



AGENDA

Council Meeting

9:30 AM - Thursday, December 16, 2021
Council Chambers

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12 - 15	G.1.2. <u>2022 Agricultural Service Board Conference/Westin Hotel Edmonton January 25th to 27th, 2022</u> 2022 Agricultural Service Board Conference - Westin Hotel Edmonton - January 25th to 27th, 2022
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Economic Development - 2021 4th Quarter Report of major projects and activities

[Economic Development - 2021 4th Quarter Report](#)

- 25 - 26 G.2.3. **Invitation for Lethbridge County councilors to attend 2022 EDA Xperience Annual Conference and Alberta Economic Development Leaders' Summit from April 6-8, 2022 in Kananaskis**
[Invitation for Lethbridge County Councillors to attend 2022 EDA Xperience Annual Conference & Alberta Economic Development Leaders' Summit from April 6-8, 2022 in Kananaskis](#)

- 27 - 28 G.2.4. **SouthGrow Regional Initiative**
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[Tax Penalty Waiver Request Roll #54330100](#)

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- 70 - 78 G.3.5. **2022 - 2024 Operating & 2022 -2026 Capital Budget**
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H. CORRESPONDENCE

- 79 - 80 1. **National Police Federation**
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[Royal Canadian Mounted Police](#)
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[Coaldale Lethbridge Growing Project Canadian Food Grains Bank](#)

I. NEW BUSINESS

J. COUNTY COUNCIL AND COMMITTEE UPDATES

K. CLOSED SESSION

1. **Land Matter (FOIP Section 16 - Disclosure harmful to business interests of a third party)**
2. **2:00 p.m. - Link Pathway Update (FOIP Section 25 - Disclosure harmful to economic and other interests of a public body)**

L. ADJOURN



MINUTES

Council Meeting

9:30 AM - Monday, December 6, 2021
Council Chambers

The Council Meeting of Lethbridge County was called to order on Monday, December 6, 2021, at 9:30 AM, in the Council Chambers, with the following members present:

PRESENT: Councillor Lorne Hickey
Councillor Morris Zeinstra
Reeve Tory Campbell
Deputy Reeve Klaas VanderVeen
Councillor John Kuerbis
Councillor Mark Sayers
Chief Administrative Officer, Ann Mitchell
Director of Community Services, Larry Randle
Director of Public Operations, Jeremy Wickson
Infrastructure Manager, Devon Thiele
Manager of Finance & Administration Jennifer Place
Information Technology Manager Doug Burke
Executive Administrative Assistant, Donna Irwin
Executive Assistant Candice Robison
Supervisor of Planning & Development Hilary Janzen
Senior Planner Steve Harty

A. CALL TO ORDER

Reeve Tory Campbell called the meeting to order at 9:30 a.m.

Reeve Campbell thanked Council and staff for participating in the budget deliberation meetings.

Reeve Campbell also acknowledged the Holiday season and made mention of the Toys for Tots box located at the County Office as well as the Coaldale, Picture Butte and Lethbridge Food Banks and encouraged anyone who could give back during this time to do so.

B. ADOPTION OF AGENDA

Council added the following item to the December 6, 2021 agenda:

- The Lethbridge United Services Institute Legacy of Alberta Recognizing Veterans Contributions Event

369-2021 Deputy Reeve VanderVeen MOVED that Lethbridge County Council approve the December 6, 2021 Council Meeting Agenda as amended. CARRIED

C. ADOPTION OF MINUTES

C.1. County Council Meeting Minutes

370-2021 Councillor Sayers MOVED that the November 18, 2021 Regular County Council Meeting Minutes be accepted as presented. CARRIED

D. SUBDIVISION APPLICATIONS

D.1. Subdivision Application #2021-0-186 – Vande Bruinhorst Farms - SE1/4 30-9-19-W4M

371-2021 Deputy Reeve VanderVeen MOVED that the Country Residential subdivision of SE1/4 30-9-19-W4M (Certificate of Title No. 101 337 711 +1), to subdivide a vacant 4.94-acre (2.00 ha) first parcel out subdivision from a title of 160.00-acres (64.75 ha) for country residential use; BE APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. That the final approved parcel be reduced in size to comprise no more than 3-acres of land in accordance with the land use bylaw and subdivision criteria, which is to be reflected on the final Plan of Survey.
4. That the applicant provides a Plan of Survey as prepared by an Alberta Land Surveyor to illustrate the exact dimensions and parcel size of the proposed subdivision as approved.
5. That any easement(s) as required by utility companies or the municipality shall be established.

CARRIED

D.2. Subdivision Application #2021-0-175 – Beattie - Block A, Plan 9210553 & SE1/4 7-9-20-W4M

372-2021 Councillor Kuerbis MOVED that the Agricultural & Country Residential subdivision of Block A, Plan 9210553 & SE1/4 7-9-20-W4M (Certificate of Title No. 111 321 808, 131 297 201, 131 297 201 +1), to enable a property boundary reconfiguration of two adjacent parcels and enlarge a 3.46-acre (1.4 ha) acreage, by subdividing 3.38-acres (1.37 ha) from the adjacent agricultural title and consolidating it to the existing parcel, thereby creating a 6.84-acre (2.77 ha) title for county 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 an adjusted 3.34-acre portion of land at the market value of \$15,000 per acre with the actual acreage and amount to be paid to Lethbridge County be determined at the final stage, for Municipal Reserve purposes.

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 two titles and 3.38-acre portion of land to be subdivided and consolidated to reconfigure the boundaries (property lines) of the adjacent parcels in creating the enlarged 6.84-acre country residential title be done by a plan prepared by a certified Alberta Land Surveyor in a manner such that the resulting titles cannot be further subdivided without approval of the Subdivision Authority.
4. That the applicant physically removes the red, old wood barn located to the north so that there will be no resulting physical building encroachments over the newly adjusted property line. Confirmation of the removal of the barn building must be submitted to the satisfaction

of the Subdivision Authority prior to final endorsement of the subdivision.

5. That the applicant submits a final plan of survey as prepared by an Alberta Land Surveyor that certifies the exact location and dimensions of the parcel being subdivided.

6. That the easement(s) as required by ATCO shall be established prior to finalization of the application.

CARRIED

E. PUBLIC HEARINGS - 10:00AM

E.1. Bylaw 21-018 - Amendment to Land Use Bylaw from Direct Control to Direct Control - Crystal Springs Cheese - Public Hearing

Reeve Campbell called a recess to the Council Meeting, for the Public Hearing for Bylaw 21-018 at 10:02 a.m.

373-2021 Councillor Kuerbis MOVED that the Public Hearing for Bylaw 21-018 commence at 10:03 a.m.

CARRIED

Reeve Campbell asked if the applicant wished to speak to Bylaw 21-018.

Jacco Beyer and Everett Beyer were present. Jacco Beyer indicated the intention of the application was to be able to sell locally brewed beer and wine in their current Crystal Springs Cheese store.

Reeve Campbell asked three times if anyone from the public wished to speak in favour or opposition of Bylaw 21-018.

No one came forward.

374-2021 Deputy Reeve VanderVeen MOVED that the Public Hearing for Bylaw 21-018 adjourn at 10:11 a.m.

CARRIED

375-2021 Deputy Reeve VanderVeen MOVED that Bylaw 21-018 - Amendment to Land Use Bylaw from Direct Control to Direct Control - Plan 1711672, Block 2, Lot 1 in the SE 15-10-22-W4 be read a second time.

CARRIED

376-2021 Councillor Kuerbis MOVED that Bylaw 21-018 - Amendment to Land Use Bylaw from Direct Control to Direct Control - Plan 1711672, Block 2, Lot 1 in the SE 15-10-22-W4 be read a third time.

CARRIED

F. DEPARTMENT REPORTS

F.1. MUNICIPAL SERVICES

F.2. COMMUNITY SERVICES

F.2.1. Development Permit Application 2021-234 (City of Lethbridge Landfill Composting Facility)

377-2021 Councillor Sayers MOVED that Development Permit application 2021-234 be approved as drafted.

CARRIED

F.2.2. Proposed Amendment to Land Disposition Policy No. 172

378-2021 Councillor Kuerbis MOVED that revised Land Disposition Policy No. 172 be adopted as presented.

CARRIED

F.3. CORPORATE SERVICES

F.3.1. ORRSC - Assessment Review Board Services - Agreement & Bylaw Update

- 379-2021 Deputy Reeve VanderVeen MOVED that County Council repeal Bylaw 1374 - Regional Assessment Review Board Bylaw. CARRIED
- 380-2021 Councillor Sayers MOVED that County Council enter into the amended Agreement for Regional Assessment Review Services. CARRIED
- 381-2021 Councillor Kuerbis MOVED that Bylaw 21-019 - Regional Assessment Review Board Bylaw Amendment 2021 be read a first time. CARRIED
- 382-2021 Councillor Zeinstra MOVED that Bylaw 21-019 - Regional Assessment Review Board Bylaw Amendment 2021 be read a second time. CARRIED
- 383-2021 Councillor Kuerbis MOVED that Council consider reading Bylaw 21-019 - Regional Assessment Review Board Bylaw Amendment 2021 a third time. CARRIED UNANIMOUSLY
- 384-2021 Deputy Reeve VanderVeen MOVED that Bylaw 21-019 - Regional Assessment Review Board Bylaw Amendment 2021 be read a third time. CARRIED

F.3.2. Tax Penalty Waiver Request

- 385-2021 Deputy Reeve VanderVeen MOVED that County Council not waive tax penalties in the amount of \$459.46 as requested for tax roll#32120100. CARRIED

G. COUNTY COUNCIL AND COMMITTEE UPDATES

G.1. The Lethbridge United Services Institute Legacy of Alberta Recognizing Veterans Contributions Event

- 386-2021 Councillor Kuerbis MOVED that Council authorize any member of Council who wishes to attend The Lethbridge United Services Institute Legacy of Alberta Recognizing Veterans Contributions event on December 8, 2021 to attend. CARRIED

Reeve Campbell recessed the meeting at 10:44 a.m.

The meeting reconvened at 11:00 a.m.

H. DELEGATIONS

H.1. 11:00 AM - Highway 3 Twinning Development Association

Bill Chapman, President and Victoria Chester, Director of Advancement for the Highway 3 Twinning Development Association were present to provide Council an update on the association.

- 387-2021 Councillor Zeinstra MOVED that Council accept the Highway 3 Twinning Development Association update for information. CARRIED

Reeve Campbell recessed the meeting at 12:06 p.m.

The meeting reconvened at 12:46 p.m. with all members of Council present as previously stated.

Pre-motion text:
CORPORATE SERVICES

I.

I.1. Bylaw 21-020 Schedule of Fees

388-2021 Councillor Kuerbis MOVED that Bylaw 21-020 - Schedule of Fees, to be effective as of January 1, 2022 be read a first time as amended.

CARRIED

389-2021 Deputy Reeve VanderVeen MOVED that Bylaw 21-020 - Schedule of Fees, to be effective as of January 1, 2022 be read a second time as amended.

CARRIED

390-2021 Councillor Hickey MOVED that Council consider reading Bylaw 21-020 - Schedule of Fees a third time.

CARRIED

391-2021 Councillor Sayers MOVED that Bylaw 21-020 - Schedule of Fees, to be effective as of January 1, 2022 be read a third time as amended.

CARRIED

I.1. ADMINISTRATION

I.1.1. 2022 Strategic Planning Retreat

392-2021 Deputy Reeve VanderVeen MOVED that the 2022 Strategic Planning Retreat be held in Canmore, dates to be determined.

CARRIED

I.1.2. FCSS Committee Re-Appointment

393-2021 Councillor Kuerbis MOVED that Councillor Lorne Hickey be appointed as the Lethbridge County representative for the FCSS Committee.

CARRIED

J. NEW BUSINESS

K. CLOSED SESSION

K.1. - Public Utility Lot (FOIP Section 25 - Disclosure harmful to economic & other interests of a public body)

K.2. - 2022 Bank of Montreal/Calgary Stampede Farm Family Awards Program (FOIP Section 19 - Confidential Evaluations)

K.3. - County/City Collaboration (FOIP Section 21 - Disclosure harmful to intergovernmental relations)

394-2021 Councillor Hickey MOVED that the Lethbridge County Council Meeting move into Closed Session, pursuant to Section 197 of the *Municipal Government Act*, at 1:33 p.m. for discussion on the following:

K.1. - Public Utility Lot (FOIP Section 25 - Disclosure harmful to economic & other interests of a public body)

K.2. - 2022 Bank of Montreal/Calgary Stampede Farm Family Awards Program (FOIP Section 19 - Confidential Evaluations)

K.3. - County/City Collaboration (*FOIP Section 21 - Disclosure harmful to intergovernmental relations*)

Present during the Closed Session:
Lethbridge County Council
CAO
Senior Staff
Administrative Staff
CARRIED

395-2021 Councillor Zeinstra MOVED that Lethbridge County Council Meeting move out of the closed session at 2:00 p.m.
CARRIED

L. **ADJOURN**

399-2021 Councillor Zeinstra MOVED that Lethbridge County Council Meeting adjourn at 2:02 p.m.
CARRIED

Reeve

CAO

AGENDA ITEM REPORT



Title: Shaughnessy Phase 4 Engineering and Land Purchase - Request for Additional Funding
Meeting: Council Meeting - 16 Dec 2021
Department: Infrastructure
Report Author: Devon Thiele

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 07 Dec 2021

STRATEGIC ALIGNMENT:



Outstanding Quality of Life



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EXECUTIVE SUMMARY:

The Engineering and Tender Preparation for Shaughnessy Phase 4 has been progressing over the past year and through this process, we found that additional items needed to be included in the scope of work that was not originally specified. Shaughnessy has several aging assets and through the design process, it was found that it would be beneficial to expand upon the original scope to include additional sewer replacement, waterline replacement, lagoon transfer structure replacement and stormwater outlet piping. The original budget for this project was \$90,000 for the engineering and land purchase, and an additional \$26,000 is required to complete the remaining work for a total budget of \$116,000.

RECOMMENDATION:

That County Council approves an additional \$26,000 from the Municipal Sustainability Initiative towards the Shaughnessy Phase 4 Engineering and Land Purchase project for a total budget of \$116,000.

PREVIOUS COUNCIL DIRECTION / POLICY:

Capital Project 20-PW-02

BACKGROUND INFORMATION:

The original scope of this project was based on a 20 year Infrastructure Master Plan (IMP) that provided a conceptual design for all infrastructure within the Hamlet of Shaughnessy. This IMP was used as a guide for this phase, as it was for the previous 3 phases. Phase 4 was to include road reconstruction, sidewalk replacement, waterline and sewer replacement, stormwater upgrades, and lagoon upgrades. Through the design process it was found that the sewer and water lines along 1st should all be replaced in conjunction with the road work, an additional 3 outfall structures at the

lagoon require replacement, and the stormwater outlet to the coulee was required. The largest component of the additional work is to complete a Geotechnical Investigation which requires a tracked drill rig due to the steep topography at the stormwater discharge point.

ALTERNATIVES / PROS / CONS:

Alternative: Do not complete the additional geotechnical and design work.

PRO: No immediate additional cost to the County.

CON: The design will be incomplete and will need to be finished at a future date before construction can commence.

FINANCIAL IMPACT:

An additional \$26,000 funding is required from the Municipal Sustainability Initiative.

REASON(S) FOR RECOMMENDATION(S):

The additional work identified is necessary to complete this project.

AGENDA ITEM REPORT



Title: 2022 Agricultural Service Board Conference/Westin Hotel Edmonton January 25th to 27th, 2022
Meeting: Council Meeting - 16 Dec 2021
Department: Agriculture Service Board
Report Author: Jeremy Wickson

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 08 Dec 2021

STRATEGIC ALIGNMENT:



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EXECUTIVE SUMMARY:

The 2022 Agricultural Service Board Conference will be held January 25th to 27th, 2022 at the Westin Hotel in Edmonton. This years conference will be hosted by the North East Region.

RECOMMENDATION:

MOVED that County Council authorize any member of the Agricultural Service Board wishing to attend the 2022 Provincial ASB Conference in Edmonton scheduled for January 25th to 27th, 2022 to do so.

PREVIOUS COUNCIL DIRECTION / POLICY:

In previous years County Council has approved any member of the Agricultural Service Board wishing to attend the Provincial Conference be authorized to do so.

BACKGROUND INFORMATION:

Each year the Provincial Agricultural Service Board Conference rotates through each of the five regions in the Province. This years conference will be hosted at the Westin Hotel in Edmonton January 25th to 27th, 2022 and will be hosted by the North East Region. As further details become available they will be forwarded.

ALTERNATIVES / PROS / CONS:

That no one from Council attend this event.

FINANCIAL IMPACT:

The cost of the ASB Conference registration is \$500 for each Council Member or Staff that attend plus hotel and expenses.

REASON(S) FOR RECOMMENDATION(S):

To participate in the Resolution process as a voting member of the Provincial Agricultural Service Boards. To gain knowledge in agriculture related topics in the Province.

