



## AGENDA

### County Council Meeting

9:00 AM - Thursday, February 20, 2020  
Council Chambers

Page

#### A. CALL TO ORDER - OPENING REMARKS

#### B. PROPOSED AMENDMENTS - CONFIRMATION OF AGENDA

**DELETION - See Item G1. 10:00 a.m.** - Candice Jensen, North & Co. and Maria Zavala, Employee Resources & Safety Advisor Re: Policy 180 - Workplace Violence and Policy 181 - Workplace Harassment

**ADDITION - See Item J3.** - Community Grant Program Policy Options

#### C. CONFIRMATION OF MINUTES

4 - 7

1. **February 7, 2020 Regular County Council Meeting Minutes**  
[February 7 2020 Council Minutes](#)

#### D. UNFINISHED BUSINESS

#### E. NOTICES OF MOTION

#### F. REPORTS

#### G. APPOINTMENTS

8 - 14

1. **DELETION - 10:00 a.m. - Candice Jensen, North & Co. & Maria Zavala, Employee Resources and Safety Advisor Re: Policy 180 - Workplace Violence and Policy 181 - Workplace Harassment**

2. **11:00 a.m. - STARS: Glenda Farnden, Senior Municipal Relations Liaison and Jeff Morris, Provincial Director, Southern Alberta**  
[STARS Presentation Feb 20 2020](#)

15 - 25

3. **11:30 a.m. - Subdivision Applications**

**a. Subdivision Application #2019-0-165 - Grandview Cattle - NE 27-10-21-W4M**

[Subdivision Application #2019-0-165 - Grandview Cattle - NE 27-10-21-W4M - Pdf](#)

26 - 36      **b. Subdivision Application #2019-0-185 - Groenenboom Farms Ltd. - NE1/4 33-9-23-W4M**

[Subdivision Application #2019-0-185 - Groenenboom Farms Ltd. - NE1/4 33-9-23-W4M - Pdf](#)

37 - 38      **c. Application Update - Subdivision #2019-0-170 (Grisnich)- Lot 3 Block 1 Plan 1412687**

[Application Update - Subdivision #2019-0-170 - Grisnich - Pdf](#)

## **H. BYLAWS**

(excluding public hearings)

## **I. MUNICIPAL SERVICES**

## **J. COMMUNITY SERVICES**

39 - 40      1.      **Town of Nobleford - Fire Engine Pump #109 - Repairs**

[Town of Nobleford Fire Engine Pump #109 - Pdf](#)

41 - 93      2.      **Draft Lethbridge County and Village of Barons Intermunicipal Development Plan**

[Draft - Lethbridge County/Village of Barons Intermunicipal Development Plan - Pdf](#)

94 - 99      3.      **ADDITION - Community Grant Program Policy Options**



[Community Grant Program Policy Options - Pdf](#)

## **K. CORPORATE SERVICES**

100 - 101      1.      **Lethbridge County Signing Authorities**

[Lethbridge County Signing Authorities - Pdf](#)

102 - 107      2.      **Lethbridge County Scholarship Policy #182**

[Lethbridge County Scholarship Policy #182 - Pdf](#)

## **L. ADMINISTRATION**

## **M. INVITATIONS**

108 - 111      1.      **University of Lethbridge Agricultural Students' Society - Grow the Future Gala - March 20, 2020 - Coast Hotel and Conference Centre, Lethbridge**

[University of Lethbridge Agricultural Students' Society - Grow the Future Gala - March 20, 2020 - Coast Hotel and Conference Centre, Lethbridge - Pdf](#)

**N. COUNTY COUNCIL UPDATES**

112 - 118

1. **County Council Events Attended - January 2020**  
[County Councillor Events Attended January 2020](#)

**O. CLOSED SESSION**

1. **Town of Picture Butte Pool Funding Request (Section 21(1) - Disclosure Harmful to Intergovernmental Relations)**
2. **Offers to Purchase - NE 27-12-19-W4 (Section 25(1) - Disclosure Harmful to Economic and Other Interests of a Public Body)**
3. **Request from Town of Coalhurst (Section 25(1) - Disclosure Harmful to Economic and Other Interests of a Public Body)**

**P. ADJOURN**



# MINUTES

## County Council Meeting

9:00 AM - Friday, February 7, 2020  
Council Chambers

The County Council of Lethbridge County was called to order on Friday, February 7, 2020, at 9:00 AM, in the Council Chambers, with the following members present:

**PRESENT:** Reeve Lorne Hickey  
Deputy Reeve Steve Campbell  
Councillor Tory Campbell  
Councillor Robert Horvath  
Councillor Ken Benson – Present at 9:12 a.m.  
Councillor Klaas VanderVeen  
Councillor Morris Zeinstra  
Chief Administrative Officer Ann Mitchell  
Director of Community Services Larry Randle  
Infrastructure Manager Devon Thiele  
Manager of Finance & Administration Jennifer Place  
Director of Public Operations Jeremy Wickson  
Executive Assistant Lorraine Megella

### A. CALL TO ORDER - OPENING REMARKS

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

### B. PROPOSED AMENDMENTS - CONFIRMATION OF AGENDA

County Council added the following amendments to the February 7, 2020 Council agenda.

- DELETION (Re-Scheduled for March 5, 2020 Council meeting) - G2. 9:30 a.m. - PUBLIC HEARING - Bylaw 19-046 - D.R.T. Farms - Amendment to the Land Use Bylaw From: Lethbridge Urban Fringe (LUF) To: Grouped Country Residential - Plan 1810943, Block 1, Lot 2 - SE 10-9-21-S4
- ADDITION - M4. Royal Canadian Legion, General Stewart Branch #4 - Annual Flag Day Raising Ceremony - February 15, 2020 - General Stewart Branch, Lethbridge

22-2020 Councillor VanderVeen MOVED that County Council approve the agenda as amended. CARRIED

### C. CONFIRMATION OF MINUTES

#### C.1. Regular County Council Meeting Minutes - January 15, 2020

23-2020 Deputy Reeve S.Campbell MOVED that the January 15, 2020 regular County Council meeting minutes be approved as presented. CARRIED

### D. UNFINISHED BUSINESS



E. **NOTICES OF MOTION**

F. **REPORTS**

F.1. **Planning and Development Department 2019 Annual Report**

24-2020 Councillor MOVED that item F1. Supervisor of Planning & Development 2019  
VanderVeen Annual Report be accepted for information. CARRIED

G. **APPOINTMENTS**

G.1. **9:05 a.m. - Introduction of New Development Officer (Maternity Leave Replacement) - Celina Newberry**

Ms. Hilary Janzen, Supervisor of Planning & Development introduced Celina Newberry, Maternity Leave Replacement for the Development Officer, who will be with the County until February 2021. Reeve and Council welcomed Ms. Newberry to Lethbridge County and wished her much success.

Note: K. Benson present at 9:12 a.m.

G.3. **a) 10:00 am - Subdivision Application #2019-0-170 - Grisnich - Lot 3, Block 1, Plan 1412687 within NW1/4 8-10-21-W4M**

25-2020 Councillor MOVED that S.D. Application #2019-0-170 - Grisnich - Lot 3, Block  
VanderVeen 1, Plan 1412687 within NW 1/4 8-10-21-W4 be postponed until the  
February 20, 2020 Council meeting. CARRIED

**b) Subdivision Application #2019-0-179 Deboer - NW1/4 9-10-23-W4M**

26-2020 Councillor MOVED that S.D. Application #2019-0-179 - Deboer - NW 1/4 9-10-  
Horvath 23-W4 be approved subject to the conditions as discussed during the  
February 7, 2020 Council meeting. CARRIED

**c) Subdivision Approval - Time Extension #2012-0-029 Albion Ridge Colony - SE¼ 19-12-21-W4M**

27-2020 Councillor MOVED that County Council grants a second Time Extension to S.D.  
Zeinstra Application #2012-0-029 - Albion Ridge Colony - SE 1/4 19-12-21-W4  
until July 31, 2020, to allow the applicants time to finalize their  
subdivision approval and enable it to be registered at the Land Titles  
Office. CARRIED

H. **BYLAWS**

(excluding public hearings)

H.1. **Bylaw 20-002 - Dirk Muilwijk - Amendment to the Land Use Bylaw From: Rural Agriculture (RA) To: Business Light Industrial (BLI) - Portion of Plan 0411743, Block 2, Lot 1, of the NE 34-10-23-W4 - First Reading**

28-2020 Councillor MOVED that Bylaw 20-002 be read a first time. CARRIED  
Benson

I. **MUNICIPAL SERVICES**

**J. COMMUNITY SERVICES**

**J.1. Forest and Prairie Protection Act - Mutual Aid Fire Control Agreement**

29-2020 Councillor T.Campbell MOVED that the Mutual Aid Fire Control Agreement with the Ministry of Agriculture and Forestry be renewed and thereafter remain in effect indefinitely, unless otherwise terminated by either party. CARRIED

**J.2. Director of Emergency Management Agreement Renewal**

30-2020 Deputy Reeve S.Campbell MOVED that the Lethbridge County and Town of Coaldale Agreement of Emergency Management Support be renewed from February 1, 2020 to January 31, 2022 at an annual cost of \$40,000.00. CARRIED

**J.3. Trout Unlimited Canada - Request for Support**

31-2020 Councillor VanderVeen MOVED that a \$1,000 donation to the Alberta Conservation Association be provided to support stocking rainbow trout in the McQuillan and McVinnie Reservoirs in Lethbridge County for public recreational angling, to be funded from the Municipal Reserve account. The donation is for 2020 only. CARRIED

**K. CORPORATE SERVICES**

**L. ADMINISTRATION**

**M. INVITATIONS**

**M.1. Community Foundation of Lethbridge and Southwestern Alberta - Friends of the Foundation Dinner - March 19, 2020, Coast Hotel**

32-2020 Councillor VanderVeen MOVED that the Reeve or his designate be authorized to attend the Community Foundation of Lethbridge and Southwestern Alberta's 2020 Friends of the Foundation Dinner on March 19, 2020 at the Coast Hotel and Conference Centre in Lethbridge. CARRIED

**M.2. Rotary Club of Lethbridge East / Lethbridge Exhibition Park Second Annual Agricultural Scholarship Awards Dinner - February 27, 2020 - Lethbridge Exhibition Park**

33-2020 Deputy Reeve S.Campbell MOVED that Lethbridge County purchase a maximum of four tickets for Council to attend the Rotary Club of Lethbridge East / Exhibition Park Second Annual Agricultural Scholarship Awards Dinner on February 27, 2020 at Lethbridge Exhibition Park. CARRIED

**M.3. Coaldale and District Chamber of Commerce 39th Annual Awards and Appreciation Banquet - March 21, 2020 - Coaldale Community Centre**

34-2020 Councillor VanderVeen MOVED that any member of Council wishing to attend the Coaldale and District Chamber of Commerce 39th Annual Awards and Appreciation Banquet scheduled for March 21, 2020 at the Coaldale Community Centre be authorized to do so. CARRIED

**M.4. Royal Canadian Legion, General Stewart Branch #4 - Annual Flag Day Raising Ceremony - February 15, 2020- General Stewart Branch, Lethbridge**

35-2020 Councillor T.Campbell MOVED that the Reeve or his designate be authorized to attend the Royal Canadian Legion Annual Flag Day Raising Ceremony on February 15, 2020 at the General Stewart Branch in Lethbridge at their own expense. CARRIED

N. COUNTY COUNCIL UPDATES

O. CLOSED SESSION

O.1. Policy No. 209 - Community Peace Officer Complaints (Section 24 of the FOIP Act - Advice from Officials)

36-2020      Councillor      MOVED that in accordance with Section 197 of the *Municipal*  
Zeinstra                      *Government Act*, Council move into Closed Meeting in the Council  
Chambers, at 10:50 a.m. to consider the following confidential item  
pursuant to the *Freedom of Information and Protection of Privacy Act*.  
Item O1 – pursuant to Section 24 of the FOIP Act.

