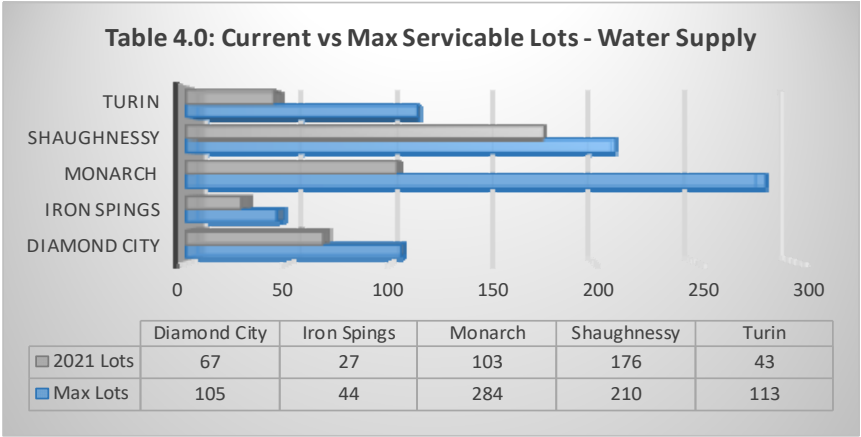
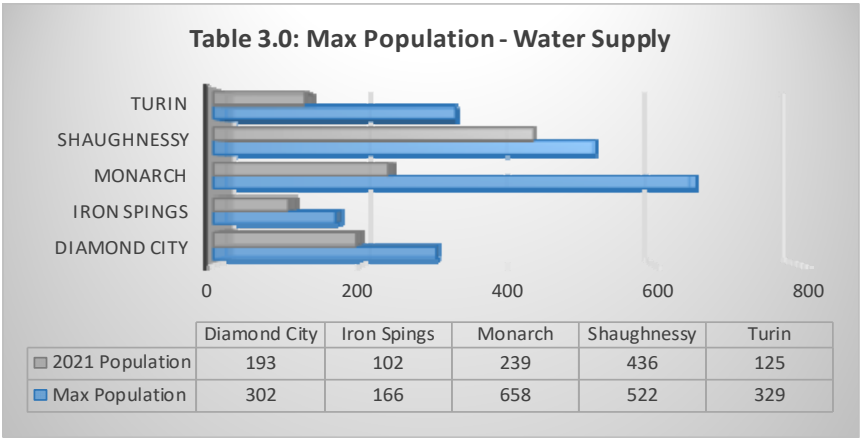
As illustrated in Table 1.0, the County has adequate licensing for all hamlets, especially in Shaughnessy, Turin, and Monarch. Iron Springs and Diamond City, although having lower allocations than the other hamlets, still have ample licensing to accommodate growth.

Table 2.0 below shows the projected year in which the County will need to either acquire additional license, or transfer from one license to another, and as well when there will be the requirement to increase the storage capacity.



Based on the licenses, storage, and projected population increase for each hamlet, we can see that Shaughnessy (2039) and Diamond City (2065) will be the first to require attention to accommodate future growth. Although Turin, Shaughnessy, and Monarch have sufficient licenses for the future, it should be noted that some of this allocation may need to be transferred to Diamond City and Iron Springs to accommodate future growth.

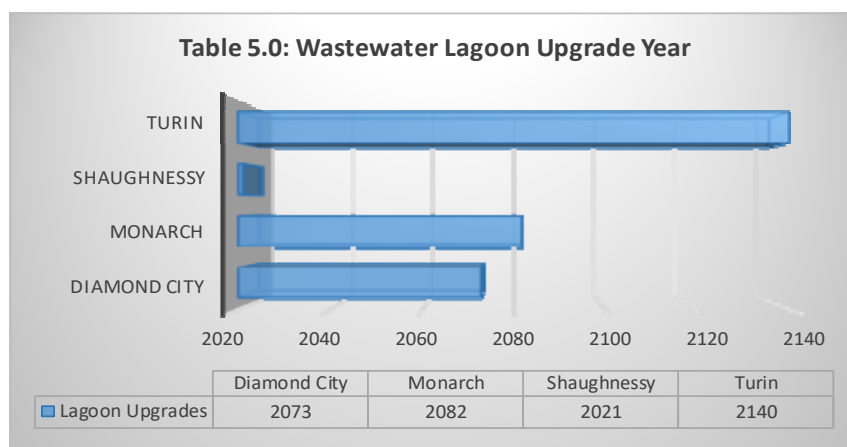
Table 3.0 below shows the maximum population that each hamlet can reach before additional license or storage is required, and Table 4.0 shows the maximum number of lots each hamlet can support.



4.0 Wastewater Capacity

A review of the County's wastewater system within the Hamlets of Monarch, Diamond City, Shaughnessy, and Turin was undertaken to establish current and future storage requirements. Chin, Fairview, and Iron Springs were not included as Iron Springs and Chin have private on-site septic, and Fairview is connected to the City of Lethbridge works. A review of storage and retention time was undertaken; however, pipe sizing and pressure ratings were not considered. This should be further studied by an engineer to establish if the existing pipeline network can accommodate additional volume and pressure.

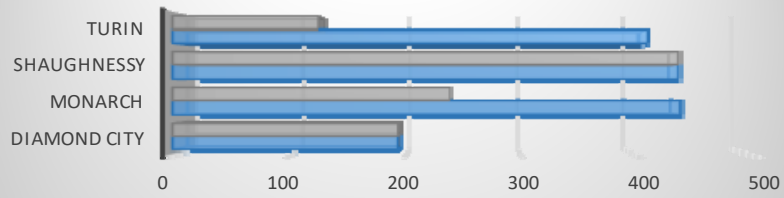
Table 5.0 below shows the projected year in which upgrades to either the anaerobic, facultative, or storage cells will be required.



Tables 6.0 and 7.0 below shows what the current and maximum population could be and potential lots for development based on the constraints of the wastewater system. Turin and Monarch both have significant room for growth for many years. Shaughnessy's storage cell is currently at capacity, and Diamond City has suspected inflow and infiltration issues.



Table 7.0: Current vs Max Population - Wastewater



	Diamond City	Monarch	Shaughnessy	Turin
2021 Population	193	239	436	125
Max Population	193	438	436	409

2021 Population Max Population

5.0 Existing Systems & Constraints

5.1 TURIN

Water for Consumption:

Currently, Turin has sufficient water license to accommodate growth in the hamlet up to the year 2118 based on projected population growth. An analysis of the current water reservoir capacity for Turin indicates that an upgrade will be required in 2141 to meet future consumption demand. Based on the current water license, this would allow the hamlet to expand to a population of 329 residents, or 113 homes (2021: 125 residents, 43 homes).

The reservoir had an initial construction year of 2003, and with subsequent upgrades completed in 2011, it is projected that this reservoir will require rehabilitation or replacement in 2056.

Water for Fire Protection:

The reservoir in Turin has a capacity of 600m³ and will adequately handle fire flows through various hydrants. However, this reservoir is not large enough to accommodate any future growth in the hamlet if the County maintains enough volume for full fire protection. This is not unique to Turin as Shaughnessy, Monarch, and Iron Springs are all currently undersized for fire protection. Should the County choose to maintain full fire volumes, an upgrade to the Turin reservoir is required immediately.

Wastewater:

The lagoon system in Turin is located within SE 3-12-19-4, immediately east of the hamlet. The wastewater system is comprised of gravity pipes that lead to a lift station which pumps wastewater to the facultative and storage cell. Currently, these cells are sized to accommodate growth up to 409 residents, or 141 homes. It is projected that this system will require an upgrade in 2140 to accommodate future growth. Upgrades will then be required to the facultative and storage cell to accommodate additional volumes.

Turin Summary Table

Component	Action Required	Year
Water for Consumption	Reservoir Replacement (age)	2056
	Additional License	2118
	Reservoir Expansion	2141
Wastewater	Lagoon Expansion	2140

Available Lots:

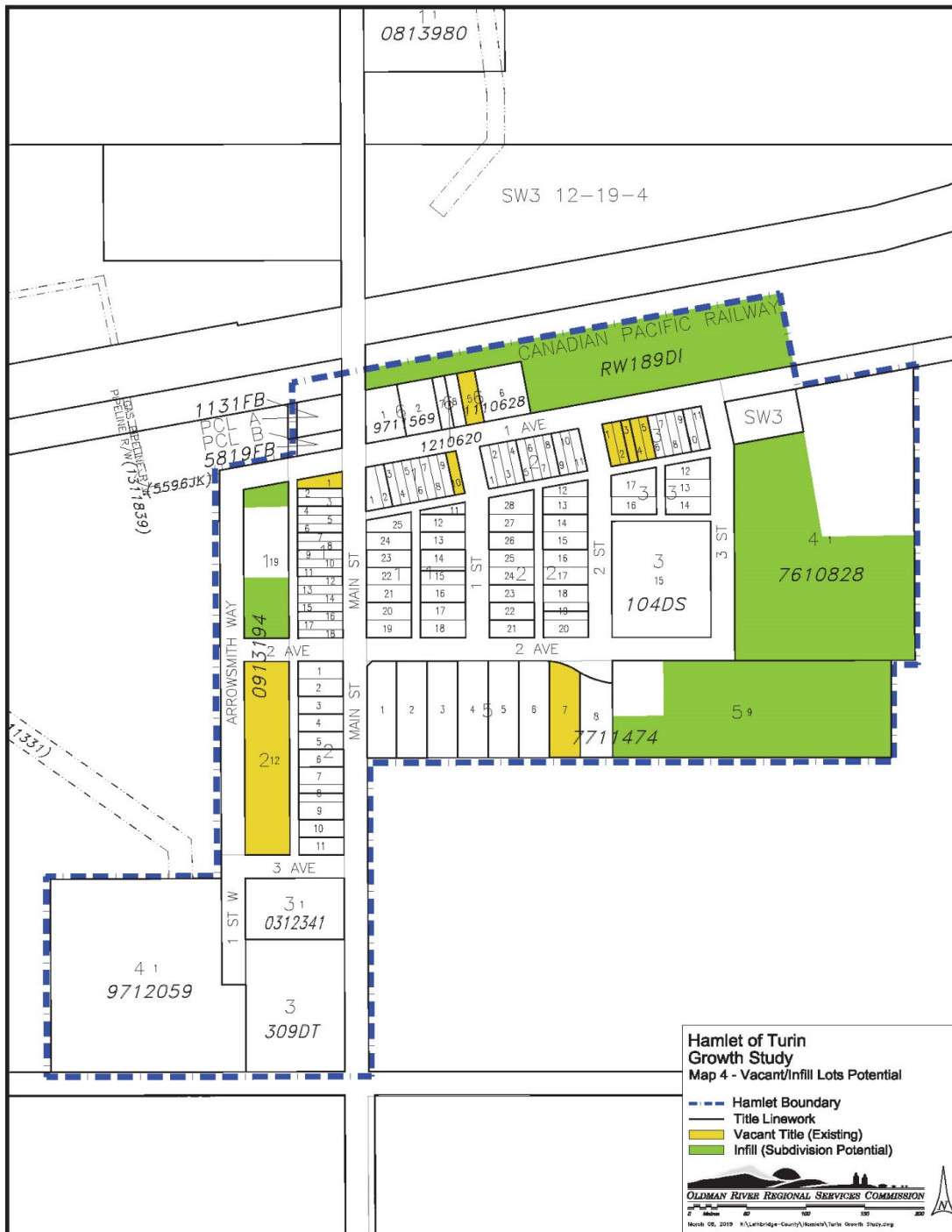
Turin has five vacant residential infill lots that could be subdivided into 61 lots. In addition, there are two potential commercial lots and eight industrial lots for a total of 71 lots. The current water system can handle up to 113 lots, so an additional 41 commercial or residential lots could be added to this system. The current wastewater system can handle up to 141 lots, so an additional 69 lots could be added to this system.

Serviceable Lots:

Infill Lots: 41

Fringe Lots: 0

TOTAL: 41



5.2 SHAUGHNESSY

Water for Consumption:

Currently, Shaughnessy has sufficient water license to accommodate growth in the hamlet up to the year 2108 based on projected population growth. An analysis of the current water reservoir capacity for Shaughnessy indicates that an expansion will be required in 2039 to meet future consumption demand. Based on the current reservoir capacity, this would allow the hamlet to expand to a population of 522 residents, or 210 homes (2021: 436 residents, 176 homes).

The reservoir had an initial construction year of 2000, therefore it is projected that rehabilitation or replacement will be required in 2045. As this reservoir will require expansion in 2039, and replacement in 2045, it would be prudent to replace and increase the capacity of the reservoir to meet future demand in 2039.

Water for Fire Protection:

The reservoir in Shaughnessy has a capacity of 318m³ and is not adequate to handle fire flows. Currently, there is a storage deficit of 507m³ and a total required storage of 825m³. Should the County choose to provide full fire volumes, an expansion to the Shaughnessy reservoir is required immediately. Shaughnessy currently has hydrants located throughout the hamlet for fire protection.

Wastewater:

The wastewater system in Shaughnessy is comprised of gravity pipes that outlet to an anaerobic cell, then to a facultative cell, and finally to the storage cell. This system is currently at capacity as the storage cell is insufficient to accommodate further development, with the facultative cell sufficient to the year 2049. In addition to the storage cell being at capacity, it is believed that there are also residential sump pumps tied into the system as flows substantially increase during and after large rainfall events. This can be analyzed further through undertaking an inflow and infiltration study.

Shaughnessy Summary Table

Component	Action Required	Year
Water for Consumption	Reservoir Expansion	2039
	Reservoir Replacement (age)	2045
	Additional Licence	2108
Wastewater	Lagoon Expansion	2022

Available Lots:

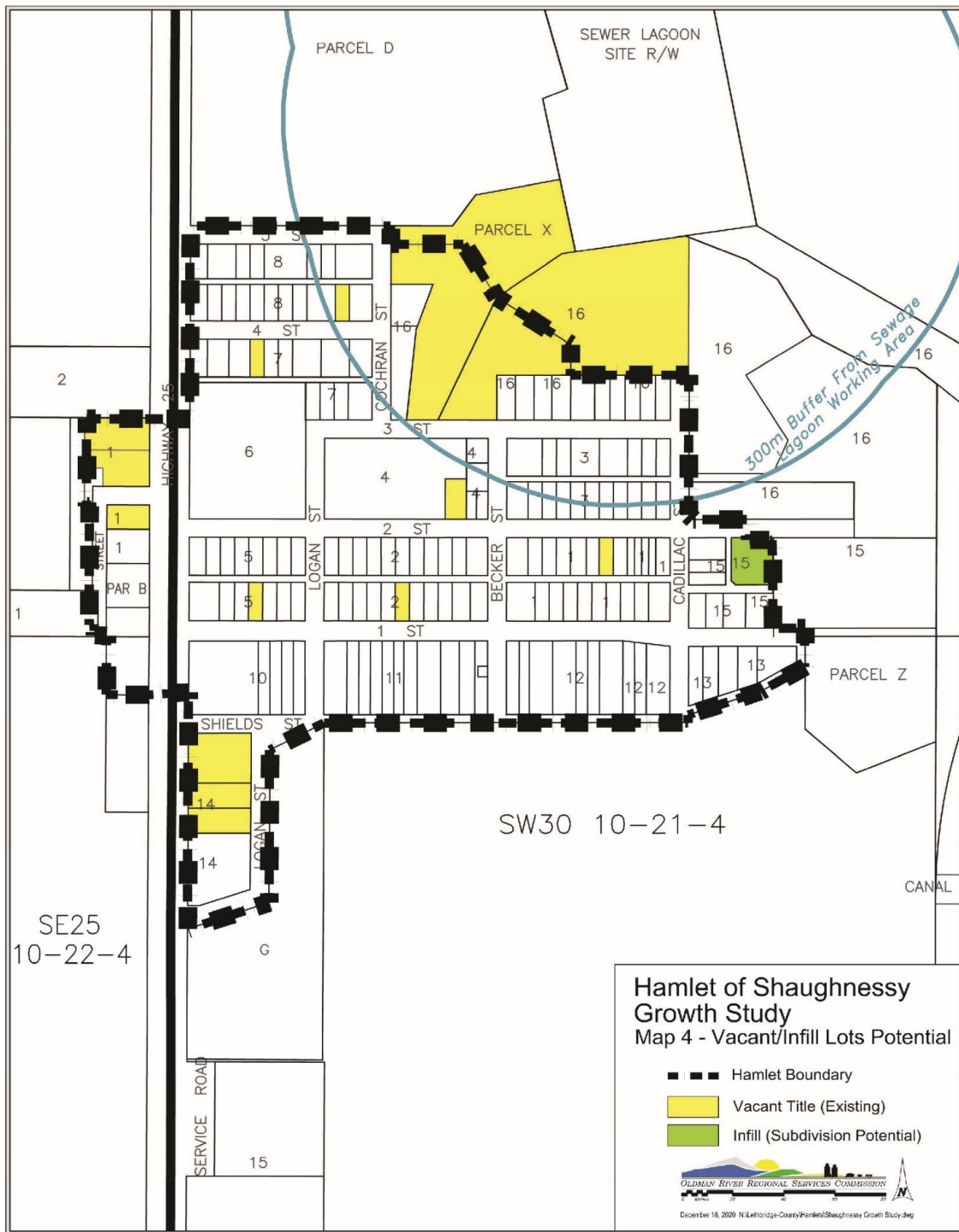
Currently, Shaughnessy has five vacant residential infill lots, three commercial lots, and one industrial lot for a total of nine lots. The current water system can handle up to 210 lots, so an additional 34 residential, commercial, or industrial lots could be added to this system. The current wastewater system is at capacity and cannot accommodate any future growth.

Serviceable Lots:

Infill Lots: 0

Fringe Lots: 0

TOTAL: 0



5.3 MONARCH

Water for Consumption:

Monarch currently has sufficient water license to accommodate growth in the hamlet up to 2122 based on projected population growth. An analysis of the current water reservoir capacity for Monarch indicates that an expansion will be required in 2192 to meet future consumption demand. Based on the current water license, this would allow the hamlet to expand to a population of 658 residents, or 284 homes (2021: 239 residents, 103 homes).

The reservoir had an initial construction year of 2019, therefore it is projected that rehabilitation or replacement will be required in 2064.

Water for Fire Protection:

The reservoir in Monarch has a capacity of 873m³ and is not adequate to handle fire flows. Currently, there is a storage deficit of 353m³ and a total required storage of 1068m³. Should the County choose to provide full fire volumes, an expansion to the Monarch reservoir is required immediately. Monarch currently has hydrants located throughout the hamlet for fire protection.

Wastewater:

The current lagoon system in Monarch is located within SE 7-10-23-4, immediately east of the hamlet. The wastewater system is comprised of gravity pipes that lead to a lift station which pumps wastewater to the facultative and storage cell. Currently, these cells are sized to accommodate growth up to 438 residents, or 189 homes. It is projected that this system will require an upgrade to the storage cell in 2082 to accommodate future growth.