ATTACHMENTS:

[2022 Provincial ASB Conference Agenda](#)

Edited December 2, 2021

Provincial Agricultural Service Board Conference

January 25th-27th, 2022

Westin Hotel, Edmonton

Tuesday, January 25th 2022

Time	Topic	Speaker
6-9 pm	Welcome Reception and Taste of the Northwest Market	*(closed from 7:00 -8:00 pm for presentation)
7 -7:30 pm	Welcoming Remarks	AAAF President and Guests
7:30-8 pm	Wild Rose Farmer	Katelyn Duban

Wednesday, January 26th 2022

Time	Topic	Speaker
7:00 – 8:15 am	Breakfast	
8:30-9:00 am	Welcome from Conference Chairman <i>National Anthem</i> <i>AAAF President</i> <i>PASB Chair</i>	Danny Hooper
9-10 am	There Is No Future in Giving Up	Amberly Snyder
10 – 10:30 am	Refreshment Break and Industry tradeshow in Foyer	
10:30 am-12 pm	2021 Report Card and Resolutions Session 1	Provincial ASB Committee
12-1 pm	Lunch and Industry Tradeshow in Foyer	
1-2 pm	Emergency Management and Municipal Affairs	Brad Andres and Municipal Affairs
2-2:30 pm	Refreshment Break and Industry Tradeshow in Foyer	
2:30-3:30 pm	Communication Skills	Lisa Belanger
3:30 – 4:30 pm	Ag Service Boards: A Panel of Perspective	Moderated Panel

Edited December 2, 2021

Thursday, January 27th, 2022

Time	Topic	Speaker
7:00 – 8:15 am	Breakfast	
8:30 – 8:45 am	Opening Remarks from Conference Chairman	Danny Hooper
8:45 – 9:20 am	Animal Health Lessons	Dr. Keith Lehman, Chief Provincial Veterinarian
9:20 – 10:00 am	Squeal on Pigs Campaign and the Certified Weed Free Forage Program	Megan Evans, Alberta Invasive Species Council
10-10:25 am	Refreshment Break and Industry Tradeshow in Foyer	
10:25-10:40	SPONSORSHIP ADDRESS	Clean Farms
10:40 am – 12:30 pm	Resolution Session 2	Provincial ASB Committee
12:30-1:30 pm	Lunch and Industry Tradeshow in Foyer	
1:30 – 2:30 pm	That which doesn't kill you makes you funnier	Deb Kimmett
2:30 – 2:55 pm	Refreshment Break and Industry Tradeshow in Foyer	
2:55 – 3:10 pm	SPONSORSHIP ADDRESS	Ducks Unlimited
3:10 -4 pm	Resolution Session 3	Provincial ASB Committee
6:00 – 7:00 pm	Cocktails	
7:00 pm	Banquet and Entertainment	MC – Danny Hooper Entertainment – Crossroads Band

AGENDA ITEM REPORT



Title: Repeal of Establishment and Operation of Fire Department Bylaw No. 771
Meeting: Council Meeting - 16 Dec 2021
Department: Community Services
Report Author: Larry Randle

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 01 Dec 2021

STRATEGIC ALIGNMENT:



Outstanding Quality of Life



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EXECUTIVE SUMMARY:

Establishment and Operation of Fire Department Bylaw No. 771 is inoperative and no longer necessary or relevant to County operations. It is recommended that the bylaw be repealed.

RECOMMENDATION:

That Repeal of Inactive Bylaws No. 21-022 be read a first time.

That Repeal of Inactive Bylaws No. 21-022 be read a second time.

That Council proceed to consideration of third reading of Repeal of Inactive Bylaws No. 21-022.

That Repeal of Inactive Bylaws No. 21-022 be read a third time and adopted.

PREVIOUS COUNCIL DIRECTION / POLICY:

Establishment and Operation of Fire Department Bylaw No. 771 was adopted in 1984 and was intended to provide for the establishment and operation of a County fire department.

BACKGROUND INFORMATION:

Bylaw No. 771 no longer serves a purpose because the County does not own or operate its own fire department. Furthermore, the bylaw states that Council shall appoint the Fire Chief, however this does not fit with the County's current organizational structure.

On October 7, 2021 Council adopted Lethbridge County Fire Services (LCFS) Bylaw No. 21-017. This bylaw established the LCFS and cites current legislative references, position titles and the proper

names of contracted municipalities. In general, this bylaw authorizes emergency, rescue and fire protection services for the County and is effective at this time.

In accordance with the Municipal Government Act section 63 (2)(a), obsolete bylaws must be repealed by bylaw. If adopted, Repeal of Inactive Bylaws No. 21-022 will have the effect of repealing Bylaw No. 771 from 1984.

ALTERNATIVES / PROS / CONS:

1. Repeal Bylaw No. 771.

Pros: Removes an unnecessary bylaw from the County bylaw records. Will help to ensure there is no crossover or confusion between Bylaw No. 771 and LCFS Bylaw No. 21-017.

Cons: No negative consequences associated with repealing this 37-year old bylaw have been identified.

2. Leave Bylaw No. 771 in place.

Pros: There is no advantage or benefit to leaving Bylaw No. 771 in place.

Cons: Has the potential to create ambiguity and confusion with Bylaw No. 21-017.

FINANCIAL IMPACT:

No direct positive or negative financial implications have been identified.

REASON(S) FOR RECOMMENDATION(S):

Bylaw No. 771 is outdated, serves no useful purpose and should therefore be repealed by adopting Repeal of Inactive Bylaws No. 21-022.

ATTACHMENTS:

[Bylaw 771 - Establishment and Operation of Fire Department](#)

[Repeal of Inactive Bylaws No. 21-022](#)

COUNTY OF LETHBRIDGE NO. 26

IN THE PROVINCE OF ALBERTA

BY-LAW NO. 771

Being a By-law of the County of Lethbridge No. 26 hereafter referred to as the County of Lethbridge No. 26 Fire By-Law, to provide for the establishment and operation of a fire department.

WHEREAS Section 158 of the Municipal Government Act, R.S.A. 1980, provides that the Council of a municipality may pass a by-law for the prevention of extinguishing of fires, the preservation of life and property and the protection of person from injury or destruction by fire; and

WHEREAS Section 159 of the Municipal Government Act, R.S.A. 1980, provides that the Council may pass by-laws for any other matter or thing for the protection of life or property as may be considered proper.

NOW THEREFORE, the Council of the County of Lethbridge No. 26 in the Province of Alberta, duly assembled, does hereby authorize the establishment of a municipal fire department and the carrying out of its operations in the following manner:

1. In this by-law words and phrases shall be construed as specified hereunder:

"Apparatus" - means any vehicle provided with machinery, devices, equipment or materials for firefighting as well as vehicles used to transport firefighters or supplies.

"Council" - means the Council of the County of Lethbridge No. 26.

"Equipment" - means any tools, contrivances, devices or materials used by the Fire Department to combat an incident or other emergency.

"Fire Chief"- means the member appointed as head of the Fire Department within each Fire Department.

"Fire Protection" - means all aspects of fire safety including but not limited to fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, training or other staff development and advising.

"Incident" - means a fire, a situation where a fire or explosion is imminent or any other situation presenting a danger or possible danger to life or property and to which the Fire Department has responded.

"Member" - means any person that is a duly appointed member of the Fire Department.

2. The Fire Chief shall be appointed by Council.

3. Other officers and members as the Fire Chief deems necessary may be appointed to the Fire Department with the approval of the Council.

4. The Fire Chief may appoint other officers of the Fire Department to act as Fire Chief on his behalf.

5. The limits of the jurisdiction of the Fire Chief, and the officers and members of the Fire Department will extend to the area and boundaries of the County of Lethbridge No. 26, and no part of the fire apparatus shall be used beyond the limits of the municipality without the express authorization of a written contract or agreement providing for the supply of fire fighting services outside the municipal boundaries.

6. The Fire Chief has complete responsibility and authority over the Fire Department, subject to the direction and control of the Council to which he shall be responsible, and in particular he shall be required to carry out all fire protection activities and such other activities such as Council directs including but not limited to:

- (a) rescue
- (b) emergency medical services
- (c) other incidents
- (d) pre-fire planning
- (e) disaster planning
- (f) preventative patrols

7. The Fire Chief, subject to the ratification by the Council, shall establish rules, regulations, policies and committees necessary for the proper organization and administration of the Fire Department including:

- (a) use, care and protection of fire department property,
- (b) the conduct and discipline of officers and members of the Fire Department, and
- (c) efficient operations of the Fire Department.

8. The Fire Chief, or in his absence, the senior member present, shall have control, direction and management of any Fire Department apparatus, equipment or manpower assigned to an incident and, where a member is in charge, he shall continue to act until relieved by an officer authorized to do so.

9. The Fire Chief shall take responsibility for all fire protection matters including the enforcement of the Fire Prevention Act and regulations thereunder.

10. Officers and members of the Fire Department shall carry out duties and responsibilities assigned to the Fire Department by the Council, and the Fire Chief shall report to the Council on the operations of the Fire Department or on any other matter in the manner designated by Council.

11. The Fire Chief, or any other member in charge, at a fire is empowered to cause a building, structure or thing to be pulled down, demolished or otherwise removed if he deems it necessary to prevent the spread of fire to other buildings, structures or things.

12. The Fire Chief, or any other member in charge, at an incident is empowered to enter premises or property where the incident occurred and to cause any member, apparatus or equipment of the Fire Department to enter, as he deems necessary, on order to combat, control or deal with the incident.

13. The Fire Chief, or the member in charge, at an incident may at his discretion establish boundaries or limits and keep person from entering the area within the prescribed boundaries or limits unless authorized to enter by him.

14. No person shall enter the boundaries or limits of an area prescribed in accordance with Section 13 unless he has been authorized to enter by the Fire Chief or the member in charge.

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15. The Fire Chief, or the member in charge, at an incident may request peace officers to enforce restrictions on persons entering within the boundaries or limits outlined in Section 13.
16. The Fire Chief, or the member in charge, at an incident is empowered to enter, pass through or over buildings or property adjacent to an incident and to cause members of the Fire Department and the apparatus and equipment of the Fire Department to enter or pass through or over the building or property, where he deems it necessary to gain access to the incident or to protect any persons or property.
17. The Fire Chief may obtain assistance from other officials of the municipality as he deems necessary in order to discharge his duties and responsibilities under this By-law.
18. No person at an incident shall impede, obstruct or hinder a member of the Fire Department or other person assisting or acting under the direction of the Fire Chief or the member in charge.
19. No person shall damage or destroy Fire Department apparatus or equipment.
20. No person at an incident shall drive a vehicle over any equipment without permission of the Fire Chief or the member in charge.
21. No person shall obstruct a member carrying out duties imposed by this by-law.
22. No person shall falsely represent themselves as a Fire Department member or wear or display any Fire Department badge, cap, button, insignia or other paraphernalia for the purpose of such false representation.
23. No person shall obstruct or otherwise interfere with access roads or streets or other approaches to any fire alarm, fire hydrant, cistern or body of water designated for fire fighting purposes or any connections provided to a fire main, pipe, stand pipe, sprinkler system, cistern or other body of water designated for fire fighting purposes.
24. The Fire Chief or the member in charge of an incident may request persons who are not members to assist in extinguishing a fire, removing furniture, goods and merchandise from any building on fire or in danger thereof and in guarding and securing same and in demolishing a building or structure at or near the fire or other incident.
25. The Fire Chief or the member in charge of an incident is empowered to commandeer privately owned equipment which he considers necessary to deal with an incident.
26. Every person who violates any of the provisions of this by-law, or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this by-law, or who neglects to do or refrains from doing anything required to be done by any of the provisions of this by-law, or who does any act or thing or omits any act or thing thus violating any of the provisions of this by-law, shall be deemed to be guilty of an infraction of this by-law, and upon a summary conviction is liable to imprisonment for a term of not more than six months or to a fine of not more than \$2,500., or to both fine and imprisonment.
27. The Fire Chief or a member of the Fire Department charged with the enforcement of this by-law, acting in good faith and without malice for the municipality in the discharge of his duties, shall not

H-6

-4-

hereby render himself liable personally and he is hereby relieved from all personal liability for any damage that may accrue to persons or property as a result of any act required or by reason of any act or omission in the discharge of his duties.

28. Any suit brought against the Fire Chief or a member of the Fire Department, because of an act or omission performed by him in the enforcement of any provision of this by-law, shall be defended by the County of Lethbridge No. 26 until final determination of the proceedings.

READ a first time this 19th day of January , 1984.
READ a second time this 19th day of January , 19 84.
READ a third time and duly passed this 19th day of January , 19 84.



Reeve


County Manager

**LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA**

BY-LAW NO. 21-022

**A BYLAW OF LETHBRIDGE COUNTY, IN THE PROVINCE OF ALBERTA, TO
REPEAL INOPERATIVE, OBSOLETE, EXPIRED, SPENT OR OTHERWISE
INEFFECTIVE BYLAWS PREVIOUSLY PASSED BY THE MUNICIPALITY**

WHEREAS, pursuant to the Municipal Government Act, R.S.A. 2000, c M-26, section 63(2)(a), a municipality shall repeal a Bylaw;

AND WHEREAS, Lethbridge County wishes to repeal Bylaws that are inoperative, obsolete, expired, spent or otherwise ineffective;

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

1. BYLAW TITLE

1.1 This bylaw shall be referred to as the "Repeal of Inactive Bylaws No. 21-022".

2. REPEAL OF BYLAWS

2.1 Establishment and Operation of Fire Department Bylaw No. 771 is hereby repealed.

3. EFFECTIVE DATE

3.1 This Bylaw shall come into force and effect when it receives third reading and is signed.

4. SEVERABILITY

4.1 If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

GIVEN first reading this 16th day of December, 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

AGENDA ITEM REPORT



Title: Economic Development - 2021 4th Quarter Report of major projects and activities
Meeting: Council Meeting - 16 Dec 2021
Department: Community Services
Report Author: Martin Ebel

APPROVAL(S):

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

Approved - 02 Dec 2021
Approved - 03 Dec 2021

STRATEGIC ALIGNMENT:



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Agricultural
Community



Vibrant and Growing
Economy



Strong Working
Relationships

EXECUTIVE SUMMARY:

This report summarizes Lethbridge County's economic development officer's work and projects for the fourth quarter of 2021. There has been a notable increase in new business and investment inquiries in Lethbridge County, as well as several existing county businesses indicating they are planning for expansion of their operations. Work has also continued on longer-term ongoing projects such as improved broadband for Lethbridge County.

RECOMMENDATION:

This report is for information purposes only, therefore no resolution of Council is necessary.

PREVIOUS COUNCIL DIRECTION / POLICY:

Lethbridge County economic development work continues to be in compliance with all council and senior administration policies and directives, focusing in particular on the strategic goal of maintaining and further developing a sustainable, vibrant, and growing local economy.

BACKGROUND INFORMATION:

The second half of 2021 has seen a definite increase in new business/investment inquiries, as well as some existing Lethbridge County companies signalling their intent to expand operations and capacity. Ongoing work is proceeding on medium-to-long term projects like improvements to County broadband service and marketing the municipality and region to domestic and international investors. Highlights include:

economic development officer is working on six new business/investment files (four active) with a total estimated value of over \$500 million and potential for 600-800 new regional jobs

- three existing county businesses are in the process of expansion or have serious plans for expansion within the next 12 months
- economic development officer has toured parts of Lethbridge County with telecom technicians to assess the possibility of enhancing internet capacity and service to high-concentration business clusters in the municipality. Possible improvement/enhancement projects may be ready for implementation in 2022
- refinement of Lethbridge County's internal business directory
- ongoing promotion of Lethbridge County on social media, investment pitch forums, online, and through regional initiatives such as the CPFC and Canada's Western Gateway

ALTERNATIVES / PROS / CONS:

N/A - this report is for information only

FINANCIAL IMPACT:

There are no immediate financial implications for this report. Future economic development projects and opportunities may necessitate investment in development and infrastructure.

REASON(S) FOR RECOMMENDATION(S):

That Lethbridge County Council receive this report for information purposes and continue with its support of economic development activity within the county and economic development partnerships within the region.

AGENDA ITEM REPORT



Title: Invitation for Lethbridge County councilors to attend 2022 EDA Xperience Annual Conference and Alberta Economic Development Leaders' Summit from April 6-8, 2022 in Kananaskis

Meeting: Council Meeting - 16 Dec 2021

Department: Community Services

Report Author: Martin Ebel

APPROVAL(S):

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

Approved - 02 Dec 2021
Approved - 03 Dec 2021

STRATEGIC ALIGNMENT:



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EXECUTIVE SUMMARY:

One of Lethbridge County's core strategic priorities is a vibrant and growing economy. The Economic Developers [of] Alberta (EDA) is the province's professional association of economic development professionals. The EDA annual conference has long been recognized as one of western Canada's premier events to learn about, discuss and network around economic development opportunities, and the attendance and participation by interested elected officials is strongly encouraged by the EDA.

RECOMMENDATION:

That any Lethbridge County councilor who wishes to attend (either in-person or virtually) the Xperience 2022 EDA Annual Conference and Leadership Summit from April 6-8, 2022 be authorized to do so.

PREVIOUS COUNCIL DIRECTION / POLICY:

In previous years (prior to the COVID-19 pandemic) Lethbridge County council has traditionally approved any interested councilor to attend this conference, with 2-4 councillors attending most years.

BACKGROUND INFORMATION:

The EDA is recognized as "Alberta's economic development network" and official professional association. Lethbridge County's economic development officer (EDO) is not only a standing member of the association, but an executive member (secretary/treasurer) of the EDA board. The economic development officer strongly encourages Lethbridge County councilors to attend the annual conference if they are interested. Some of the benefits of doing so include:

- 1) Obtaining a greater knowledge of current economic development theory, practices, projects and trends in Alberta;
- 2) Networking opportunities with economic development professionals and elected officials from across Alberta who are interested/involved in economic development; and
- 3) Providing greater support and long range planning to economic development for Lethbridge County

ALTERNATIVES / PROS / CONS:

While it is hard to quantify the benefits of in-person attendance at the conference, it is a great learning and networking opportunity, as well as the chance to "show the county's flag" at a pan-provincial event. There are no immediate negatives or cons to not attending in person, other than the passed-up chance for learning and networking.

An alternative to in-person attendance that would at least provide some learning opportunities would be virtual registration and attendance for \$200/person. This is considerably less expensive than in-person attendance, and reduces any potential risk of COVID-19 exposure.