**CARRIED UNANIMOUSLY**

Pursuant to Section 197(6) of the *Municipal Government Act*, the following  
members of Administration were in attendance in the Closed Meeting:

- A. Mitchell, CAO (Advice)
- L. Randle, Director of Community Services (Advice)
- J. Wickson, Director of Public Operations (Advice)
- J. Place, Manager of Finance & Administration (Advice)
- D. Thiele, Infrastructure Manager (Advice)
- L. Megella, Executive Assistant (Recording Secretary)

37-2020      Councillor      MOVED that County Council come out of Closed Session at 11:15  
Benson                      a.m. **CARRIED**

38-2020      Councillor      MOVED that a statement indicating complainants must be informed of  
Horvath                      their right to appeal the conclusions of a Peace Officer complaint  
investigation be added to Community Peace Officer Complaints Policy  
No. 209. **CARRIED**

P. ADJOURN

39-2020      Councillor      MOVED the meeting adjourn at 11:16 a.m. **CARRIED**  
Zeinstra

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
CAO



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**SHOCK TRAUMA AIR RESCUE SERVICE FOUNDATION**

January 17, 2020

Reeve Hickey and Council  
Lethbridge County  
Attn: Lorraine Megella, CAO Executive Assistant  
#100, 905 4 Ave South  
Lethbridge AB T1J 4E4

Dear Reeve Hickey and Council,

It was my pleasure to meet you at the Mayors and Reeves meeting on May 3, 2019. I would like the opportunity to share a more in-depth overview of information regarding STARS with your council to keep them well informed.

I would like to request a delegation appointment with the Lethbridge County Council on Thursday, February 20<sup>th</sup> at 1:30pm.

My presentation will include an overview of STARS missions and the latest happenings pertinent to Lethbridge County and area, as well as, your neighboring municipalities. The presentation will also include a funding request, asking Lethbridge County to join rural municipalities across Alberta in a life-saving partnership with STARS.

The STARS presenters will be myself, Glenda Farnden, Senior Municipal Relations Liaison and Jeff Morris, Provincial Director, Southern Alberta.

I look forward to seeing you and your council and appreciate your time and consideration.

Sincerely,

A handwritten signature in cursive script, reading "Glenda Farnden".

Glenda Farnden  
Sr. Municipal Relations Liaison  
STARS Foundation

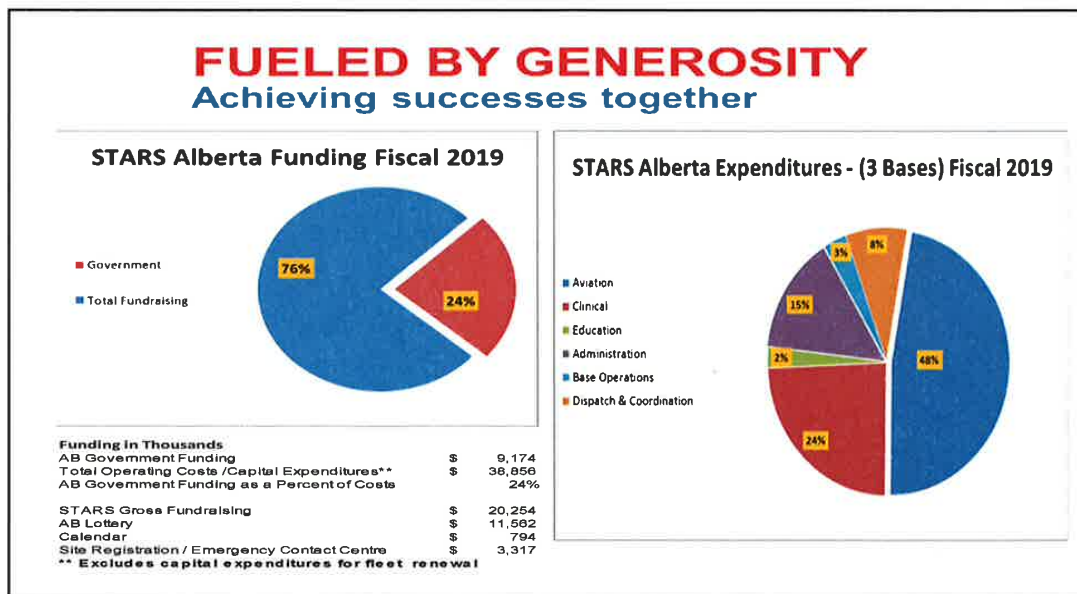
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1441 Aviation Park NE, Box 570, Calgary, AB T2E 8M7 | T: 403-295-1811 F: 403-275-4891

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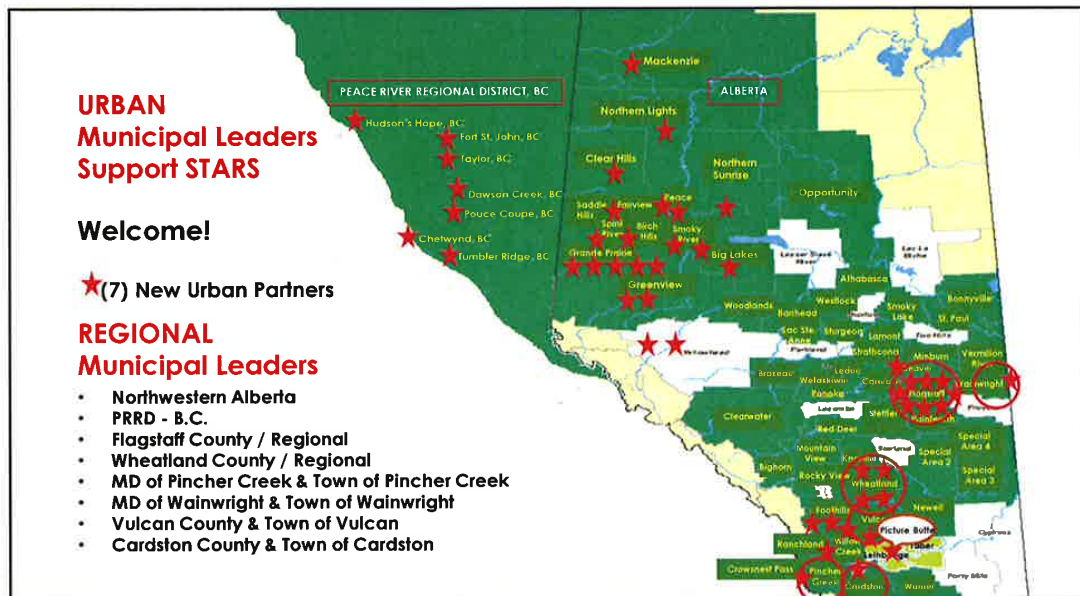


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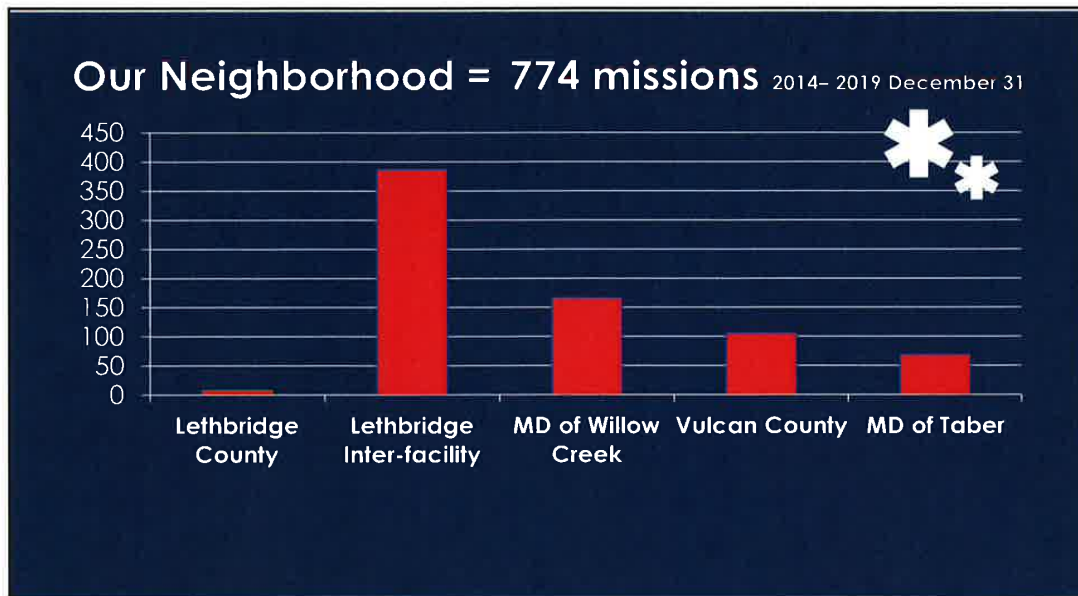
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Lethbridge County @ December 31, 2019	2014	2015	2016	2017	2018	2019	TOTAL
Near Barons scene calls		1				1	2
Near Lethbridge scene calls	1	2			1		4
Near Picture Butte scene calls	1	1					2
<b>TOTAL</b>	<b>2</b>	<b>4</b>			<b>1</b>	<b>1</b>	<b>8</b>

Lethbridge Inter-facility Critical Transfers @ December 31, 2019	2014	2015	2016	2017	2018	2019	TOTAL
<b>TOTAL</b>	<b>67</b>	<b>68</b>	<b>76</b>	<b>59</b>	<b>58</b>	<b>59</b>	<b>387</b>

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## H145 Fleet Renewal Campaign Continues

### \$117M Capital Campaign (helicopters only)

- \$13M Saskatchewan Government
- \$13M Alberta Government
- \$65M Federal Government

### \$35M Capital Campaign Remaining

(includes training - Pool Pilot coverage - tools - ground control)

May 2019 - Delivery of helicopters #1 & #2

July 2019 - Helicopter #1 - operational @ Calgary Base

July 2019 - Helicopter #2 - training (for other bases)

Sept. 25, 2019 - Helicopter #3 arrives in Saskatchewan

2020-2021 - Expect delivery of helicopters #4, #5 and #6

2021-2022 - Expect delivery of helicopters #7, #8 and #9 (upon Capital Campaign completion)



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## Alberta Municipal Initiative

- ✓ Leadership
- ✓ Dedication to your residents
- ✓ Dedication to your municipal neighbors
- ✓ A Commitment to safety
- ✓ Quality of life for all

**Our Request**

Your consideration to join the municipal partnership!