Monarch Summary Table

Component	Action Required	Year
Water for Consumption	Reservoir Replacement (age)	2064
	Additional License	2122
	Reservoir Expansion	2192
Wastewater	Lagoon Expansion	2082

Available Lots:

Currently, Monarch has 17 vacant residential infill lots that could be subdivided into 52 lots, four potential commercial lots, and no industrial lots within the hamlet for a total of 56 lots. The current water system can handle up to 284 lots, so an additional 181 lots could be added to this system. The current wastewater system can handle up to 189 lots, so an additional 86 commercial or residential lots could be added to this system.

Serviceable Lots:

Infill Lots: 56

Fringe Lots: 30

TOTAL: 86

5.4 IRON SPRINGS

Water for Consumption:

Iron Springs has sufficient water license to accommodate growth in the hamlet up to the year 2071 based on projected population growth. An analysis of the current water reservoir capacity for Iron Springs indicates that an expansion will be required in 2070 to meet future consumption demand. Based on the current reservoir capacity, this would allow the hamlet to expand to a population of 166 residents, or 44 homes (2021: 102 residents, 27 homes). The existing water system is not owned or operated by the County, rather the Iron Springs Water Association (Coop) distributes the water throughout the hamlet. The County is a provider of bulk water to this system.

The reservoir had an initial construction year of 1979, therefore it is projected that rehabilitation or replacement will be required in 2024.

Water for Fire Protection:

The reservoir in Iron Springs has a capacity of 300m³ and is not adequate to handle fire flows. Currently, there is a storage deficit of 783m³ and a total required storage of 1083m³. Should the County choose to provide full fire volumes, an expansion to the Iron Springs reservoir is required immediately. Since the Iron Springs distribution system is not owned or operated by the County, there are no hydrants within the hamlet.

Wastewater:

The current wastewater system in Iron Springs is comprised of private, on-site septic systems. There is no municipal wastewater collection systems in this hamlet. A study was completed in 2007 that indicated a cost of \$5,100,000 to install a municipal wastewater system in Iron Springs.

Iron Springs Summary Table

Component	Action Required	Year
Water for Consumption	Reservoir Replacement (age)	2024
	Reservoir Expansion	2070
	Additional License	2071
Wastewater	N/A	N/A

Available Lots:

Currently, Iron Springs has ten vacant residential infill lots with one potential industrial lots for a total of 11 lots. There are no commercial lots within the hamlet. The current water system can handle up to 44 lots, so an additional 17 residential lots could be added to the system.

Serviceable Lots:

Infill Lots: 11

Fringe Lots: 6

TOTAL: 17

5.5 DIAMOND CITY

Water for Consumption:

Diamond City has sufficient water license to accommodate growth in the hamlet up to the year 2065 based on projected population growth. An analysis of the current water reservoir capacity for Diamond City indicates that an expansion will be required in 2161 to meet future consumption demand. Based on the current water license, this would allow the hamlet to expand to a population of 302 residents, or 105 homes (2021: 193 residents, 67 homes).

The reservoir had an initial construction year of 2003, therefore it is projected that rehabilitation or replacement will be required in 2048.

Water for Fire Protection:

The reservoir in Diamond City has a capacity of 800m³ and will adequately handle fire flows through various hydrants within the hamlet. Currently, there is a storage surplus of 77m³ which will provide adequate fire protection.

Wastewater:

The current wastewater lagoons in Diamond City are located within SW 8-10-21-4, just northeast of the hamlet. The wastewater system is comprised of gravity pipes that lead to a lift station which pumps wastewater to the facultative and storage cell. Currently, these cells are sized to accommodate growth up to 324 residents, or 113 homes. It is projected that this system will require an upgrade in 2073 to accommodate future growth. Upgrades will then be required to the storage cell to accommodate additional volumes, with upgrades required to the facultative cell in 2077.

Although the sizing of the wastewater system appears sufficient to accommodate growth, years of operating the system indicate inflow and infiltration in Diamond City are inundating the system with excess stormwater. This should be analysed further through undertaking an inflow and infiltration study.

Diamond City Summary Table

Component	Action Required	Year
Water for Consumption	Reservoir Replacement (age)	2048
	Additional License	2065
	Reservoir Expansion	2161
Wastewater	Inflow and Infiltration Study	2023

Available Lots:

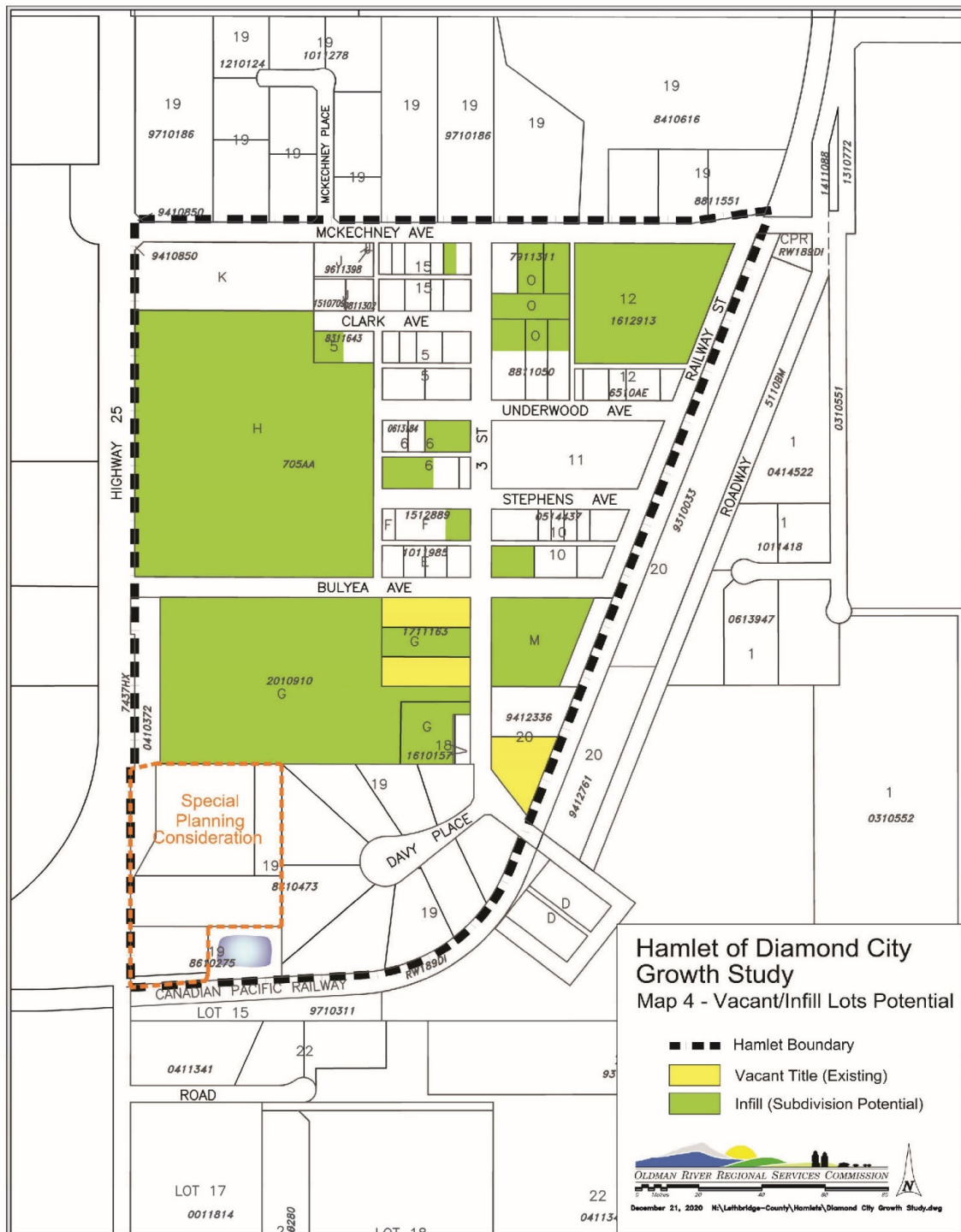
Currently, Diamond City has three vacant residential infill lots that could be subdivided into 154 lots with an additional four potential commercial lots for a total of 158 lots. There are no industrial lots within the hamlet. The current water system can handle up to 105 lots, so an additional 38 commercial or residential lots could be added to this system. Due to the suspected inflow and infiltration issues, the current wastewater system cannot handle any additional development.

Serviceable Lots:

Infill Lots: 0

Fringe Lots: 0

TOTAL: 0



5.6 FAIRVIEW

Water for Consumption:

The Hamlet of Fairview is provided potable water directly from the City of Lethbridge. As Fairview is adjacent to the City, water is not delivered through any regional waterlines.

Water for Fire Protection:

Fire protection is provided by hydrants throughout the hamlet, fed directly from the City of Lethbridge works.

Wastewater:

Wastewater in Fairview is fed via gravity pipes to a lift station which pumps wastewater to the City of Lethbridge Sanitary Sewer Main on 2nd Ave North. This system has been problematic in the past as it is suspected that inflow during storm events inundates the lift station pumps, sometimes causing sewer back-ups. In addition, the discharge pipe is rather long and requires continual chemical cleaning.

In 2015 the County had an inflow & infiltration study completed for Fairview, which determined that there was minimal groundwater infiltration to the system, and minimal inflow from manhole lids. The report suggested inflow from residential tie-ins was the primary cause of increased flows during wet weather events. It further suggested that the County should identify which property owners have sump pumps tied into the system, and recommended they be disconnected.

Due to the wastewater issues in Fairview, Council imposed a moratorium restricting any subdivisions in the future until the wastewater issues can be resolved.

Available Lots:

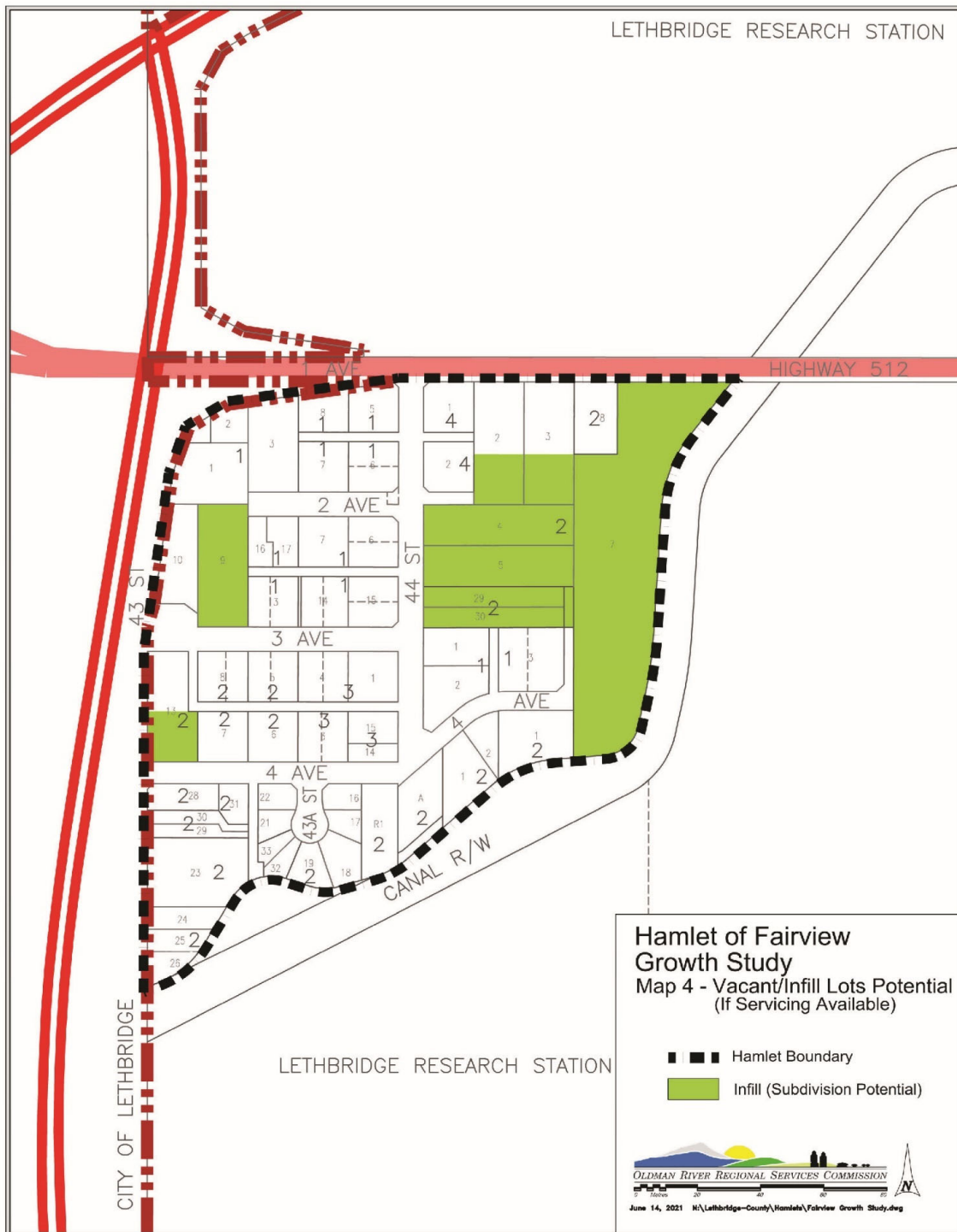
Currently, Fairview has no vacant residential infill lots, however, up to 24 additional lots could be subdivided. In addition, there is one potential commercial lot and no industrial lots within the hamlet. Any further developments in Fairview may require an amendment to the current water agreement with the City to allow for additional volumes. Due to the moratorium on subdivisions as mentioned above, no subdivision can occur in Fairview.

Serviceable Lots:

Infill Lots: 0

Fringe Lots: 0

TOTAL: 0



5.7 CHIN

Water for Consumption:

The Hamlet of Chin has potable water provided solely through the COLRWA. Lethbridge County provides the COLRWA with potable water through the Eastern Regional Waterline that extends from the City of Lethbridge to the McCains facility.

Water for Fire Protection:

The Hamlet of Chin does not have a water system for fire protection.

Wastewater:

Currently, wastewater in Chin is disposed of through individual on-site private septic systems. These systems usually are not desirable in a hamlet, however, due to the small size of Chin and the relatively large lot sizes, this type of wastewater disposal system is adequate. The adjacent McCains food processing plant has a wastewater treatment system in place, and at the time of construction was built to accommodate wastewater volumes from Chin. If Chin were to drastically increase in size, the County may be able to install a wastewater system as the existing McCains lagoon may be utilized.

Available Lots:

Currently, Chin has two vacant residential infill lots with no option to subdivide. There are no commercial or industrial lots within the hamlet. There is a potential growth area to the north of Chin that includes 15 new residential lots. However, the COLRWA has informed the County that they cannot serve any additional Grouped Country Residential development in the County. It is assumed they can service the two remaining infill lots in Chin.

Serviceable Lots:

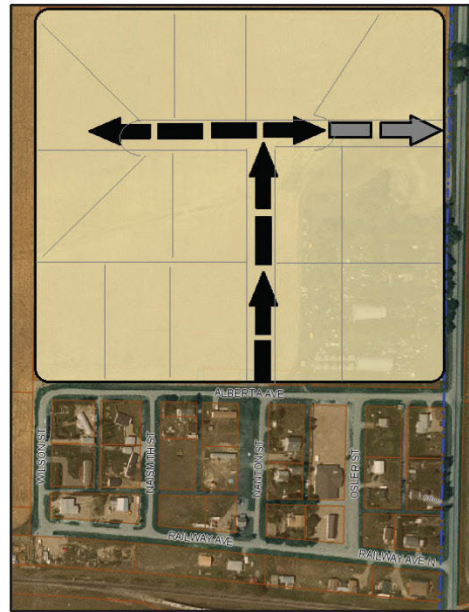
Infill Lots: 2

Fringe Lots: 0

TOTAL: 2



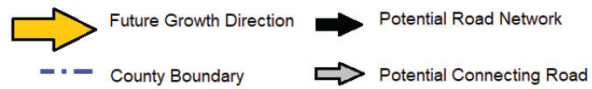
Map 4A



Map 4B

Hamlet of Chin Growth Study

Map 4 - Potential Future Growth Area

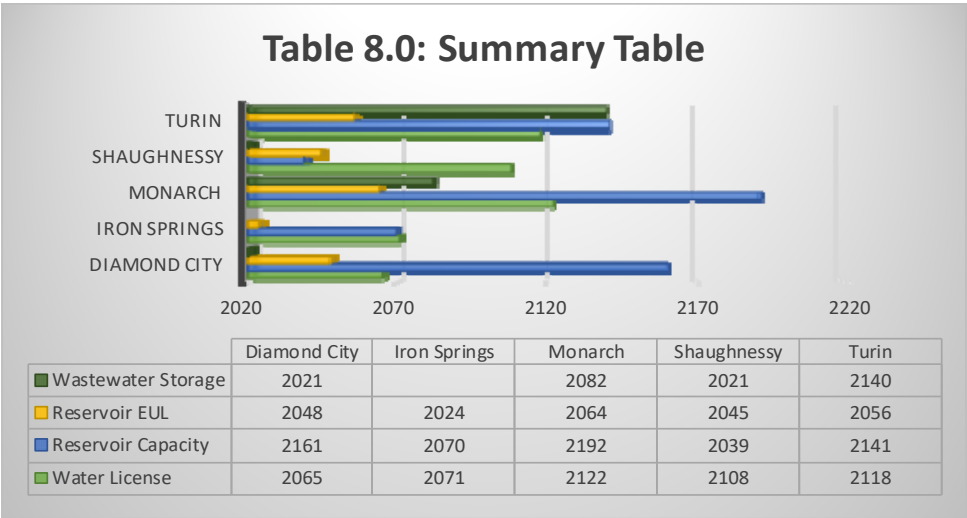


6.0 Conclusion and Recommendations

Currently, most of the County’s hamlets do not require any significant upgrades to support additional infill or fringe development. Overall, the County’s water and wastewater systems are mostly adequate to support growth for many years. In the immediate future, Shaughnessy requires further study to determine what lagoon upgrades, if any, are required to support further growth, with Diamond City and Fairview requiring further investigation to determine what is causing capacity issues. The Iron Springs potable water reservoir should also be assessed to determine if rehabilitation or replacement is required.

The County’s water licenses for all the hamlets are adequate for many decades of growth, with 2065 being the earliest year the County would need to either acquire additional license or transfer from another license that may be underutilized. Potable water storage capacity is also adequate for many years, with the next expansion required in Shaughnessy in 2039, and Iron Springs in 2070. The remaining hamlets have sufficient storage capacity into the 2100s. Although potable water storage capacity is adequate, the lifecycle of the reservoirs indicates that the Iron Springs reservoir will require an assessment in the near future as its end of life is projected to be in 2024. As these reservoirs near their end of life, an assessment will be completed to determine if the lifecycle can be extended.

Wastewater storage in Turin and Monarch are also adequate to accommodate growth for many decades, with the earliest upgrades for these hamlets needed in 2082. Shaughnessy is currently at capacity in the storage cell and may require upgrades to accommodate future growth, with Diamond City requiring an inflow and infiltration study to determine what is causing inundation of the system. Although not shown in Table 8.0, Fairview also has inflow issues that require further attention.