FINANCIAL IMPACT:

The cost per attendee for in-person attendance at the conference (registration and all meals) is \$625, plus accommodation (Pomeroy Lodge Kananaskis) and mileage (estimated at \$700 total)

There is an option for virtual attendance at the conference for \$200/person.

REASON(S) FOR RECOMMENDATION(S):

Attendance at the EDA annual conference is an excellent way for councilors to learn more about economic development opportunities, challenges and trends in Alberta, as well as to network with their counterparts from other municipalities. As Lethbridge County seeks to continue its solid record of economic growth and development, and also continue to be a provincial leader among rural municipalities, it would be beneficial to have a council presence at the 2022 EDA Annual Conference.

AGENDA ITEM REPORT



Title: SouthGrow Regional Initiative
Meeting: Council Meeting - 16 Dec 2021
Department: Community Services
Report Author: Martin Ebel

APPROVAL(S):

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

Approved - 03 Dec 2021
Approved - 03 Dec 2021

STRATEGIC ALIGNMENT:



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EXECUTIVE SUMMARY:

Due to provincial budget cuts, the SouthGrow Regional Initiative ("SouthGrow") is increasing its per capita membership fee from \$0.50 to \$1.00 per resident, effective April 1st, 2022. Lethbridge County would also need to appoint either a councilor or community member to the SouthGrow Board of Directors for the upcoming year.

RECOMMENDATION:

That council approves and funds Lethbridge County's continued membership in SouthGrow Regional Initiative for the 2022-23 fiscal year, and appoint a member of council to serve as Lethbridge County's representative to the SouthGrow Board of Directors.

PREVIOUS COUNCIL DIRECTION / POLICY:

After a hiatus of about four years, Lethbridge County voted to rejoin SouthGrow in 2016 and has been a member ever since. In 2016, the per capita membership cost was \$0.35 per resident, but due to provincial budget cuts this cost has increased to \$0.50 per resident, and will increase to \$1.00 per resident effective April 1st, 2021. Since rejoining SouthGrow in 2016, county council has recognized that the benefits (e.g. participation in grant applications, studies, regional marketing initiatives, etc.) accrued through regional collaboration and cooperation have outweighed the membership costs involved.

BACKGROUND INFORMATION:

SouthGrow is an economic development alliance of thirty south-central Alberta communities committed to working together to achieve economic growth and prosperity for the region. After an absence of several years, Lethbridge County rejoined SouthGrow in 2016 and has been a member ever since.

Through its membership in SouthGrow, Lethbridge County has participated in initiatives, programs and studies such as:

- Incinerator Pilot Project
- Regional Import Replacement Project
- Labour Market Advancement Work
- Regional and global marketing initiatives
- Ag-Tech scholarships awarded to county residents
- Zero Emissions Vehicle Infrastructure Program

ALTERNATIVES / PROS / CONS:

If county council decides to continue participation in SouthGrow, the immediate costs in 2022 will be approximately \$10,000, plus any council or staff time involved in attending meetings.

Should county council decide not to continue membership in SouthGrow, there would be no immediate cost, but Lethbridge County would then forgo future participation or benefit(s) from any SouthGrow initiatives, grants received, studies, etc.

FINANCIAL IMPACT:

Due to a loss of provincial funding over the last two years, at the September 2021 SouthGrow quarterly meeting a motion was approved to increase the per capita membership fee to \$1.00 (previously \$0.50), effective April 1, 2022. This doubles Lethbridge County's annual fee from approximately \$5,000 per year to approximately \$10,000 per year.

REASON(S) FOR RECOMMENDATION(S):

Over the last five years, SouthGrow has proven to be an effective vehicle in stretching the value and resources available for economic development in both Lethbridge County and the region, and has provided another "voice" to advocate for southern Alberta issues and concerns at the provincial level. SouthGrow permits all of its member communities to "punch above their weight" on funding initiatives and regional representation, and also speak with a unified voice in interactions with provincial or federal representatives. It also provides a forum for Lethbridge County to network, collaborate and provide leadership/influence at the regional level. Despite the increasing per capita cost, membership and participation in SouthGrow still provides very good value for the money spent.

AGENDA ITEM REPORT



Title: Tax Penalty Waiver Request Roll #54330100
Meeting: Council Meeting - 16 Dec 2021
Department: Corporate Services
Report Author: Jennifer Place

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 29 Nov 2021

STRATEGIC ALIGNMENT:



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EXECUTIVE SUMMARY:

A tax penalty waiver request has been received in the amount of \$99.23.

RECOMMENDATION:

That County Council not waive tax penalties in the amount of \$99.23 as requested for tax roll #54330100.

PREVIOUS COUNCIL DIRECTION / POLICY:

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

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

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

BACKGROUND INFORMATION:

As per the letter received from Mr. and Mrs. Vande Brink, they are requesting a waiver of the September 30th tax penalty in the amount of \$99.23, on the property they recently purchased.

As stated in the letter through the land purchase process it seems that the tax payment was missed by both parties, however payment of the full outstanding balance was made on October 7th. Vande Brink's indicated that the taxes were due on September 30th, however the actual due date is July

31st of each year. The September 30th date is the second 5% penalty date, which is the \$99.23 penalty they are referring.

ALTERNATIVES / PROS / CONS:

1) Waive tax penalty in the amount of \$99.23 as per the request

Pro - Would satisfy the penalty waiver request

Con - There is a tax penalty bylaw in place, and waiving the penalty could set a precedent for similar future requests

FINANCIAL IMPACT:

Loss of tax penalty in the amount of \$99.23.

REASON(S) FOR RECOMMENDATION(S):

Administration has made the recommendation to not waive the tax penalty as they were levied per the Tax Penalty Bylaw #1273 and additionally a waiver of penalty could set some precedent for future requests of a similar nature.

ATTACHMENTS:

[Penalty Waiver Request Roll #54330100](#)

Memo

To: Jennifer Place, Manager of Finance & Administration

From: Kennedy Walter, Tax Roll/Utilities Clerk

Date: November 25, 2021

Re: Roll # 54330100

Jenn,

We have received a penalty waiver request for the September 30th 5% penalty in the amount of \$99.23.

Mr. & Mrs. Vande Brink sent us a letter stating they recently purchased this property, and as their lawyers did not notify them to pay taxes until October 4th, 2021, they hoped Council would waive their September 30th, 5% penalty in the amount of \$99.23. When they made their payment on October 7th, 2021, they paid the 2021 Tax Levy as well as the July 31st, 5% penalty, totaling \$2,083.84.

Since they have now paid the account in full and have a zero balance.

Please find the attached letter from Mr. & Mrs. Vande Brink for your reference.

Thanks,

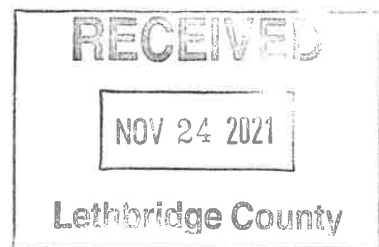
Kennedy

Dear Lethbridge County Council, and Lethbridge County Tax

We Travis and Janine Vande Brink (Owner #:16268) have been charged a tax penalty of on a property that we just recently purchased. 100040 Rg-Rd 22-5. In the process of land titles, my lawyer emailed the tax statement from Sellers lawyers (Owner #10934), on Oct 4, 2021. Taxes were due September 30, 2021. We paid taxes in full on October 7, 2021, \$2083.84. We hope that you may disregard the late fees. We thank you for your time and hope that you understand our matter.

Thanks,

Travis & Janine Vande Brink



AGENDA ITEM REPORT



Title: Fire Services Response Fees Waiver Request
Meeting: Council Meeting - 16 Dec 2021
Department: Corporate Services
Report Author: Jennifer Place

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 01 Dec 2021

STRATEGIC ALIGNMENT:



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EXECUTIVE SUMMARY:

The Coaldale Fire Department responded to a non-dwelling structure fire in the County on May 21, 2021, to which the property owner was invoiced for as per the County's Schedule of Fees Bylaw. The owner is making a request to Council to waive the fire service charges in the amount of \$3,087.50.

RECOMMENDATION:

That County Council not waive the Fire Service Fees in the amount of \$3,087.50 per Invoice #113684 as requested and further that, any unpaid balances on the invoice be added to the related property tax roll as of December 31, 2021 per the Municipal Government Act.

PREVIOUS COUNCIL DIRECTION / POLICY:

Bylaw 20-022 Schedule of Fees

Municipal Government Act Section 553(1) - A Council may add the following amounts to the tax roll of a parcel of land:

(g) if the municipality has passed a bylaw making the owner of a parcel liable for expenses and costs related to the municipality extinguishing fires on the parcel, unpaid costs and expenses for extinguishing fires on the parcel.

BACKGROUND INFORMATION:

The Coaldale Fire Department responded to a structure fire in the County on May 21, 2021 with a total response time of 4 hours and 50 minutes. As per the Schedule of Fees Bylaw, the owner, Mr. Reich was invoiced for the response in the amount of \$3,87.50.

In August, Mr. Reich reached out to the County over the phone and in person, indicating he was unhappy about receiving the invoice. Administration spoke to Mr. Reich providing an explanation of

the services and fees, and offered a payment arrangement option to ease the payment burden. As stated in his letter, Mr. Reich was not satisfied with that resolution and was advised to write a letter to Council requesting a waiver of the fire fees.

On November 24, 2021 a letter, as attached, was received from Mr. Reich requesting that the fire services fees be waived.

ALTERNATIVES / PROS / CONS:

Waiver Fire Services Fees

PRO - Would satisfy request

CON - Could set precedent for other fire service invoices. The County has agreements with urban fire departments and is responsible to pay each of them as per the agreements.

FINANCIAL IMPACT:

If waived the County would not recoup the costs related to the fire call.

REASON(S) FOR RECOMMENDATION(S):

Administration has made the following recommendation as the property owner was invoiced the fire service fees as per the Schedule of Fees Bylaw and as per the MGA, can add the unpaid balance to the tax roll to ensure collection, however Council does have the authority to waive fees as they see fit to do so.

ATTACHMENTS:

[Fire Service Fees Waiver Request](#)

[Bylaw 20-022 Schedule of Fees](#)

TOM REICH

Box 1641 Lethbridge, Ab, T1J 4K3 · 403-331-0026

County Of Lethbridge
#100, 905 – 4th Ave. S.
Lethbridge, Ab, T1J 4E4

November 24, 2021

TO WHOM IT MAY CONCERN,

I am writing in regard to the fire which took place on my farm on the 24th of May, 2021, only 6 days before my 64th birthday. This fire destroyed my retirement assets which was an approximate value of \$300,00. As I was unable to have the buildings insured, this was a total loss.

I have a permanent back injury which is the result of a serious traffic accident a couple of years ago, so I was unable to clean up the debris after the fire on my own but was forced by my disability to hire this work done, which was certainly extensive and expensive (\$2500). This came out of the money I receive from the government AISH program, which is my only income.

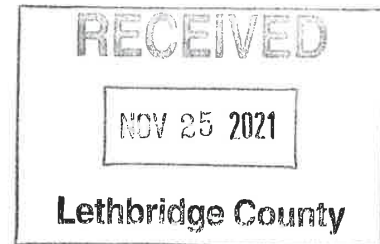
Because of my chronic injury, I am also unable to work, and therefore have no other income. . I am paying regular taxes, am under the impression that these funds would go toward covering an unforeseen event such as this, as well as road maintenance and so on.

All of these factors mean that I am unable to pay the \$3000 dollar bill levied against me by the County, and am therefore requesting the bill in this amount be rescinded.

Sincerely,



Tom Reich
TR/mg



**LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA**

BYLAW 20-022

**BEING A BYLAW INTRODUCED FOR THE PURPOSE
OF ESTABLISHING A SCHEDULE OF FEES**

WHEREAS Lethbridge County deems it expedient to set and review, as necessary, from time to time various fees of the County, and

WHEREAS in accordance with the Municipal Government Act, Chapter M-26 RSA 2000 and amendments thereto, the County for a municipality may set fees for goods and services provided;

NOW THEREFORE the Council of Lethbridge County, in the Province of Alberta, duly assembled enacts and adopts the Schedule of Fees, attached to and forming Schedule "A" of this Bylaw and;

THAT this Bylaw shall come into force and effect January 1, 2021 and;

THIS Bylaw shall hereby rescind previous By-Law 19-030.

GIVEN first reading this 3rd day of December, 2020.



Reeve



Chief Administrative Officer

GIVEN second reading this 3rd day of December, 2020.



Reeve



Chief Administrative Officer

GIVEN third reading this 3rd day of December, 2020.



Reeve



Chief Administrative Officer

SCHEDULE "A"

Notation: GST charges where applicable.

A. PLANNING AND DEVELOPMENT**1. Schedule of Fees for Specified Services**Land Use Bylaw Amendments:

- | | | |
|----|-------------------------------|------------|
| a) | Conventional LUB Amendments | \$1,500.00 |
| b) | Direct Control LUB Amendments | \$2,000.00 |

New Area Structure Plan or Area Re-development Plan	\$2,500.00
---	------------

Amendment to Area Structure Plan or Area Re-development Plan	\$1,500.00
--	------------

Municipal Development Plan or Intermunicipal Development Plan Amendments	\$2,500.00
--	------------

2. Agricultural Buildings

- | | | |
|----|--|----------|
| a) | Requiring a permit – permitted use | \$200.00 |
| b) | Requiring a permit – discretionary use | \$300.00 |

3. Development for Residential Use

- | | | |
|----|---|---------------------|
| a. | Home Occupations | \$150.00 |
| b. | Single Detached Dwelling | \$200.00 |
| c. | Duplex/Semi-detached Dwelling | \$300.00 |
| d. | Multi-unit apartments & townhouses | \$300.00 |
| | | plus 50.00 per unit |
| e. | Addition to dwellings | \$200.00 |
| f. | Accessory buildings/structures in residential districts | \$150.00 |
| g. | Decks | \$100.00 |
| h. | Discretionary Uses** | \$300.00 |

4. Development for Commercial & Industrial Uses

- | | | |
|----|----------------------------------|----------|
| a. | Change of use or additional use: | |
| | - Permitted | \$200.00 |
| | - Discretionary | \$300.00 |

- | | | |
|------|-------------------------------|------------|
| b. | New buildings with an area:** | |
| i) | less than 500 square metres | \$300.00 |
| ii) | 500 to 2,000 square metres | \$500.00 |
| iii) | 2,001 to 5,000 square metres | \$750.00 |
| iv) | over 5,000 square metres | \$1,500.00 |

**Applications requiring notification (i.e. discretionary), add additional: \$100.00

5. Public Institutional Uses

Fees will be determined in accordance with the appropriate use.

6. Signs as required:

- | | | |
|----|----------------------------|----------|
| a) | Permit – permitted use | \$150.00 |
| b) | Permit – discretionary use | \$300.00 |

7. Resource Extraction Permits

- | | | |
|----|--------------------|------------|
| a) | Less than 12 acres | \$500.00 |
| b) | 12 acres or more | \$1,000.00 |

- | | | |
|----|---|-----------------------|
| 8. | Wind Energy Conversion Systems – Commercial | \$100.00
per tower |
|----|---|-----------------------|

- 9. Solar Collectors – Commercial
 - a) Less than 12 acres \$500.00
 - b) 12 acres or more \$1,000.00
- 10. Demolition – where permit required \$50.00
- 11. Unauthorized Development

When an application is made after development has commenced or occurred, the above fees shall be doubled.
- 12. Waivers

Applications requesting waivers to a standard of the Land Use By-Law shall include additional fee of: \$200.00
- 13. Application Fee for Closure, Sale or Lease of Road Allowance through By-Law process \$1,200.00
- 14. Application Fee for Closure, Sale or Lease of Road Allowance through Council Resolution process \$750.00
- 15. Sale of Road Allowance (Price to be determined at time of request)
 - Request to Council to sell previously closed road allowance if new By-Law is not required \$500.00
 - Processing fee (preparation of transfer documents) \$1,500.00
- 16. Application for Road Allowance License of Occupation \$150.00
- 17. Road Allowance License of Occupation (5 year period)
 - Pasture - \$10.00 /acre/year
 - Cultivated - \$20.00/acre/year
- 18. Transfer of Road Allowance License of Occupation (From one lessee to another) \$150.00
- 19. Leasing of Farm Land – Application Fee \$100.00
 - Minimal annual lease per acre - \$15.00 or value submitted or accepted through the tender process.
- 20. Development Agreement Application Deposit (as required) \$1,000.00
 - a) Deposit will go towards the Development Agreement Fees including:
 - i) Development Agreement Fees
 - ii) Inspection Fees
 - iii) Plans Examination Fees
- 21. Development Agreement Fee**
 - a) \$50.00 per \$10,000 of the estimated cost of the local improvements to a maximum of \$1,000.00.

**Fee is required up front at the time of signing the Development Agreement.
- 22. Development Agreement Site Inspection Fees (as required):
 - a) \$700.00 for two inspections**
 - b) Each additional inspection will be \$350.00 (invoiced to the developer)

**Fee is required up front at the time of signing the Development Agreement.

23. Development Agreement Plans Examination** (as required)

Fees are based on the engineers estimated cost of the local improvements.