- Per capita contribution of your choice



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# AGENDA ITEM REPORT



**Title:** Subdivision Application #2019-0-165 - Grandview Cattle  
- NE 27-10-21-W4M  
**Meeting:** County Council - 20 Feb 2020  
**Department:** ORRSC  
**Report Author:** Steve Harty

## APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development	Approved - 06 Feb 2020
Larry Randle, Director of Community Services	Approved - 06 Feb 2020
Ann Mitchell, Chief Administrative Officer	Approved - 07 Feb 2020

## STRATEGIC ALIGNMENT:



Prosperous  
Agricultural  
Community



Vibrant and Growing  
Economy



Outstanding Quality  
of Life



Effective Governance  
and Service Delivery



Strong Working  
Relationships

## EXECUTIVE SUMMARY:

The application is to subdivide a 3.80 acre first subdivision out vacant (bareland) parcel from a title of 160.00 acres, for country residential use. The proposal meets the subdivision criteria of the Land Use Bylaw if a parcel size waiver is granted.

## RECOMMENDATION:

That S.D. Application #2019-0-165 be approved subject to the conditions as outlined in the draft resolution.

## PREVIOUS COUNCIL DIRECTION / POLICY:

- The proposal is eligible for subdivision consideration as a first parcel out subdivision as per the policies of Land Use Bylaw No. 1404.
- The yard area is limited to approximately 3.0 acres in size, but by adding the 0.80-acre +/-pan-handle access results in the 3.80 acre size thus requiring a slight waiver of the bylaw 3.0 acre maximum vacant parcel size.
- Site servicing is met: A geotechnical analysis was completed to establish the safe development setback lines to the adjacent coulees. Water is proposed to be from the rural water co-op and sewage treatment is by a on-site septic system with a soils analysis submitted to verify suitability.
- This land is situated within the IDP boundary with the Town of Picture Butte. The land is not located within an IDP growth area, and as a first subdivision from the 1/4-section, the application conforms to the IDP policies.

## BACKGROUND INFORMATION:

The parcel is located north of the Oldman River, approximately 1-mile southeast of the Town of Picture Butte boundary, 1-½-miles south of Highway 519. The proposal is to subdivide a vacant area of land to establish a new residential yard title.

The proposed new yard is situated just to the north of the coulee land. The lot configuration is laid-out in a manner to account for the irrigation pivot system on the remnant agricultural land, and allows for the parcel driveway access to connect to the east municipal road allowance and align with an adjacent existing property access. A pipeline R/W and some of the coulee setback line is included in the proposed 3.8 acre area and is not developable land, so the remainder conforms to the minimum 2.0 acres of developable area required.

With a waiver consideration with respect to the layout and access situation, the proposal otherwise meets the criteria of the County's Land Use Bylaw No. 1404 for a vacant first parcel out subdivision. (see full ORRSC Planner's comments attached)

The application was circulated to the required external agencies and no concerns or objections were expressed regarding the application, and no easements are requested (at time of agenda preparation). The proposal is within the Lethbridge County & Town of Picture Butte IDP boundary – the Town has not provided comment.

#### **ALTERNATIVES:**

Alternatively, could not grant the size waiver request and only approve a 3.0 acre title.

#### **FINANCIAL IMPACT:**

None.

#### **REASON(S) FOR RECOMMENDATION(S):**

With a waiver granted based on the merits of the proposal, the subdivision otherwise meets the provincial Subdivision and Development Regulations, the municipal subdivision policies as stated in the Land Use Bylaw and the adopted IDP.

#### **ATTACHMENTS:**

[5A Lethbridge County 2019-0-165 APPROVAL](#)  
[Subdivision Referral 2019-0-165 - County Version](#)

## RESOLUTION

2019-0-165

**Lethbridge County**

**Country Residential** subdivision of NE1/4 27-10-21-W4M

THAT the Country Residential subdivision of NE1/4 27-10-21-W4M (Certificate of Title No. 081 067 370), to to subdivide a 3.80 acre (1.54 ha) first subdivision out vacant (bareland) parcel 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 a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. That the applicant provides a Plan of Survey prepared by an Alberta Land Surveyor to illustrate the exact dimensions, parcel size and the location of the proposed parcel as approved.
4. That the applicant is responsible for applying to Alberta Culture and Tourism for Historical Resource clearance prior to final endorsement of the subdivision. The approval shall not be endorsed until a copy of the authorization or clearance correspondence from Alberta Culture and Tourism is provided to the satisfaction of the Subdivision Authority.
5. That any easement(s) as required by utility companies or the municipality shall be established.

### REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and with the size waiver granted, otherwise complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulation.
3. The applicant has provided a soils analysis and engineered geotechnical report to support the suitability of the site as proposed.
4. The Subdivision Authority County has waived the maximum 3.0 acre vacant parcel size as it is determined the yard area itself is limited to approximately 3.0 acres in size, but by adding the 0.80-acre +/-pan-handle access area to connect to the developed portion of municipal road results in the 3.80 acre applied for parcel size. It also allows for due consideration for respecting the established development safe setback lines to the adjacent coulees.

### INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(a) of the Municipal Government Act, Reserve is not required.
- (b) The Subdivision Approval Authority of Lethbridge County waived the maximum vacant parcel size requirement in accordance with Section 654(2) of the Municipal Government Act.
- (c) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.

2019-0-165  
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- (d) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Parks, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (e) TELUS Communications Inc. has no objections to the above mentioned circulation.
- (f) Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.

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

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

- (g) ATCO Transmission high pressure pipelines has no objections. Questions or concerns can be forwarded to [hp.circulations@atco.com](mailto:hp.circulations@atco.com).
- (h) Lethbridge Northern Irrigation District – Alan Harrold, General Manager:

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

1. Payment in full of any outstanding irrigation rates that may be assessed on the original parcel at the time of finalization of the subdivision.
2. Payment of the District's subdivision administration fee. The current fee is \$577.50 (includes GST).
3. Any acres assessed as "irrigation acres" which cannot be re-arranged to suitable areas within the original parcel, must be removed from the *Assessment Roll*. Irrigation acres on the residual parcel cannot be reduced to less than 50.0 acres without having to remove all the irrigation acres from the original parcel of land.
4. Since a convenience delivery from the Lateral H9 Pipeline is located within the proposed 3.8 acre subdivision, a water agreement suitable to meet the needs of the proposed subdivision is required for the use of irrigation water. In addition, since the delivery would be from the Lateral H9 Pipeline, a landowner construction contribution would be required at the time of signing a water agreement for this parcel. The current 2019 rate is \$3,150 including GST plus the cost of a water delivery turnout if one is required.
5. Any easements required by the subdivided parcels for access to water from the District's works must be in place for the supply of domestic water, if required.
6. All permanent structures such as buildings with footings, pilings or foundations, septic tanks/ fields, corrals, and silage pits, etc. must meet the minimum set-back distance of 15 meters (50 feet) from the outside boundary of all LNID pipeline right-of-ways and or interests within this parcel.
7. Any alteration to District works required as a result of this subdivision is subject to District approval and payment by the applicant of all applicable costs.

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

- (i) Alberta Transportation – Leah Olsen, Development/Planning Technologist:  
"Reference your file to create a country residential parcel at the above noted location.

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



To that end, the proposal is to create an undeveloped single country residential parcel of land from an unsubdivided quarter section and is to be located at least 300 metres from the right-of-way of a highway. As such, this application is in accordance with Section 14(c) of the Subdivision and Development Regulation, being Alberta Regulation 43/2002, consolidated up to 188/2017 ("the regulation").

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

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

The subject property is not within the noted control lines and given that development setbacks will be maintained by default and all access to the highway is indirect by way of the local road system, in this instance a permit from Alberta Transportation will not be required and development of the country residential parcel could proceed under the direction, control and management of the county. The applicant could contact the undersigned, at Lethbridge 403/381-5426, in this regard.

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

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

Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 5(5)(d) of the regulation, Alberta Transportation agrees to waive the referral distance for this particular subdivision application. As far as Alberta Transportation is concerned an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application."

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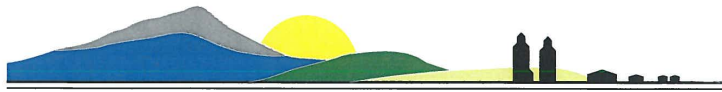
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REEVE

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DATE



OLDMAN RIVER REGIONAL SERVICES COMMISSION

3105 - 16<sup>th</sup> Avenue North  
Lethbridge, Alberta T1H 5E8

Phone: (403) 329-1344  
Toll-Free: 1-844-279-8760  
E-mail: [subdivision@orrsc.com](mailto:subdivision@orrsc.com)  
Website: [www.orrsc.com](http://www.orrsc.com)

## NOTICE OF APPLICATION FOR SUBDIVISION OF LAND

**DATE:** January 22, 2020

**Date of Receipt:** November 19, 2019

**Date of Completeness:** January 14, 2020

**TO: Landowner:** Grandview Cattle Feeders Ltd.

**Agent:** Travis Vander Heyden

**Referral Agencies:** Lethbridge County, Morris Zeinstra, Town of Picture Butte, Holy Spirit RC School Division, Palliser School Division, AltaLink, FortisAlberta, TELUS, ATCO Gas, ATCO Pipelines, AB Health Services - Lethbridge, Lethbridge Northern Irrigation District (LNID), AB Environment & Parks - K. Murphy, AB Transportation, Historical Resources Administrator, AER, Lethbridge North County Potable Water Co-op (LNCPWC)

**Adjacent Landowners:** Notified Via Sunny South News

**Planning Advisor:** Steve Harty *SH*

The Oldman River Regional Services Commission (ORRSC) is in receipt of the following subdivision application which is being processed on behalf of the Lethbridge County. This letter serves as the formal notice that the submitted application has been determined to be complete for the purpose of processing.

In accordance with the Subdivision and Development Regulation, if you wish to make comments respecting the proposed subdivision, please submit them via email or mail no later than **February 10, 2020**. (Please quote our File No. **2019-0-165** in any correspondence with this office).

**File No:** 2019-0-165

**Legal Description:** NE1/4 27-10-21-W4M

**Municipality:** Lethbridge County

**Land Designation:** Rural Agriculture – RA  
(Zoning)

**Existing Use:** Agricultural

**Proposed Use:** Country Residential

**# of Lots Created:** 1

**Certificate of Title:** 081 067 370

**Proposal:** To to subdivide a 3.80 acre (1.54 ha) first subdivision out vacant (bareland) parcel from a title of 160.00 acres (64.75 ha) for country residential use.



**Planner's Preliminary Comments:**

The purpose of this application is to subdivide a 3.80 acre (1.54 ha) first subdivision out vacant (bareland) parcel from a title of 160.00 acres (64.75 ha) for country residential use. The parcel is located immediately north of the Oldman River, approximately 1-mile southeast of the Town of Picture Butte boundary, 1-½-miles south of Highway 519.

The proposal is to accommodate the subdivision of a vacant area of land to establish a new residential yard title in the very east portion of the quarter-section adjacent to the County road allowance. The proposed yard area would be situated just to the north of the coulee land that descends into the Oldman River valley to the south. The proposed parcel and property lines are designed in such a manner to account for the irrigation pivot system on the remnant agricultural land and to be able to take advantage of the unrestricted views to the south and west. Additionally, the configuration allows for the parcel access to align with an adjacent property access to the east and provide the landowner's private access. Legal and physical access is provided from the east municipal road allowance. A geotechnical investigative report was also completed to establish the safe development setback lines to the adjacent coulee land. Water is proposed to be provided by the rural water co-op and sewage treatment is treated by an individual on-site septic system. A soils analysis was submitted to verify suitability for an on-site private sewage system on the proposed parcel being subdivided.