Recommendations:

Short Term:

- Shaughnessy: Further detailed study of the storage cell and cost estimate for expansion.
- Fairview: Identify property owners who have stormwater or groundwater connections to the wastewater system and implement the recommendations below under “General”.
- Diamond City: Complete an inflow and infiltration study to determine the sources of inflow and infiltration.
- Iron Springs: Complete a condition assessment of the reservoir and determine what, if any, upgrades may be required.

Long Range:

- Review water consumption and wastewater capacity for all applicable hamlets in 2027.

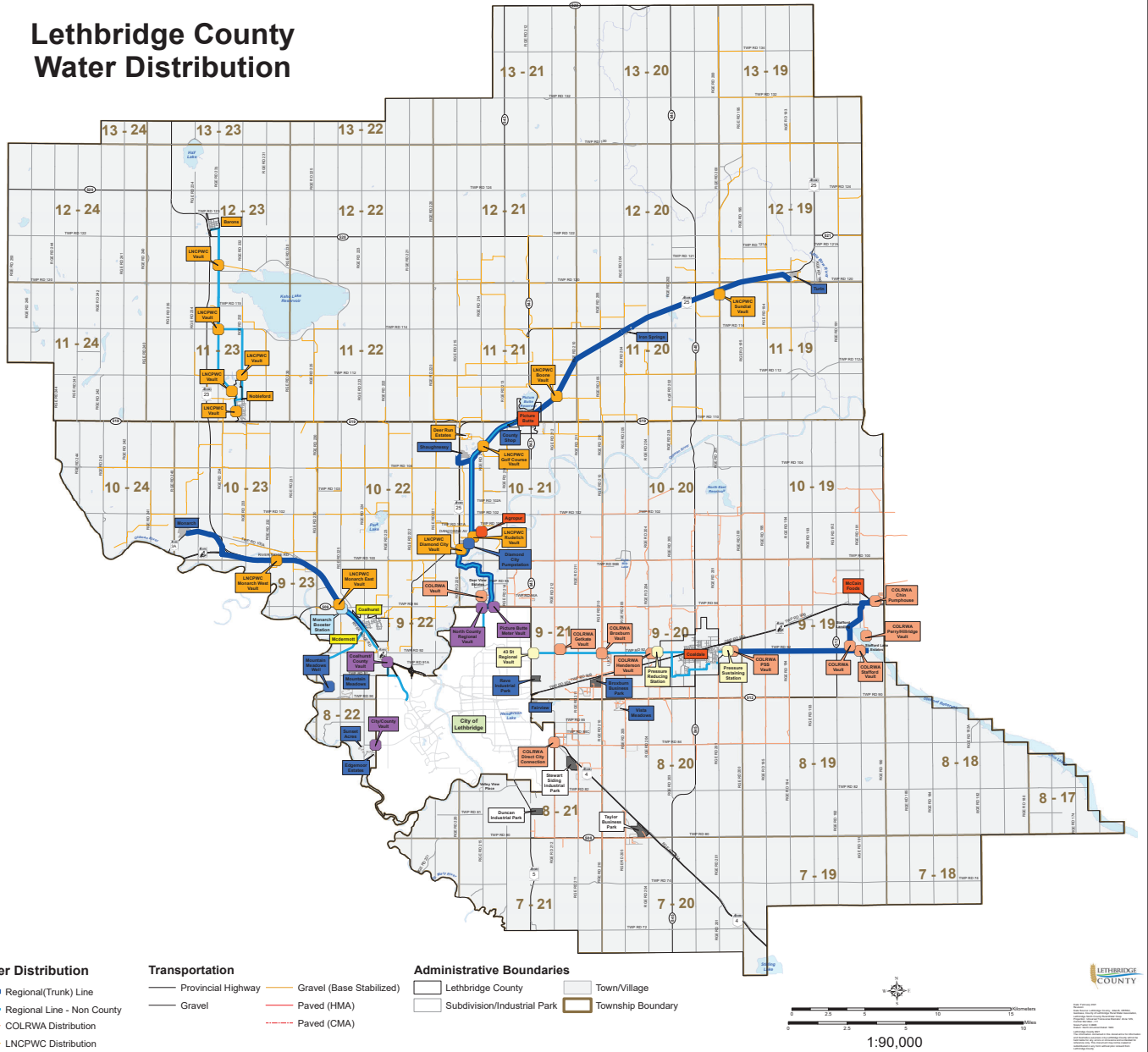
General:

- Establish a by-law restricting stormwater or groundwater connections to the sanitary system.
- Offer an incentive program to assist property owners in modifying their system.
- Establish an inspection program to identify illegal connections and ensure modifications have been completed as per the by-law.

Appendix A

Lethbridge County Water Distribution Map

Lethbridge County Water Distribution



AGENDA ITEM REPORT



Title: 2022 Revision - Agricultural Service Board Level of Service
Meeting: Council Meeting - 05 May 2022
Department: Municipal Services
Report Author: Jeremy Wickson

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 26 Apr 2022

STRATEGIC ALIGNMENT:



Outstanding Quality
of Life



Effective Governance
and Service Delivery



Prosperous
Agricultural
Community



Vibrant and Growing
Economy



Strong Working
Relationships

EXECUTIVE SUMMARY:

The Agricultural Service Board (ASB) has created a Level of Service (LOS) document to formalize the activities performed by the department. The document mirrors our ASB Grant Agreement and sets a baseline for the LOS that is provided through operational activities in conjunction with legislated requirements under the numerous Acts. Each year as the budget is set the LOS document will be brought forward to council with revisions that will adjust the service levels to increase or decrease activities.

RECOMMENDATION:

Moved that Council approve the 2022 Agriculture Service Board Level of Service document from ASB Committee recommendation.

PREVIOUS COUNCIL DIRECTION / POLICY:

The ASB LOS was adopted at the Agricultural Service Board Committee meeting on April 14, 2022, and moved for it to be forwarded to the regular meeting of Council for approval.

The LOS document amalgamates previous policies approved by Council for ASB requirements, into one overarching document. This will allow a review of all ASB services on an annual basis for approval by Council. Prior to this, Council has previously approved numerous ASB department policies (20+) that have represented a guide for the levels of service.

Previous policies included within the LOS are:

Weed Control Act and Vegetation Management Policies

- [Policy 601 - Weed Notices](#)
- [Policy 602 - Weed Extension & Inspections](#)

- [Policy 605 - Leafy Spurge & Knapweed Vegetation Management](#)
- [Policy 606 - Prohibited Noxious Weed Control](#)
- [Policy 607 - Seed Cleaning Plants](#)
- [Policy 623 - Chemical Spills](#)
- [Policy 626 - Roadside Mowing](#)
- [Policy 628 - Clubroot Inspection and Control](#)
- [Policy 629 - Integrated Weed Management](#)

Pest Act Policies

- [Policy 616 - Surveys](#)
- [Policy 617 - Norway Rat](#)
- [Policy 618 - Coyotes](#)
- [Policy 619 - Skunks](#)
- [Policy 620 - Live Traps](#)
- [Policy 627 - Grasshopper Spraying Program](#)

Soil Conservation Act Policies

- [Policy 614 - Soil Conservation](#)

Playground Policies

- [Policy 612 - Parks Vegetation Management Special Programs](#)
- [Policy 630 - Playground and Trails Inspection](#)

General ASB Policies

- [Policy 603 - ASB Rental Equipment](#)
- [Policy 621 - Training and Courses](#)
- [Policy 622 - Promotions, Tours & Conferences](#)
- [Policy 624 - Function and Evaluation](#)
- [Policy 625 - Responsibilities](#)

BACKGROUND INFORMATION:

The ASB Level of Service (LOS) was adopted by council in September 2021.

The recent ASB Committee meeting in April 2022 brought forth revisions to the LOS policy.

An ASB Level of Service document provides a clear and measurable target for ASB activities that will be set annually by Council. Modifications to the document must take into consideration our baseline obligations under the ASB Grant for legislated requirements. This document will be available to the public who will gain a better understanding of the service levels provided and through public engagement will be able to offer input on these levels.

ALTERNATIVES / PROS / CONS:

Council can direct change to the LOS to administration to be brought forward for council resolution at a future meeting. This could include increases or decreases in service levels which would be estimated by the administration for proposed budget changes.

FINANCIAL IMPACT:

The budget for 2022 and beyond is contained in the policy. As the LOS changes through council direction the document will be adopted prior to budget so an understanding of service costs can be considered prior to the change.

The ASB grants are dependent on an established provision of services. The LOS document further clarifies and details the deliverables expected by the Agriculture Ministry.

REASON(S) FOR RECOMMENDATION(S):

To provide an accurate and measurable LOS that is formed on an approved budget. Administration will work within the budget to deliver the services based on Council priorities and field-level observation of maintenance needs. LOS documents will require flexibility as weather and conditions can be a factor in delivering Agriculture Services programs.

ATTACHMENTS:

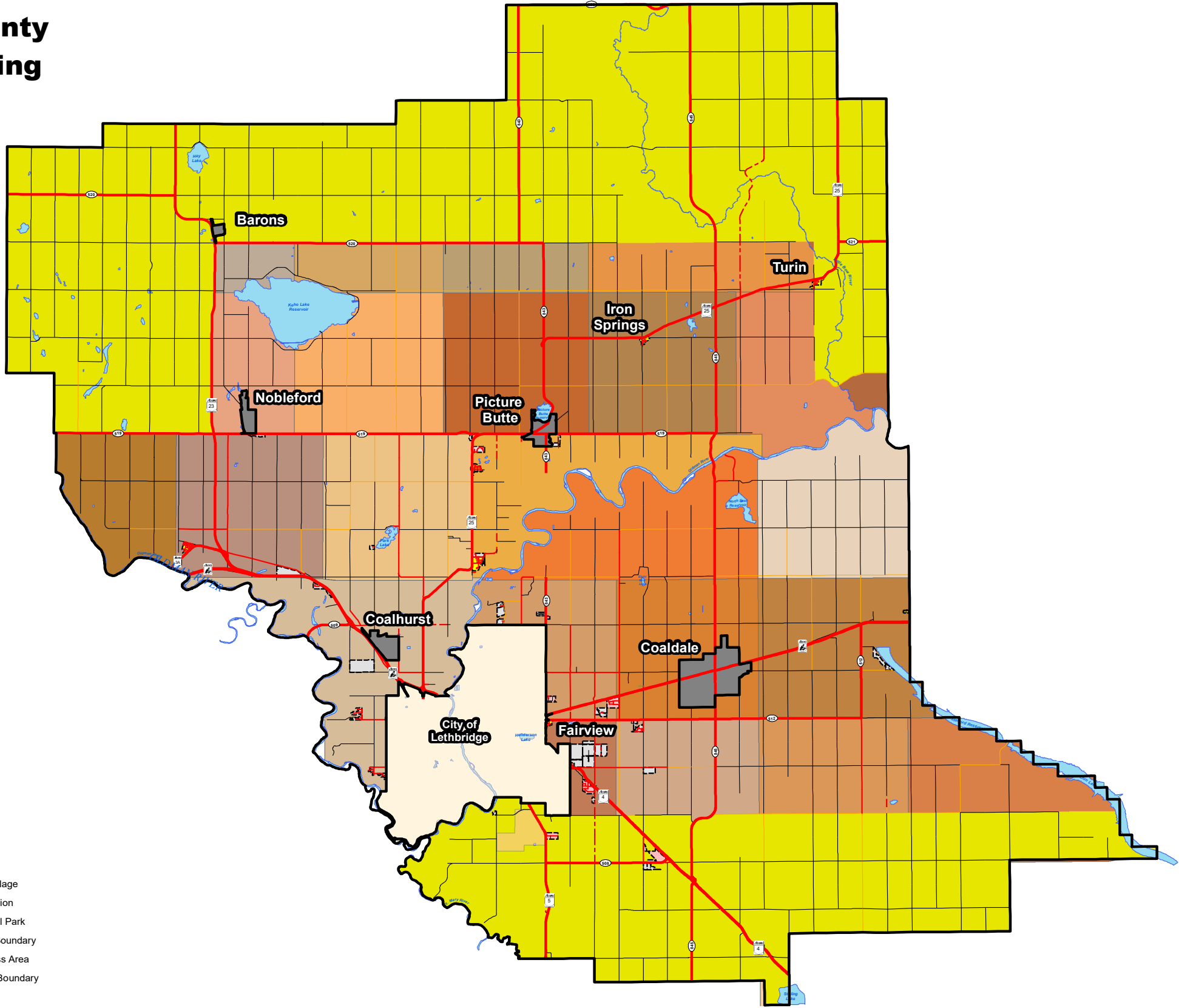
[Mowing LOS Doc 8x11](#)

[SprayArea LOS Doc 8x11](#)

[2022 ASB LOS](#)

Lethbridge County Roadside Mowing

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Legend

County Roads

- Gravel
- Gravel (Base Stabilized)
- Paved (HMA)
- Paved (CMA)
- Concrete
- Cement Stabilized
- Provincial Highways

- Hamlet
- Town/Village
- Subdivision
- Industrial Park
- Airport Boundary
- One Pass Area
- County Boundary



Lethbridge County Roadside Spraying

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Legend

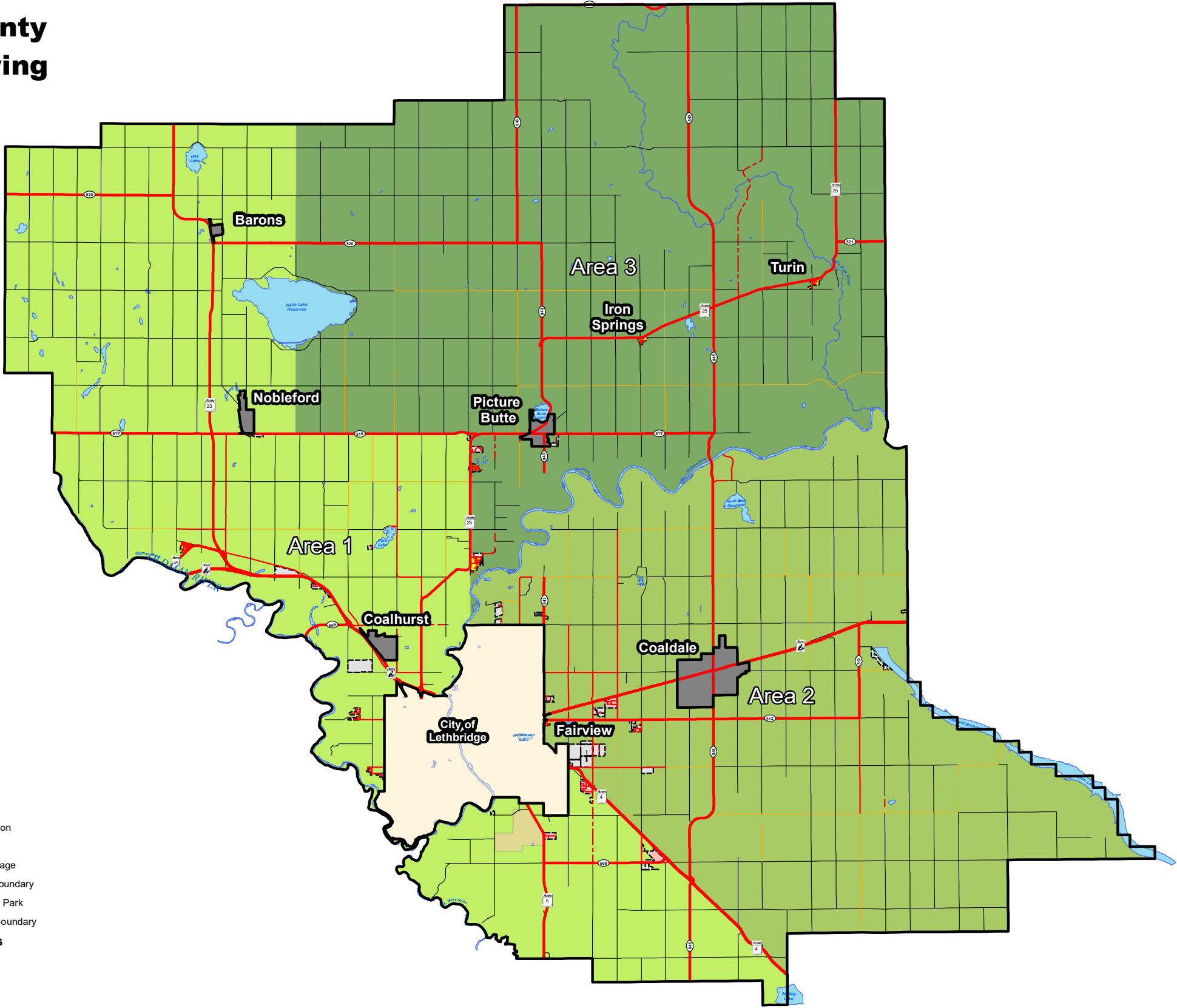
County Roads

- Gravel
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- Paved (CMA)
- Concrete
- Cement Stabilized
- Provincial Highways

- Subdivision
- Hamlet
- Town/Village
- Airport Boundary
- Industrial Park
- County Boundary

Spray Zones

- Area 1
- Area 2
- Area 3





Agricultural Service Board Level of Service



Created July 2022



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1. Purpose, Considerations, and Level of Service

Lethbridge County Agricultural Service Board (hereinafter referred to as ASB) was officially formed in 1958. Operating under the Agricultural Service Board Act, Lethbridge County has always been a strong proponent in administering Provincial Legislation including:

- Alberta Weed Control Act,
- Alberta Soil Conservation Act,
- Alberta Agricultural Pest Act and
- Animal Health Act.

The Agricultural Service Board (ASB) is committed to the promotion of the quality of life in a rural environment by providing services, information, and new technology in liaison with other governments, jurisdictions, agencies. This is achieved by establishing levels of service that ensures statutory requirements and the collective interests of clients are met.

The ASB receives a portion of its funding from the provincial government for carrying out these acts at the ground level. The ASB rents specific equipment to citizens and carries out mowing, spraying, and seeding programs for industry, landowners, other County departments and several parks and cemeteries in the County. The ASB partners with the province and provides Rural Extension programming to deliver Alberta environmentally sustainable agriculture initiatives. Vegetation management make up a large portion of the ASB duties. The ASB is responsible for both mowing and spraying activities on all County owned right of way. Other ASB Vegetation Management areas include Cemeteries, Hamlets, Sub-Divisions, and County owned Yards, Grader Camps and Water and Wastewater sites. The Parks departments is also an additional service of the ASB.

Lethbridge County is active with weed and pest control programs that support agriculture production. Programs are designed to assist producers in both identification and control measures for designated weeds and pests. Weed control efforts give special attention to areas of concern that includes, lands adjacent to bed and shore, haul routes to intensive livestock operations, Canadian Pacific Railway right of way and recent road construction. Roadside mowing efforts also contribute to the integrated program as ASB staff operate a fleet of mowers and are given the flexibility to control weeds that are outside the first pass.

Scope of Responsibility

Lethbridge County ASB is responsible for Vegetation Management on all County owned right of way and public areas. Herbicide applications are also performed for Alberta Transportation on all Provincial Highways that are within County Municipal Boundaries.