- a) First \$500,000 - \$1.00 / \$1,000
- b) Over \$500,000 - \$0.50 / \$1,000
- c) Maximum fee of \$1,000

**If an external review by an engineer is required by the County, the developer will pay the actual costs + 10%.

24. Other Planning & Development Department Services

- a) Compliance Letters \$100.00
- b) Compliance Letter - same day service (if available) \$150.00
- c) Zoning Confirmation Letter \$50.00
- d) Caveat Discharge (per release) \$60.00

25. Subdivision & Development Appeal Fee \$500.00

26. Copy of Land Use By-Law \$100.00

27. Engineering Standards & Guidelines Manual (plus GST) \$100.00

28. Copy of Joint Intermunicipal Plan(s) \$50.00

29. Copy of Municipal Development Plan \$50.00

30. 43rd Street Future Intersection Improvements

- Intersection Upgrade Est. (2019) \$930.600 divided over 163.45 acres
- Annual Inflation Percentage added at 2.00%

Year	Per Acre Value	Annual Inflation
2019	\$5,693.48	0
2020	\$5,807.35	113.87
2021	\$5,923.50	116.15
2022	\$6,041.97	118.47
2023	\$6,162.81	120.84
2024	\$6,286.06	123.26
2025	\$6,411.78	125.72
2026	\$6,540.02	128.24
2027	\$6,670.82	130.80
2028	\$6,804.24	133.42
2029	\$6,940.32	136.08
2030	\$7,079.13	138.81
2031	\$7,220.71	141.58
2032	\$7,365.12	144.41
2033	\$7,512.43	147.30
2034	\$7,662.67	150.25
2035	\$7,815.93	153.25
2036	\$7,972.25	156.32
2037	\$8,131.69	159.44
2038	\$8,294.33	162.63

B. ADMINISTRATION – FINANCE

1. County map/booklets are subject to Canada Post rates
2. Tax Roll Certificate (per parcel) \$45.00
3. Assessment Review Board Complaints
 - Residential & Farmland \$50.00
 - Non-Residential \$350.00
 - Business Tax \$50.00
4. Tax & Assessment Information
 - a. \$75.00/hour of Staff time
 - b. Computer generated forms (i.e. hard copies) – \$1.00 per page plus programming fees if required
 - c. Tax Notification Fee \$50.00
5. Photocopies
 - a. Photocopies of minutes (per page) \$1.00
 - b. Non-County use (per copy) \$1.00
 - c. Government agencies (per copy) \$0.25
 - d. Reduction/Enlargement (per copy) \$0.25
 - e. Printed copy of Annual Report (color) \$50.00
 - f. Printed copy of Annual Report (black & white) \$25.00
6. NSF Cheque Charge \$35.00
7. Boardroom/Council Chambers Rentals
 - One half day \$120.00
 - One full day \$200.00

(Charges include coffee, pop, juice & water)

8. General Accounts Receivable

All accounts are due 30 days from invoice date. Any invoices due after 30 days will be charged 2% interest per month. Past due reminders will be sent out after 30 days. Accounts outstanding for more than 90 days will be subject to the legal processes available through legislation. The account holder will be responsible for all fees associated with the collection of the account.

9. Schedule of Fees – Search Request and Other Services Not Otherwise Covered

- a. All requests for information other than as specified above shall be accompanied by a search request letter as well as a non-refundable search processing fee of \$50.00 per hour. Minimum \$50.00 charge per request.
- b. In the event the information requested requires an archival search, there will be an additional non-refundable processing fee of \$50.00.
- c. Formal FOIP request \$25.00 plus applicable charges as per FOIP Act/Regulations.

C. EMERGENCY SERVICES

1. Fees for an Emergency Service Department(s) Responding to any Emergency Call Other than a Motor Vehicle Collision or any Incident on a Provincial Highway Right-of-Way
 - a) Fees for an emergency service department(s) responding to any Emergency Call will be \$325.00 per ½ hour.

- b) Billing time will commence with the initial call for a response and cease when the emergency service department(s) has returned to service.
 - c) Cause and/or origin of the incident will determine either the individual or the registered property which will be invoiced fees for the emergency response.
2. Fees for an Emergency Service Department(s) Responding to any Motor Vehicle Collision or any Incident on a Provincial Highway Right-of-Way
- a) Fees will match those outlined in the current Alberta Transportation Policy for Emergency Call – Emergency Response on Highways.
 - b) Costs for additional equipment and/or personnel, may be included in addition to the cost of the Emergency Service Department(s) response.
 - c) Billing time will commence with the initial call for a response and cease when the emergency service department(s) has returned to service.
 - d) Fees will be divided equally and invoiced accordingly to each registered property owner(s) involved in the incident.
3. Fees for an Emergency Service Department(s) Responding to a False Alarm
- a) First response related to a malfunctioning or maliciously activated fire safety installation or other safety device where no emergency exists during a calendar year – no charge.
 - b) Second response related to a malfunctioning or maliciously activated fire safety installation or other safety device where no emergency exists during a calendar year - \$325.00.
 - c) Third response related to a malfunctioning or maliciously activated fire safety installation or other safety device where no emergency exists during a calendar year - \$650.00.
4. Fees for Requested Fire Inspection and Investigation Services
- a) Provision of fire inspection and investigation services by a Lethbridge County accredited Fire Safety Codes Officer will be \$66.00 per ½ hour.
 - b) Time incurred for travel and administration will be charged at the same rate.
5. Fees for Emergency Responses to a Call for Municipal Mutual Aid
- a) Fees for emergency responses to calls for municipal mutual aid will be invoiced as per the current “*Agreement on Area Resource Sharing*”.
 - b) Fees will reflect the dollar amounts listed herein.
6. Extra Ordinary Events

The County retains the right to review all emergency events and where extra ordinary circumstances exist may adjust invoicing procedures other than the dollar amounts listed herein.

D. PUBLIC WORKS

1. Sign Requests – At cost plus installation costs.
2. Permits - Valid up one (1) year of issuance. A non-refundable Administration Fee of \$100.00 will be withheld for each cancelled approach, crossing, and right-of-access/waiver requests.
3. Approaches – New approach approvals
 - Permitting and inspections – includes widening of existing \$400
 - A refundable charge of \$100.00 will be reimbursed to the applicant once inspection is conducted and approved.
4. Water or Sewer Line Crossings on Road Allowance
 - Permitting and inspections \$400
 - A refundable charge of \$100.00 will be reimbursed to the applicant once inspection is conducted and approved.
5. Pipeline Crossings of Road Allowance
 - Permitting and inspections \$400
 - A refundable charge of \$100.00 will be reimbursed to the applicant once inspection is conducted and approved.
6. Buried Electrical and Utility Line Installation & Rural Crossing Regulations
 - Permitting and inspections \$400
 - A refundable charge of \$100.00 will be reimbursed to the applicant once inspection is conducted and approved.
7. Seismic Operations Permit
 - Permitting and inspections \$400
 - A refundable charge of \$100.00 will be reimbursed to the applicant once inspection is conducted and approved.
8. Right of Access/Waiver Requests (no GST)
 - a. Existing Approaches \$75
 - b. Road Allowances \$75
 - c. Proximity Requests \$75
 - d. Utilicorp Facilities & Poles \$75
9. Equipment Rentals, Materials & Outside Invoicing – Custom Work
 - a) Intermunicipal Government Agencies, Water Co-ops and Lethbridge Regional Waste Management Services Commission – Equipment, materials and wages at cost plus 10%.
 - b) For all other custom work completed, materials and wages at cost plus 10% and equipment will be charged according to the Alberta Roadbuilders & Heavy Construction Association current rates.
10. Overweight & Overdimension Vehicle Permit Fees
 Alberta Transportation's Transportation Vehicle Routing and Information System - Multi-Jurisdiction (TRAVIS-MJ) – Fixed Municipal Fee - \$20.00/per permit.
11. Road Haul Use Agreement (Non-refundable fee)
 - Pre and Post Inspection and Administration \$400.00
12. Dust Control (Non-refundable fee)
 - Dust Control product per lineal meter \$5/meter

(minimum length of 100 meters up to a maximum of 200 meters)

Overage of 200 meters \$10/meter

E. AGRICULTURAL SERVICE BOARD

1. All equipment at Alberta Roadbuilders & Heavy Construction Association current rates.
2. Grass seed at cost plus 10%
3. Chemicals at cost plus 10%
4. Fertilizers at cost plus 10%
5. Backpack sprayers at cost plus 10%
6. Skunk traps at cost plus 10%
7. Brillion drills - \$150.00 minimum or \$5.00 per acre
8. Straw Shredder & Straw Incorporator - \$100.00 per day and \$200.00 damage deposit.

F. GEOPHYSICAL REQUESTS

1. Pre & Post Inspection Fee (per inspection) \$200.00

G. GIS SCHEDULED FEES

Item	Client Price
Custom Work/Map Making (per hour, minimum 1 hour.)	\$65.00
8.5" x 11" & 11" x 17" - Hard copy maps	\$5.00
Wall Maps	\$25.00
Map Booklets	\$30.00

H. MISCELLANEOUS

The County reserves the right to implement charges required to cover the costs of services or materials supplied that are not specifically noted herein.

AGENDA ITEM REPORT



Title: Bylaw 21-021 - 2022 Utility Rates
Meeting: Council Meeting - 16 Dec 2021
Department: Corporate Services
Report Author: Jennifer Place

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 01 Dec 2021

STRATEGIC ALIGNMENT:



Outstanding Quality of Life



Effective Governance and Service Delivery



Prosperous Agricultural Community



Vibrant and Growing Economy



Strong Working Relationships

EXECUTIVE SUMMARY:

Through the annual budget process, the utility rates are reviewed and adjusted to reflect any anticipated increases for the upcoming year and to ensure cost recovery of operations is maintained. Any increases that have been determined by Administration are included within the Budget and are presented to Council during budget deliberations for implementation in the upcoming year.

When considering the utility rate changes, the County follows any increases considered by the City of Lethbridge as that is where the County purchases its water from. The City of Lethbridge set a target for a zero per cent utility rate increase for 2022. The increases that have been applied within the bylaw for County water rates are related to operational cost increases only.

The Utility Rate Bylaw has been amended as attached for Council review and approval to align with the budget.

RECOMMENDATION:

MOVED that Bylaw 21-021 - 2022 Utility Rates be read a first time.

MOVED that Bylaw 21-021 - 2022 Utility Rates be read a second time.

MOVED that Council consider third reading of Bylaw 21-021 - 2022 Utility Rates.

MOVED that Bylaw 21-021 - 2022 Utility Rates be read a third time.

PREVIOUS COUNCIL DIRECTION / POLICY:

Updated Utility rates are considered and approved annually. Below are the resolutions for the 2021 Utility Rate Bylaw 21-001 from the January 13, 2021 Council Meeting.

10-2021	Councillor Horvath	MOVED that Bylaw 21-001 - 2021 Utility Rates be read a first time. CARRIED
11-2021	Deputy Reeve Benson	MOVED that Bylaw 21-001 - 2021 Utility Rates be read a second time. CARRIED
12-2021	Councillor Zeinstra	MOVED that Council consider third reading of Bylaw 21-001 - 2021 Utility Rates. CARRIED UNANIMOUSLY
13-2021	Councillor VanderVeen	MOVED that Bylaw 21-001 - 2021 Utility Rates be read a third time. CARRIED

BACKGROUND INFORMATION:

In 2021, the Utility Rate Bylaw Schedule "A" was passed. The utility rates are reviewed annually as part of the budget process. Upon presentation and approval of the annual budget, the Utility Rates are updated to ensure the County is meeting its budget revenue projections within the Utility Department.

The County is proposing a 1.5% increase to the water, sewer and garbage rates. These increases reflect the annual increases for operations only as the City's rate has not increased. The proposed rate changes will allow the County to offset the Utility Department's costs while still maintaining cost recovery for operations including annual reserve transfers for future utility infrastructure upgrades.

ALTERNATIVES / PROS / CONS:

Leave Schedule "A" rates for 2022 the same as the 2021 rates.

PRO - No change to rates for utility users in 2022

CON - will reduce cost of recovery revenues

FINANCIAL IMPACT:

Leaving the rates the same as in 2021 could negatively affect the Utility Departments 2022 Operating budget revenues. The utility department is a self funded department and any additional revenues earned through the rates are added to the Utility Reserve to ensure that a healthy reserve is sustained and funding is available for future capital requirements.

REASON(S) FOR RECOMMENDATION(S):

Administration feels that the County's utility rates should reflect these changes to ensure cost recovery and transfers to reserves for future capital can be maintained.

ATTACHMENTS:

[Bylaw 21-021 - 2022 Utility Rates](#)

**LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA**

BYLAW 21-~~021~~

Deleted: 001

**BEING A BYLAW INTRODUCED FOR THE PURPOSE
OF ESTABLISHING A UTILITY RATE BYLAW**

WHEREAS Lethbridge County deems it expedient to set and review, on an annual basis utility rate fees of the County, and

WHEREAS in accordance with the Municipal Government Act, Chapter M-26 RSA 2000 and amendments thereto, the County for a municipality may set fees for goods and services provided;

NOW THEREFORE the Council of Lethbridge County, in the Province of Alberta, duly assembled enacts and adopts the Utility Rates, attached to and forming Schedule "A" and Schedule "B" of this Bylaw and;

THAT this Bylaw shall come into force and effect January 1, 202~~2~~ and;

Deleted: 1

THIS Bylaw shall hereby rescind previous Bylaw ~~21-001~~,

Deleted: 20-003

GIVEN first reading this ~~16th~~ day of ~~December~~, 2021.

Deleted: 13th

Deleted: January,

Reeve

Chief Administrative Officer

GIVEN second reading this ~~16th~~ day of ~~December~~, 2021.

Deleted: 13th

Deleted: January

Reeve

Chief Administrative Officer

GIVEN third reading this ~~16th~~ day of ~~December~~, 2021.

Deleted: 13th

Deleted: January

Reeve

Chief Administrative Officer

SCHEDULE "A"

UTILITIES

The charges below apply to both water and wastewater.

1. Billing Process

All utility bills will be sent to the property owners. Owners shall ensure meters are read and readings reported to the County Utilities Clerk. Meters which have not had readings reported for a period of 3 months will be read by Lethbridge County and a service charge of \$50.00 will be added to the subsequent billing.

2. Utility System Accounts

Overdue accounts are subject to a penalty of 1.5% per month on outstanding amounts. Accounts which are greater than 60 days overdue will have services disconnected. Accounts which are greater than 90 days overdue will have the outstanding balances transferred to the Tax Roll.

3. Connection Fees

- a. Re-connection – If service is disconnected because of an overdue account, the owner must pay the re-connection fee and the outstanding balances before service is restored. Re-connection will be during regular working hours only and within 24 hours of notification of payment.
- b. With the exception of new utility customers in the RAVE Industrial Park, all new utility customers will be charged a \$100.00 connection fee.
- c. Temporary Water Shut Off - once water service is turned back on a reconnection fee will apply. Re-connection will be during regular working hours only and within 24 hours of notification of payment.
- d. All new utility customers in the RAVE Industrial Park will be charged the following connection fees as applicable: Water - \$43,400 per hectare of site area (includes half of the area of the adjacent local or collector road) plus the cost of all meter connection fees as per Section 3. b. Sewer - \$39,300 per hectare of site area (includes half of the area of the adjacent local or collector road).

4. Fees

- a. Reconnect for non-payment or temporary water shut off - \$100.00
- b. Disconnecting old water service connection at water main for abandonment – \$3,500 – plus labour, material and equipment charge plus G.S.T.
- d. Disconnecting old wastewater service for abandonment - \$1,500 plus labor, material and equipment charge plus G.S.T.
- e. Manual Meter Readings - \$50.00

5. Meter Repair Charge

- a. \$65.00 for meters 25mm (1 inch) or smaller and materials at cost.
- b. \$75.00 for meters over 25mm (1 inch) and materials at cost.

6. Meter Test Charge

- a. Up to 40mm - \$50.00
- b. 50 – 80mm - \$100.00
- c. Over 80 mm - \$150.00

7. Water Charge (Monthly Billing)

- a. Residential Service - ~~\$43.37~~, per month base charge plus \$1.62 per cubic meter.
- b. County of Lethbridge Rural Water Association Distribution System - \$0.87 per cubic meter
- c. North County System - \$0.91 per cubic meter
- d. Rave Industrial Park - ~~\$159.27~~, per month for base water charge - \$1.62 per m³ consumption charge.
- e. Broxburn Industrial Park
 Potable/Treated Water: ~~\$8.07~~/m³ + \$14.47/m³/monthly flat fee
 Raw Water: ~~\$2.11~~/m³ + \$77.93/monthly flat fee
 Wastewater: ~~\$132.36~~/monthly flat fee
- f. Commercial Users – Meter size greater than 200 mm (8 inches) - \$0.78 per cubic meter plus \$0.23 per cubic meter surcharge for capital replacement, operation and maintenance.
- g. Other Commercial Users - ~~\$43.37~~, per month base charge plus \$1.62 per cubic meter.