There are no abandoned wells or confined feeding operations (CFO) located in proximity of this proposal where the required minimum distance separation would be infringed upon.

This land is situated within the IDP boundary with the Town of Picture Butte and any comments/concerns by the town must also be taken into consideration. This land is not located within an IDP growth area, and as this is the first subdivision from the quarter-section, the application conforms to any applicable policies in the IDP.

The quarter-section contains coulee land on the north side of the Oldman River valley, it is identified by the provincial data to potentially contain historical resources of a HRV 4 and HRV 5 value. In respect of this, the applicant will be responsible for meeting any conditions of the Director of Historical Resources Administrator, including the preparation of a Historic Resources Impact Assessment, at their expense, if required. If instructed to provide a Historic Resources Impact Assessment, the applicant is responsible for submitting the assessment to the Administrator and subsequently filing clearance correspondence to the Subdivision Authority once obtained.

The yard area itself is limited to approximately 3.0 acres in size, and by adding the 0.80-acre +/- pan-handle access area results in the 3.80 acre applied for parcel size. The residual agricultural title at 156.20-acres exceeds the required 140.0-acre agricultural parcel size of the bylaw. With a consideration for a 3.0 acre vacant parcel size waiver due to the access road, this proposal otherwise meets the criteria of the Lethbridge County Land Use Bylaw. The Subdivision Authority is hereby requested to take the following conditions into consideration for an approval:

- Any outstanding property taxes shall be paid to Lethbridge County.
- The applicant or owner or both enter into a Development Agreement with Lethbridge County.
- That the applicant provides a plan prepared by a Surveyor to illustrate the exact dimensions, parcel size and the location of the proposed parcel as approved.

- That the applicant is responsible for meeting any conditions of the Director of Historical Resources Administrator, including the preparation of a Historic Resources Impact Assessment, at their expense, if required. The applicant is also responsible for applying to Alberta Culture and Tourism for Historical Resource clearance prior to final endorsement of the subdivision. The approval shall not be endorsed until a copy of the authorization or clearance correspondence from Alberta Culture and Tourism is provided to the satisfaction of the Subdivision Authority.
- That any easement(s) as required by utility companies or the municipality shall be established.
- Consideration of any comments from the Town of Picture Butte.
- Consideration of referral agencies comments and any requirements.

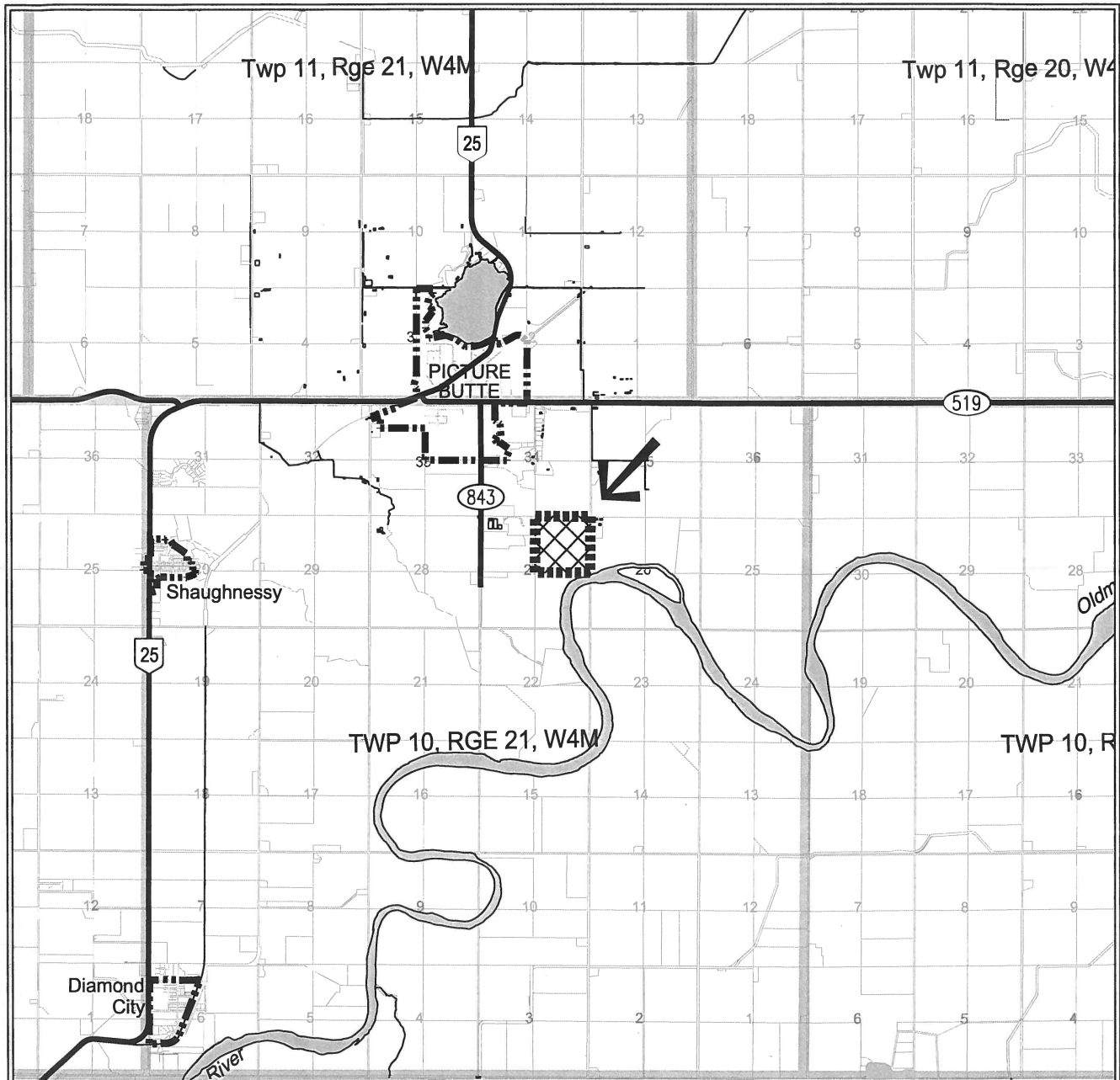
**RESERVE:**

The payment of Municipal Reserve is not applicable on the parcel pursuant to Section 663(a) of the MGA.

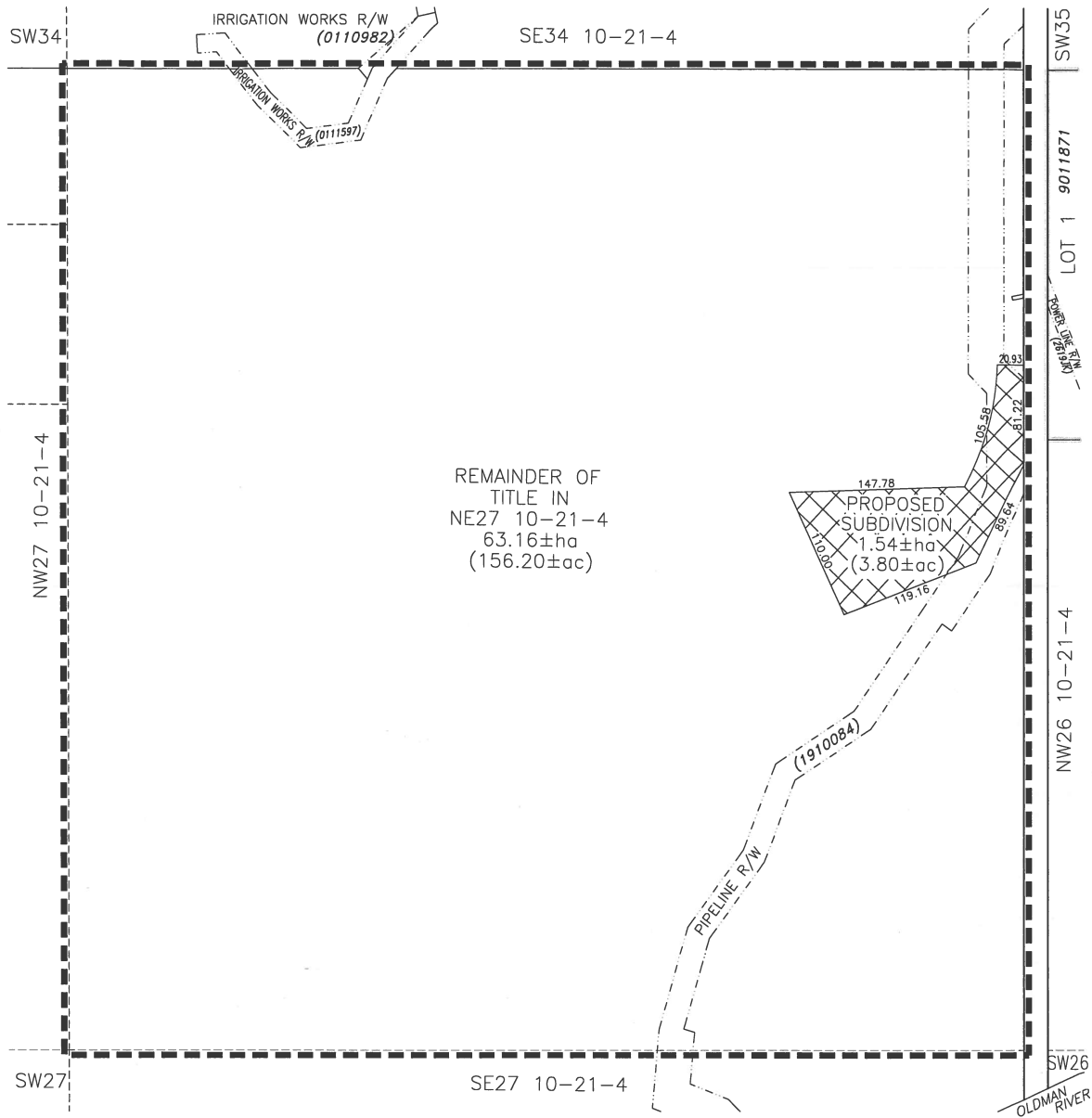
No further comment pending a site inspection.