Level of Service (LOS)

It is the expectation of County rural citizens and agriculture community that the ASB maintain a Level of Service in programs that support agriculture production and rural living. The Level of Service is achieved by balancing legislated commitments with the needs of the rural citizens and having appropriate budget amounts available.



2. Delivery/Support of the Weed Control Act

2022 Budget Amount: \$287,865

Strategy

To control the spread and establishment of noxious and prohibited weeds in Lethbridge County on both private and public land with guidelines provided under the following guidelines and procedures included in Appendix A Weed Control and Vegetation Management:

- Weed Notices.
- Weed Extension and Inspections
- Leafy Spurge and Knapweed Vegetation Management
- Prohibited Noxious Weed Control
- Seed Cleaning Plants
- Integrated Weed Management
- Weed Control Mowing

Level of Service Measures

- Two weed inspectors will be continuously appointed.
- 33% of municipal right of way will be sprayed to control regulated weeds. The 33% rotation is illustrated in the Spraying LOS map.
- All newly seeded roads will be mowed on an as needed basis to control weeds until the grass can withstand a chemical application.
- Revisit the GPS (200+) marked weed sites and hand pull or apply herbicide where necessary.
- Enter into a yearly service agreement with Volker Stevin to provide weed control on Alberta Transportation highways in the County. The contract will provide chemical weed control with allocations used on previously identified weed infestation or hot spots. Funding amounts for this service will depend on the Provincial budget.



3. Delivery/Support of the Agricultural Pests Act

2022 Budget Amount: \$75,785

Strategy

To control the spread and establishment of declared pests and nuisances as outlined in the Pest and Nuisance Regulation with guidelines provided under the following guidelines and procedures included in Appendix B Pest Control and Management:

• Surveys	• Norway Rat
• Coyotes	• Skunks
• Live Traps	• Grasshopper Control
• Dutch Elm Disease	

Level of Service Measures

- Two (2) pest inspectors are continuously appointed.
- Up to date pest information is available on County website. Newsletter to publish relevant articles at least once per year.

Annual Inspections or Trapping Requirements:

- In cooperation with Alberta Agriculture a total of ten (10) fields are inspected for Clubroot and Virulent Blackleg.
- Two (2) fields will be monitored for Bertha Army Worm.
- Bacterial Ring Rot inspections will take place on potato fields with locations supplied by the Alberta Potato Growers Association.
- Each township in the County will be surveyed for grasshoppers.
- A private trapper is hired for 10 days for rabies detection.
- Lethbridge County will have a supply of 20 traps for Magpie and Skunk Control.
- Staff will be trained on Dutch Elm Disease prevention and control.

4. Delivery/Support of the Soil Conservation Act

2022 Budget Amount: \$5,085

Strategy

To prevent or stop soil erosion from occurring as outlined in the Soil Conservation Act with guidelines provided under guidelines and procedures in Appendix C Soil Conservation Management.



Level of Service Measures

- Two (2) soil conservation officers will be appointed.
- All known instances of soil erosion will be inspected.
- Current information on how to control soil erosion will be posted on website and will be promoted through the County newsletter and social media.
- Lethbridge County will have available tractors, straw crimper, cultivator with lister shovels and heavy equipment to carry out control measures when necessary.

5. Support of the Animal Health Act

2022 Budget Amount: As required

Strategy

To support the Chief Provincial Veterinarian should a disease outbreak occur in Lethbridge County.

Level of Service Measures

Have staff trained on relevant diseases and how to support an animal disease outbreak situation should one occur. Training is provided during mandatory In-Service Training for Members of the Association of Agricultural Fieldmen or other seminars that may occur.

6. Resource Management/Rural Extension Program

2022 Budget Amount: \$162,647

Strategy

To provide a rural extension program that supports rural living and sustainable agricultural practices.

Level of Service Measures

- Collaboration of internal staff to provide services for Resource Management activity. External expertise will be used as an additional support for the program
- Deliver Environmental Farm Plan to County producers.
- Assist producers with Canadian Agricultural Partnership Programs.
- Work with commercial manure haulers to ensure they have the right information to apply manure as per Agricultural Operations Practices guidelines.
- Publish three times per year newsletter that supports Rural Living and Agricultural Services programs.
- Increase Riparian Health in the County by working with the four watershed groups and maintaining open communication with the Oldman Watershed Council and Cows and Fish.



7. Roadside Mowing

2022 Budget Amount: \$264,073

Strategy

To maintain a mowing program that is aesthetically pleasing while also providing: weed control, elimination of sightline issues and snow drift prevention with guidelines provided in Appendix D Roadside Mowing.

Level of Service Measures

- Paved roads will be mowed starting in the beginning of June. Mowing will then be treated on an as-needed basis during the growing season.
- All gravel roads will be mowed twice throughout the growing season commencing in mid-June. If re-growth is minimal a second cut may not be required. Mowing LOS map indicates the dryland areas of the County where a second cut is typically not required in dry years.
- A deeper cut into the ditch will be completed where there are heavy weed infestations or where there is a possibility of excess vegetation causing snow drift issues.

8. Rental Equipment

2022 Budget Amount: Schedule of Fees Bylaw for Rental Rates

Strategy

To provide a variety of agriculture related equipment to loan or rent to producers with guidelines provide in Appendix E ASB Rental Equipment.

Level of Service Measures

- The following pieces of equipment will be available: Brillion Drills, Plastic Mulcher, Tree Planter, and Chisel Plow with Lister shovels, Plastic Roller, and Straw Crimper.
- Yearly rental rates will be set on an annual basis through the Lethbridge County Schedule of Fees Bylaw #20-022.



9. Parks, Cemetery, Hamlet and Subdivision Maintenance

2022 Budget Amount: \$142,060

Strategy

To maintain all public areas to a consistent and set standard that Lethbridge County stakeholders can rely on as described in the following Appendix F Parks, Cemetery, Hamlet and Subdivision Maintenance.

- Parks Vegetation Management
- Playgrounds and Trail Inspection

Level of Service Measures

Parks

- Parks will be maintained on an as needed basis from May until October. Cycle times for mowing will vary on moisture conditions, cycling from 10-14 days between maintenance.
- Playgrounds will be inspected a minimum every two months by an internal staff certified in playground inspection.
- Trail Systems will be inspected twice per year in the Spring and Fall for safety related issues.
- Enhance and renew playground equipment in cooperation with community groups.

Cemetery

- Cemeteries will be mowed twice per year unless drought conditions are prevalent and then one occurrence would be necessary.

Hamlets/Subdivisions

- Hamlets will be mowed twice per year unless moisture conditions warrant a third pass.
- Back-alley gravel levelling will be completed where needed in the Spring and Fall.

10. Brushing/Tree Removal/Pruning Program

2022 Budget Amount: \$60,000

Strategy

To maintain all Lethbridge County Roadways, Parks and Environmental Reserve land to address overgrowth and hazards created by trees, brush, and general vegetation.



Level of Service Measures

- Three (3) staff members will be available for brushing work during the months of November to March when weather conditions allow.
- Priority brushing will be completed where intersection obstruction is noted.
- Brushing will only take place from April to October for downed trees or brush caused by adverse weather conditions.
- Tree maintenance will also be performed in Parks and Environmental Reserves on an as needed basis.

11. Delay of Maintenance Operations

Vegetation Management on public spaces has many factors that can affect timelines and slow operations. Delay or disruption of services may occur due to the following:

- Weather that is not suitable for maintenance operations
- Equipment breakdowns
- Intense farm activity causing safety considerations.
- Manpower shortage due to illness or other absenteeism
- Municipal emergencies
- Pandemic

12. Conclusion

Lethbridge County ASB activities are a balance between legislated responsibility and levels of service defined by council as representatives of the public. The ASB Grant, which provides supplemental funding, was renewed for a five-year term in 2020 through to 2024, all legislated activity is also set out in this document. Each year reporting on activities is required by the province to ensure the stated commitments are met for both the Legislative and Resource Management Grant stream of funding.



Appendices

Guidelines and Procedures

- 1. Weed Control and Vegetation Management**
 - A. Integrated Weed Management
 - B. Weed Extension and Inspections
 - C. Weed Notices
 - D. Leafy Spurge and Knapweed Vegetation Management
 - E. Prohibited Noxious Weed Control
- 2. Agricultural Pest Act Polices**
 - A. Surveys
 - B. Live Traps
 - C. Norway Rat
 - D. Coyotes
 - E. Skunks
 - F. Grasshopper Control
 - G. Dutch Elm Disease Prevention and Control
- 3. Soil Conservation Act**
 - A. Soil Conservation Management
- 4. Roadside Mowing**
 - A. Roadside Mowing
- 5. Rental Equipment and ASB Schedule of Fees**
 - A. ASB Rental Equipment
 - B. Schedule of Fees/ASB Related Portion of Bylaw #20-022
- 6. Parks Polices**
 - A. Parks Vegetation Management
 - B. Playground and Trail Inspection
- 7. Maps**
 - A. Roadside Mowing
 - B. Roadside Spray Program



Appendix A – Weed Control and Vegetation Management

Guidelines and Procedures

A. Integrated Weed Management

- i. To control weeds in Lethbridge County on a timely basis; to ensure compliance with the Weed Control Act.
- ii. Paved and oiled roads will receive priority.
- iii. Spraying will be carried out on a three-year rotation within the County. The areas are as follows:
 - Area 1 – All right-of-way west of RR-23-0 north of 519, west of 22-0 south of 519 and west of Highway 4 south of Lethbridge.
 - Area 2 – All right-of-way south and east of the Oldman River and east of Highway 4.
 - Area 3 – All right-of-way east of RR 23-0 north of 519 and south of 519 east of RR 22-0. The areas not scheduled for spraying will receive spot treatment.
- iv. Weeds that become too mature to be effectively controlled with chemicals or that are located too close to sensitive crops will be mowed to control the spread of seeds. It is recognized that inclement weather could prevent carrying out portions of the LOS.
- v. Only chemicals registered for right-of-way use will be utilized.
- vi. Spray truck operators will shut off past all farmsteads and where canals, drains, sloughs and ponds encroach on the road allowance. Booms will also be turned off 100 meters on either side of visible beehives.
- vii. Landowners that do not want their road allowances sprayed must visibly post DO NOT SPRAY signs far enough in advance to allow sufficient time for the operator to react. Signs will be made available online and at the Agricultural Office in Picture Butte. Landowners must sign a “No Spray Zone” Agreement with Lethbridge County.
- viii. The County’s rights-of-way will not be considered as a “buffer zone” for organic farming purposes.
- ix. Operators will only spray when weather and wind conditions warrant and will keep a daily log of roads sprayed, weather conditions, wind direction and speed and the PCP number of the chemical being applied.
- x. Difficult to control noxious or prohibited noxious weeds located in rights-of-way in small, contained infestations will be mowed, pulled or hand-sprayed with a selective herbicide registered for control of the specific species involved.
- xi. The roadside spraying program will be advertised prior to commencement.
- xii. Roadside spraying will be coordinated to ensure the roadside mowers and spray trucks are not duplicating efforts.

B. Weed Inspections

- i. The Weed Inspector will enforce the Provincial Weed Control Act during the growing season from May to September.
- ii. The Inspector shall make personal contact with landowners or landholders to provide extension material on weed control where necessary.



- iii. The Inspector shall carry out his functions under the supervision of the Supervisor of Agriculture Services or his designate.
- iv. Good public relation skills will be always exercised with a firm but fair attitude.

C. Weed Notices

- i. Notices to remedy a weed problem will be issued at the discretion of the Supervisor of Agriculture Services or his designate.
- ii. Notices will be issued under the provisions outlined under the current Provincial Weed Control Act.
- iii. When a notice is issued and compliance is lacking, remedial work will be carried out either by the County or by contractor and the charges will be applied against the landowner.
- iv. Where payment is not received for remedial work, the amount owing shall be placed on the tax roll as an additional tax against the land concerned.
- v. Where a notice is issued and in the judgement of the Supervisor of Agriculture Services or his designate prosecution in a Court of Law appears to be the only alternative, the matter shall first be reviewed by the ASB Committee before legal action is initiated.

D. Leafy Spurge and Knapweed

- i. During the growing season, the ASB will send operators to systemically check, treat, and map Knapweed and Leafy Spurge along the bed and shore and vacant public lands of river systems. The costs associated with this program are covered through the ASB grant and a grant from Alberta's Environment Department.
- ii. Landowners adjacent to the bed and shore will be encouraged to treat these weeds on their land and, if necessary, information will be provided by the County's Weed Inspector on how they can achieve effective results.
- iii. If the landowner does not respond to treatment requests for these species, a weed notice will be issued.

E. Prohibited Noxious Weeds

- i. When a prohibited noxious weed infestation is discovered or reported, a thorough inspection will be conducted by the County to determine the area affected and the number of plants present.
- ii. A Weed Notice shall be issued to the landowner with a copy made available to the occupant, if applicable, and shall be served as outlined under the Weed Control Act.
- iii. When an infestation occurs in a row crop, the owner or occupant will have the option to hand rogue the field as many times as the Weed Inspector deems necessary in order to destroy all prohibited noxious plant material or spot spray the weeds and/or affected plants with a non-selective herbicide registered for control of the prohibited noxious weed present. All plant material will be subject to disposal as directed by the Weed Inspector.
- iv. The only other option available when a prohibited noxious weed occurs in a row crop where rogueing or spot spraying is not feasible, or, in the opinion of the Weed Inspector, has not been carried out effectively, will be the destruction of all vegetation in the prohibited noxious weed infested area.



- v. Firstly, through the application of a non-selective herbicide to the entire infested area and secondly, by plowing under the entire infested area.
- vi. Harvesting of a row crop that has been declared free of prohibited noxious weeds by a Weed Inspector will be carried out under the direct supervision of the Weed Inspector in order to reduce the chance of cross-contamination of soil and plant material with other producers.
- vii. In areas other than row crops where prohibited noxious weeds occur, the Weed Inspector shall determine which method will be initiated in order to destroy all plants and plant material present.
- viii. Persons failing to comply with this notification will be subject to the provisions as set out under the Weed Control Act.

F. Clubroot Inspection and Control

1. Field Surveys

- i. Yearly inspections for Clubroot in canola will be completed by Agricultural Services Staff.
- ii. Clubroot survey method, reporting form and calculation of disease incidence must follow standard protocols (sampling techniques) provided by the Alberta Clubroot Management Committee.
- iii. Positive identification of Clubroot of canola shall be confirmed by certified laboratory testing. Samples are to be submitted to two independent accredited laboratories and samples declared positive must be confirmed by both laboratories.

2. Disease Spread Reduction

- i. Where Clubroot is confirmed a "Notice to Control Pests" shall be issued pursuant to the Agricultural Pests Act, to any landowner found to own the land infested with clubroot.
- ii. The "Notice to Control Pests" may include any or all the following conditions:
 - a) The growing of canola, mustard and brassica crops shall be prohibited for a period of 4 years.
 - b) After four years, the following canola crop must be a registered clubroot resistant variety of canola, and the landowner/tenant must notify the Supervisor of Agricultural Services, in writing of their intent to grow a Clubroot resistant canola variety.
 - c) The owner or occupants disturbing the soil will be required to follow the "Best Management Guidelines" set out by Alberta Agriculture in the Clubroot Management Plan to reduce the spread of the disease through movement of soil or equipment.
 - d) All other users of the said field(s) must adhere to the same best management practices for Clubroot sanitation.
- iii. Prohibited crops grown within a four-year period will be destroyed using any appropriate means.
- iv. Upon issuance of a "Notice to Control Pests", all neighboring landowners, and all industries known to have a genuine commercial interest on that field will be notified by writing of the confirmed positive Clubroot location.



- v. Canola growers in high-risk situations should follow traditional Canola rotation recommendations (1 in 4) years. Although this will not prevent the introduction of Clubroot to clean fields, long rotations will keep introductions of Clubroot at low levels.
- vi. This guideline and procedure should be reviewed within one year of a positive Clubroot result in Lethbridge County.

G. Seed Cleaning Plants

- i. Seed cleaning plants in the County and City of Lethbridge, or Village or Town whose borders are surrounded by the County will be inspected as outlined in the Weed Control Act, Seed Cleaning Plant Regulations.
- ii. Seed plants will be inspected once a year by the Supervisor of Agriculture Services or his designate.
- iii. A minimum of 20 samples per plant will be collected randomly through the year and licenses will be based on this criteria in conjunction with the licensing form as provided under the Seed Cleaning Regulations of the Weed Control Act.



Appendix B – Pest Control and Management

Guidelines and Procedures

A. Surveys

- i. At the request of senior government, agricultural related surveys will be undertaken by the ASB, such as the Blackleg and Clubroot in Canola, Ring rot in Potatoes, Fusarium in cereals and the Grasshopper Forecast survey.
- ii. The Supervisor of Agriculture Services will insure that prior to any survey being undertaken, an agreement has been reached outlining how the survey is to be cost shared and how the survey will be conducted.
- iii. Surveys will be completed as close to the optimum time of the year as possible, with due consideration given to staffing requirements for other programs.

B. Live Traps

- i. Live traps will be made available to County residents to enable them to control Magpies, raccoons, or skunks on land they own or land that is under their control.
- ii. The landowner or lessee will be required to complete a Use Agreement which will include name, address, legal land description, telephone number and signature. This agreement will also stipulate that traps are to be loaned out for no longer than 30 days.

C. Norway Rat

- i. All reported sightings will be investigated immediately as they are received, if in the opinion of the Supervisor of Agriculture Services or his Assistant, they are valid.
- ii. Where a subsequent investigation reveals a positive sighting and the animal(s) cannot be readily detected or removed, the Provincial Rat Specialist will be contacted for assistance.
- iii. In both positive and negative sightings, the individual(s) who originally submitted the sighting will be personally contacted to reveal the outcome of the investigation.

D. Coyotes

- i. All complaints involving Coyote predation on domestic livestock will be investigated as soon as feasibly possible.
- ii. The investigating officer, as outlined under the Agricultural Pests Act will determine the best method for eliminating the predator responsible.
- iii. Where a producer is issued poison or snares, the appropriate forms will be filled out and signed prior to the release of these control devices.
- iv. In particularly difficult cases the Provincial Predator Control Specialist will be contacted to assist the producer.



E. Skunks

- i. All complaints involving skunks where the animal is acting abnormally will be dealt with immediately. Residents in rural areas will be encouraged to eliminate the skunk immediately without destroying the head or brain.
- ii. The investigating Officer will trap or eliminate any skunk acting abnormally, should the resident not have the means at his disposal to eliminate the animal.
- iii. The Provincial Wildlife Disease Specialist will be contacted to determine the process of having the animal tested at Animal Disease Research Institute (ADRI). Any results of this action will be shared with the resident.
- iv. If the results return positive, the Provincial Wildlife Disease Specialist will organize the necessary control measures in cooperation with the Supervisor of Agriculture Services and ADRI. The Canadian Food Inspection Agency will be notified and in-charge when a positive is found.
- v. Live traps will be made available to residents wishing to remove nuisance skunks from their property. Traps will be loaned out in accordance with Live Traps guideline and as per Schedule of Fees Bylaw.