Deleted: 42.73

Deleted: 156.92

Deleted: 7.95

Deleted: 2.08

Deleted: 130.40

Deleted: 42.73

8. Truck Fill Sales

- a. ~~\$4.63~~m³
- b. Water key tags - \$25.00 per tag

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9. Sewer Service Charge

	<u>Residential</u>	<u>Commercial</u>
a. Hamlets (Diamond City, Monarch, Shaughnessy, Turin)	\$27.04	\$52.45
b. Subdivision of Fairview	\$83.40	\$94.45
c. Rave Industrial Park		\$1.62m ³ of water consumption plus - \$93.91 , per month base charge

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Capital Recovery Surcharge - Sewer

	<u>Residential</u>	<u>Commercial</u>
d. Hamlet of Monarch – Debenture	\$ 37.17	\$ 37.17

Diamond City Water & Sewer

	<u>Residential</u>	<u>Commercial</u>
e. Pursuant to Bylaw 1284 Annual Levy	\$1,011.85	\$1,011.85

<u>Stub-In Charges</u>	<u>Residential</u>	<u>Commercial</u>
f. Monarch – Existing stub-in From January 2005 pay back	\$2,500.00 \$37.17/month	\$2,500.00 \$37.17/month

10. Hauled Wastewater – Residential Only

\$~~25.38~~ per axle (excluding the front steering axle)

Deleted: 25.00

11. Garbage Collection

- a. Street Side Pick-up - \$~~23.19~~/month/residence
- b. Rollaway Curbside Bin – replacement charge: \$110.00

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12. Storm Water Drainage

Rave Subdivision - \$0.034 /sq.m. of property area

SCHEDULE “B”

RAVE Industrial Subdivision – Storm Water Improvement Levy

Property	Storm Water Improvement Levy	Monthly Payment	Total Annual Payment	Start Date	End Date
Lot 3, Block 3, Plan 011773	\$11,989.75	\$69.29	\$831.45	March 1/2015	March 1/2035
Lot 4, Block 3, Plan 011773	\$10,356.68	\$59.85	\$718.20	March 1/2015	March 1/2035
Lot 1, Block 3, Plan 9312509	\$9,140.64	\$52.82	\$633.87	March 1/2015	March 1/2035
Lot 5, Block 2, Plan 9312509	\$4,971.52	\$28.73	\$344.76	March 1/2015	March 1/2035
Lot 4, Block 1, Plan 1113171	\$94,028.37	\$543.38	\$6,520.54	March 1/2015	March 1/2035
Lot 4, Block 1, Plan 1113171	\$80,663.23	\$466.14	\$5,593.71	March 1/2015	March 1/2035
Lot 2, Block 3, Plan 9312509	\$13,203.53	\$76.30	\$915.62	March 1/2015	March 1/2035
Lot 4, Block 2, Plan 9312509	\$16,549.90	\$95.64	\$1,147.68	March 1/2015	March 1/2035
Lot 6, Block 2, Plan 9312509	\$4,961.35	\$28.67	\$344.05	March 1/2015	March 1/2035
Lot 3, Block 2, Plan 9312509	\$18,248.51	\$105.46	\$1,265.47	March 1/2015	March 1/2035
Lot 3, Block 1, Plan 9312509	\$11,795.36	\$68.16	\$817.97	March 1/2015	March 1/2035
Lot 4, Block 1, Plan 9312509	\$13,516.58	\$78.11	\$937.33	March 1/2015	March 1/2035
Lot 1, Plan 8211420	\$13,448.77	\$77.72	\$932.63	March 1/2015	March 1/2035
Lot 7, Block 2, Plan 011773	\$9,668.42	\$55.87	\$670.47	March 1/2015	March 1/2035
Lot 9, Block 2, Plan 0614634	\$35,068.51	\$202.66	\$2,431.88	March 1/2015	March 1/2035
Lot 2, Block 1, Plan 8910227	\$31,384.23	\$181.37	\$2,176.39	March 1/2015	March 1/2035

AGENDA ITEM REPORT



Title: Quarterly Financial Report - August to October 2021
Meeting: Council Meeting - 16 Dec 2021
Department: Corporate Services
Report Author: Jennifer Place

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 08 Dec 2021

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 financial report for the period of August 1 to October 31, 2021 for Lethbridge County.

RECOMMENDATION:

- 1) Moved that the surplus wages, per diem and travel rates in the Council budget as of December 31, 2021 be transferred to the Council Discretionary Reserve.
- 2) Moved that the the additional revenues earned in the Planning & Development Department as of December 31, 2021 be moved to the Tax Equalization Reserve.
- 3) Moved that the additional revenues earned from Fire Services and Fines as of December 31, 2021 be transferred to the Emergency Services Contingency Reserve.
- 4) Moved that the funds received for the Municipal Operating Support Transfer to assist with the cost increases and reduced revenues in 2020 due to COVID in the amount of \$1,053,334 be transferred to the Tax Equalization Reserve.

PREVIOUS COUNCIL DIRECTION / POLICY:

Financial reports are presented to Council throughout the year for information.

BACKGROUND INFORMATION:

Section 268.1 of the Municipal Government Act states:

A municipality must ensure that:

- (a) accurate records and accounts are kept of the municipality's financial affairs, including the things on which a municipality's debt limit is based and the things included in the definition of debt for that municipality;
- (b) the actual revenues and expenditures of the municipality compared with the estimates in the operating or capital budget approved by council are reported to council as often as council directs;
- (c) the revenues of the municipality are collected and controlled and receipts issued in e manner directed by council.

ALTERNATIVES / PROS / CONS:

To not pass Administrations recommended resolutions

PRO - Maintains previous processes, not impact to financials

CON - a resolution would be required in the new year for any surpluses or deficits and could delay some year end processes.

FINANCIAL IMPACT:

The recommendation will provide some direction on transferring surplus funds for administration prior to year end, elevating some of the year end pressures by having resolutions in place. This will also move additional revenues earned early and provide a clearer summary as of December 31st and whether there is a further surplus or deficit.

REASON(S) FOR RECOMMENDATION(S):

As there are already clear surplus's in some of the departments, administration felt it would be beneficial to get some direction from council prior to the end of the year.

ATTACHMENTS:

[Financial Report ending Oct 31-21](#)

Financial Report

Ending October 31, 2021



FISCAL YEAR 2021

Presented by: **Manager of Finance & Administration**
Jennifer Place

QUARTERLY FINANCIAL DASHBOARD to October 31-21

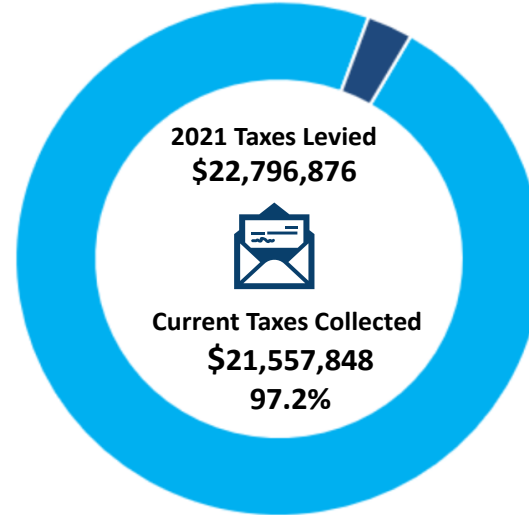
Page 4 of 19

Total Revenue

\$ 13,310,126
previous quarter
\$8,57,403

Total Expenses

30,672,820
previous quarter
\$20,315,517



Accounts Payable

4,190,602
previous quarter
\$4,729,369
Total to Date
\$13,650,686

Investments

22,145,132
previous quarter
\$17,145,132

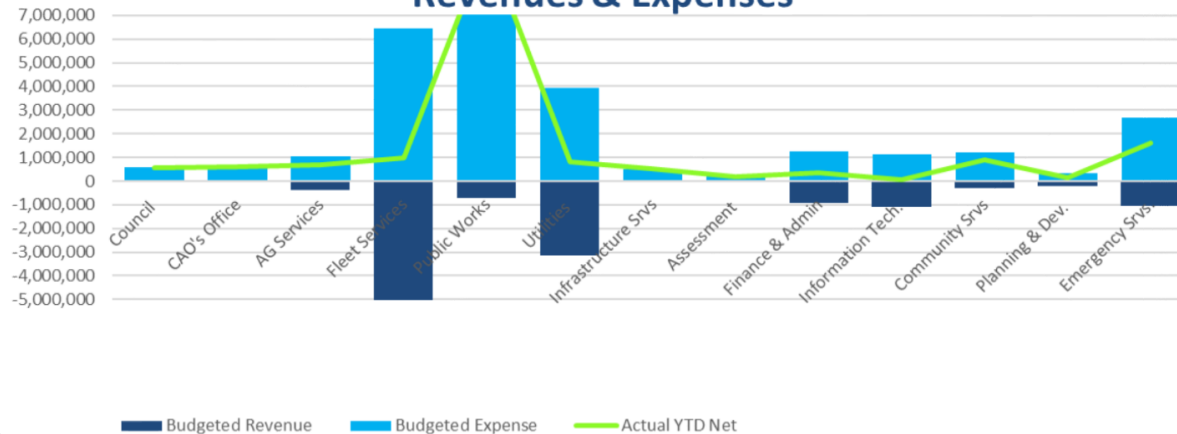
Cash at end of quarter

18,338,366
previous quarter
\$26,758,045
(HISA acct funds included)

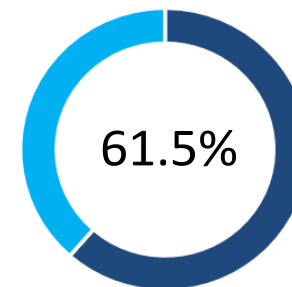
Accounts Receivable

1,631,368
previous quarter
\$1,631,368
Total to Date
\$5,131,215

Revenues & Expenses

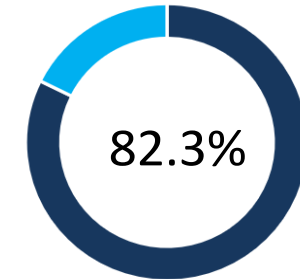


% of income Budget



Budget 21,656,910
YTD Balance 13,610,126

% of Expenses Budget



Budget 37,265,645
YTD Balance 30,672,820

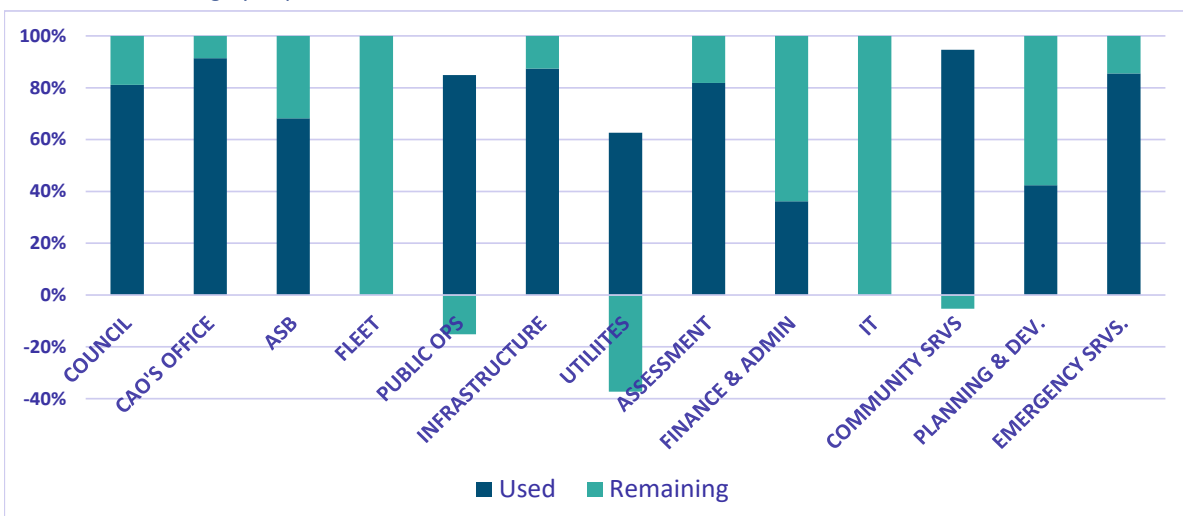
CONSOLIDATED FINANCIAL SUMMARY to October 31, 2021

Tax Support by Department

As of this report, the surplus/deficit projections have been adjusted to reflect the changes in revenues, expenses, and activities since the last quarter. A surplus in the amount of \$379,249 has been projected at this time. Although general operating expenditures are fairly in line with budget, there have been some savings realized in some departments due to the continuing effects of the COVID pandemic , operational efficiencies and additional revenues that have been realized, specifically in the Planning & Development and Emergency Services Departments. Even though Alberta “opened up” and has lifted some of the COVID restrictions, many training/conference opportunities attended by staff continue to be held virtually, therefore reducing associated costs significantly. This has been adjusted in the proposed 2022 budget as it is expected that the virtual or hybrid conference/training methods will continue.

Additionally, even though tax collections are above 90%, the January 31st 15% penalty was significant this year and the return on existing long-term investments has contributed to the increase of administrative revenues as the County was able to lock in some good interest rates, specifically through the bond program. As mentioned above, the planning department has also seen an increase in development and has exceeded the 2021 budgeted by 106%. Another contributing factor to the overall estimated surplus is Emergency Response and Fines revenues, to date the department is 57% above its budgeted revenues. The Council department will have a surplus as well due to the 10% reduction in wages Council took for 10 months of the year and the lack of external meetings and conferences available to attend. The Surplus projected in the Agricultural Services Department is primarily due to reduced mowing activities over the summer months because of the dry weather conditions.

The above projection is the best estimate at this time based on current activities. If there are any extreme winter conditions in the upcoming months, it will impact some of the municipal services department budgets. The below chart which aligns with the attached financial summaries provides a visual of the tax support funding used and remaining by department as of October 31, 2021.



Tax Support by Department

Department	Budget	Actual YTD	Projected	Surplus (Deficit)	%
Council	(646,620)	(524,504)	(567,390)	79,230	87.75%
CAO's Office	(662,840)	(605,868)	(656,800)	6,040	99.09%
Agricultural Services	(992,610)	(677,188)	(802,403)	190,207	80.84%
Fleet Services	-	(999,367)	-	-	N/A
Public Works	(8,221,235)	(10,002,226)	(8,340,810)	(119,575)	101.45%
Infrastructure Department	(577,630)	(504,648)	(561,130)	16,500	97.14%
Utilities	(327,925)	(811,189)	(327,925)	-	100.00%
Assessment & Taxation	(213,030)	(174,450)	(187,900)	25,130	88.20%
Finance & Administration	(927,805)	(335,505)	(872,644)	55,161	94.05%
IT	-	(49,461)	-	-	N/A
Community Services	(843,355)	(893,680)	(873,760)	(30,405)	103.61%
Planning & Development	(312,870)	(132,414)	(148,270)	164,600	47.39%
Emergency Services	(1,882,815)	(1,609,301)	(1,890,454)	(7,639)	100.41%
Tax Support	(15,608,735)	(17,319,801)	(15,229,486)	379,249	97.57%

Consolidated Financial Summary

Revenues	Budget	Actual YTD	Projected	Variance	%
Grants (Operating)	4,494,620	428,799	4,673,327	178,707	103.98%
Sales & User Charges	4,313,720	4,206,992	4,559,625	245,905	105.70%
Fines	75,000	100,970	108,000	33,000	144.00%
Penalties	170,000	415,562	430,000	260,000	252.94%
Rentals	185,690	180,891	185,690	-	100.00%
Return on Investments	325,000	241,050	325,000	-	100.00%
Other Revenue	6,514,880	5,596,323	7,009,290	494,410	107.59%
From Reserves	5,578,000	2,139,539	6,498,437	920,437	116.50%
Total Revenue	21,656,910	13,310,126	23,789,369	2,132,459	109.85%
Expenditures					
Operating / Projects	(24,464,775)	(22,115,937)	(25,060,150)	(595,375)	102.43%
To Reserves	(3,585,870)	(3,493,280)	(4,743,705)	(1,157,835)	132.29%
To Capital	(9,215,000)	(5,020,710)	(9,215,000)	-	0.00%
Total Expenditures	(37,265,645)	(30,629,927)	(39,018,855)	(1,753,210)	104.70%
Tax Support	(15,608,735)	(17,319,801)	(15,229,486)	379,249	97.57%

Statement of Operations

As of October 31, 2021

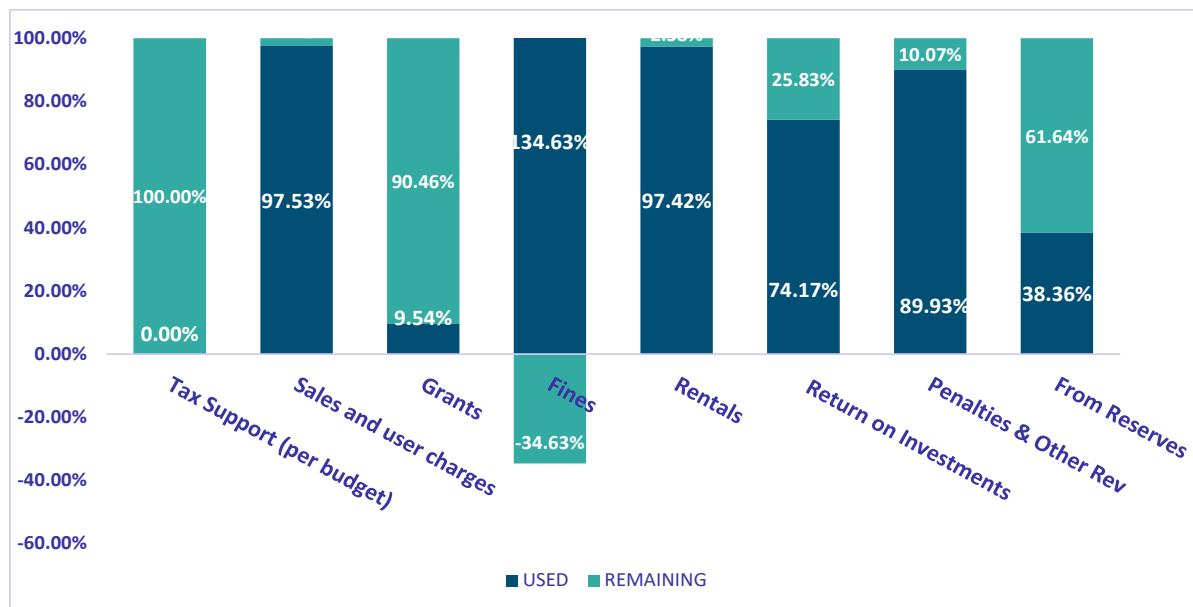
	2021 Budget	2021 Actual	Projected
Revenue:			
Tax Support (per budget)	\$ 15,608,735		\$ 15,608,735
Sales and user charges	4,313,720	4,206,992	4,559,625
Grants	4,494,620	428,799	4,673,327
Fines	75,000	100,970	108,000
Penalties and costs on taxes	170,000	415,562	430,000
Rentals	185,690	180,891	185,690
Return on Investments	325,000	241,050	325,000
Other revenues	6,514,880	5,596,323	7,009,290
From Reserves	5,578,000	2,139,539	6,498,437
Total revenue	37,265,645	13,310,126	39,398,104
Expenses:			
Council and other legislative	671,620	562,107	605,000
General administration	5,336,955	4,678,175	5,647,545
Protective services	2,299,315	2,660,080	3,021,365
PW - Roads, streets, walks and lighting, infrastructure	16,252,635	11,217,859	16,416,810
Fleet services	6,241,510	6,439,746	7,113,910
(UT) Water, wastewater and waste management	4,977,010	3,949,323	4,965,425
Family and community support	79,490	78,786	79,490
Agricultural development	1,307,110	1,032,831	1,069,310
Parks and recreation	100,000	11,020	100,000
Total expenses	37,265,645	30,629,927	39,018,855
Excess (deficiency) of revenue over expenses	-	(17,319,801)	379,249

The statement of operations provides a snapshot of the revenues received to date and expenditures by department in the format that is presented in the annual financial statements.