**If you wish to make a presentation at the subdivision authority meeting, please notify the Lethbridge County Municipal Administrator as soon as possible.**

**Submissions received become part of the subdivision file which is available to the applicant and will be considered by the subdivision authority at a public meeting.**

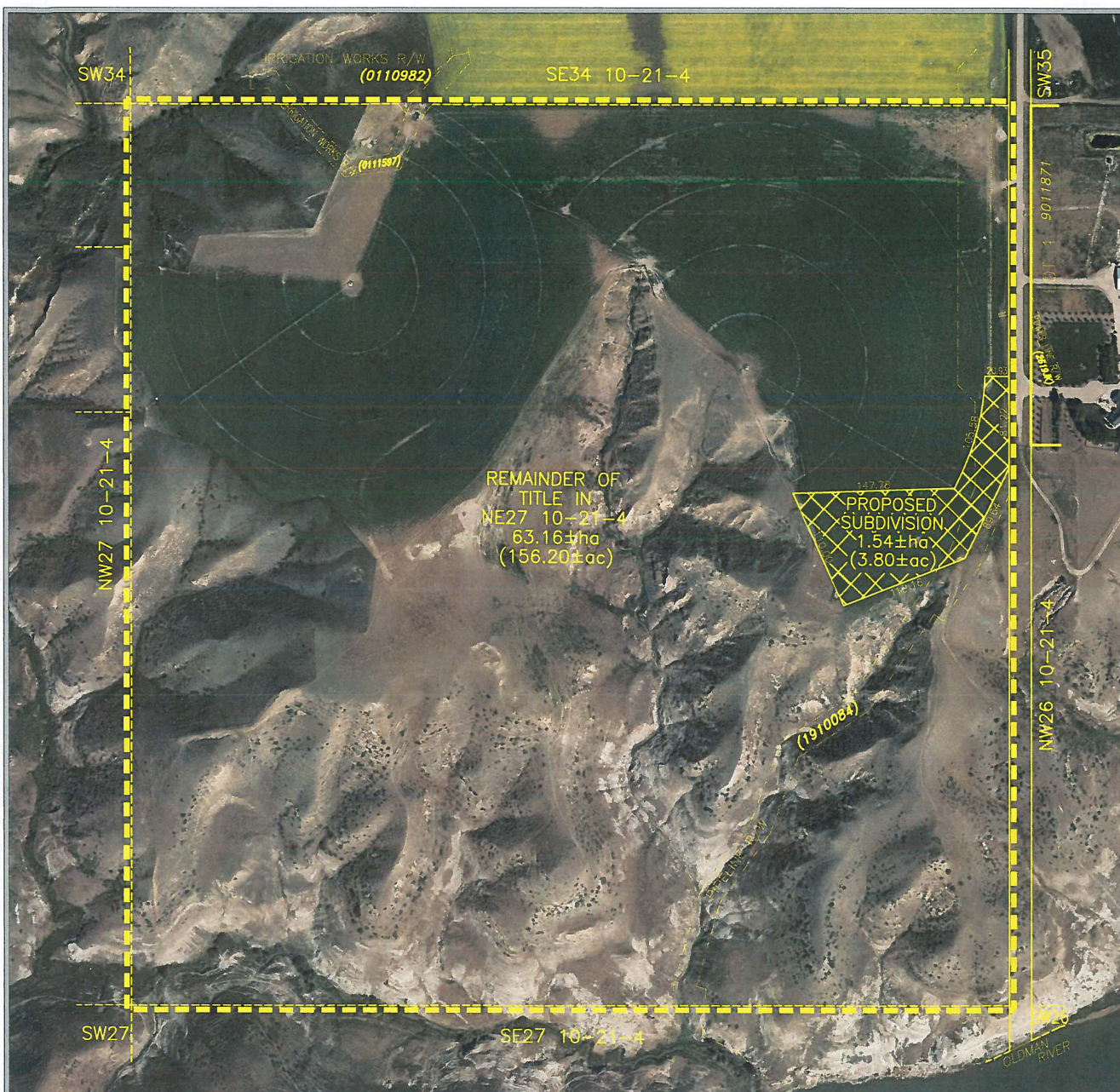


**SUBDIVISION LOCATION SKETCH**  
**NE 1/4 SEC 27, TWP 10, RGE 21, W 4 M**  
**MUNICIPALITY: LETHBRIDGE COUNTY**  
**DATE: JANUARY 16, 2020**  
**FILE No: 2019-0-165**



**SUBDIVISION SKETCH**  
**NE 1/4 SEC 27, TWP 10, RGE 21, W 4 M**  
**MUNICIPALITY: LETHBRIDGE COUNTY**  
**DATE: JANUARY 16, 2020**  
**FILE No: 2019-0-165**





**SUBDIVISION SKETCH**  
**NE 1/4 SEC 27, TWP 10, RGE 21, W 4 M**  
**MUNICIPALITY: LETHBRIDGE COUNTY**  
**DATE: JANUARY 16, 2020**  
**FILE No: 2019-0-165**



**AERIAL PHOTO DATE: 2015**

# AGENDA ITEM REPORT



**Title:** Subdivision Application #2019-0-185 - Groenenboom Farms Ltd.  
- NE1/4 33-9-23-W4M

**Meeting:** County Council - 20 Feb 2020

**Department:** ORRSC

**Report Author:** Steve Harty

## APPROVAL(S):

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

Approved - 06 Feb 2020  
Approved - 06 Feb 2020  
Approved - 11 Feb 2020

## STRATEGIC ALIGNMENT:



Prosperous  
Agricultural  
Community



Vibrant and Growing  
Economy



Outstanding Quality  
of Life



Effective Governance  
and Service Delivery



Strong Working  
Relationships

## EXECUTIVE SUMMARY:

The application is to create a 3.00 acre vacant parcel from a cut-off/fragmented quarter-section title comprised of 73.00 acres, for country residential use. The proposal meets the subdivision criteria of the Land Use Bylaw.

## RECOMMENDATION:

That S.D. Application #2019-0-185 be approved subject to the conditions as outlined in the draft resolution.

## PREVIOUS COUNCIL DIRECTION / POLICY:

- The proposal is eligible for subdivision consideration as a vacant parcel subdivision as per the policies of Land Use Bylaw No. 1404.
- The proposed 3.00 acre sized yard title complies with Lethbridge County's Land Use Bylaw No. 1404 parcel size requirements.
- The application conforms to the criteria of the County's Land Use Bylaw regarding a subdivision from a cut-off/fragmented quarter-section title of land.
- Site servicing is met: Water is to be provided by the North County rural water co-op and sewage treatment is proposed by a private on-site septic system. A soils analysis was submitted to verify suitability along with a geotechnical analysis to establish the safe development setback lines to the river valley coulee land.

## BACKGROUND INFORMATION:

The land is located approximately 4½-miles northwest of the Town of Coalhurst, immediately north of the Oldman River and within a ¼-mile south of Highway 3. The subdivision is to create a new 3.00-acre bareland title in the very northeast corner for a residential yard.

The land is presently pasture grassland, and the parcel and building site will be situated on the flat uplands (plateau). The new yard is proposed at the northeast location to be safely setback from the adjacent south river valley coulee land and to enable direct access to the developed portion of the road allowance. The adjacent east municipal road is only partially constructed and the developed road portion dead-ends at the corner of this parcel.

The proposal meets the criteria of the County's Land Use Bylaw No. 1404 for a vacant first parcel out subdivision. (see full ORRSC Planner's comments attached)

The application was circulated to the required external agencies and no concerns or objections were expressed regarding the application, but Fortis Alberta requested an easement. Alberta Transportation (AT) has no objections and has granted an approval.

**ALTERNATIVES:**

None - the application fully complies with the bylaw and subdivision criteria.

**FINANCIAL IMPACT:**

None.

**REASON(S) FOR RECOMMENDATION(S):**

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

**ATTACHMENTS:**

[5A Lethbridge County 2019-0-185 APPROVAL](#)  
[Subdivision Referral 2019-0-185 - County Version](#)

## RESOLUTION

2019-0-185

**Lethbridge County**

**Country Residential** subdivision of NE1/4 33-9-23-W4M

THAT the Country Residential subdivision of NE1/4 33-9-23-W4M (Certificate of Title No. 171 080 414 +8), to create a 3.00 acre (1.21 ha) vacant parcel from a cut-off/fragmented quarter-section title comprised of 73.00 acres (29.54 ha) for country residential use; BE APPROVED subject to the following:

**RESERVE:** The 10% reserve requirement, pursuant to Sections 666 and 667 of the Municipal Government Act, be provided as money in place of land on the 3.00 acres at the market value of \$5,000 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 a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. That the applicant provides a Plan of Survey prepared by a certified Alberta Land Surveyor to illustrate the exact dimensions, parcel size and the location of the proposed parcel as approved.
4. That the easement(s) as required by Fortis Alberta shall be established prior to final endorsement.
5. That the applicant is responsible for applying to Alberta Culture and Tourism for Historical Resource clearance prior to final endorsement of the subdivision. The approval shall not be endorsed until a copy of the authorization or clearance correspondence from Alberta Culture and Tourism is provided to the satisfaction of the Subdivision Authority.

### REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that with the engineering information provided, the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulation.
3. The Subdivision Authority is satisfied with the geotechnical study to establish safe development setback lines and the professional soils analysis for private on-site septic treatment to verify suitability.
4. This proposal conforms to the criteria of the County of Lethbridge' Land Use Bylaw regarding a subdivision from a cut-off/fragmented quarter-section title of land.

### INFORMATIVE:

- (a) It is noted that the parent quarter-section is split by the Oldman River and the land on the south-side is located within an adjacent rural municipality (the MD of Willow Creek).
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.

2019-0-185  
Page 1 of 3



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

(d) TELUS Communications Inc. has no objections to the above mentioned circulation.

(e) Easements are required for this development. FortisAlberta will contact the developer to initiate the process of securing an easement for the proposed subdivision. FortisAlberta is requesting that the Lethbridge County defer its subdivision approval until such time as this easement process is complete and the developer has entered into an appropriate easement agreement with FortisAlberta and the easement has been properly registered with Land Titles (Alberta). FortisAlberta will notify once these steps have been completed and confirm to you that FortisAlberta no longer has any concerns with 's approval of this subdivision.

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

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

(f) ATCO Gas has no objection to the proposed.

(g) ATCO Transmission high pressure pipelines has no objections. Questions or concerns can be forwarded to [hp.circulations@atco.com](mailto:hp.circulations@atco.com).

(h) Alberta Health Services – Gail Williamson, Executive Officer:

"In response to your subdivision referral, we have reviewed the information provided. We wish to provide the following comments:

- We do not foresee a Public Health Nuisance being created as a result of the above noted subdivision provided that the applicant complies with all pertinent regulations, by-laws and standards.

If you require further clarification please contact me at the Community Health Center in Lethbridge at 403-388-6689."

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

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

1. A water agreement suitable to meet the needs of the proposed subdivision may be required if the proposed new subdivision requires the use of irrigation water. In addition, since the delivery would be from the Lateral B6 Pipeline, a landowner construction contribution would be required at the time of signing a water agreement for this parcel. The current 2019 rate is \$3,150 including GST plus the cost of a water delivery turnout if one is required.
2. Any easements required by the subdivided parcels for access to water from the District's works must be in place for the supply of domestic water, if required.
3. Any alteration to District works required as a result of this subdivision is subject to District approval and payment by the applicant of all applicable costs.

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

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

“Reference your file to create a country residential parcel at the above noted location.

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

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

To that end, the parcel to be created and remnant land will be well removed from Highway 3 with indirect access to the highway being gained solely by way of the country’s road system. As such, strictly from Alberta Transportation’s point of view, we do not anticipate that the creation of the parcel for country residential as proposed would have any appreciable impact on the highway.

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

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

The subject property is within the noted control lines and as such any development would require the benefit of a permit from Alberta Transportation. To ensure that any future highway expansion plans are not unduly compromised, minimum setbacks would be identified and invoked as condition of approval such that an adequate buffer would be maintained alongside the highway and any other highway related issues could be appropriately addressed. The applicant could contact Alberta Transportation through the undersigned, at Lethbridge 403/381-5426, in this regard.

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

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

Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 5(5)(d) of the regulation, Alberta Transportation agrees to waive the referral distance for this particular subdivision application. As far as Alberta Transportation is concerned, an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application.”