F. Grasshopper Control

- i. Lethbridge County recognizes the need to provide guidelines for landowners who wish to control the severity of grasshopper infestations on County owned rights-of-way adjacent to their property.
- ii. The County will permit landholders (landowner or lessee) to perform grasshopper control on County owned right-of-way adjacent to their lands if approved by the Supervisor of Agriculture Services or his designate.
- iii. The Landholder wishing to control Grasshoppers on adjacent right-of-way must carry out control methods that minimizes risk to road traffic.
- iv. Any application for grasshopper control must include a signed waiver agreement prior to control measures taking place.
- v. For control measures to be approved grasshopper numbers must be above the economic threshold as per provincial guidelines.
- vi. Control work must include the use of an approved bran formulation registered for use on grasshoppers and be applied in accordance with label directions.

G. Dutch Elm Disease Prevention and Control

- i. Municipal Staff will work with the Society to Prevent Dutch Elm Disease (STOPPED) with the placement of traps to monitor the movement of Elm Bark beetles in the area.
- ii. If an elm tree is showing symptoms of the disease samples will be sent to the Provincial lab for analysis.
- iii. Should test results confirm a positive case of Dutch Elm Disease the Supervisor of Agricultural Services or his designate will ensure proper steps are taken for removal and proper disposal of affected trees.
- iv. Lethbridge County will provide information to residents on the identification and control of Dutch Elm Disease by distributing publications provided by The Society to Prevent Dutch Elm Disease. Information provided will inform residents of the Elm pruning ban which runs from April 1st to September 30th and that it is illegal for Elm Wood to be transported or kept as firewood.



Appendix C - Soil Conservation Management

Guidelines and Procedures

A. Soil Conservation

- i. Lethbridge County's ASB recognize the protection of the soil quality and integrity is vital to agricultural and environmental sustainability and is mandated by the Soil Conservation Act to prevent loss or deterioration
- ii. Soil Conservation notices will be issued at the discretion of the Supervisor of Agriculture Services or his designate under the provisions as outlined under the current Soil Conservation Act and any amendments to the Act.
- iii. When a notice is issued and compliance is lacking, remedial work will be carried out either by the County or a Contractor designated by the County. Remedial work may include work done in the field to mitigate erosion or the cleaning of County owned roadways or drainage ditches where soil deposits have accumulated.
- iv. When cleaning of County owned roadways and drainage ditches are involved, landowner will be forwarded a notification of the impending work to be undertaken along with an estimate of the cost of the project. Costs for the work will be calculated at the Alberta Roadbuilders and Heavy Construction Association current rates as per the Schedule of Fees Bylaw.
- v. When the remedial work is complete the legal titled landowner responsible will be issued an invoice. If the invoice is left unpaid after the due date the amount will be subject to all penalties and interest charges. All outstanding invoices exceeding 120 days will be placed on the County tax roll and collected.
- vi. Where a notice is issued and in the judgement of the Supervisor of Agriculture Services prosecution in a Court of Law appears to be the only alternative, the matter shall first be reviewed by the ASB Committee before legal action is initiated.



Appendix D – Roadside Mowing

Guidelines and Procedures

A. Roadside Mowing

- i. This program will be developed, planned and implemented by the Agricultural Department, in conjunction with Public Works operations.
- ii. Paved or oiled roads will be mowed beginning in June on an as-needed basis during the growing season.
- iii. If necessary, all gravel roads will be mowed twice throughout the growing season commencing in mid-June. If re-growth is minimal, a second cut may not be required.
- iv. It is recognized that inclement weather, such as an early winter could prevent the completion of the program.
- v. All grader operations will be carried out in a manner that will not seriously affect the efficiency of the mowing operations.
- vi. Spraying of roads will be coordinated to complement the Roadside Mowing Program whenever possible.



Appendix E – ASB Rental Equipment

Guidelines and Procedures

A. Rental Equipment

- i. ASB rental equipment is to be used only on land located within Lethbridge County boundaries.
- ii. An up to date ASB equipment list and fees will be advertised annually.
- iii. A list of applicants will be kept in chronological order and distribution will be on a first come, first-serve basis, as near as practical.
- iv. County personnel will arrange for movement between farms.
- v. The applicant is responsible for the service, cleaning and maintenance of the equipment before it is returned to the County and passed onto the next applicant.
- vi. The applicant will provide a suitable tractor and a competent operator where applicable.
- vii. Co-operators will be assessed a per acre user fee or a maximum per day charge as per the Schedule of Fees Bylaw.
- viii. The program will be evaluated each year and necessary LOS, or guideline changes will be implemented at that time.



Appendix F – Parks, Cemetery, Hamlet and Subdivision Maintenance

Guidelines and Procedures

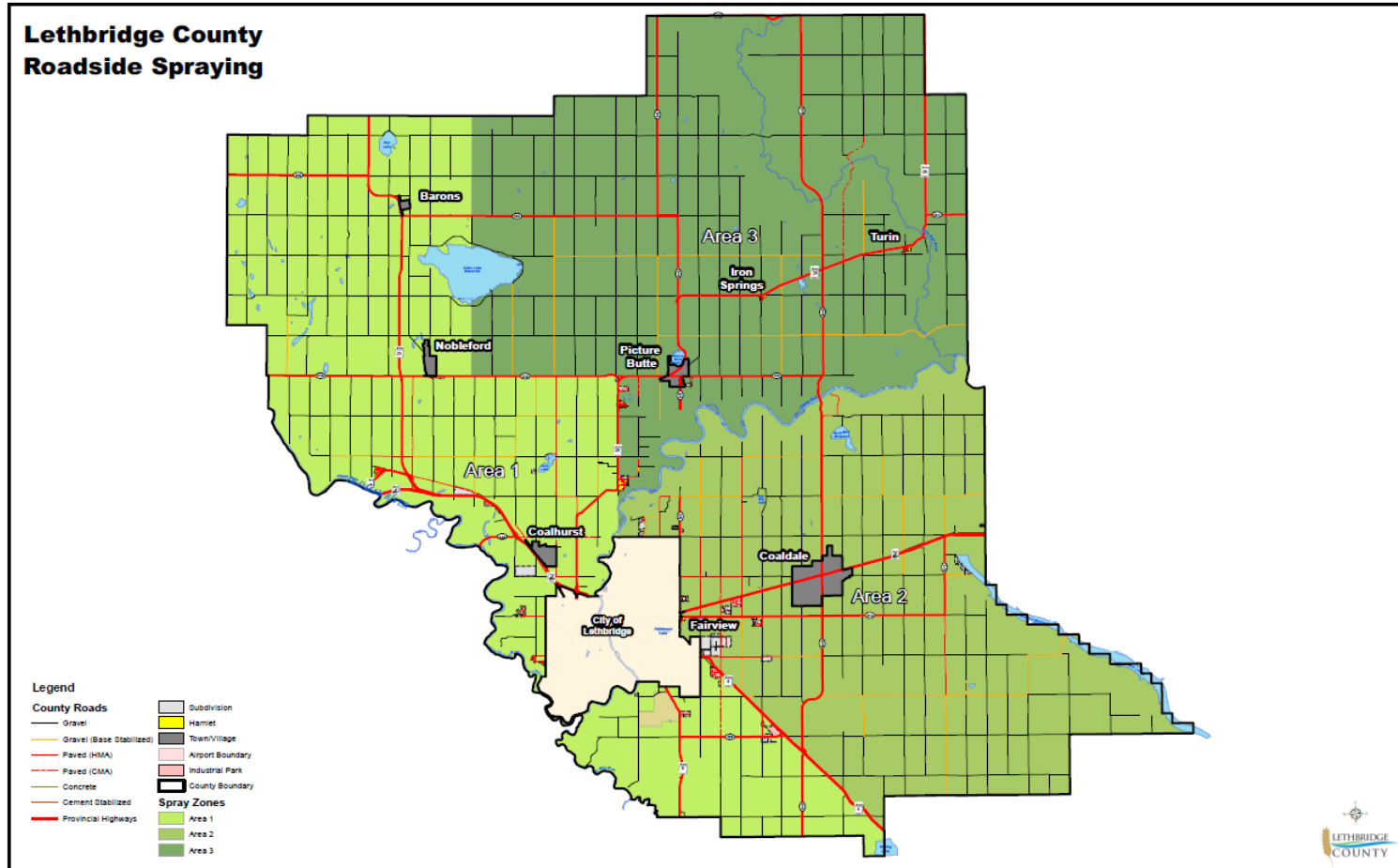
A. Parks

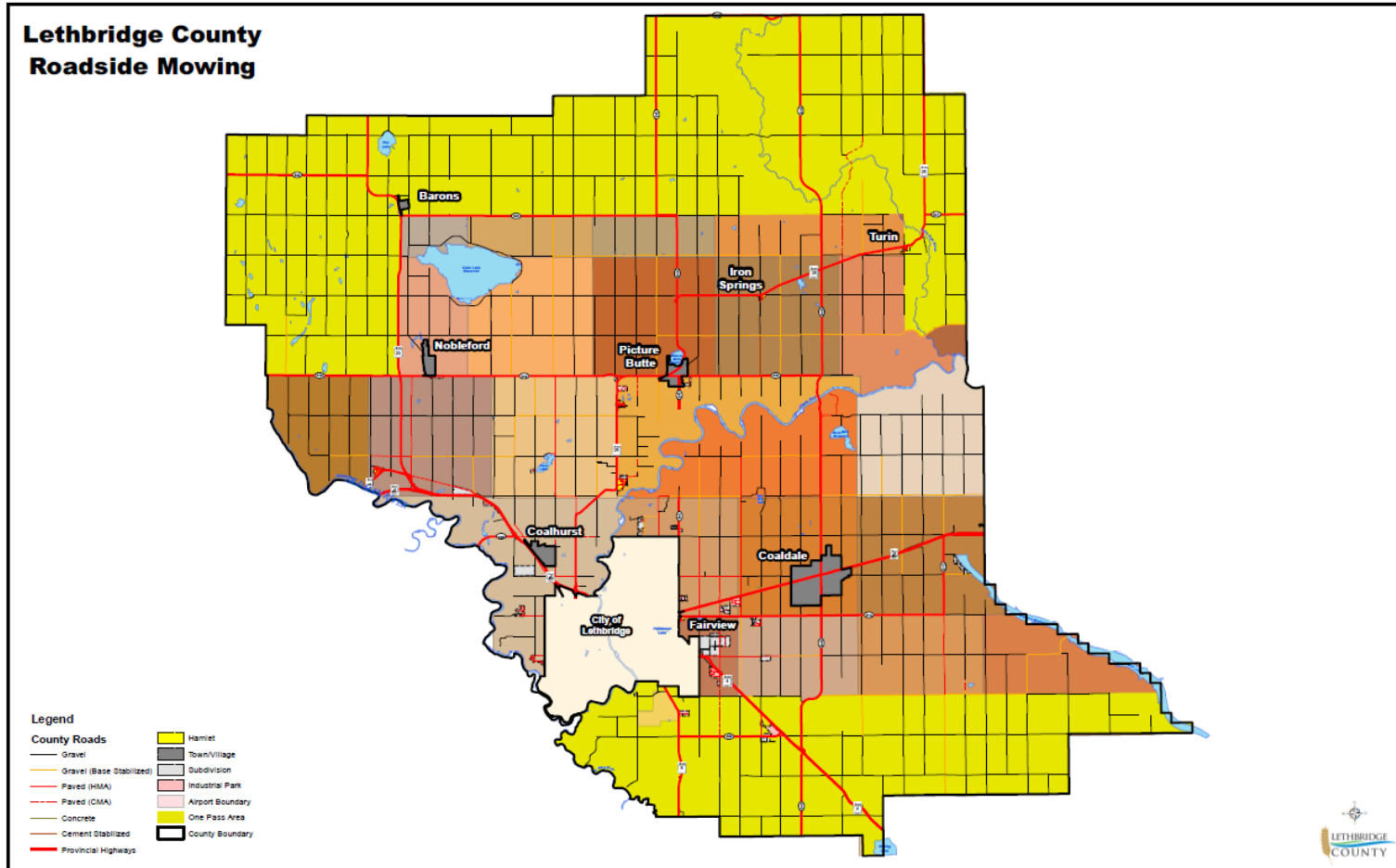
- i. The County Parks Department will be an extension of the Agricultural Department.
- ii. The Parks department consists of the following:
 - a. All municipal designated hamlet playgrounds and equipment.
 - b. Municipal designated green space and walking paths.
 - c. Inactive municipal school yards.
 - d. Maintenance at the following cemeteries: Elinor, Albion Ridge, White Lake and Barons.

Guidelines and Procedures

B. Playground & Trail Inspection

- i. Trail systems in Lethbridge County will have a semi-annual inspection completed by a qualified designated staff member.
- ii. All inspections shall be recorded on the appropriate forms which include:
 - a. Any hazardous or potentially hazardous conditions.
 - b. Any corrective action taken to address conditions.
 - c. Date of inspection and signature of inspector.
 - d. All completed trail inspection forms shall be forwarded to the Supervisor of Agriculture Services for review.
- iii. Supplemental
 - a. Playground equipment and Trails will also be inspected when mowing crews visit each site for maintenance.
 - b. Mowing crews will conduct a visual inspection of the equipment or trail and note any deficiencies and corrective action taken.
 - c. This inspection will include the removal of any debris, broken glass, foreign objects, etc. from the immediate area.
 - d. If equipment or trail deficiencies cannot be corrected by the operator, caution tape shall be erected around the damaged area and notify the qualified designated staff who will schedule the necessary corrective action.





AGENDA ITEM REPORT



Title: Revisions to Road Use Policy #352
Meeting: Council Meeting - 05 May 2022
Department: Municipal Services
Report Author: Jeremy Wickson

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 28 Apr 2022

STRATEGIC ALIGNMENT:



Outstanding Quality
of Life



Effective Governance
and Service Delivery



Prosperous
Agricultural
Community



Vibrant and Growing
Economy



Strong Working
Relationships

EXECUTIVE SUMMARY:

In a review of the existing Policy #352 Road Use, it has been revised to better represent the context of what it is trying to achieve. When cases of intensive road use are required for commercial use the municipality has a mechanism to support the protection of infrastructure damages through road use standardized agreements. The agreements require flexibility in their format versus a set Schedule as per existing policy. The relevance of the policy and eliminating redundancy in its applications were the primary focus of the proposed revisions.

RECOMMENDATION:

That Council adopt the revised policy.

PREVIOUS COUNCIL DIRECTION / POLICY:

Original Road Use Policy was adopted in 2012 and revised in 2016.

Road Use policy was developed to have guidelines and expectations in place for administration to manage County road use and templates for agreements.

BACKGROUND INFORMATION:

The existing policy has several different Schedules all for agreements with varying parties for Road Use.

Landlock permits for agriculture producers restricted by hard surface roadways are issued on multi-year exemptions that are situational and dependent on the specific roadway.

Administration would issue permits annually to numerous producers which were redundant and it was reduced as a "Red Tape Reduction".

Manure haulers were a large focus of the previous policy, and they are largely prevalent contractors throughout Lethbridge County due to the high number of Confined Feeding Operations.

Individual or single-use permits will be issued on a case-by-case basis.

ALTERNATIVES / PROS / CONS:

Council can direct administration to develop a more stringent policy followed by a bylaw for enforcement purposes:

PROS - Bylaw provides stringent protection of infrastructure

CONS - Creates further Red Tape and would require more enforcement officers if actively being enforced.

FINANCIAL IMPACT:

Infrastructure impacts can not be easily quantified as the damage occurs over years.

REASON(S) FOR RECOMMENDATION(S):

For Industry:

Road Use Agreements are advantageous as it secures positive relationships with the County in terms of growth and prosperity. The Road Use Agreements provide guidelines and expectations for Road Use during heavy traffic usage and allow a mechanism for the protection of County infrastructure.

For Agriculture:

Similar to spring Road Bans the intention is to protect infrastructure and work with regional partners in agriculture.

Every policy can be revised if it becomes problematic and needs to become more stringent in its application.

ATTACHMENTS:

[352 Road Use - FINAL](#)

[352 Road Use and Schedules A B C](#)



Lethbridge County Policy Handbook

EFFECTIVE: June 21, 2012 **SECTION:** 300 **NO. 352 Page 1 of 5**
APPROVED BY: County Council **SUBJECT:** Road Use
REVISED DATE: May 5, 2022

PURPOSE

The purpose of this policy is to define agricultural and commercial road use. This policy will address expectations for road users regarding traffic control and regulation under Lethbridge County's road authority through the Municipal Government Act.

All Municipal policies and practices will comply with Alberta Transportation regulations and other applicable legislation including the Traffic Safety Act and Regulations and Municipal Government Act as they relate to the management of roadways.

POLICY

Lethbridge County Council recognizes the need to provide transportation routes to promote and maintain economic diversity and growth within the County. The County shall allow or Permit to allow agricultural and commercial traffic transport vehicles and equipment access along highways under the jurisdiction of the County on the condition that the party directly responsible for the increased traffic or overweight loads, executes a Road Use Agreement (RUA).

Council also recognizes the need to expedite the execution of a RUA to minimize delays and thereby delegates authority to Administration for the preparation and execution of a RUA.

Typical transport of goods and materials requiring a RUA includes but is not limited to:

- gravel and sand, soils, contaminated soils;
- rubble or materials to be disposed of;
- pipeline installations, seismic operations;
- agriculture, commercial and residential construction.

The road infrastructure in the County is intended for public use and that agriculture services, businesses and commerce rely upon the County's road infrastructure for their livelihood. There are times when the demands placed upon the roads by traffic often exceed the capacity of the road, resulting in damage to the infrastructure and creating safety hazards and/or major maintenance repair costs. The goal of this policy is to preserve the road infrastructure by reducing road damage with the intention of:

- Protecting the safety of all road users.



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- Ensuring proper road use and minimizing maintenance costs.

Lethbridge County is the designated road authority for all roadways under their jurisdiction within the municipal boundaries as per the Municipal Government Act Part 3 - Division 2 - Roads Section - 18 Control of roads.

Lethbridge County administration, or their designate, has authority to restrict the weight of commercial vehicles and the goods being carried by vehicles as per the Traffic Safety Act Part 7 Division 3 Section 152 and per Lethbridge County Road Ban Bylaw 20-025.

The enforcement of the policy can be by municipal Peace Officer as defined under the Traffic Safety Act Section 87.1, Use of Highways and Rules of the Road Regulation AR 304/2002 with amendments, and Peace Officer Act Part 1.

The Director of Public Operations, or their designate, is hereby authorized to enter into Road Use Agreements or issue Overweight Permits on behalf of Lethbridge County.