Revenues Received to date

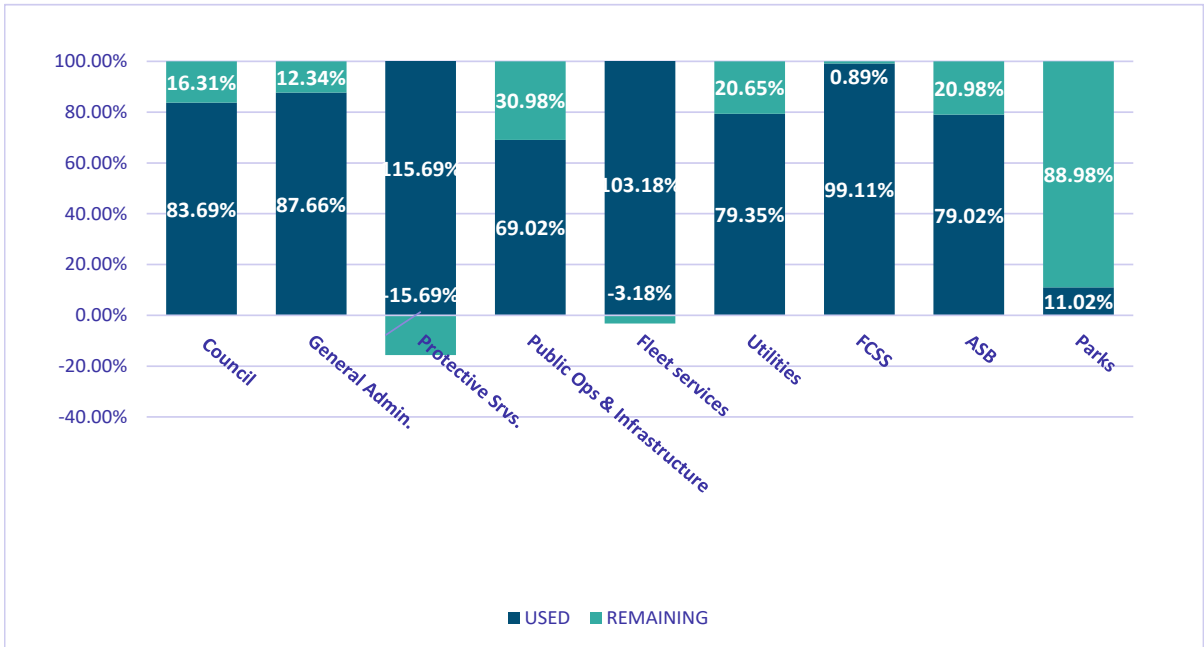
The below information shows the revenues that have been recorded through to October 31st. To date the County has received just over \$13,310,126 million of the budgeted revenue (not included taxes), this represents approximately 61.5% of the total revenue budgeted, which includes the additional sales revenues, penalties and grant funds received to date.

The largest source of revenue is taxation. Tax Notices were issued prior to the end of May, with the July 31st due date. As of July 31st, the County has collected 97.2% of the total taxes levied.



Expenditures by Department

This chart represents expenditures by department based on the budget. The total operating and capital expenses to date are just over \$30.6 Million (82.2%) of the overall budget.



DEPARTMENT OPERATING ACTIVITY SUMMARY

Below are some department activity highlights for information.

Council

- Council has had 15 regular County Council meetings, 2 Agricultural Service Board Meetings, 1 Special Meeting, and an Organizational Meeting as of the end of October 2021. Council meetings have reopened to the public, and also continues to be live streamed and all meetings recorded. Each Councillor provides an update of their activities each month at Council for public information.
- The Municipal Election was held on October 18th, with 6 of the 7 Council Division being filled. A byelection is being held on December 13th to fill the final council position.
- The newly elected Council will attend various Council Orientation Sessions in the upcoming months as well the Rural Municipalities of Alberta Conference in late November.
- As of October 31st, Council has made the following contributions as per resolution:
- Alberta Conservation Association - \$1,000 (2020 Resolution, invoiced in 2021)
- Community Planning Association - \$1,000
- Picture Butte Rural Crime Watch - \$1,000 (with a 5-year commitment)
- Each of the Community Centre Associations within the County received \$10,000 for a total of \$80,000 as per the annual budget to help support their operations and/or capital needs.
- Alberta NWT Command – Military Service Book Ad - \$542.86
- Picture Butte & Area Growing Project - \$500
- Southgrow Regional Initiative - \$5,078.50 (budgeted)
- Coaldale & Lethbridge Community Growing Project - \$500
- Readymade Community Centre-Indigenous Culture Event - \$1050
- 2021 Bursary Awards – 2 @ \$1,000 each (budgeted)

CAO's Office

- Preparation and review of agenda reports and minutes for County Council
- Oversee and shepherd the budget process for presentation to council
- Monitor overall performance to ensure we are delivering municipal services in the most efficient fashion
- Meeting with individual members of council to set the stage for strategic planning
- Preparing for strategic planning for the four year term of council
- Managing financial and human resources of the municipality
- Oversee both the municipal election and byelection
- Preparation for RMA provincial conference and meeting with Ministers
- Ongoing lobbying with MLAs and community stakeholders
- Attending Economic Development meetings with various proponents interested expansion or setting up in Lethbridge County
- Coordinating with SLT and HR on the ongoing pandemic to ensure procedures and protocols are in place

-
- Working on the overall fire provision services for the county
 - Lobbying Ministry of Municipal Affairs for ongoing grant funding opportunities
 - Working with Alberta Transportation to address several challenges/issues regarding water coops, drainage and various other matters

MUNICIPAL SERVICES

Agricultural Services

- Spraying activities got off to a slow start due to windy conditions in the spring. When wind conditions improved drought conditions in the summer led to the use of more economic non-residual herbicides that helped keep this task under budget. A large effort was put into soil erosion activities with large scale wind events in late winter and early spring. Several pest surveys were conducted for the Provincial Agriculture and Forestry Department
- All mowing activities came in under budget this season due to drought conditions. The effort spent on the second cut on gravel and paved roads was reduced because of minimal regrowth. Some work has been performed this fall to remove large rocks that obstruct mowers.
- Assisting producers with Environmental Farm Plans has increased significantly especially with Dairy producers this past season. Work is ongoing with the new Rural Living and Ag-Extension newsletter. Numerous floating islands with various forms of vegetation have been placed in the Broxburn storm ponds to help reduce nutrient loads. Plans are underway for a Nutrient Management Seminar Series webcast that will take place in the new year.
- Brillion Drill rentals and Plastic Baler support have been very busy this year. Agriculture plastic recycling has seen an increase in the County due to pilot projects for silage plastic that are supported by the Clean Farms organization.
- There was a reduction in activity related to the Parks maintenance as the drought conditions were prevalent throughout the summer. Additional benches, tables and trees were placed in several parks and large effort was put into watering the newly planted trees.

Fleet

- Fleet staff address mechanical problems on equipment and maintenance services as required in addition to regular maintenance of machinery and equipment throughout the year
- All of the Capital Purchases as budgeted have been purchased with the exception of the gravel/plow truck which not yet been received. The gravel/plow truck should be delivered and operational prior to the end of the year.
- A second plow truck to replace the 2 lost in the Coaldale Yard fire has been received and is in service.
- The insurance claim completed, and a portion of insurance replacement funds have been received and all funds will be transferred to the fleet capital reserve.

Public Works

- The Public Works crews continue to be busy with road maintenance, signage, dust control, drainage activities, roadside cleanup and more

Since the last financial report, the Public Works crews have completed the following activities:

- The Construction Crew:
 - VRP North Lot – TWP12-2/RR21-1 Road Build project (4 miles) – 90% complete (to be completed Spring 2022)
 - Rakus North Pit reclamation – 70% complete (will be complete by year end)
 - Rakus South Pit post-crush reclamation – Complete
- The Projects Crew has installed 20 culverts, 100 culvert markers and 2 ditch clean projects.
- The Sign Truck Crew has replaced or installed 228 signs and repaired 60 signs.
- The Spray Patch Crew has completed required hard surface patching in Iron Springs, Turin and Monarch, as well as on Kedon Road, Agropur Cheese Factory Road, and Park Lake Road.

The Base Stabilization Crew completed the following since July:

- Third Quarter Base Stabilization -Mill razing portion of the base stabilization started on June 30th, 20 miles were completed south of the river prior to the end of August. An additional 33 miles the north side were completed by October for a total of 53 miles.
- Throughout the month of October, 66 miles of the Water, Grade and Pack was completed on roads that received the first treatment back in July

Divisional grading carried on as usual with a bit of a disruption in Division 1 as the division was void of an operator for a few weeks. Due to the optimal grading weather the department has graded over 8200 miles to date. Yearly Despite the truck fire earlier this year which resulted in one less truck hauling gravel, the good weather and winter stock piling in Coaldale, allowed the crew to complete their gravelling program a month ahead of schedule.

- 230 miles of road have been graveled, utilizing 70,000 Tonnes of gravel

Utilities

- Water volumes for residential, commercial, and truckfills are consistent with seasonal conditions. Revenues are on target with budget, although water billing is generally a month behind due to timing of meter reads and it is anticipated that as of the next financial there will be a projected surplus due to the dry conditions this year. As per previous Council direction all utility surpluses are transferred to the Utility Reserve for future capital.
- To date there have been no additional maintenance issues. Regular legislated testing continues to take place at the water treatment sites.
- The Utility department has not experienced any major breaks or failures to date. Routine maintenance of the systems continue with minimal issues.
- Chemical continues to be added to all wastewater sites to minimize fat, oil, and grease deposits within our sewage collection and force main systems. Upcoming activities will include discharges of the sewage lagoons throughout the County.
- Truckfills throughout the County have received new main delivery hoses and swivel joints on the fill mechanisms.

-
- Flow testing and assessments of the fire ponds will be taking place this fall with potential of decommissioning of hydrants. Maintenance requirements of the Fire Ponds continues to be minimal and costs are low, this will be considered in upcoming budgets as they are decommissioned. Garbage receptacle replacement has been minimal.
 - Custom work by the County for the Lethbridge Regional Waste Commission continues to be marginal as the DBS Environmental manages all of the recycling and completes most of the recycle trailer moves, cutting back the need for this service from the County.

Infrastructure Services

The Infrastructure Department has been busy with several capital and operational projects as noted below:

- Sunset Acres Road Reconstruction Completed
- Readymade Road Chip Seal Completed
- Broxburn Road Paving Completed
- Line Painting Completed
- Fairview Stormwater Drainage Completed
- Shaughnessy Ph 4 Engineering & Land Purchase nearing completion
- BF 71467 Bridge Replacement Completed
- BF 79598 Bridge Replacement to start in the New Year
- Mountain Meadows slope failure will be tendered in January
- Monarch Lot water/wastewater servicing complete

ASSET MANAGEMENT / GIS

- KPMG performed an audit on the AM system, some gaps were identified that will be addressed.
- Continue building AM inventory. Parks assets are now collected, and Fleet, Equipment and IT inventory has been reviewed and condition ratings applied.
- Ongoing development of internal processes
- 2021 imagery has been captured. QA/QC is being worked on, expect delivery in the new year.
- Exploring CityWide modules for Planning, Service Requests and Work Orders.
- Build system in CityWide or GIS to track road crossing applications (winter)
- Update Admin. Building asset photos (winter)

ADMINISTRATIVE ACTIVITIES

- HVAC thermostat upgrades completed
- AFSC bathroom hands-free paper towel dispensers installed
- Council & Commerce painting completed
- New water cooler installed on main floor and old one plumbed and installed in Coyote Flats
- Back entry door relocation project starts this week
- AFSC back stairwell door to be completed January 2022

Finance & Administration

Below is a summary of activities that have taken place within the department over the last quarter

- Prepared and presented a Budget Information workshop as part of Council Orientation
- 2022 Budget preparation began for finance department in September, with presentations to Council beginning in November/December.
- In partnership with Information Technology, working on the implementation of Phase 1 of the Financial Software System.
- An Assessment Appeal Board meeting was held
- 2021 General Taxes collected are 97.2% and 2021 Business Taxes collected are 95.5% as of October 31st
- Tax penalties for January 1st and July 31st and September 30th have been levied in the total amount of \$415,562 (2020 – \$154,906, there was no July tax penalty levied in 2020 due to COVID-19)
- Utility bills are levied monthly
- Payroll, Accounts Receivable and Accounts Payable are paid and invoiced on regular intervals to ensure timely payment and receipt of funds. Payroll has also been busy updating information for budget.
- Grant applications, funding statements and research is ongoing throughout the year based on projects
- Fire Services invoicing continues to be completed on a regular basis to ensure revenues are collected to offset fire services costs, with additional time spent recording fire department calls as per the new agreements.

Information Technology (IT)

The IT Department manages and maintains all of the County's phones and computer related hardware and software as well as all Audio-Visual equipment. Throughout the year the department is busy assisting staff with IT support, equipment repairs and scheduled replacements.

The department has also been working on the following projects:

- Recent financial software updates negatively effected all County Computers, leaving the County IT Department busy assisting staff in ensuring the system is functional
- Budget preparation and presentations to Council
- Purchase and set up of new iPads for County Council (these upgrades coincide with Municipal Elections)
- Working with the Finance Department on Phase 1 of the Financial Software Conversion Project
- Ongoing Computer/Mobility installation and maintenance
- Ongoing Network and Cyber Security

Community Services

The Community Services Department remains busy by providing assistance to all departments, updating policies, working through Planning and Development items and with Economic Development matters. Some additional activities include:

- Director of Community Services who is the Returning Officer for the municipal election has been busy with preparing and managing the facilitation of the election.
- Budget preparation has been ongoing since September
- The Regional Fire Services Coordinator has been busy review bylaws, meeting with urban Fire Chiefs, attending emergency events and completing fire inspections.
- The Communications Coordinator has been working on the following projects in conjunction with various departments:
 - Worked on municipal election and Division 5 by-election – advertising, planning, setup, working polls
 - Work with Planning and Development department on public engagement for Municipal Development Plan review (*What's Happening Lethbridge County*)
 - Work with Finance and Administration department on public engagement for 2022 Budget (*What's Happening Lethbridge County*)
 - Advertising for Economic Development department:
 - Invest in Alberta magazine
 - Radio ads – Shop Local
 - Newsletters for County citizens
 - Monthly County Crier
 - Fall County Connection
 - Collaboration with ASB on Ag Extension and Rural Living
 - Work with Fire Services Coordinator on educational messaging on emergency services in the County

Planning & Development

The Planning & Development Department provided a thorough quarterly report at the November 4th County Council meeting, below are a few highlights:

- 221 Development Permits have been received as of September 30th; this is up significantly as only 146 permits were submitted in 2020. 204 have been issued, 1 application was withdrawn and 3 were refused.
- The planning department has received \$80,500 in Development Permit Revenues, \$117,205 for building permits and \$21,510 in other revenues related to planning.
- A surplus has been projected in this department as development and building permits are on the rise and already well above the budgeted revenue amount. These revenues are difficult to estimate as they are uncertain depending upon development activity year to year.

Economic Development

The Economic Development Officer will be providing a full report of department activities at the December 16th Council meeting. Below are some upcoming economic development initiatives related to the budget for information:

- Half page ad and half page advertorial in the 2022 Invest in Alberta magazine, which is distributed to business and trade officials, elected officials, trade offices, professional associations across Canada and around the world (15,000 printed copies) -\$3530 + GST
- Radio advertising promoting the county and “shop local” at county businesses over the winter holiday period – approximately \$750
- Marketing buy-in to regional marketing plays with Canada’s Premier Food Corridor (CPFC) and the Southern Alberta Investment and Trade Initiative (SAITI) - \$2000
- Membership renewals in economic development professional associations (EDA, EDAC, IEDC)

Emergency Services

The Emergency Services Department includes all of the CPO Activities, fire invoicing and revenues, fire agreements and policing costs.