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MOVER

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REEVE

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DATE



OLDMAN RIVER REGIONAL SERVICES COMMISSION

3105 - 16<sup>th</sup> Avenue North  
Lethbridge, Alberta T1H 5E8

Phone: (403) 329-1344  
Toll-Free: 1-844-279-8760  
E-mail: [subdivision@orrrsc.com](mailto:subdivision@orrrsc.com)  
Website: [www.orrrsc.com](http://www.orrrsc.com)

## NOTICE OF APPLICATION FOR SUBDIVISION OF LAND

**DATE:** January 22, 2020

**Date of Receipt:** December 23, 2019

**Date of Completeness:** December 23, 2019

**TO: Landowner:** Groenenboom Farms Ltd.

**Agent or Surveyor:** Zachary J. Prosper, A.L.S.

**Referral Agencies:** Lethbridge County, MD of Willow Creek No. 26, Mike Burla - ORRSC, Holy Spirit RC School Division, Palliser School Division, AltaLink, FortisAlberta, TELUS, ATCO Gas, ATCO Pipelines, AB Health Services - Lethbridge, Lethbridge Northern Irrigation District (LNID), AB Environment & Parks - K. Murphy, AB Environment & Parks - M. Armstrong, AB Environment Operations Infrastructure Branch (OIB), AB Water Boundaries, AB Transportation, Historical Resources Administrator, AER, Lethbridge North County Potable Water Co-op (LNCPCW)

**Adjacent Landowners:** Notified Via Ad in Sunny South News

**Planning Advisor:** Steve Harty *SH*

The Oldman River Regional Services Commission (ORRSC) is in receipt of the following subdivision application which is being processed on behalf of the Lethbridge County. This letter serves as the formal notice that the submitted application has been determined to be complete for the purpose of processing.

In accordance with the Subdivision and Development Regulation, if you wish to make comments respecting the proposed subdivision, please submit them via email or mail no later than **February 10, 2020**. (Please quote our File No. **2019-0-185** in any correspondence with this office).

**File No:** 2019-0-185

**Legal Description:** NE1/4 33-9-23-W4M

**Municipality:** Lethbridge County

**Land Designation:** Rural Agriculture – RA  
(Zoning)

**Existing Use:** Agricultural

**Proposed Use:** Country Residential

**# of Lots Created:** 1

**Certificate of Title:** 171 080 414 +8

**Proposal:** To create a 3.00 acre (1.21 ha) vacant parcel from a cut-off / fragmented quarter-section title comprised of 73.00 acres (29.54 ha) for country residential use.

**Planner's Preliminary Comments:**

The purpose of this application is to create a 3.00 acre (1.21 ha) vacant parcel from a cut-off/fragmented quarter-section title comprised of 73.00 acres (29.54 ha) for country residential use. The parcel is located approximately 4½-miles northwest of the Town of Coalhurst, immediately north of the Oldman River and within a ¼-mile south of Highway 3.

The proposal is to accommodate the subdivision of a new 3.00-acre bareland title in the very northeast corner to accommodate a residential yard. The new yard is proposed at the northeast location to allow it to obtain access from the developed portion of the County road allowance and to be safely setback from the adjacent south coulee river valley land. It is noted that the adjacent east municipal road is only partially constructed and the developed road portion dead-ends at the corner of this parcel. The land is presently pasture grassland, and the parcel and building site area will be located on the flat uplands (plateau). The applicant has provided a geotechnical study by a qualified engineer to establish the recommended safe setback lines for development. Additionally, a professional soils analysis to verify suitability for private on-site septic treatment was also submitted with favorable results. The applicants are proposing to connect to the North County rural water co-op line in the vicinity as the source of water for the subdivision.

There are no abandoned wells or confined feeding operations (CFO) located in proximity of this proposal where the required minimum distance separation would be infringed upon.

The parent quarter-section is split by the Oldman River and the land on the south-side is located within the MD of Willow Creek. The subject parent title contains coulee land and is identified by the provincial data to potentially contain historical resources of a HRV 5 value. The applicant will be responsible for meeting any conditions of the Director of Historical Resources Administrator, including obtaining any required Historical Resource Act approval.

The proposed 3.0 acre sized yard title complies with County of Lethbridge' Land Use Bylaw parcel size requirements. This proposal conforms to the criteria of the County of Lethbridge' Land Use Bylaw regarding a subdivision from a cut-off/fragmented quarter-section title of land. The Subdivision Authority is hereby requested to take the following conditions into consideration for an approval:

- Any outstanding property taxes shall be paid to Lethbridge County.
- The applicant or owner or both enter into a Development Agreement with Lethbridge County.
- That the applicant provides a plan of survey prepared by a certified Alberta Land Surveyor to illustrate the exact dimensions, parcel size and the location of the proposed parcel as approved.
- That any easement(s) as required by utility companies or the municipality shall be established.
- That the comments and any conditions of Alberta Transportation shall be met.
- That the applicant is responsible for applying to Alberta Culture and Tourism for Historical Resource clearance prior to final endorsement of the subdivision. The approval shall not be endorsed until a copy of the authorization or clearance correspondence from Alberta Culture and Tourism is provided to the satisfaction of the Subdivision Authority.
- Consideration of referral agencies comments and any requirements.

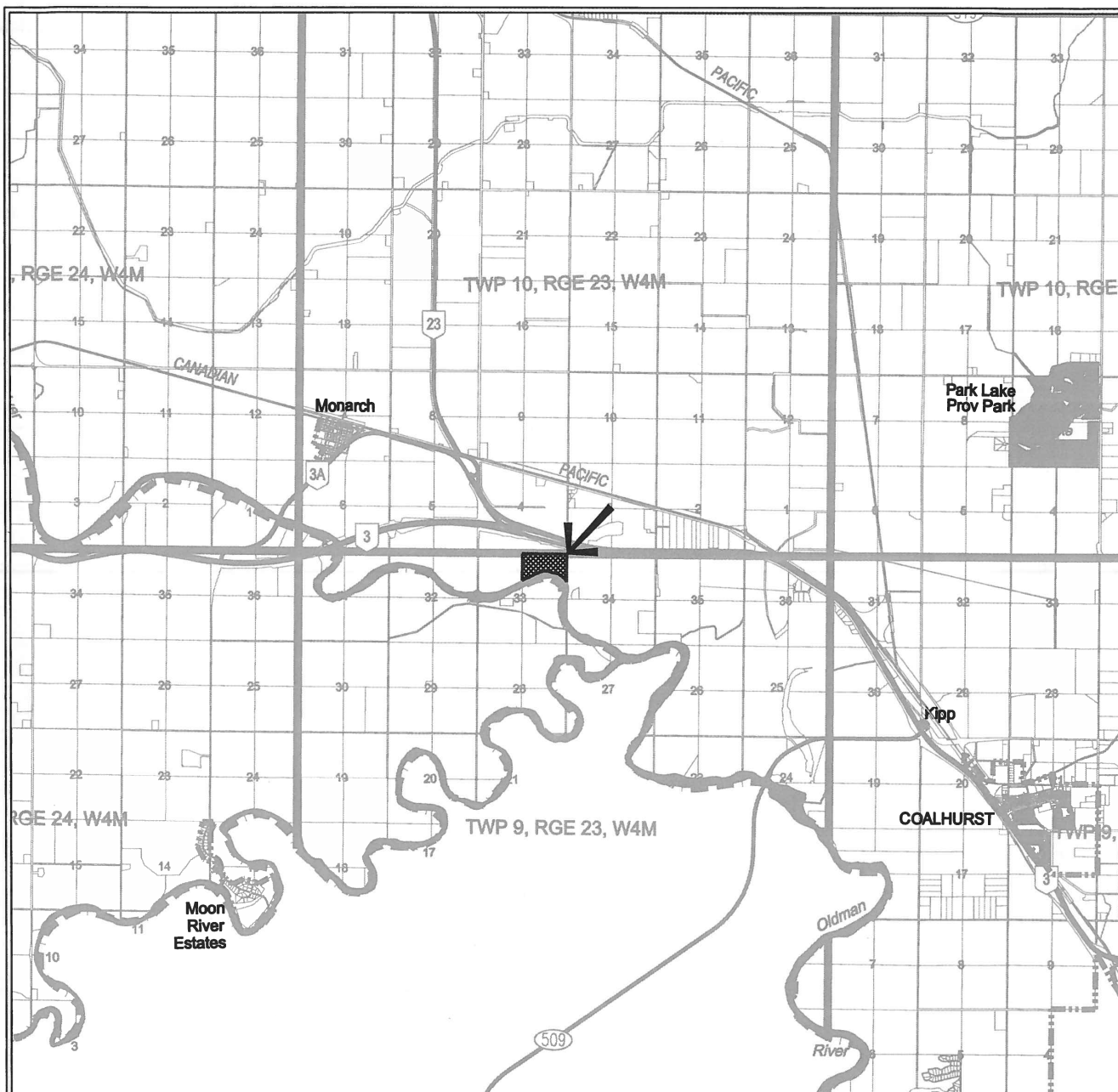
**RESERVE:**

The payment of Municipal Reserve is applicable on the parcel pursuant to Section 663 of the MGA and shall be provided as cash-in-lieu.

No further comment pending a site inspection.

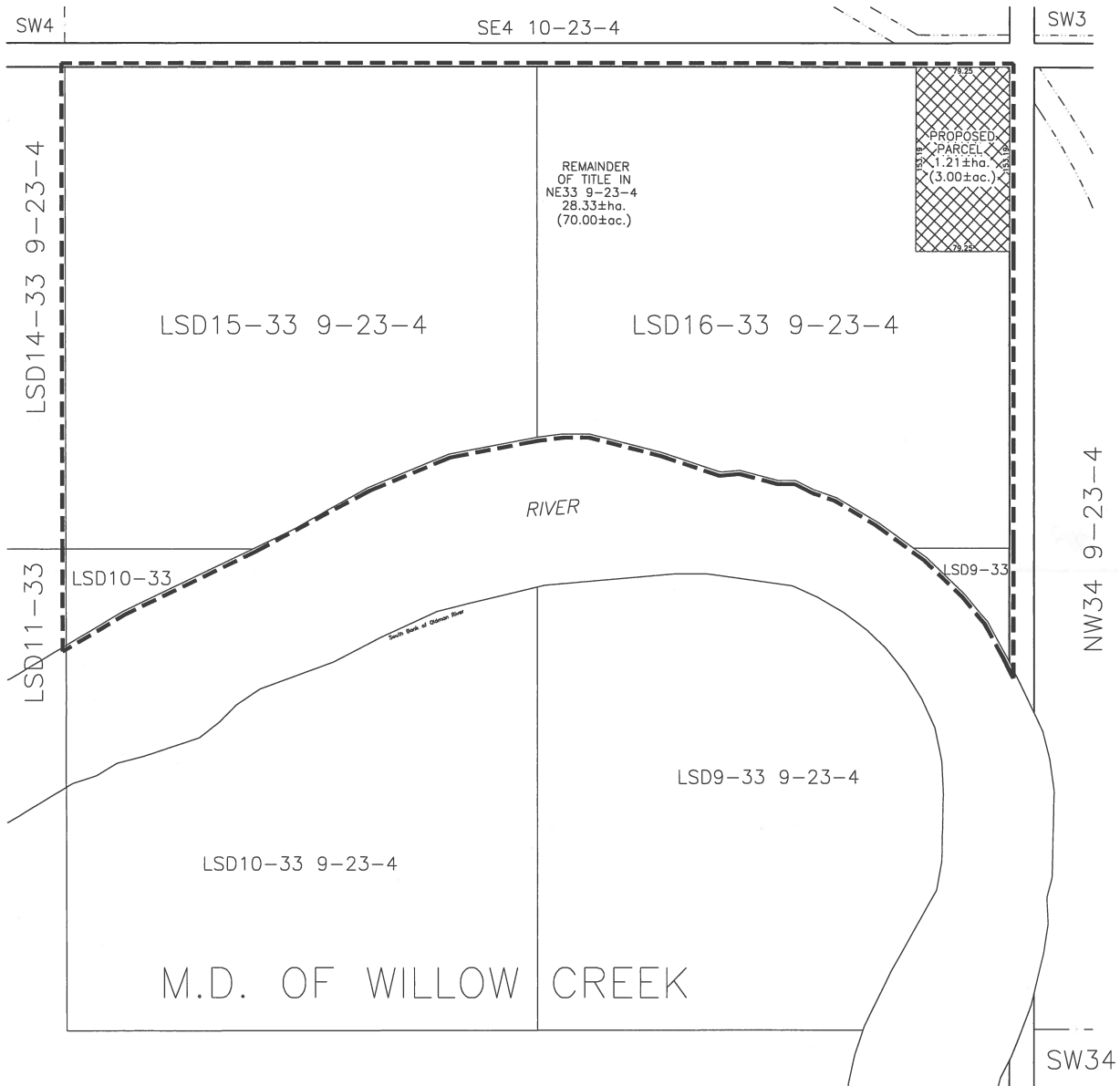
**If you wish to make a presentation at the subdivision authority meeting, please notify the Lethbridge County Municipal Administrator as soon as possible.**