Definitions:

Definition of terms contained within the policy:

- a) "Agricultural" means all traffic servicing the agricultural sector.
- b) "Commercial" means all other traffic not related to agriculture.
- c) "Road Users" means any single or multiple use by vehicles or equipment.
- d) "Employer/Employees" means all potential owner, operator or contractor services.
- e) "Operator" means any road user operating a vehicle or equipment.
- f) "Truck" means a motor vehicle designed and intended for the transport of goods or carrying of loads.
- g) "Heavy Truck" means any truck operating at the weights specified in the Province of Alberta Commercial Vehicle Dimension and Weight Regulation AR 315/2002 with amendments.
- h) "Frequent Hauls" means a frequent haul is defined as more than four (4) trips per hour in any two-hour period or ten (10) or more trips per day.
- i) "Trip" means a trip is defined as a singular movement from point A to point B past a particular location on a road (residence, farmstead, school, etc.).

GUIDELINES

1. When adverse situations arise or to bring attention to infrastructure protection, the County will issue a Public Service Announcement (PSA) to inform all road users to inform them of their responsibility for protecting the road infrastructure and the public interest.



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2. The business employing trucks shall contact the Public Works office to determine appropriate routes for their haul. The condition of the roads, adjacent developments and truck travel distance will be considered when assigning routes. Dust control measures will be determined at that time.
3. Should the County receive a complaint of a frequent or heavy haul, the alleged road user will be investigated for the particular road use area. If it is determined that the responsible party does not have a RUA and/or are not following all terms of the agreement, the Operator, will be required to stop hauling until an agreement or permit is obtained, signed off and all non-conformances rectified.
4. In the event that a road user causes damage to roads that are beyond what is normally expected, the Director of Public Operations or their designate will prepare a damage estimate and will contact the individual or business to discuss the damage to the road and the associated cost to repair the damage. The individual or employer responsible will be invoiced for the repair cost.
5. When a Commercial user enters into a RUA, the Director of Public Operations or his designate is authorized to take securities in the form of irrevocable letters of credit or certified cheque to cover the cost of repairing any damage caused to the roads by the permit holder. Said securities will be used by the County to repair damages as required by the Director. The amount of the security is to be determined on a case by case basis by estimating a repair cost per kilometre.
6. The Director of Public Operations is authorized to ban roads on a temporary basis and to take any appropriate enforcement action necessary to implement this policy and protect County and public interests during frequent hauls.

Principles and Expectations

The following principles and expectations apply to all road users:

1. All roads maintained by the County are for public use. No road user shall damage road infrastructure to the detriment of other road users of the County.
2. The County will regulate road bans to address adverse conditions that pose a risk to County infrastructure and by extension its road users. This will be in conjunction with Bylaw and Policy 355 Road Bans
3. Permit requests for Commercial Road Use exemptions will be reviewed and assessed by administration to determine the duration and to protect County infrastructure.



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4. Those persons or businesses employing trucks must ensure the operators of those trucks agree to utilize the roads in a manner which minimizes or prevents damage to the road structure and shall operate within the confines of the law.
5. Road Users as required may enter into RUA with the County to expedite their products or services in an efficient manner.
6. Commercial road users will be required to obtain a “Commercial Road Use Agreement” for all activities within the County boundaries prior to the commencement of the haul.
7. Agriculture producers that are land locked by hard surface roadways can apply for a multi-year exemption permit for restricted roadways, dependent on whether they are year round or seasonal banned roadways.
8. Individual or single use permits will be issued on a case by case basis.
9. In the event of exceptional circumstances, Lethbridge County reserves the right to recover repair costs related to road damage caused by any road user.
10. The County will regulate truck traffic to the extent that is necessary to ensure safe travel for all users of the roadway and the protection of the infrastructure.
11. All requirements of the Province of Alberta Commercial Vehicle Dimension and Weight Regulation shall be adhered to by all truck operators. Producers will ensure that the loads placed on the trucks comply with the aforementioned Regulation.
12. Under the direction of the Director of Public Operations, the County will utilize Road Bans to protect road infrastructure whenever it is necessary to do so.
13. In an effort to minimize damage to the County roads, truck operators shall travel on the designated “Haul Routes” where they are available:
 - a) Trucks leaving the farm, feedlot, field, plant, well site, gravel pit, stockpile, storage or other facilities shall take the shortest route to the nearest designated “Haul Route”.
 - b) Trucks leaving a numbered highway and travelling to the farm, feedlot, field, well site, gravel pit or storage facility shall use a “Haul Route” to get to the closest local road and then take the shortest route between the haul route and the farm, feedlot, field, plant, well site, gravel pit, stockpile or storage or



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other facilities.

14. During times of frequent agriculture and commercial truck hauls when conditions may present airborne dust, the individual or business employing the trucks will be required to provide dust control. Water used as a dust control measure shall be applied judiciously so that the volume applied controls the dust and does not soften the road surface to the point that damage will occur.
15. In remote areas where dust does not adversely impact residents or safe road use, the dust control requirement may be waived by the Director of Public Operations or his designate upon request.
16. During frequent hauls, and for the duration of the haul, truck operators will agree to limit their maximum speed to 60 km/hour on gravel roads that normally have an 80 km/hour speed limit or lower if conditions warrant, or if a reduced speed is requested by the Director of Public Operations or designate.
17. Feedlot operators agree to stockpile their manure on site or at the feedlot during times when roads are at risk of damage such as adverse weather conditions, excessive moisture, existing damage to roadways, etc.
18. Prior to the issuance of a development permit for commercial activities that generate frequent truck hauls, the developer will be required to enter into a RUA with the County.

SECURITY

As per the RUA, and depending on the intensity, location, timing and duration of the haul, a Hauler may be required to guarantee the road repair and restoration to as good as or better than, the road condition prior to the haul. The form of security shall include one of the following:

- A Labour and Materials Bond in the amount of 100% of the established Work effort for all labour, equipment and materials used or reasonably required for the Work. The established Work effort and its associated cost will be determined by the Director of Public Operations; or
- An Irrevocable Letter of Credit, Certified Cheque, Bank Draft or Money Order in the amount equal to the established work effort and its associated cost. Irrevocable Letter of Credit, Certified Cheque, Bank Draft or Money Order will be released 120 days following the issuance of a Final Acceptance Certificate (FAC) or upon administrative approval.



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EFFECTIVE: June 21, 2012 **SECTION:** 300 **NO. 352 Page 1 of 5**
APPROVED BY: County Council **SUBJECT:** Road Use Policy
REVISED DATE: October 6, 2016

PURPOSE

The purpose of this policy is to define Council's expectations for road users and County staff in regard to heavy trucks using County Roads.

This policy will address agricultural and commercial / industrial / oilfield road use.

Policy Statement

The road infrastructure in the County is intended for public use. We recognize that agriculture services, business and commerce rely upon the County's road infrastructure for their livelihood, however, there are times when the demands placed upon the roads by truck traffic often exceed the capacity of the road, resulting in damage to the infrastructure and creating safety hazards and/or major maintenance/repair costs. The goal of this policy is to preserve the road infrastructure by reducing road damage with the intention of:

- Minimizing publically funded maintenance costs.
- Protecting the safety of all road users.

Definitions:

Agricultural: Means all traffic servicing the agricultural sector.

Commercial / Industrial / Oilfield: Means all non-agricultural truck/heavy truck traffic.

Employer/Employees shall include owner-operator situations.

Truck: Means a motor vehicle designed and intended for the transport of goods or carrying of loads.

Heavy Truck: Any truck operating at the weights specified in the Province of Alberta Commercial Vehicle Dimension and Weight Regulation.

Frequent Hauls: A frequent haul is defined as more than four (4) trips per hour in any two-hour period or ten (10) or more trips per day.



Policy 352 – Road Use - Schedule “A”

**Lethbridge County
Annual Agricultural Road Use Agreement**

Between: Lethbridge County
#100, 905 – 4 Ave. South
Lethbridge, Alberta
T1J 4E4

- and -

Road User:

Pursuant to Lethbridge County Policy 352, the Road Use Policy, the Road User hereby agrees that they, their employees and contractors will:

1. Utilize Lethbridge County roads in a safe manner which minimizes and prevents damage to the road structure.
2. Be responsible for the cost of any exceptional damage to the roads done to the roads during their use of the roadways.
3. Comply with all requirements of the Province of Alberta Commercial Vehicle Dimension and Weight Regulation.
4. Ensure that the loads placed on the trucks comply with the aforementioned Regulation.
5. Comply with any Road Ban that may be in place or put in place in an effort to protect the road infrastructure.
6. Agree to stockpile manure during times when roads are at risk due to adverse weather conditions, excessive moisture and existing damage to roadways.

7. Consult Lethbridge County Public Works department to determine the appropriate route(s) for their haul.
8. Follow the shortest route to and from a site and travel on the Haul Routes where they are available.
9. Provide dust control to the route in a judicious manner in an effort to minimize the impact of dust on adjacent residents and facilities.
10. Limit the speed of the trucks to a maximum of 60 km/hour or less as required for the duration of the haul.
11. Cease all hauling immediately upon request by the Director of Municipal Services or designate.

ACKNOWLEDGEMENT:

The Road User acknowledges that it has read this Agreement, including Road Use Policy 352, and understands and agrees to be bound by its Principles and Expectations.

Road User

Lethbridge County

Name

Chief Administrative Officer

Title

Witness

Firm

Date

Date



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Trip: A trip is defined as a singular movement from point A to point B past a particular location on a road (e.g. residence, farmstead, school, etc.).

Principles and Expectations

The following principles and expectations apply to all users of County of Lethbridge roads:

1. All roads maintained by the County are for public use (including trucks). No road user shall damage road infrastructure to the detriment of other road users or the County.
2. Those persons or businesses employing trucks must ensure the operators of those trucks agree to utilize the roads in a manner which minimizes or prevents damage to the road structure and shall operate within the confines of the law.
3. Commercial / Industrial / Oilfield road users will be required to obtain a "Commercial / Industrial / Oilfield Road Use Agreement" (attached as Schedule "B") for all activities within the County 24 to 48 hours prior to the commencement of the haul or if applicable to their specific operation established commercial / industrial or agricultural operations that have no other means of access to their property other than the annually banned road may apply for an annual Road Use Operating Permit as detailed in attached "Schedule C".
4. In the event of exceptional circumstances, Lethbridge County reserves the right to recover repair costs related to road damage caused by any road user.
5. The County will regulate truck traffic to the extent that is necessary to ensure safe travel for all users of the roadway and protection of the infrastructure.
6. All requirements of the Province of Alberta Commercial Vehicle Dimension and Weight Regulation shall be adhered to by all truck operators. Operators will ensure that the loads placed on the trucks comply with the aforementioned Regulation.



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7. Under the direction of the Municipal Services Committee, the County will utilize Road Bans to protect road infrastructure whenever it is necessary to do so.
8. In an effort to minimize damage to the County roads, truck operators shall travel on the designated "Haul Routes" where they are available:
 - Trucks leaving the farm, feedlot, field, plant, well site, gravel pit, stockpile or storage or other facility shall take the shortest route to the nearest "Haul Route".
 - Trucks leaving a numbered highway and travelling to the farm, feedlot, field, well site, gravel pit or storage facility shall use a "Haul Route" to get to the closest Local road and then take the shortest route between the haul route and the farm, feedlot, field, plant, well site, gravel pit, stockpile or storage or other facility.
9. During times of frequent agriculture and commercial truck hauls when conditions may present airborne dust, the individual or business employing the trucks will be required to provide dust control. Water used as a dust control measure shall be applied judiciously so that the volume applied controls the dust, but does not soften the road surface to the point that damage will occur.
10. In remote areas where dust does not impact residents or safety, the dust control requirement may be waived by the Director of Municipal Services or his designate upon request.
11. During frequent hauls, and for the duration of the haul, truck operators will agree to limit their maximum speed to 60 km/hour on gravel roads that normally have an 80 km/hour speed limit or lower if conditions warrant, or if a reduced speed is requested by the Director of Municipal Services or designate.
12. Feedlot owner / operators agree to stockpile their manure on site or at the feedlot during times when roads are at risk of damage such as adverse weather conditions, excessive moisture, existing damage to roadways, etc.



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13. Prior to the issuance of a development permit for industrial or commercial activities that generate frequent truck hauls, the developer will be required to enter into a Road Use Agreement with the County.

Procedure

1. Annually and/or when extreme situations arise, the County will issue a Public Service Announcement (PSA) to inform all persons or businesses employing trucks, and the operators of those trucks working in the County, and inform them of their responsibility for protecting the road infrastructure and the public, dust control and potential responsibility for repair costs.
2. The business employing trucks shall contact the Public Works office to determine appropriate routes for their haul. The condition of the roads, adjacent developments and truck travel distance will be considered when assigning routes. Dust control measures will be determined at that time.
3. Should the County receive a complaint of a frequent or heavy haul, the allegation will be investigated. If it is determined that the responsible party does not have a Road Use Agreement and/or are not following all terms of the agreement and/or have a valid Road Use Operating Permit, the Operator, will be required to stop hauling until an agreement or permit is obtained, signed off and all non-conformances rectified.
4. In the event that a road user causes damage to roads that is beyond what is normally expected, the Supervisor of Public Works or designate will prepare a damage estimate, and will contact the individual or business to discuss the damage to the road and the associated cost to repair the damage. The individual or employer responsible will be invoiced for the actual repair cost-plus overhead mark-up.
5. When a commercial / industrial / oilfield user enters into a Road Use Agreement, the Director of Municipal Services or his designate is authorized to take securities in the form of irrevocable letters of credit or certified cheque to cover the cost of repairing any damage caused to the roads by the permit holder.



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Said securities will be used by the County to repair damages when an agreement holder does not repair or maintain roads as required by the Director of Municipal Services. The amount of the security is to be determined on a case by case basis by estimating a repair cost per kilometre.

6. When an established commercial / industrial or agricultural operation is granted a Road Use Operating Permit, the operators must abide by all Acts, Regulations and Bylaws including any seasonal Road Bans imposed by the County. Seasonal Road Bans will supercede the Road Use Operating Permit.
7. The Chief Administrative Officer and/or the Director of Municipal Services are authorized to ban roads on a temporary basis and to take any appropriate enforcement action necessary to implement this policy and protect County and public interests during frequent hauls.
8. County Council will be informed of any enforcement action taken by County staff under this policy.



Policy 352 – Road Use - Schedule “B”

**Lethbridge County
Commercial / Oilfield / Industrial Road Use Agreement**

MEMORANDUM OF AGREEMENT entered into this ____ day of _____, 20____.

BETWEEN:

LETHBRIDGE COUNTY
a County incorporated under the
laws of the Province of Alberta
(hereinafter referred to as the “County”)

OF THE FIRST PART

-and-

(hereinafter referred to as “the Hauler”)

OF THE SECOND PART

WHEREAS the County by statute is responsible for the control and management of certain public highways, roads, streets, lanes, alleys and bridges (hereinafter referred to as “the County Roadways”) within the County and the Hauler has applied to the County for permission to haul certain goods and materials on the County Roadways and:

WHEREAS the County is prepared to permit the hauler to haul the goods and materials requested by the Hauler on the County Roadways, subject to the Hauler undertaking to repair any damage caused to the County Roadways, all on the terms and subject to the conditions hereinafter set forth;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT, in consideration of the mutual covenants and agreements hereinafter set-forth and in consideration of the County permitting the Hauler to haul certain goods and materials, as specified on Schedule “B-1” hereto attached, over the County Roadways during the period of time specified on Schedule “B-1” hereto attached, the County and the Hauler agree as follows:

1. Forthwith upon the execution of this Agreement by the Hauler and the County, the Hauler shall supply the County with security in the amount as may be specified on Schedule "B-1" hereto attached to ensure compliance by the Hauler with each of the terms, covenants and conditions of this Agreement to be performed or carried out by the Hauler. The security to be provided by the Hauler to the County pursuant to this Agreement shall consist of cash, certified cheque or a Letter or Letters of Credit issued by a chartered bank or the Treasury Branch in favour of the County in such form as may be required by the County and shall secure all levies, taxes, fees, charges, and amounts owing to the County under this Agreement.
2. The County reserves the right to institute a Community Aggregate Payment Levy as per the provisions of Alberta Municipal Government Act Regulation 263/2005, the Community Aggregate Payment Levy Regulation. The County will provide the Hauler with reasonable notice prior to introducing the levy.
3. The Hauler shall not haul any goods or materials on the County Roadways until such time as the following conditions shall have been met:
 - a. This Agreement shall have been executed by the Hauler and by the County;
 - b. The County Supervisor of Public Works or his designate (hereinafter referred to as "the Public Works Supervisor") shall have acknowledged receipt of the specified security and authorized the Hauler in writing to proceed with the haulage.
 - c. The Hauler shall have paid to the County any permit or administration fee required by the County for the entering into of this Agreement and the granting of approval to the Hauler to haul the goods and materials specified on the County Roadways.
4. The Hauler, while operating within the County, shall at all times comply with all relevant statutes, regulations, by-laws and resolutions, including, without restricting the generality of the foregoing, all permits, licenses and approvals issued by the County and the directions from time to time of the County Public Works Supervisor or his designate.
5. The Hauler shall at all times ensure that the hauling is carried out by drivers who are insured, qualified and licensed to carry out the hauling. Further, the Hauler shall at all times ensure that all servants, employees, agents, licensees and independent contractors hired or contracted by the Hauler abide by and comply with the terms and conditions of this Agreement and in the event that any of the Hauler's servants, employees, agents, licensees and independent contractors shall fail to abide by the terms and conditions of this Agreement, the County shall be entitled to any of the remedies hereinafter contained. The Hauler acknowledges that he is responsible for and shall indemnify the County and save the County harmless from any and all liability or damages that result from any

failure of any servant, employee, agent, licensee or independent contractor of the Hauler to abide by the terms and conditions of this Agreement.

The Hauler shall maintain and provide the County with a copy of a comprehensive general liability insurance policy with the limits of two million dollars (\$2,000,000.00) per occurrence, with Lethbridge County named as co-insured.

6. The Hauler will provide the County with a copy of their company safety plan and their current and valid Alberta Construction Safety Association Certificate of Recognition.
7. The Hauler shall act as the Prime Contractor for all safety activities.
8. The Hauler shall ensure that the goods and materials to be hauled by the Hauler are hauled only on those County Roadways which are designated in Schedule "B-1" hereto attached and the Hauler, at the sole cost and expense of the Hauler, shall ensure that the County Roadways designated in Schedule "B-1" hereto attached are at all times maintained and repaired by the Hauler in the manner set out in Schedule "B-1" hereto attached.

This agreement does not authorize overweight or over dimensional vehicles. Regular legal weight restrictions per axle or axle group as defined under the Alberta Traffic Safety Act - Commercial Vehicle Dimension and Weight Regulation still apply.