- The second payment under the new County Fire Agreements were issued to the Urbans north of the river for the period of July 1 – September 30, 2021. Total payments made to all 6 of the Urban Fire Departments to date is \$1,034,850
- Dispatching fees in the amount of \$44,538 have been paid to date
- The County has received \$95,344 in fines and \$351,898 in Emergency Response Revenue to date
- The 2020/2021 Provincial Policing payment of \$232,325 was issued

Grant Summary

	Budget as approved	Approved	Received	Comments
INFORMATION TECHNOLOGY				
MSI Operating - Financial Software Conversion Phase 1	105,000			Submission of Spending Plan no longer required
TECHNICAL SERVICES				
MSI - Operating Grant - Asset Management Phase 3				C/F project cost to 2021 - \$6,734.75
AGRICULTURAL SERVICES				
New ASB (Combined ASB & AESA)	123,000		214,907	Funds received.
PUBLIC WORKS				
MSI - Sunset Acres Base & Pave - Rge Rd 22-4	700,000	Y		Approved project.
MSI - Rge Rd 19-2 (Readymade Rd.) Repaving	195,000	Y		Approved project.
MSI - Broxburn Paving Phase 3 (Final)	1,250,000	Y		Approved project.
MSI - Malloy Phase 2B	340,000	Y		Approved project.
MSI - BMTG - Road Rehabilitation	547,420	Y		Project in review.
MSP - Broxburn Paving Phase 3	1,230,000	Y	1,230,652	Project approved for \$1,230,652.00.
STIP-LRB - Bridge File #71467		D		Project declined.
STIP-LRB - Bridge File #79598	337,000	D		Project declined.
TOTAL	\$ 4,827,420		\$ 1,445,559	

	Projects C/F to 2021	Approved	Received	
EMPP - Unified ECC/EOC Functional Exercise	3,200.00	Y	3,200.00	C/F to 2021
FGTF - McCains Access Road - GTF 878	245,560.00	Y	255,000.00	C/F to 2021
MAMP - Asset Management Phase 3	50,000.00	Y		C/F to 2021
MSI - 8 Mile Lake Basin & Battersea Drain - CAP 8842	181,856.00	Y	235,000.00	C/F to 2021
MSI - Rave Infrastructure Upgrades-Eng. - CAP7711	120,940.00	Y	160,000.00	C/F to 2021. Project tied with Hwy 3 Corridor.
MSI - Shaughnessy Infrastructure-Phase 3 - CAP 11289	69,124.00	Y	623,900.00	C/F to 2021
MSI - Shaughnessy Ph4&5 - Eng & Land Purchase - CAP 12296	94,865.00	y	135,000.00	C/F to 2021
MSI - RR22-4 (Sunset Acres) Eng. & Land Purchase - CAP12299	114,853.00	Y	135,000.00	C/F to 2021
MSI - TWP 10-1 (Agropur Rd) Base & Pave - CAP 12301	562,625.00	Y	1,500,000.00	C/F to 2021
STIP - LRB - BF #1692	330,000.00	y	169,430.10	Final payment received - Feb. 17, 2021
STIP - LRB - BF #81684	660,000.00	y	298,087.94	Final payment received - June 8, 2021

	Project Not in Budget	Approved	Received	
FGTF - Mountain Meadows Slope Failure Remediation	514,000.00	N		Project in review.
MOST Grant	1,053,334	Y	1,053,334.00	Funds received.
STIP-LRB - Bridge File #71467	250,000	D		Project declined.

Y - Yes, project is approved.
 N - No, awaiting for approval.
 D - Declined.
 P - Pending.
 C - Cancelled.

2021 Provincial Announcement Summary

Below is an update of the funding announcements since the last quarterly report ending October 31, 2021, from the Provincial Government.

As noted previously, on February 12, 2021, Administration was contacted by Municipal Affairs regarding a new funding program called the Municipal Operating Support Transfer (MOST). The purpose of the program is to provide municipalities with one-time funding to assist with lost revenues or expenses incurred due to COVID-19. The County has received \$1,053,334 under this program.

The Resource Management grant which was not funded in 2020 or anticipated for 2021, will be paid to municipalities in 2021, and has been renewed for the remainder of the ASB Legislative grant period. An amended agreement was received that outlined the ASB Legislative and Resource Grants at \$123,000 and \$91,000 respectively for 2021. The County has now received the additional \$182,000 (\$91,000 for 2020 & 2021) in grant funding. As mentioned at the April 1, 2021, Council meeting, the Agricultural Service Department will be putting a plan in place to utilize the grant through a collaborative approach which will include more members of our staff being involved and working with other municipalities and outside agencies to achieve department goals.

Another financial impact from the province is the Grant in Place of Taxes (GIPOT) program. Grants in Place of Taxes (GIPOT) GIPOT assists municipalities in the cost of providing municipal services. Although Crown-owned properties are exempt from assessment and therefore exempt from taxation, the Province of Alberta pays a grant equivalent to the property taxes that would otherwise be levied on many of these properties. Approximately 170 municipalities receive grants in place of taxes for 6,600 Crown properties. However, the province has provided correspondence indicating that they will be reducing this payment by approximately 50% of the total GIPOT owed. As indicated in the provincial notice, that because the Provincially owned properties are ultimately exempt, and the GIPOT revenue is a grant rather than a tax, it is not necessary for council to cancel the portion of taxes not funded by GIPOT. The County assessor has identified as part of the tax rate calculation. The 2021 Provincial GIPOT total tax levy was \$600,051.

In an effort to support municipalities that are finding it difficult to collect property taxes during the recent downturn in the energy industry, the province has established two programs to assist municipalities where taxes related to requisitioned amounts cannot be collected from property owners. The Provincial Education Requisition Credit (PERC) is for uncollectable education property taxes on oil and gas properties and for the Designated Industrial Requisition Credit (DIRC) for any uncollectable Designated Industrial (DI) property tax requisition. The Provincial Education Requisition Credit (PERC) provides municipalities with an education property tax credit equal to the uncollectable education property taxes on delinquent oil and gas properties. Municipalities may apply for PERC retroactively to the 2015 tax year through to the 2021 tax year. The County will make an application in 2022 in the hopes of recouping approximately \$12,000 in Education Requisition funds through this program. The balance of the unpaid taxes for oil and gas will have to be brought forward to Council to be written off.

Investment Summary

Page 19 of 19

DATE INVESTED	DATE MATURITY	PURCHASE PRICE	MATURITY VALUE	Monthly Interest	Total Interest	Interest Rate
March 13, 2021	March 13, 2022	565,959.80	569,355.55	288.41	3,395.75	0.600%
April 14, 2021	April 15, 2022	2,709,425.27	2,739,228.94	2,531.27	29,803.67	1.100%
February 27, 2021	February 25, 2022	1,031,150.40	1,043,008.62	1,007.14	11,858.22	1.150%
October 19, 2021	October 19, 2020	2,036,200.00	2,051,471.50	1,297.03	15,271.50	0.750%
December 31, 2020	December 31, 2021	2,152,667.99	2,215,956.43	5,274.04	63,288.44	2.940%
December 31, 2020	December 31, 2021	1,000,000.00	1,022,500.00	1,875.00	22,500.00	2.250%
December 31, 2020	December 31, 2021	4,218,403.86	4,296,022.49	6,468.22	77,618.63	1.840%
December 31, 2020	December 31, 2021	3,105,149.00	3,162,283.74	4,761.23	57,134.74	1.840%
December 31, 2020	December 31, 2021	72,300.24	72,799.11	41.57	498.87	0.690%
September 30, 2021	September 30, 2022	5,000,000.00	5,105,000.00	8,750.00	105,000.00	2.100%
		21,891,256.56				
<i>May 7, 2021</i>	<i>May 7, 2022</i>	<i>253,875.00</i>	<i>254,204.11</i>	<i>329.11</i>	<i>3,875.00</i>	<i>0.050% Municipal Reserve</i>

AGENDA ITEM REPORT



Title: 2022 - 2024 Operating & 2022 -2026 Capital Budget
Meeting: Council Meeting - 16 Dec 2021
Department: Corporate Services
Report Author: Jennifer Place

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 08 Dec 2021

STRATEGIC ALIGNMENT:



Outstanding Quality of Life



Effective Governance and Service Delivery



Prosperous Agricultural Community



Vibrant and Growing Economy



Strong Working Relationships

EXECUTIVE SUMMARY:

The 2022 - 2024 Proposed Operating and 2022 - 2026 Proposed Capital Budgets were presented to Council on November 30, December 1 & 7, 2021 for review, deliberations and direction to Administration. Upon completed the budget review, Council provided their feedback and direction. As per the direction of Council, Administration is bringing forward a budget for 2022 with proposed estimates for 2023-2024 (operating) and 2023-2026 (capital) for approval.

RECOMMENDATION:

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

MOVED that the 2022 Capital Budget expenses in the amount of \$9,877,500 as outlined in Attachment 1 be approved, and that the 2023, 2024, 2025 and 2026 Capital Budget expenses in the amounts of \$11,555,000, \$11,535,000, \$6,846,000 and \$8,193,000 respectively be approved in principle.

PREVIOUS COUNCIL DIRECTION / POLICY:

Council direction as provided at the Budget Deliberation Meetings.

Additionally the Municipal Government Act, Section 242 states the following with regards to adoption of an Operating Budget:

242(1) Each council must adopt an operating budget for each calendar year.

(2) A council may adopt an interim operating budget for part of a calendar year.

(3) An interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.

BACKGROUND INFORMATION:

The budget is utilized as a guide to allow staff to deliver programs and services within the County. The operating budget details projected revenues and expenditures for all departments and activities within the organization. As in previous years a three year operating and capital budget is prepared for all of the County departments and presented to Council for deliberations over a three day period. Council had administration review some items to be brought back to Council for discussion prior to providing direction. Upon completing the budget deliberation meetings, Council gave their direction to staff, attached are the budget summaries for consideration for approval.

If Council is not prepared to pass a final operating budget prior to December 31, 2021, approval of an Interim Operating Budget is required in order to provide Administration with the authority to proceed with programs and services for the upcoming year as per the Municipal Government Act (MGA).

ALTERNATIVES / PROS / CONS:

N/A

FINANCIAL IMPACT:

An operating budget (2022 or interim) must be approved by Council to ensure County operations can carry on status quo as of January 1, 2022.

REASON(S) FOR RECOMMENDATION(S):

As per the Municipal Government Act, a municipal may only make an expenditure that is included in an operating budget or interim operating budget as stated below:

- 248(1)** A municipality may only make an expenditure that is
- (a) included in an operating budget, interim operating budget or capital budget or otherwise authorized by the council,
 - (b) for an emergency, or
 - (c) legally required to be paid.

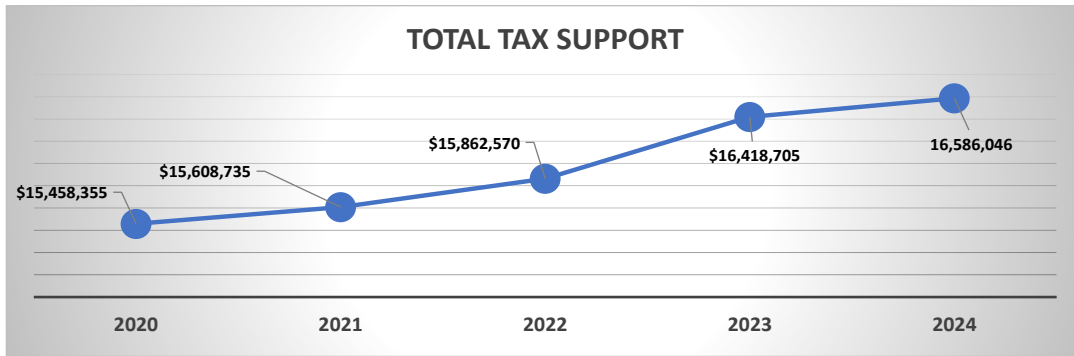
ATTACHMENTS:

[2022 Operating & Capital Budget](#)

TOTAL TAX SUPPORT - by Division

	2020	2021	2022	2023	2024
	TAX LEVY	TAX LEVY	PROPOSED TAX LEVY	PLANNED TAX LEVY	PLANNED TAX LEVY
Council	649,525	646,620	665,050	663,730	669,120
CAO's Office	657,840	662,840	683,450	687,010	694,030
Municipal Services	10,055,930	10,119,400	10,355,535	10,453,260	10,693,638
Corporate Services	1,187,225	1,140,835	1,092,745	1,095,715	1,098,125
Community Services	2,907,835	3,039,040	3,065,790	3,360,379	3,431,133
Total Tax Support	15,458,355	15,608,735	15,862,570	16,260,094	16,586,046
<i>Percent Increase (Decrease) from previous year's budget</i>	2.476%	0.973%	1.626%	2.506%	2.005%

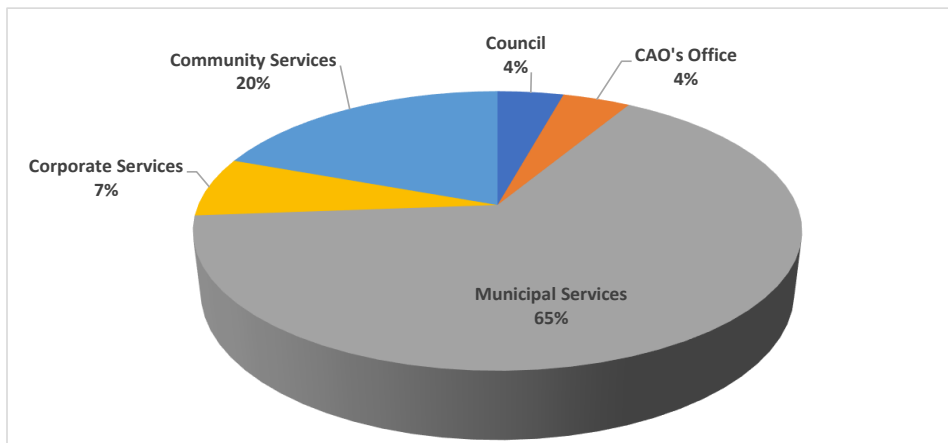
<u>Tax Increase after New Growth</u>					
increase over prior year's budget	\$ 373,475	\$ 150,380	\$ 253,835	\$ 397,524	\$ 325,952
projected growth	\$ (132,638)	\$ (133,553)	\$ (142,424)	\$ (142,424)	\$ (142,424)
net	\$ 240,837	\$ 16,827	\$ 111,411	\$ 255,100	\$ 183,528
<i>Percent Increase (Decrease) from previous year's budget</i>	1.597%	0.109%	0.714%	1.608%	1.129%



TOTAL TAX SUPPORT
~ by department

TAX SUPPORT - by department	2021 Approved Budget	2022 Proposed Budget	2023 Planned Budget	2024 Planned Budget
Council	646,620	665,050	663,730	669,120
CAO's Office	662,840	683,450	687,010	694,030
Municipal Services Division				
Agricultural Services	992,610	1,023,495	1,039,020	1,054,028
Fleet Services	-	-	-	-
Public Works	8,221,235	8,422,120	8,503,560	8,723,690
Utilities	327,925	327,925	327,925	327,925
Infrastructure Services	577,630	581,995	582,755	587,995
	10,119,400	10,355,535	10,453,260	10,693,638
Corporate Services Division				
Assessment	213,030	199,865	201,495	203,850
Finance & Administration	927,805	892,880	894,220	894,275
Information Technology	-	-	-	-
	1,140,835	1,092,745	1,095,715	1,098,125
Community Services Division				
Community Services Administration	691,875	802,660	853,290	904,900
Economic Development	151,480	143,685	143,395	143,740
Planning & Development	312,870	258,060	255,590	260,090
CPO Program	-	121,665	118,580	121,745
Fire & Emergency Services Program	1,882,815	1,739,720	1,989,524	2,000,658
	3,039,040	3,065,790	3,360,379	3,431,133
Total Tax Support	15,608,735	15,862,570	16,260,094	16,586,046
Percent Increase (Decrease) from previous year's budget	0.973%	1.626%	2.506%	2.005%

2021 Tax Support by Division



CONSOLIDATED OPERATING & CAPITAL BUDGETS
~ by department

	2021 Approved Budget	2022 Proposed Budget	2023 Planned Budget	2024 Planned Budget
REVENUES				
Council	25,000	15,000	-	-
CAO's Office	20,000	20,000	20,000	20,000
Municipal Services				
Agricultural Services	414,500	256,500	406,500	256,500
Fleet Services	6,241,510	6,756,965	6,519,095	6,738,410
Public Works	1,886,570	1,636,200	1,676,200	1,636,200
Infrastructure Services	6,077,200	4,153,000	6,223,000	6,273,000
Utilities	4,139,085	4,242,430	4,297,660	4,354,020
Market Access Network Fund	-	2,150,000	2,150,000	2,150,000
	18,758,865	19,195,095	21,272,455	21,408,130
Corporate Services				
Assessment	23,750	24,500	24,500	24,500
Finance & Administration	837,615	996,515	834,015	804,015
Information Technology	1,343,780	1,334,140	1,075,440	1,040,130
	2,205,145	2,355,155	1,933,955	1,868,645
Community Services				
Community Services Administration*	125,000	126,875	128,780	130,715
Economic Development	-	-	-	-
Planning & Development	106,400	150,000	150,000	150,000
CPO Program	-	85,000	85,000	85,000
Fire & Emergency Services Program.	416,500	600,000	600,000	600,000
	647,900	961,875	963,780	965,715
Total Revenues	21,656,910	22,547,125	24,190,190	24,262,490
EXPENDITURES - by department				
Council	671,620	680,050	663,730	669,120
CAO's Office	682,840	703,450	707,010	714,030
Municipal Services				
Agricultural Services	1,407,110	1,279,995	1,445,520	1,310,528
Fleet Services	6,241,510	6,756,965	6,519,095	6,738,410
Public Works	10,107,805	10,058,320	10,179,760	10,359,890
Infrastructure Services	6,654,830	4,734,995	6,805,755	6,860,995
Utilities	4,467,010	4,570,355	4,625,585	4,681,945
Market Access Network Fund	-	2,150,000	2,150,000	2,150,000
	28,878,265	29,550,630	31,725,715	32,101,768
Corporate Services				
Assessment	236,780	224,365	225,995	228,350
Finance & Administration	1,765,420	1,889,395	1,728,235	1,698,290
Information Technology	1,343,780	1,334,140	1,075,440	1,040,130
	3,345,980	3,447,900	3,029,671	2,966,772
Community Services				
Community Services Administration*	816,875	929,535	982,070	1,035,615
Economic Development	151,480	143,685	143,395	143,740
Planning & Development	419,270	408,060	405,590	410,090
CPO Program	-	206,665	203,580	206,745
Fire & Emergency Services Program	2,299,315	2,339,720	2,589,525	2,600,660
	3,686,940	4,027,665	4,324,160	4,396,850
Total Expenditures	37,265,645	38,409,695	40,450,286	40,848,540
Tax Support	(15,608,735)	(15,862,570)	(16,260,096)	(16,586,050)
<i>Percent Increase (Decrease) from previous year's budget</i>	0.973%	1.626%	2.506%	2.005%