**Submissions received become part of the subdivision file which is available to the applicant and will be considered by the subdivision authority at a public meeting.**



SUBDIVISION LOCATION SKETCH  
 WITHIN NE 1/4 SEC 33, TWP 9, RGE 23, W 4 M  
 MUNICIPALITY: LETHBRIDGE COUNTY  
 DATE: JANUARY 8, 2019  
 FILE No: 2019-0-185

MAP PREPARED BY:  
 OLDMAN RIVER REGIONAL SERVICES COMMISSION  
 3105 9th Avenue North, Lethbridge, AB T1Y 1B8  
 NOT RESPONSIBLE FOR ANYTHING ON COUNTRY



**SUBDIVISION SKETCH**  
**WITHIN NE 1/4 SEC 33, TWP 9, RGE 23, W 4 M**  
**MUNICIPALITY: LETHBRIDGE COUNTY**  
**DATE: JANUARY 8, 2019**  
**FILE No: 2019-0-185**





**SUBDIVISION SKETCH**  
**WITHIN NE 1/4 SEC 33, TWP 9, RGE 23, W 4 M**  
**MUNICIPALITY: LETHBRIDGE COUNTY**  
**DATE: JANUARY 8, 2019**  
**FILE No: 2019-0-185**



Page 11 of 11

**AERIAL PHOTO DATE: 2015**



# AGENDA ITEM REPORT



**Title:** Application Update - Subdivision 2019-0-170 (Grisnich)- Lot 3 Block 1 Plan 1412687  
**Meeting:** County Council - 20 Feb 2020  
**Department:** Community Services  
**Report Author:** Hilary Janzen

## APPROVAL(S):

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

Approved - 11 Feb 2020  
Approved - 11 Feb 2020

## STRATEGIC ALIGNMENT:



Prosperous  
Agricultural  
Community



Vibrant and Growing  
Economy



Outstanding Quality  
of Life



Effective Governance  
and Service Delivery



Strong Working  
Relationships

## EXECUTIVE SUMMARY:

To provide County Council with an update with regards to subdivision 2019-0-170.

## RECOMMENDATION:

No action is required. This report is for information purposes only.

## PREVIOUS COUNCIL DIRECTION / POLICY:

On February 7, 2020 County Council postponed Subdivision 2019-0-170 until the February 20, 2020 Council Meeting.

## BACKGROUND INFORMATION:

An application to re-subdivide (resplit) a title of 13.62 acres into two titles was received for County Council consideration. The proposed subdivision does not meet the County's subdivision criteria, which states that where 3 or more parcels are being created for Country Residential use that they need to be re-designated to the Grouped Country Residential land use district prior to subdivision. At the February 7, 2020 meeting County Council acting as the Subdivision Authority requested that the applicant meet with County Administration and ORRSC staff to discuss what would be required to bring the application into compliance with the County's subdivision criteria.

County Administration and ORRSC staff met with Mr. and Mrs. Grisnich on February 10, 2020 to discuss the application. It was agreed that they would apply to re-designate the parcel to Grouped Country Residential (GCR) and provide a concept plan to support their application. The applicant also signed a time extension for the subdivision to allow time for the re-designation process.

It is anticipated that they will submit an application to re-designate the property to Grouped Country Residential shortly which will be brought forward to for County Council's consideration later this spring.

**ALTERNATIVES:**

Not applicable

**FINANCIAL IMPACT:**

None at this time.

**REASON(S) FOR RECOMMENDATION(S):**

No action is required at this time.

# AGENDA ITEM REPORT



**Title:** Fire Engine Pump Repairs  
**Meeting:** County Council - 20 Feb 2020  
**Department:** Community Services  
**Report Author:** Larry Randle

## APPROVAL(S):

Ann Mitchell, Chief Administrative Officer

Approved - 07 Feb 2020

## STRATEGIC ALIGNMENT:



Prosperous  
Agricultural  
Community



Vibrant and Growing  
Economy



Outstanding Quality  
of Life



Effective Governance  
and Service Delivery



Strong Working  
Relationships

## EXECUTIVE SUMMARY:

Nobleford's Fire Engine 109 is owned equally by the County and the Town, though it is used primarily in the County. Unfortunately, the water pump on the engine is in need of being rebuilt at an estimated cost of \$23,000.00. Pump repair is considered an operational matter and the County's share of the repair is therefore 70% of the cost, approximately \$16,100.00.

## RECOMMENDATION:

That up to \$18,000.00 be withdrawn from the Emergency Services Contingency Reserve for the repair of the pump on Nobleford's Fire Engine 109.

## PREVIOUS COUNCIL DIRECTION / POLICY:

Council has contributed previously to other fire service providers when unexpected major emergency repairs to essential fire fighting equipment has been required. The County is committed to 70% of the annual operational costs for the Nobleford Fire Department through the Fire and Rescue Services agreement.

## BACKGROUND INFORMATION:

In 2017 the pump on Engine 109 had a weak pump test and in 2018 it failed a pump test but still had sufficient operating capacity. In 2019 another pump test revealed even further reduced pressure and significant leaking. The pump needs to be rebuilt in order to remain safe and functional. Nobleford estimates that 95% of Engine 109's responses are in Lethbridge County.

## ALTERNATIVES:

There are no other feasible, cost-effective alternatives to contributing the County's share for this essential repair.

**FINANCIAL IMPACT:**

The Emergency Services Contingency Reserve currently has a balance of \$679,000.00. As a major repair to a fire engine pump is considered an operational cost, the County's contribution under the Fire and Rescue Services agreement with the Town of Nobleford is 70%. The estimated cost of the repair is \$23,000.00 which means the County's cost will be approximately \$16,100.00.

**REASON(S) FOR RECOMMENDATION(S):**

In accordance with the County's Strategic Plan, the County is committed to providing an outstanding quality of life, delivering services effectively and building and maintaining strong working relationship in the region. Contributing to the repair of the pump helps to maintain public safety in Lethbridge County.

# AGENDA ITEM REPORT



**Title:** Draft Lethbridge County - Village of Barons Intermunicipal Development Plan  
**Meeting:** County Council - 20 Feb 2020  
**Department:** Community Services  
**Report Author:** Hilary Janzen

## APPROVAL(S):

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

Approved - 06 Feb 2020  
Approved - 07 Feb 2020

## STRATEGIC ALIGNMENT:



Prosperous  
Agricultural  
Community



Vibrant and Growing  
Economy



Outstanding Quality  
of Life



Effective Governance  
and Service Delivery



Strong Working  
Relationships

## EXECUTIVE SUMMARY:

A draft of the Lethbridge County / Village of Barons Intermunicipal Development Plan (IDP) has been completed. County Administration is presenting the draft IDP prior to proceeding with Public Consultation.

## RECOMMENDATION:

That County Council Direct administration to move forward with the proposed County/Barons Intermunicipal Development Plan and public consultation.

## PREVIOUS COUNCIL DIRECTION / POLICY:

County Council directed Administration to complete the Intermunicipal Development Plan with the Village of Barons on August 15, 2019 (resolution 383-2019).

## BACKGROUND INFORMATION:

Section 631 of the Municipal Government Act (Approved April 1, 2018), requires that two or more councils of municipalities that have common boundaries that are not members of a growth region must, by each passing a bylaw, adopt an Intermunicipal Development Plan (including rural to rural municipalities).

The Lethbridge County/Village of Barons Intermunicipal Development Plan officially commenced between the two municipalities in August 2019. Lethbridge County and Village of Barons administration agreed that the Oldman River Regional Services Commission would draft the plan. Both municipalities also agreed that prior to the public consultation both administrations will present the draft IDP to each respective Council.

The draft plan provides a framework for addressing land use in the fringe area between the municipalities and includes policies on:

- referral and dispute resolution processes
- land use (i.e. agriculture, resource extraction, industry, and energy developments)
- transportation and road networks

County Administration is proposing that the draft plan be mailed to the landowners in the County and advertised in the Village's communication instead of hosting an open house. The landowners would be given time to review the draft plan and provide comments prior to first reading of the bylaw.

#### **ALTERNATIVES:**

Not Applicable.

#### **FINANCIAL IMPACT:**

The draft IDP was completed by the Oldman River Regional Services Commission, the cost of the IDP was shared between the two municipalities with the County contributing \$10,000 towards the creation of the IDP.

#### **REASON(S) FOR RECOMMENDATION(S):**

To allow for administration to notify the affected landowners of the proposed plan and to then finalize the draft Intermunicipal Development Plan between Lethbridge County and the Village of Barons.

#### **ATTACHMENTS:**

[Lethbridge County - Barons IDP - Draft February 2020](#)



***DRAFT***

Lethbridge County  
& Village of Barons  
INTERMUNICIPAL  
DEVELOPMENT  
PLAN

FEBRUARY 2020

Bylaw No. \_\_\_\_\_ & Bylaw No. \_\_\_\_\_

Page 2 of 33



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**Prepared for Lethbridge County and Village of Barons**

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# INTRODUCTION

## PART 1

# PART 1

## INTRODUCTION

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### 1.1 Introduction

Lethbridge County (County) and the Village of Barons (Village) recognize that the land surrounding the Village is of mutual interest warranting a collaborative approach to planning. The Intermunicipal Development Plan (IDP or Plan) is based on creating a shared vision for future growth, by establishing and agreeing to a long-term strategy for planning and development which attempts to balance the interests of each municipality. The Plan is intended to foster ongoing collaboration and cooperation between the County and Village by providing a forum to discuss planning matters in the context of each municipality's land use philosophy. Therefore, both municipalities wish to be proactive and establish a framework to direct and manage development in a manner which is mutually beneficial. The key policy areas of the Plan include:

- Land Use,
- Transportation,
- Utilities, Servicing and Drainage,
- Consultation and Referrals, and
- Dispute Resolution.