9. Upon the written request by the County, the Hauler shall provide the County with evidence satisfactory to the County respecting the nature of the goods and materials hauled and the quantity of each good or material hauled by the Hauler.
10. The Hauler hereby grants to the County the right of access for the purposes of entering on to any lands which are subject to the provisions of this Agreement for the purpose of ensuring that the terms of this Agreement are being complied with by the Hauler.
11. In the event that the Hauler shall fail to perform or carry out one or more of the obligations and undertakings to be performed or carried out by the Hauler pursuant to this Agreement, the Public Works Supervisor, his designate, or any other municipal official shall be at liberty to issue a notice of deficiency to the Hauler advising the Hauler of the Hauler's failure to perform or carry out one or more of his obligations or undertakings pursuant to this Agreement and the Hauler shall immediately undertake to perform or carry out such works or actions as might be stated in the notice of deficiency. In further event that the Hauler fails to commence to perform or carry out the works or actions stated in the notice of deficiency to the satisfaction of the County within a period of forty eight (48) hours from the receipt of such notice of deficiency by the Hauler, or within such other period of time which might be agreeable to the County, the County shall be at liberty, but not obligated, to perform and carry out the obligations and undertakings and every reasonable cost and expense incurred by the County in carrying out the said obligations and undertakings shall be paid by the Hauler to

the County. Notwithstanding the foregoing, in the event the County determines in its sole discretion that inadequate dust control measures have been implemented by the Hauler, the County may without notice to the Hauler apply dust control measures and the costs of such dust control measures shall be paid by the Hauler to the County

12. In the event that the Hauler shall fail to perform or carry out any of the obligations or undertakings to be performed or carried out by the Hauler pursuant to this Agreement, the Hauler shall pay on demand to the County every reasonable cost and expense incurred by the County in enforcing or in attempting to enforce, or both, the terms and conditions contained in this Agreement, including, without restricting the generality of the foregoing, all reasonable legal fees and disbursements incurred by the County on a solicitor and client basis.
13. Notwithstanding any other provision contained in this Agreement to the contrary, in the event that the County's Director of Municipal Services or any other municipal official shall declare in writing that an emergency exists as a result of the failure of the Hauler to perform or carry out one or more of its obligations and undertakings under this Agreement, the County shall be at liberty, but not obligated, to immediately perform or carry out the obligations or undertakings which the Hauler has failed to perform or carry out without notice to the Hauler, and the Hauler shall pay on demand to the County every reasonable cost and expense incurred by the County in performing or carrying out any obligation or undertaking which the Hauler has failed to perform or carry out.
14. In the event that the County produces one or more certificates (letters) from the Public Works Supervisor or any other municipal official certifying that the County, or any person claiming from or through the County, is entitled to payment from the security provided by the Hauler for the sum or sums so certified, the Hauler undertakes jointly with the financial institution providing the security pursuant to paragraph 1 of this Agreement that the said sum or sums will be so paid immediately on demand without deduction, holdback or further proof and that the Hauler will not say or do anything to impede the prompt payment of such sum or sums by the said financial institution, whether or not the Hauler believes in the accuracy of such certificate. No such certificate shall be invalidated by want of, from, or error in wording and such certificates may be amended from time to time.
15. Any certificates above-described shall be sufficient and conclusive proof as between the parties hereto that the County, or any person claiming from or through the County, is entitled to payment of any sum or sums under any of the clauses of this Agreement notwithstanding the fact that any bank Letter of Credit may have expired, or not have been granted, or that payment of any amount (including damages) due from the Hauler to the County may not be covered by the amount (or terms accepted by the County) of the security provided pursuant to paragraph 1 of this Agreement.
16. Upon the completion of the haul, the County Roadways used by the Hauler shall forthwith be restored by the Hauler to a condition, reasonable wear and tear excepted, which is satisfactory to the Public Works Supervisor or his designate.

17. In the event that the Hauler shall fail to comply with any of the terms or conditions of this Agreement to be performed or carried out by the Hauler pursuant to this Agreement, the County shall be at liberty to serve a notice upon the Hauler requiring the Hauler to quit hauling and upon the service of such a notice by the County on the Hauler, the Hauler shall forthwith stop all hauling activities within the County and the Hauler's rights under any permit or license issued by the County to haul goods or materials within the County on the County Roadways shall be suspended until such time as the suspension shall be lifted by the County.
18. This Agreement shall not be transferred or assigned by the Hauler without the consent in writing of the County.
19. All notices hereunder shall be valid and effective if personally delivered to, or sending it by facsimile transmission, or given by mail by registered letter, postage prepaid (unless at the time of or within forty-eight (48) hours thereof there shall be a general disruption in the postal service, in which case, service shall be by delivery only) addressed:
- i. In the case of the County, to:
Lethbridge County
Supervisor of Public Works
#100, 905 - 4th Avenue South
Lethbridge, Alberta
T1J 4E4
Telephone Number: 403-328-5525
Fax Number: 403-328-5602
Email Address: mailbox@lethcounty.ca
 - ii. In the case of the Hauler, to:
Company Name: _____
Contact Name: _____
Address: _____
Postal Code: _____
Telephone Number: _____
Fax Number: _____
Email Address: _____

and if mailed, shall be deemed to have been effectively given three (3) days after mailing and, if delivered, shall be deemed to have been given on the date on which it was delivered, and if transmitted by facsimile on the next business day following the day of transmission. Any party may change its address for receipt of notice by giving notice of its new address to the other party as herein contemplated.

20. This Agreement may be terminated by either party by giving thirty (30) days written notice of the intention to terminate in accordance with the notice provision above.

21. The Hauler acknowledges and agrees that the County shall be at liberty to revise Schedule "B-1" from time to time.

IN WITNESS WHEREOF the County and the Hauler have executed this Agreement as of the day and year first above written.

LETHBRIDGE COUNTY

Per: _____
Director of Municipal Services

SIGNED, SEALED AND DELIVERED
In the presence of:

WITNESS as to the signature of

)
)
)
)
)
)
)
)
)
)

SCHEDULE "B-1"
FOR ROAD HAUL AGREEMENT
BETWEEN

LETHBRIDGE COUNTY
(the "County")

and

(hereinafter referred to as "the Hauler"),
(Development Permit # _____)

1. Goods and materials to be hauled: _____
2. Proposed period of haulage: _____
3. Designated haul route (also see map attached as Schedule "B"):

4. Maximum speed for haulage vehicles: _____
5. Permitted variations from legal or posted axle weight restrictions: _____
6. Security provided in the amount of:

Distance (kilometres of road)	Rehab / Maintenance Cost per Kilometre	Total Cost
0.00	\$0.00	\$0.00
Amount of Security (50% of Total Cost)		\$0.00

7. Community Aggregate Payment Levy: _____
8. Road maintenance requirements during haulage:
 - a. Gravel surface road:
 - i) Road to be maintained with a grader during haulage.

- ii) Dust to be controlled at all times. Water, Calcium Chloride or Magnesium Chloride products may be used for dust control.
- iii) Water shall be applied in adequate amounts to control dust while not saturating the road. Water truck to be on site for dust control purposes as required. Saturation of road will result in suspension of haul until optimum moisture content returns.
- iv) Should the Hauler choose to use calcium or magnesium chloride he will provide the County with an annual Dust Control Management Plan prior to March 1st of each year. If during the term of the annual plan circumstances arise that were previously unforeseen, the Hauler will revise the plan to the satisfaction of the Supervisor of Public Works or designate within 24 hours.

The Dust Control Management Plan shall include:

- 1. Location and length of dust control sites.
 - 2. Type of dust control product to be used.
 - 3. Maintenance plan for the dust control sites.
 - 4. Schedule for checking the effectiveness of the dust control.
 - 5. Plan for management of the dust control site after periods of inactivity.
- v) Calcium and Magnesium chloride will have a minimum 30% concentration of chlorides.
 - vi) Calcium chloride will also have a minimum percentage of sodium to prevent the road from becoming "snotty" during wet conditions.
 - vii) Soft spots and holes that develop shall be filled with gravel immediately.
 - viii) Maintain a crown of 4 – 6%. Crown to be tented (^) , not rounded off. No final pass down the middle.
 - ix) Apply additional gravel as necessary to maintain an adequate layer of gravel on the road. The application rate will be 115 – 150 m³/km (150 – 200 yd³/mile) depending on the condition of the road.
 - x) The size and gradation of the gravel will conform to the following 20 mm (3/4") Gravel Surfacing Aggregate specification:

Sieve Size (um)	% Passing
20,000	100
10,000	35-77
5,000	15-55
1,250	0-30
80	0-12

60+ % Fracture (2 Faces)

- b. Asphalt Concrete Pavement (ACP) or Cold Mix surfaced road;
 - i. Holes to be repaired using material approved by the County. Rutting and larger failures to be repaired as directed by the County or their Engineers.
- c. All road damage, including washouts, to be repaired as it develops. All repair materials subject to County approval.
- d. Maintain adequate drainage swales down both sides of the road at all times.
- 9a. Hauler must erect adequate signage according to the Public Works Supervisor indicating haul in progress. Signage must remain in place and legible for the duration of the haul.
- 9b. Hauler to notify all residents along haul route prior to start of haulage. Hauler to supply company contact and phone number to residents as part of notification process.
- 10. All drivers will operate their trucks in a manner that is considerate and courteous to other road users.
- 11. All trucks and trailers must be insured and registered as per Provincial requirements and the County reserves the right to request written proof of insurance. All commercial trucks must have a valid "Commercial Vehicle Inspection" sticker in place on the vehicle.
- 12. The Hauler shall advise all drivers under his control of the conditions of this agreement and maintain a written record of such advisement.
- 13. Trucks must operate with headlights on at all times.
- 14. All trucks will maintain a minimum of 400 metre (1,300 feet) spacing.
- 15. Loads must be levelled to prevent spills. All hitches, sideboards, etc., must be cleaned prior to leaving the gravel pit, stockpile or stock pen. Hauler to ensure tires, hitches, sideboards, truck numbering and license plates are reasonably clear of dirt and debris for safety and identification purposes.

16. Hauler to notify the County immediately upon discontinuing haul.
17. All gravel trucks to be identified with signage as per the Alberta Sand and Gravel Association Standardized Numbering System for gravel trucks or other truck identification system approved by the Supervisor of Public Works or designate. The signage will consist of lettering not less than 6" in height and will include a truck number on three sides of the truck and three sides of any trailer.
18. The Hauler shall ensure that all trucks involved in the haul have the Hauler name and phone number legible to the public.
19. Prior to any driver commencing hauling under this Agreement, a complete listing of trucks used on the haul complete with names and identifying numbers must be provided to the County.
20. Hours of operation for the truck haul shall be determined prior to signing of this agreement.
21. Road restoration requirements upon completion of the haul:
 - a. Restore ACP or Cold Mix surface breaks and damage, restore any failures and rutting in gravel surfaces, blading and re-gravel where required.
 - b. Restore dust controlled areas to pre-haul condition.
 - c. Re-shape shoulders and or road slopes that have been pushed out or damaged as a result of the haul.
22. The County and the Hauler will jointly inspect the roads before the start of the hauling operations and upon completion of the hauling operations. An Inspection Report, attached hereto as Schedule "B-3" will be completed to document both of the inspections. The report will document the road conditions and any damage prior to the hauling operations and after completion of the hauling operations. Promptly after the conclusion of all hauling operations, the Hauler will notify the County that hauling operations have concluded and request a post-haul inspection.
23. The list of Infractions and Penalties attached hereto as Schedule "B-4" forms part of this agreement.

I have read and agree to the terms of this Road Haul Agreement.

Hauler Company Name: _____

Hauler Representative Name: _____

Signature: _____

SCHEDULE "B-2"

Haul Route Map

SCHEDULE "B-3"

Road Haul Inspection Report

Date: _____, _____, _____ (Month, Day, Year)		Hauler:	
Haul Road Agreement (File No.): RU_10_00		Development Permit:	
Hauler Contact Person: (print name and sign)		County Contact Person: (print name and sign)	
Pre-Inspection	Post Inspection	Video Record: Yes No	
Road Condition			
Road Surface – Circle One: ACP \ Cold Mix \ Chloride Stabilized Gravel \ Gravel \ Unimproved			
Existing dust control:			
Drainage (centerline culverts, approaches):			
Required Signage:			

Other		
Will the Hauler provide a grader to maintain the driving surface?	Yes	No
Comments: Any other factors which may affect road safety.		

**SCHEDULE “B-4”
FOR ROAD HAUL AGREEMENT**

BETWEEN

LETHBRIDGE COUNTY
(the “County”)

and

(hereinafter referred to as “the Hauler”),
(Development Permit # _____)

**HAUL AGREEMENTS
INFRACTIONS AND PENALTIES**

NOTE: *These penalties are in addition to applicable fines under the applicable by-laws or provincial statutes. Also, a permit holder’s record of penalties may affect ability to obtain a subsequent Road Haul Agreement or Development Permit.*

The County will not tolerate non-compliance of any of the above conditions. The County shall be at liberty to immediately suspend the road haul operation if any of the conditions are breached.

INFRACTIONS	PENALTIES
Hauling outside designated Route without permission	<ul style="list-style-type: none">- Immediate 1 day suspension of haul.- 2nd infraction – one week suspension.- 3rd infraction – one month suspension of Haul Agreement.- Removal of truck and driver from approved haul for first infraction.
Other Traffic Safety Act and Regulations Infractions	<ul style="list-style-type: none">- Removal of truck and driver from haul for 24 hours for each infraction.- 2nd infraction for any driver – one day suspension of haul agreement



Policy 352 – Road Use - Schedule “C”

**Lethbridge County
Annual Commercial / Industrial / Agricultural Established Operation
Road Use Operating Permit**

The intent of the Commercial, Industrial, Agricultural Road Use Permit is to provide a means for established businesses to haul at 100% load during periods of annual road bans when the operation has a vested interest in the quality of the road 365 days per year and the annual banned load limit will cause undue hardship for the business requiring the banned road as the only access to their business

GRANTED TO: ROAD USER:

Applicant:	
Business Name	
Are you the Legal Landowner:	Yes / No
If no, please have the Legal Landowner sign this form below or give their legal consent by letter or email	
Signature of Legal Landowner: _____	
Address:	
Legal Land Description:	
Phone:	
Cell:	
Email:	
Roll #	
Nature of Business:	

Pursuant to Lethbridge County Policy 352, the Road Use Policy, the Road User hereby agrees that they, their employees and contractors will:

1. Utilize Lethbridge County roads in a safe manner which minimizes and prevents damage to the road structure.
2. Comply with all requirements of the Province of Alberta Commercial Vehicle Dimension and Weight Regulation.
3. Ensure that the loads placed on the trucks comply with the aforementioned Regulation.

INFRACTIONS	PENALTIES
Failure to repair and maintain roadways and/or failure to provide adequate dust control in a reasonable time frame.	<ul style="list-style-type: none"> - 1st infraction – one day suspension of haul agreement. - 2nd infraction – 5 day suspension of haul agreement. - 3rd infraction – 1 month suspension of haul agreement. - 4th infraction – cancellation of haul agreement.
Missing or non visible/readable Truck Identifiers.	<ul style="list-style-type: none"> - One warning per truck and driver. - 2nd infraction – removal of truck and driver for one day from haul and one day suspension of haul agreement regardless of driver. - 3rd infraction – removal of truck and driver for one week and one week suspension of haul agreement regardless of driver
Truck movements before or after approved times or designated haul periods (Note: Trucks may not proceed to pit until hours of haul are in effect).	<ul style="list-style-type: none"> - 1st infraction – truck and driver suspended for 1 day and haul agreement suspended for 1 day. - 2nd infraction – truck and driver removed from haul and haul agreement suspended for one week. - 3rd infraction – haul agreement suspended for one month. - 4th infraction – haul agreement cancelled.
Failure to notify Supervisor of Public Works or designate of starting haul times for the day.	Immediate 3 day suspension of haul.
Failure to provide list of trucks to Supervisor of Public Works or designate prior to haul.	Immediate 3 day suspension of haul.
Failure to erect proper signage as specified in Haul Agreement.	Immediate 3 day suspension of haul.
Drivers not qualified, licensed or insured.	Immediate 3 day suspension of haul, driver removed from haul.

NOTE: *Road must be left in a condition which, in the opinion of the County, is equal to the condition prior to the commencement of the haul. Where a driver has been removed from a different haul in the County due to an infraction under that haul agreement, the driver is prohibited from hauling under this haul agreement without prior written approval from the County.*

AGENDA ITEM REPORT



Title: Bylaw 22-007 Tax Mill Rate
Meeting: Council Meeting - 05 May 2022
Department: Corporate Services
Report Author: Jennifer Place, Les Whitfield

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 21 Apr 2022

STRATEGIC ALIGNMENT:



Outstanding Quality
of Life



Effective Governance
and Service Delivery



Prosperous
Agricultural
Community



Vibrant and Growing
Economy



Strong Working
Relationships

EXECUTIVE SUMMARY:

The assessment roll has been prepared for the 2022 Tax Year. The 2022 municipal budget was presented and approved by Council on December 16, 2021 indicating the tax support required to offset the revenues required to support the County's operations. As per the Municipal Government Act, a Tax Rate Bylaw is required to be passed annually as it enables the Property Assessment and Tax Notices to be issued and annual taxes to be collected. The County's property tax due date is July 31st.

RECOMMENDATION:

That the 2022 Tax Mill Rate Bylaw 22-007 be read a first time.

That the 2022 Tax Mill Rate Bylaw 22-007 be read a second time.

That Council proceeds to consideration of third reading of Bylaw 22-007.

That the 2022 Tax Mill Rate Bylaw 22-007 be read a third time.

PREVIOUS COUNCIL DIRECTION / POLICY:

The 2022 Budget was approved on December 16, 2021 per the attached resolution.

G.3.5 2022 - 2024 Operating & 2022 -2026 Capital Budget

423-2021 Councillor MOVED that the 2022 Operating Budget expenses in the amount of
Kuerbis \$28,532,195 as outlined in Attachment 1 be approved, and that the
2023 and 2024 Operating Budget expenses in the amounts of
\$28,895,285 and \$29,313,538 respectively be approved in principle.

CARRIED

Pursuant to Section 353 of the Municipal Government Act (MGA) each Council must pass a property tax bylaw annually to impose a tax in respect of property in the municipality to raise revenue to be used toward payment of expenditures and transfers as set out within the budget of the municipality as well as for the requisitions imposed.

This report is for Council consideration and is closely based on the 2:1ratio between Residential and Non-Residential tax rates, as in previous years, per previous Council direction.

BACKGROUND INFORMATION:

The total property assessment on the attached spreadsheet for the 2022 tax year includes:

\$52,799,705 - increase in Residential Assessment from 2021 consisting of \$23,625,595 growth (new development) and \$29,174,110 attributable to market value adjustments.

\$34,385,631 - overall increase in Non-Residential/Machinery and Equipment (M&E) Assessments. This increase is attributed \$5,409,130 in growth and \$28,976,501 inflation.

The assessment classes are defined under Section 297 of the MGA as follows:

Class 1 - Residential;

Class 2 - Non-Residential;

Class 3 - Farmland;

Class 4 - Machinery and Equipment (M&E)

The municipal tax rate for Non-Residential and M&E classes must be the same.

ALTERNATIVES / PROS / CONS:

The 2022 property tax supported portion of the Municipal expenditures is \$16,982,733; this is an increase of \$266,527 from 2021.

The 2022 Farmland tax rate is similar to the 2021 tax rate. This results in a nominal increase from 2021.

The 2022 Residential tax rate has decreased from 2021 due to the increase in assessment and results in an additional \$78,375 in collections from the Residential tax base.

The 2022 Non-Residential/M&E tax rate has also decreased from 2021 due to assessment, resulting in a \$142,818 difference in collection from the Non-Residential/M and E tax base.