CONSOLIDATED OPERATING & CAPITAL BUDGETS
~ by object code

	2021 Approved Budget	2022 Proposed Budget	2023 Planned Budget	2024 Planned Budget
REVENUES				
Grants	4,494,620	4,302,950	3,892,950	3,362,950
Sales of Goods & Services	4,093,380	4,625,605	4,676,620	4,728,695
Service Agreements	406,030	414,595	421,060	427,640
Services to Other Departments	4,426,130	4,337,240	4,372,120	4,472,530
Local Improvement Taxes & Requisitions	589,000	600,780	598,610	598,610
Fines and Penalties	245,000	285,000	285,000	285,000
Return on Investments	325,000	325,000	325,000	325,000
Debenutres & Other Revenue	372,530	367,360	369,530	369,530
Transfers from Reserves	4,133,220	4,092,595	5,998,300	6,501,535
Proceeds on Disposal of Retired Equipment	422,000	1,046,000	1,101,000	1,041,000
Market Access Network Program	2,150,000	2,150,000	2,150,000	2,150,000
Total Revenues	21,656,910	22,547,125	24,190,190	24,262,490
EXPENDITURES - by object code				
Capital Expenditures	9,215,000	9,877,500	11,555,000	11,535,000
Salaries, Wages & Benefits	8,183,150	8,276,600	8,358,250	8,393,234
Services by Other Departments	4,426,130	4,337,240	4,371,810	4,471,900
Materials, Supplies & Operating Costs	5,666,765	5,693,545	5,833,045	5,925,624
Operating Projects	221,600	135,000	65,000	65,000
Contracted & General Services	2,068,085	2,157,960	2,061,140	2,061,235
Emergency Service Agreements	1,648,030	1,840,490	2,093,060	2,100,710
Debenture Principal & Interest Costs	1,373,025	1,373,030	1,373,035	1,373,035
Regional Waste Requisition Expense	589,000	600,780	598,610	598,610
Grants to Other Organizations	288,990	299,645	300,575	300,575
Transfer to Reserves	3,585,870	3,817,905	3,840,760	4,023,615
Total Expenditures	37,265,645	38,409,695	40,450,286	40,848,540
TAX SUPPORT	(15,608,735)	(15,862,570)	(16,260,096)	(16,586,050)
<i>Previous Increase (Decrease) from previous year's budget</i>	<i>0.973%</i>	<i>1.626%</i>	<i>2.506%</i>	<i>2.005%</i>

TOTAL OPERATING BUDGET
~ by department

	2021 Approved Budget	2022 Proposed Budget	2023 Planned Budget	2024 Planned Budget
REVENUES				
Council	25,000	15,000	-	-
CAO's Office	20,000	20,000	20,000	20,000
Public Operations				
Agricultural Services	254,500	256,500	256,500	256,500
Fleet Services	3,650,510	3,506,965	3,594,095	3,683,410
Public Works	1,886,570	1,636,200	1,676,200	1,636,200
Utilities	4,139,085	4,242,430	4,297,660	4,354,020
Infrastructure Services	7,200	3,000	3,000	3,000
	9,937,865	9,645,095	9,827,455	9,933,130
Corporate Services				
Assessment	23,750	24,500	24,500	24,500
Finance & Administration	799,615	869,015	834,015	804,015
Information Technology	987,780	1,134,140	965,440	980,130
	1,811,145	2,027,655	1,823,955	1,808,645
Community Services				
Community Services Administration	125,000	126,875	128,780	130,715
Economic Development	-	-	1	2
Planning & Development	106,400	150,000	150,000	150,000
CPO Program		85,000	85,000	85,000
Fire & Emergency Services Program.	416,500	600,000	600,000	600,000
	647,900	961,875	963,781	965,717
Total Revenues	12,441,910	12,669,625	12,635,191	12,727,492
EXPENDITURES - by department				
Council	671,620	680,050	663,730	669,120
CAO's Office	682,840	703,450	707,010	714,030
Municipal Services				
Agricultural Services	1,247,110	1,279,995	1,295,520	1,310,528
Fleet Services	3,650,510	3,506,965	3,594,095	3,683,410
Public Works	10,107,805	10,058,320	10,179,760	10,359,890
Utilities	4,467,010	4,570,355	4,625,585	4,681,945
Technical Services	584,830	584,995	585,755	590,995
	20,057,265	20,000,630	20,280,715	20,626,768
Corporate Services				
Assessment	236,780	224,365	225,995	228,350
Finance & Administration	1,727,420	1,761,895	1,728,235	1,698,290
Information Technology	987,780	1,134,140	965,440	980,130
	2,951,980	3,120,400	2,919,670	2,906,770
Community Services				
Community Services Administration	816,875	929,535	982,070	1,035,615
Economic Development	151,480	143,685	143,395	143,740
Planning & Development	419,270	408,060	405,590	410,090
CPO Program		206,665	203,580	206,745
Fire & Emergency Services Program.	2,299,315	2,339,720	2,589,525	2,600,660
	3,686,940	4,027,665	4,324,160	4,396,850
Total Expenditures	28,050,645	28,532,195	28,895,285	29,313,538
Tax Support	(15,608,735)	(15,862,570)	(16,260,094)	(16,586,046)
<i>Before Growth Percent Increase (Decrease) from previous year's budget</i>	0.973%	1.626%	2.506%	2.005%
<i>After Growth Percent Increase (Decrease)</i>	0.109%	0.714%	1.608%	1.129%

TOTAL OPERATING BUDGET
~ by object code

	2021 Approved Budget	2022 Proposed Budget	2023 Planned Budget	2024 Planned Budget
REVENUES				
Grants	674,620	647,950	492,950	462,950
Sales of Goods & Services	4,093,380	4,625,605	4,676,620	4,728,695
Service Agreements	406,030	414,595	421,060	427,640
Services to Other Departments	4,426,130	4,337,240	4,372,120	4,472,530
Other Revenue	372,530	367,360	369,530	369,530
Local Improvement Taxes & Requisitions	589,000	600,780	598,610	598,610
Fines and Penalties	245,000	285,000	285,000	285,000
Return on Investments	325,000	325,000	325,000	325,000
Transfers from Reserves	605,000	360,875	389,080	352,315
Market Access Network Revenue Transfer	705,220	705,220	705,220	705,220
Total Revenues	12,441,910	12,669,625	12,635,190	12,727,490
EXPENDITURES - by object code				
Salaries, Wages & Benefits	8,183,150	8,276,600	8,358,250	8,393,234
Services by Other Departments	4,426,130	4,337,240	4,371,810	4,471,900
Materials, Supplies & Operating Costs	5,666,765	5,693,545	5,833,045	5,925,624
*Operating Projects	221,600	135,000	65,000	65,000
Contracted & General Services	2,068,085	2,157,960	2,061,140	2,061,235
Emergency Service Agreements	1,648,030	1,840,490	2,093,060	2,100,710
Debt Principal & Interest Costs	1,373,025	1,373,030	1,373,035	1,373,035
Regional Waste Requisition Expense	589,000	600,780	598,610	598,610
Grants to Other Organizations	288,990	299,645	300,575	300,575
Transfers to Reserves	3,585,870	3,817,905	3,840,760	4,023,615
Total Expenditures	28,050,645	28,532,195	28,895,285	29,313,538
Tax Support	(15,608,735)	(15,862,570)	(16,260,095)	(16,586,048)
<i>Percent Increase (Decrease) from previous year's budget</i>	0.973%	1.626%	2.506%	2.005%
<i>After Growth Percent Increase (Decrease)</i>	0.109%	0.714%	1.608%	1.129%

TOTAL CAPITAL BUDGET
~ by department

Capital Budget

	2021 Approved Budget	2022 Proposed Budget	2023 Planned Budget	2024 Planned Budget	2025 Planned Budget	2026 Planned Budget
REVENUES						
Grants	3,820,000	3,655,000	3,400,000	2,900,000	700,000	2,720,000
Proceeds on Disposal of Retired Equipment	422,000	1,046,000	1,101,000	1,041,000	1,162,000	1,148,000
Debentures/Other Revenue	-	-	-	-	-	-
Transfers from Reserves	2,823,000	3,026,500	4,904,000	5,444,000	2,834,000	2,175,000
Market Access Network Program	2,150,000	2,150,000	2,150,000	2,150,000	2,150,000	2,150,000
Total Revenues	9,215,000	9,877,500	11,555,000	11,535,000	6,846,000	8,193,000
EXPENDITURES - by department						
Agricultural Services	160,000	-	150,000	-	-	150,000
Fleet Services	2,591,000	3,250,000	2,925,000	3,055,000	3,155,000	3,165,000
Public Works	-	-	-	-	-	-
Infrastructure Services	6,070,000	6,300,000	8,370,000	8,420,000	3,500,000	4,870,000
Utilities	-	-	-	-	-	-
Finance & Administration	38,000	127,500	-	-	125,000	-
Information Technology	356,000	200,000	110,000	60,000	66,000	8,000
Total Expenditures	9,215,000	9,877,500	11,555,000	11,535,000	6,846,000	8,193,000
Tax Support	-	-	-	-	-	-



**NATIONAL
POLICE
FEDERATION**

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150 METCALFE STREET, SUITE 2201
OTTAWA ON K2P 1P1

www.npf-fpn.com

December 8, 2021

Reeve Tory Campbell
Reeve of Lethbridge County
100, 905 - 4 Avenue South
Lethbridge, AB
T1J 4E4
Email: tcampbell@lethcounty.ca

Dear Reeve Campbell,

On behalf of the National Police Federation (NPF) I write to you today to share a recent [Pollara Strategic Insights survey](#) completed on the eve of the Government of Alberta's (GoA) release of the Alberta Provincial Police Service (APPS) Transition Study and released last week by the NPF.

Support for the Alberta RCMP has held strong in ongoing surveys over the past year despite the heavy politicization on the issue. Establishing a provincial police force remains a very low priority for Albertans with almost 2/3 saying it "does not help at all" and 70% opposing replacing the RCMP.

The NPF welcomed the long-awaited PricewaterhouseCooper (PwC) Transitional Study as it reconfirmed that not only would Albertans be receiving fewer trained police officers versus the RCMP, but the APPS would cost taxpayers more than \$550 million, representing \$188.3 million a year in lost federal contributions on top of the transition costs of over \$366 million. Albertans would be paying more and getting less, as the proposed APPS policing model would see only 1,613 fully trained officers versus the Alberta RCMP's current 3,097. We all know rural policing is complex and situations can evolve quickly. Alberta needs more fully trained officers, not fewer.

Beyond the numbers, we have heard repeatedly from Albertans and municipalities that they are happy with the services the Alberta RCMP provides and would like to continue having them be a part of their communities. In November, we had the privilege of meeting with municipal elected officials at both the Alberta Municipalities as well as the Rural Municipalities of Alberta tradeshows where we heard firsthand the positive impact RCMP Members have had in your communities and how we can continue to work to improve public safety in the province. We also recently attended the United Conservative Party convention where it was clear that the proposed APPS does not have broad support.

Support for the Alberta RCMP doesn't just come from local politicians, it also comes from Albertans. The Pollara Strategic Insights survey showed that 80% of Albertans in RCMP-served communities remain satisfied with RCMP policing. The GoA should focus on the priorities that matter to Albertans: decreasing rural response times, increasing resources for police, finding solutions to the revolving jailhouse door, and tackling crime in our communities.

We hope you will join us in calling on the GoA to listen to Albertans and invest in the existing Alberta RCMP rather than wasting hundreds of millions of dollars on a transition no-one is asking for. From

January 10th to April 1st, the GoA will be hosting “engagement sessions” throughout the province and we would encourage all elected officials to attend these meetings and speak up for their constituents and communities. We encourage all municipal governments to speak out publicly against this expensive and politized police transition and keep the pressure on the GoA to walk away from this costly proposal.

If you require any additional details on the APPS and what the NPF is doing to support your communities, please visit KeepAlbertaRCMP.ca. If you have any questions or comments or would like to schedule a meeting, please feel free to contact Colin Buschman, Western Government Relations Advisor, at CBuschman@NPF-FPN.com.

The working relationship we have developed with you and city councillors is extremely important to us and we are always happy to meet with you and all communities across Alberta to better understand what Albertans really want and need.

Thank you again for your attention and ongoing support.

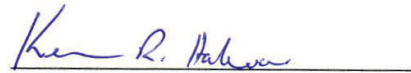
Regards,



Brian Sauvé
President



Michelle Boutin
Vice-President



Kevin R. Halwa
Director, Prairie/North Region



Jeff McGowan
Director, Prairie/North Region

Royal Canadian Mounted Police

Commanding Officer
Alberta



Gendarmerie royale du Canada

Commandant
de l'Alberta

November 12, 2021

Lethbridge County
Reeve Tory Campbell
#100, 905 - 4th Avenue South
Lethbridge, Alberta T1J 4E4

Dear Reeve Campbell:

Congratulations on your recent success in the municipal elections held on October 18, 2021.

Strong relationships and transparency with the local governments and communities we serve are vital in fostering healthy, resilient communities that are safe for all citizens. I look forward working with you and your colleagues as you advance your community's priorities during your term.

Whether re-elected or newly elected, I am certain we share some very similar goals, and you are as eager as I am to support the citizens you serve. Communication and collaboration in our partnership will ensure we meet those shared goals. Please feel free to reach out to your local Detachment Commander or directly to Superintendent Dave Kalist, the Officer in Charge of our Operations Strategy Branch at dave.kalist@rcmp-grc.gc.ca, if you have any questions about how the RCMP serves your community. Additionally, you are always welcome to contact me directly at 780-412-5444. We welcome opportunities to answer questions and have discussions about the safety and security of Albertans.

Once again, congratulations, and we look forward to supporting the community you lead.

Yours truly,


C. M. (Curtis) Zablocki, M.O.M.
Deputy Commissioner
Commanding Officer Alberta RCMP

11140 - 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445



Canada



Coaldale-Lethbridge Growing Project Canadian Food Grains Bank

As this Christmas season approaches, we want to take the opportunity to say a big thank you for your support. We want to thank you for the essential part that you as a supporter of the local food grains project have in helping to feed those who may not be able to do so on their own. You are receiving this as you were an avid supporter of the 2021 Food Grains Project or have supported the project in previous years. This has been a year of significant challenges in our agricultural industry. Unprecedented drought conditions, supply chain issues and challenges associated with Covid 19 continue to add significant stress to the local economy and farming community, but your support has been unwavering.

There are almost 700 million people in the world that experience hunger, nearly 98% live in developing countries and approximately 80% of displaced people live in countries affected by long term hunger. Through your efforts we continue to be able to send financial help from Southern Alberta to countries such as Sudan, Lebanon, Syria, Haiti, or others where there is significant need.

We would like to acknowledge everyone who has supported the project this year with their incredible generosity despite all the challenges. In 2021 we had two project fields. "Thank you" to Phil & Elaine Klassen and Rene Van De Vendel who were willing to rent land to the 2021 Coaldale Lethbridge Community Food Grains Project. "Thank you" to all the farm equipment dealers, fertilizer, chemical & seed suppliers as well as many of our local residents who contributed in various ways. "Thank You" to all local farmers who helped with seeding, spraying, fertilizing, swathing, combining, baling, trucking grain and straw. To all who stepped out and purchased grain and straw as well as those who contributed financially by sponsoring the project through donations. "Thank You". This year we were again able to host a harvest day along with a BBQ in the field which was an incredible success and brought our community together for a common goal. We need to say a big "Thank you" to those who facilitated the Harvest Day BBQ and were willing to pivot quickly as harvest dates were changed due to weather forecasts. Donations at the harvest BBQ were approximately \$22,000. This year again we owe a big "Thank You" to all the local media organizations who continue to inform readers, viewers, or listeners, of the positive results of the local Growing Projects as well as inform all of us about the major humanitarian efforts of the CFBG.

Through your community efforts the Coaldale-Lethbridge Growing Project will be sending a record \$210,000 to the Canadian Food Grains Bank which is significantly higher than any previous year. When matched 4 -1 by the Canadian Government, \$1.05 Million is destined to help meet the needs of many worldwide less fortunate.

The Canadian Food Grains Bank is recognized as [A Charity Intelligence 2021 Top 10 Impact Charity](https://www.charityintelligence.ca/charity-details/620-canadian-foodgrains-bank) in Canada. Please check out the website below for additional information.
<https://www.charityintelligence.ca/charity-details/620-canadian-foodgrains-bank>

Planning has started for the 2022 Food Grains Project. Your continued support is very much appreciated. Please consider a donation to this very worthwhile project.

Wishing you and your family all the best throughout 2022

Coaldale-Lethbridge Community Growing Project Committee