Council has the option to change the tax rates from what has been proposed, but must ensure the appropriate amount of tax support as per the budget is collected and that it complies with legislation.

FINANCIAL IMPACT:

Tax rates are calculated by dividing the Revenues required by the total assessment from the applicable property Assessment Class.

Below is a list of the required 2022 collection amounts:

Lethbridge County General	\$15,043,4321	1.42% decrease
Lethbridge County Haul Route Network	\$ 519,383	0% increase/decrease
Lethbridge Regional Waste Levy	\$ 600,780	2.16% increase
Provincial Police Levy	\$ 469,138	33.24% increase
Green Acres Foundation	\$ 314,891	7.98% increase
Alberta Education Requisition	\$ 5,848.078	7.14% increase
Designated Industrial Property Requisition	\$ 18,307	1.26% decrease

2022 Proposed Total Tax Rates:

ASSESSMENT CLASS	2022 TAX RATE	2021 TAX RATE
Class 3 - Farmland	27.9873	27.6953
Class 1 - Residential	7.5906	7.5579
Class 2 - Non-Residential	12.8321	13.1538
Class 4 - Machinery and Equip.	9.1535	9.4481

REASON(S) FOR RECOMMENDATION(S):

The 2022 budget for expenditures and required tax support has been approved and the bylaw complies with legislative requirements.

ATTACHMENTS:

[Bylaw 22-07 2022 Tax Mill Rate Assessment & Tax Rate Detail](#)

**LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA**

BYLAW NO. 22-007– 2022 TAX MILL RATE

**A BYLAW OF LETHBRIDGE COUNTY TO AUTHORIZE THE 2022
TAX RATES OF ASSESSABLE PROPERTY WITHIN LETHBRIDGE COUNTY
PURSUANT TO THE MUNICIPAL GOVERNMENT ACT**

WHEREAS the Lethbridge County has prepared and adopted detailed estimates of the municipal revenue and expenditures as required, at the Council meeting held on December 16, 2021; and

WHEREAS the estimated municipal expenditures and transfers from all sources for the Lethbridge County for 2022 total \$28,532,195 and \$16,982,733 is to be raised by general municipal taxation; and

NOW THEREFORE BE IT RESOLVED that the Council of Lethbridge County authorized the Chief Administration Officer to levy upon the assessed value of all assessable property shown on the assessment roll.

- a) Tax rate for municipal purposes:
- | | |
|--|---------|
| - Class 3 Farmland (Sec. 297 MGA) | 25.2309 |
| - Class 1 Residential (Sec. 297 MGA) | 4.8341 |
| - Class 2 & 4 Non-Residential/M&E (Sec. 297 MGA) | 9.0038 |
- b) Tax rate for the Green Acres Foundation 0.1497
- c) Tax rate for Designated Industrial Property 0.0766

THAT the following rates for School Requisition purposes to be calculated to generate \$5,448,054.28 for the 2022 Alberta School Foundation Fund (ASFF) and \$400,023.49 for the 2022 Holy Spirit Roman Catholic School District:

- | | |
|---|--------|
| a) ASFF Residential and Farmland | 2.6068 |
| b) ASFF Non-Residential | 3.6785 |
| c) Holy Spirit Residential and Farmland | 2.6068 |
| d) Holy Spirit Non-Residential | 3.6785 |

This Bylaw shall hereby rescind previous Bylaw No. 21-014.

Be read a **FIRST** time this 5th day of May, 2022.

Reeve

Chief Administrative Officer

Be read a **SECOND** time this 5th day of May, 2022.

Reeve

Chief Administrative Officer

Be read a **THIRD** time this 5th day of May, 2022.

Reeve

Chief Administrative Officer

april6 2022		LETHBRIDGE COUNTY TAX RATES - 2022								
	ACTUAL ASSESSMENT	2022 REQUIRED REVENUE	2022 TAX (MILL)RATE	2021 ASSESSMENT	2021 REVENUE	2021 TAX RATE				
MUNICIPAL										
GENERAL MUNICIPAL PURPOSES										
Farmland	158,158,230.00	3,366,000.00	21.2825	157,761,531.00	3,358,000.00	21.2853				
Residential	1,156,615,370.00	4,822,625.00	4.1696	1,103,815,665.00	4,901,000.00	4.4401				
Non-Residential/M&E	821,990,135.00	6,854,807.00	8.3393	787,604,504.00	6,997,625.00	8.8847				
	2,136,763,735.00			2,049,181,700						
Add Provincial Police Services	2,136,763,735.00	469,138	0.2196	2,049,181,700	352,110	0.1718				
Add Recreation	2,136,763,735.00	350,000	0.1638							
		15,862,570.00		2,049,181,700	15,608,735.00					
Provincial Availability Adjustment	33,796,915.00			32,578,710.00						
Total	2,170,560,650	15,862,570		2,081,760,410	15,608,735					
Add Haul Route Network	158,158,230.00	519,383	3.2839	157,676,910	519,383	3.2922				
Add LRWMSC	2,136,763,735.00	600,780	0.2812	2,022,485,560	588,088	0.287				
Total Municipal		\$16,982,733.00			\$16,716,206.00					
MUNICIPAL RATES										
		Farmland Rate	25.2309	0.78%	Farmland Rate	25.0363				
		Residential Rate	4.8341	-1.32%	Residential Rate	4.8989				
		Non-Res/M&E Rate	9.0038	-3.64%	Non-Res/M&E Rate	9.3435				
		\$			\$					
REQUISITIONS		6,181,276.80			5,768,765.52					
TOTAL 2022 TAX LEVY		\$23,164,009.80			\$22,484,971.52					
		Farmland Rate	27.9873	1.05%	Farmland Rate	27.6953				
		Residential Rate	7.5906	0.43%	Residential Rate	7.5579				
		Non-Residential	12.8321	-2.45%	Non-Residential	13.1538				
		M & E Rate	9.1535	-3.12%	M & E Rate	9.4482				

**TAX RATE COMPARISON
MUNICIPAL ONLY**

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
FARMLAND	16.5322	17.0070	17.6415	20.4163	20.4495	24.8131	24.8348	24.8625	24.9373	25.0363	25.2309
RESIDENTIAL	4.5510	4.5483	4.5786	4.5824	4.6156	4.6290	4.7279	4.6903	4.8461	4.8989	4.8341
NON-RESIDENTIAL	9.1015	9.5700	9.2238	9.2275	9.0654	9.0788	9.2213	9.1147	9.3040	9.3435	9.0038
M & E	9.1015	9.5700	9.2238	9.2275	9.0654	9.0788	9.2213	9.1147	9.3040	9.3435	9.0038

Date: April 19, 2022

Subject: Community Grant Allocation

On behalf of the Diamond City Citizens' Association, I am extending our appreciation for the receipt this year of the Community Grant Allocation. During the upcoming year, it will be used to assist with utility payments.

We also wish to acknowledge the upgrade to the playground area last summer with the addition of the table, garbage can and bicycle rack. Also appreciate the replacement of the safety gate at the top of the small slide on the older playground equipment Harrowing of the parking lot has helped to reduce mud being tracked into the hall.

Many thanks for your continued commitment to our community.

Alicia Scheidegger
Treasurer
Diamond City Citizens' Association

His/Her Worship Mayor,

I'm writing to you on behalf of Nature Canada's ocean protection team with an opportunity to help create positive change for your community, and the natural world we all rely on.

Canada has the longest coastline in the world. With it comes the duty to be leaders in protecting and restoring the ocean. As part of the Global Deal for Nature in the Paris Accords, our government **has promised to protect 30 percent of oceans by 2030** through establishing Marine Protected Areas. In 2015 only one percent of Canadian oceans were protected. But as of 2020, due advocacy by Canadians like you, nearly 14 percent of the world's oceans are now safeguarded for generations to come.

Municipalities can be powerful change agents in the goal to protect 30 percent of the world's oceans by 2030. We have seen this leadership in action in combating climate change, when cities and towns across the world stepped up to reduce their greenhouse gas emissions and pressured federal governments to do the same. Whether on the coast or far inland, municipalities rely on ocean ecosystems for seafood production, climate regulation, and the preservation of unique and beautiful animals and ecosystems.

Municipalities are on the front lines of climate change and feel effects firsthand, from extreme heat to extreme precipitation.

Reaching our ocean protection goal will help us win the fight against global warming. Municipalities are on the front lines of climate change and feel effects firsthand, from extreme heat to extreme precipitation. The oceans play a pivotal role counteracting climate change as the largest carbon sink, providing more than half our oxygen while storing fifty times more carbon than the atmosphere. Oceans also regulate weather, helping to balance the uneven distribution of solar radiation.

Here's why we need you: Your voice as a municipality can influence national governments and have a direct effect on the quality of life for your residents. It's as easy as having the council pass the attached resolution. By taking this simple step, you will be helping our policy team show government officials that Canadians support National Marine Protected Areas and encourage them to implement effective policies.

It would mean a great deal to us if you could sign on to help secure a future for our generation and the generations to come.

In solidarity with you and with our natural world,

Paul Gregory
Senior Oceans Campaigner

Nature Canada is one of the oldest national nature conservation charities in Canada. For 80 years, we've helped protect over 110 million acres of parks and wildlife areas in Canada and countless species. Today, Nature Canada represents a network of over 130,000 members and supporters, guided by more than 1,200 nature organizations.

**A RESOLUTION IN SUPPORT OF MUNICIPALITY X RECOGNIZING AND CELEBRATING
WORLD OCEANS DAY 2022 AND THE ADVANCEMENT OF OCEAN CONSERVATION IN
CANADA**

WHEREAS, Wednesday, June 8, 2022, is the 30th annual World Ocean's Day. World Oceans Day is the United Nations day for celebrating the role of the ocean in everyday life and inspiring action to protect it.

WHEREAS, Countries around the world, including Canada as a prominent leader, have committed to protecting 30% of their ocean territory by 2030 in order to reverse nature loss in the ocean and safeguard at-risk marine life.

WHEREAS, The ocean is home to hundreds of species at risk, vulnerable ecosystems, and is a crucial carbon sink shielding us from the worst of climate change.

WHEREAS, The ocean produces over half of the world's oxygen and absorbs 50 times more carbon dioxide than our atmosphere. Therefore protecting the ocean is in the interest of all life on Earth, and communities both coastal and inland, as it is essential to our shared future.

WHEREAS, It is the jurisdiction of the Government of Canada, under various pieces of legislation and regulation, to establish marine protected areas in consultation with Indigenous Peoples. Many Indigenous nations and communities are leading in the conservation of the ocean, and have been stewards of the ocean since time immemorial.

WHEREAS, It is important for municipal leaders to demonstrate support for actions to safeguard the ocean, as they have for action on climate change and other environmental matters of national importance.

WHEREAS, In celebrating the ocean, and protecting its habitats and ecosystems, we can together raise the profile of ocean conservation's critical role in improving planetary health and slowing the crisis of species collapse and ecosystem decline.

Therefore be it resolved that the MUNICIPALITY OF X recognizes the 30th anniversary of World Oceans Day on June 8th, 2022 and supports national and international efforts to protect 30% of the ocean by 2030.

April 20, 2022

Tory Campbell
Reeve
Lethbridge County

c/o Candice Robison
Executive Assistant to CAO and Council
crobison@lethcounty.ca

Dear Reeve Campbell:

Thank you for your correspondence regarding the Canadian Pacific (CP) rail strike.

As Minister of Transport, safety is my top priority. This was true during the disruption of CP rail service and remains the case now. I can also assure you that the safe, timely, and efficient movement of goods is of the utmost importance to the Government of Canada.

Federal mediators from the Labour Program at Employment and Social Development Canada facilitated negotiations throughout the disruption, leading to parties agreeing to binding arbitration.

Efforts to recover from the disruption started as soon as the agreement was announced; however, it will take time for any backlogged traffic to work its way through the rail network. I understand that this disruption of service was extremely challenging and taxing for Canadians, Canadian businesses, and their employees, and I would like to thank you for your patience and understanding through this difficult period. I would also like to thank you for keeping me and my departmental officials apprised of your situation and perspectives. This information is important and valued.

Transport Canada continues to work closely with CP, as well as other railways and impacted stakeholders, to monitor the recovery process and understand any ongoing impacts of the disruption.

Thank you again for taking the time to write.

Sincerely,

The Honourable Omar Alghabra, P.C., M.P.
Minister of Transport

c.c. The Honourable Seamus O'Regan, P.C., M.P.
Minister of Labour

The Honourable Marie-Claude Bibeau, P.C., M.P.
Minister of Agriculture and Agri-Food



Quote: 270802

April 21, 2022

Mr. Tory Campbell
Reeve
Lethbridge County
100-905 4th Avenue South
Lethbridge AB T1J 4E4

Dear Mr. Campbell:

Thank you for your letter concerning the labour disruption at Canadian Pacific railway (CP). As you know, the labour disruption ended on March 22, 2022 with CP and the union agreeing to resolve their remaining collective agreement issues through binding arbitration.

We are aware that Canada's railways plays an integral role in the agricultural sector in moving grain, fertilizer, feed and much more. We understand that Canada's supply chains have been under enormous pressures and that a labour disruption compounded an already challenging environment. We are pleased that the service disruption was short and that the parties stayed at the bargaining table to achieve a resolution.

I can assure you that the safe, timely and efficient movement of goods is of the utmost importance to the Government of Canada. Efforts to recover from the disruption started as soon as the agreement was announced. However, it will take time for any backlogged traffic to work its way through the rail network. Transport Canada continues to work closely with CP, as well as other railways and impacted stakeholders to monitor the recovery process.

Again, thank you for writing on this matter.

Sincerely,

The Honourable Marie-Claude Bibeau, PC, MP
Minister of Agriculture and Agri-Food

c. c.: The Honourable Omar Alghabra, PC, MP
The Honourable Seamus O'Regan, PC, MP

Canada



April 5, 2022

AR 89013

Mr. Tory Campbell
Reeve
Lethbridge County
#100, 905 – 4 Avenue South
Lethbridge, AB T1J 4E4

Dear Reeve Campbell:

Thank you for meeting with me and my staff at the recent Rural Municipalities of Alberta convention in Edmonton. In follow-up to the meeting and your March 24, 2022 letter, I provide the following information.

It was good to hear that you had discussions with Honourable Ric McIver, Minister of Municipal Affairs regarding the County's concern over provincial grant funding, in particular the Municipal Sustainability Initiative. As I indicated, Alberta Transportation is aware of the need for our grant program, the Strategic Transportation Infrastructure Program (STIP) to continue especially given all the local road bridges and initiatives found throughout the province. In the Budget 2022, the Government of Alberta approved an additional year of funding for the STIP program. I understand it may not be what the Rural Municipalities of Alberta study recommended, but it is still a considerable investment into a worthy program.

In regards to potential collaboration with the neighbouring municipalities to develop a plan for continued economic development of the region, I encourage you to continue reaching out to the elected officials of these areas. At this time the Alberta Municipal Water Wastewater Program and Water For Life program criteria remains the same; however, if there are any innovative projects that may be brought forward I encourage you to discuss them with the regional department staff as they may be able to help in providing direction on potential solutions given the specific parameters of the programs.

I have asked Mr. Darren Davidson, Regional Director to contact County staff regarding the potential partnering on the proposed paving of Highway 843 north of the City of Lethbridge and the inclusion of local road known as Township Road 100. I am encouraged at the proactive work the region is undertaking. Although there is no funding identified at this time, having the design work underway or completed helps to deliver a project if funding becomes available in the future.

.../2

If you have any questions regarding transportation-related matters, please contact Mr. Davidson toll-free at 310-0000, then 403-381-5533, or at darren.davidson@gov.ab.ca.

Thank you again for the opportunity to meet. I look forward to continued collaboration with the County of Lethbridge.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Sawhney', with a horizontal line drawn underneath it.

Rajan Sawhney
Minister of Transportation

cc: Nathan Neudorf
MLA for Lethbridge-East

Darren Davidson
Regional Director, Alberta Transportation

AGENDA ITEM REPORT

CLOSED ITEM



Title: Local Election Campaign Financial Disclosure Requirement
Meeting: Council Meeting - 05 May 2022
Department: Administration
Report Author: Larry Randle

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 26 Apr 2022

STRATEGIC ALIGNMENT:



Outstanding Quality
of Life



Effective Governance
and Service Delivery



Prosperous
Agricultural
Community



Vibrant and Growing
Economy



Strong Working
Relationships

EXECUTIVE SUMMARY:

In accordance with the Local Authorities Election Act, all candidates in the December 13, 2021 by-election were required to file Form 26 - Campaign Disclosure Statement and Financial Statement with the County before April 12, 2022. Two candidates, Gerard Plettell and Bradley Howe did not meet that requirement and have failed to file a Form 26 with the County.

RECOMMENDATION:

That the Local Election Campaign Financial Disclosure Requirement Report be made public with the names of the candidates who failed to meet the requirements under the Local Authorities Election Act included in the report.

PREVIOUS COUNCIL DIRECTION / POLICY:

No previous direction has been provided.

BACKGROUND INFORMATION:

Section 147.4(1) of the Local Authorities Election Act (LAEA) states that in the case of a by-election, within 120 days after the by-election a candidate shall file with the secretary of the candidate's local jurisdiction a disclosure statement in the prescribed form. A candidate who is required to file a disclosure statement under Section 147.4(1) and fails to file that document by the filing deadline must pay a late filing fee of \$500.00 to the relevant local jurisdiction. Neither Gerard Plettell nor Bradley Howe have submitted a Form 26 or the required late filing fee in the amount of \$500.00.

Notice of this requirement was included in the nomination package provided to each candidate before the election. Both candidates were also provided a courtesy reminder of this requirement in writing in February.

Section 148.8(1) of the LAEA states that in the case of an election of municipal councillors, the secretary shall transmit a report to Council, which shall on its receipt make the report public.

ALTERNATIVES / PROS / CONS:

Option 1. That the Local Election Campaign Financial Disclosure Requirement Report be made public with the names of the candidates who failed to meet the requirements under the Local Authorities Election Act included in the report.

Pros:

Both Gerard Plettell and Bradley Howe were to have made themselves familiar with the relevant sections of the Local Authorities Election Act, including Part 5.1, when they submitted their nomination papers. Therefore, the fact that their names may be made public for not filing the required disclosure statements and not paying the required fee on time should be of no surprise to them.

Cons: One or both candidates may be displeased with public disclosure of the fact that they have not complied with the LAEA.

Option 2. Council could make the Local Election Campaign Financial Disclosure Requirement Report public with the names of the candidates who failed to meet the requirements under the Local Authorities Election Act redacted.

Pros: Allows the public to know that two by-election candidates have not complied with the requirements for campaign financial disclosure as required by the LAEA, without revealing their identities.

Cons: May defeat the purpose of making the public aware of the failure to comply with the LAEA if the offending parties identities are kept confidential. However, campaign financial disclosure statement are available to the public so it is possible for a member of the public to deduce who has not submitted their papers.

FINANCIAL IMPACT:

Lethbridge County is to receive a \$500.00 late filing fee from both candidates.

REASON(S) FOR RECOMMENDATION(S):

To comply with the by-election requirements of the Local Authorities Election Act.