The Plan is intended to provide guidance to decision-makers and establishes planning policy that applies to lands in the fringe and within the Village; however, each municipality is ultimately responsible for making decisions within their jurisdiction using the policies and procedures as agreed upon in this Plan.

### 1.2 Legislative Requirements

In order to foster cooperation and mitigate conflict between municipalities, the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 with amendments (MGA)* has included two mechanisms within the planning legislation which allows a municipality to:

1. include policies regarding coordination of land use, future growth patterns and other infrastructure with adjacent municipalities in their municipal development plans [section 632(3)(iii)] if no intermunicipal development plan exists with respect to those matters; and
2. complete and adopt an intermunicipal development plan with adjacent municipalities to address the above matters.



Specifically, the MGA states:

**631(1)** *Subject to subsections (2) and (3), 2 or more councils of municipalities that have common boundaries and that are not members of a growth region as defined in Section 708.01 must, by each passing a bylaw in accordance with this Part or in accordance with Sections 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.*

**631(8)** *An intermunicipal development plan*

*(a) must address*

- (i) the future land use within the area,*
- (ii) the manner of and the proposals for future development in the area,*
- (iii) the provision of transportation systems for the area, either generally or specifically,*
- (iv) the co-ordination of intermunicipal programs relating to the physical, social and economic development of the area,*
- (v) environmental matters within the area, either generally or specifically, and*
- (vi) any other matter related to the physical, social or economic development of the area that the councils consider necessary,*

*and*

*(b) must include*

- (i) a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,*
- (ii) a procedure to be used, by one or more municipalities, to amend or repeal the plan, and*
- (iii) provisions relating to the administration of the plan.*

*It is noted that the paramountcy of the IDP is established within the “Plans Consistent” (Section 638) portion of the MGA:*

**638(1)** *In the event of a conflict or inconsistency between*

*(a) an intermunicipal development plan, and*

*(b) a municipal development plan, an area structure plan or an area redevelopment plan*

*In respect of the development of the land to which the intermunicipal development plan and the municipal development plan, the area structure plan or the area redevelopment plan, as the case may be, apply, the intermunicipal development plan prevails to the extent of the conflict or inconsistency.*

In addition to MGA requirements, the *South Saskatchewan Regional Plan (SSRP)* became effective September 1, 2014 which introduced additional requirements when addressing land use matters. The SSRP uses a cumulative effects management approach to set policy direction for municipalities for the purpose of achieving environmental, economic and social goals within the South Saskatchewan Region until 2024.

Pursuant to section 13 of the *Alberta Land Stewardship Act (ALSA)*, regional plans are legislative instruments. The SSRP has four key parts including the Introduction, Strategic Plan, Implementation Plan and Regulatory Details Plan. Pursuant to section 15(1) of *ALSA*, the Regulatory Details of the SSRP are enforceable as law and bind the Crown, decision makers, local governments and all other persons while the remaining portions are statements of policy to inform and are not intended to have binding legal effect.

**Figure 1: Planning Hierarchy Flowchart**



The Regional Plan is guided by the vision, outcomes and intended directions set by the Strategic Plan portion of the SSRP, while the Implementation Plan establishes the objectives and the strategies that will be implemented to achieve the regional vision. As part of the Implementation Plan, Section 8: Community Development includes guidance regarding Planning Cooperation and Integration between municipalities with the intention to foster cooperation and coordination between neighbouring municipalities and between municipalities and provincial departments, boards and agencies. Section 8 contains the following broad objectives and strategies:

**Objectives:**

- Cooperation and coordination are fostered among all land use planners and decision-makers involved in preparing and implementing land plans and strategies.
- Knowledge sharing among communities is encouraged to promote the use of planning tools and the principles of efficient use of land to address community development in the region.

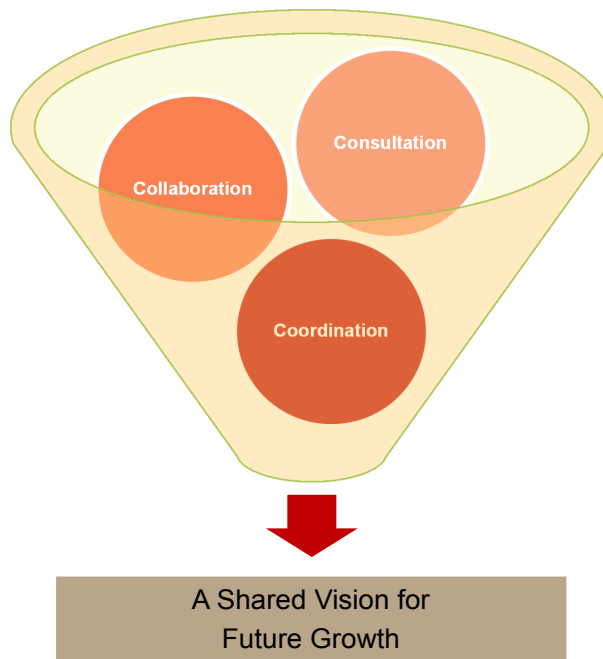
**Strategies:**

- 8.1 *Work together to achieve the shared environmental, economic, and social outcomes in the South Saskatchewan Regional Plan and minimize negative environmental cumulative effects.*
- 8.2 *Address common planning issues, especially where valued natural features and historic resources are of interests to more than one stakeholder and where the possible effect of development transcends jurisdictional boundaries.*

- 8.3 *Coordinate and work with each other in their respective planning activities (such as in the development of plans and policies) and development approval processes to address issues of mutual interest.*
- 8.4 *Work together to anticipate, plan and set aside adequate land with the physical infrastructure and services required to accommodate future population growth and accompanying community development needs.*
- 8.5 *Build awareness regarding the application of land-use planning tools that reduce the impact of residential, commercial and industrial developments on the land, including approaches and best practices for promoting the efficient use of private and public lands.*
- 8.6 *Pursue joint use agreements, regional services commissions and any other joint cooperative arrangements that contribute specially to intermunicipal land use planning.*
- 8.7 *Consider the value of intermunicipal development planning to address land use on fringe areas, airport vicinity protection plans or other areas of mutual interest.*
- 8.8 *Coordinate land use planning activities with First Nations, irrigation districts, school boards, health authorities and other agencies on areas of mutual interest.*

The above strategies are to be considered by both municipalities when developing policy within this IDP and when rendering land use decisions pertaining to development within the Plan area. Other strategies contained in the SSRP should be considered in the context of each municipality's Municipal Development Plan, Land Use Bylaw, other statutory plans and through policies found within this Plan.

**Figure 2: Plan Strategy**



### 1.3 Plan Goals

The intended goals of the Intermunicipal Development Plan are:

1. To provide for a continuous planning process that facilitates ongoing consultation, collaboration, and coordination between the two municipalities.
2. To establish a planning approach defined in a land use and transportation concept that will facilitate orderly, efficient development as well as promote compatible and complementary land uses.
3. To recognize the importance of the existing agricultural pursuits located within the fringe area and the need to minimize fragmentation of these lands.
4. To provide a clear policy framework that serves to guide future planning decisions for lands located within the Plan Area, affording more certainty for and better coordination of development within the Plan Area.
5. To encourage and support cooperation and enable mutually beneficial economic opportunities to occur between the two municipalities.



# PLAN IMPLEMENTATION

## PART 2

# PART 2

## PLAN IMPLEMENTATION

---

### 2.1 Plan Validity and Amendment

#### *Intent*

The intent is to keep the Plan current and in conformity with any provincial regulations or initiatives. As result, this Plan may require amendments when necessary.

#### *Policies*

- 2.1.1 This Plan comes into effect on the date it is adopted by both the County and Village. It remains in effect until by mutual agreement of both municipalities it is replaced. In respect of this:
- (a) either municipality may request that the Plan be repealed and replaced with a new IDP upon serving written notice to the other municipality; and
  - (b) the dispute resolution process stipulated in Section 2.5 will be undertaken should the municipalities be unable to reach an agreement.
- 2.1.2 Amendments to this Plan may be necessary from time to time to accommodate agreed to updates or changes and/or unforeseen situations not specifically addressed in the Plan; any amendments must be adopted by both Councils using the procedures established in the *Municipal Government Act*. No amendment shall come into force until such time as both municipalities adopt the amending bylaw.
- 2.1.3 Requests for amendments to this Plan, by parties other than the County or Village, may be made to the municipality in which the request originated and be accompanied by the applicable fee to each municipality for processing amendments to a statutory plan.
- 2.1.4 If agreed to by both municipalities, a joint public hearing may be held in accordance with the *Municipal Government Act* for any amendments to this Plan.
- 2.1.5 Municipal staff are encouraged to meet annually to review the policies of the Plan and discuss land use planning matters, issues and concerns on an ongoing basis. Municipal staff may make recommendations to be considered by their respective Councils to amend the Plan to ensure the policies remain relevant and continue to meet the needs and protect the interests of both municipalities.
- 2.1.6 The Plan should be informally reviewed by each respective Council within the year after a municipal election so that the elected officials familiarize themselves with the joint intermunicipal planning document and are aware of the general policies.



- 2.1.7 A formal review of the Plan will occur within 10 years from the date the IDP is adopted by both municipalities.

## 2.2 Plan Implementation

### **Intent**

The County and Village agree that a collaborative approach to planning is necessary within the Plan Area. The policies in the Plan serve as the framework for decision making on subdivision and development proposals. As such, each municipality will need to review and amend their respective Municipal Development Plan and Land Use Bylaw, to achieve consistency with and to implement policies in the Plan. The *Municipal Government Act* also stipulates that all statutory plans adopted by a municipality must be consistent with each other. To address this, the following process and policies will need to be implemented by each municipality.

### **Policies**

- 2.2.1 The County and Village prepared the Plan in accordance with the requirements of the *Municipal Government Act*, including advertising and conducting a public consultation process, prior to passing the respective adopting bylaws.
- 2.2.2 This Plan comes into effect on the date it was adopted by both the County and Village, after receiving three readings of the bylaw(s).
- 2.2.3 The County and Village agree that they will ensure that the policies of this Plan are properly, fairly and reasonably implemented.
- 2.2.4 The County and Village's Land Use Bylaws and statutory plans MAY need to be amended to conform with and reflect specific policies of this Plan. It is noted that in the event of an inconsistency between this Plan and a lower order plan, this Plan prevails to the extent of the conflict or inconsistency in accordance with section 638 of the *Municipal Government Act*.
- 2.2.5 To achieve continued success in implementing the Plan and help ensure that the goals and coordinated land use planning approach emphasized is successful, the County and Village agree to:
- (a) require that all area structure plans or conceptual design scheme proposals submitted by a developer/landowner within the Plan Area conform to the principles and policies of the Plan; and
  - (b) consult on an ongoing basis, and will refer to each other, major land use or planning matters that have the potential to impact the other jurisdiction, even if it involves land that may not be located within the Plan Area.
- 2.2.6 The County and Village will monitor and review the Plan to ensure the policies remain relevant and continue to meet the needs of both municipalities.
- 2.2.7 The *Alberta Land Stewardship Act* (June 2009) and the subsequent South Saskatchewan Regional Plan (September 2014) were approved and govern planning in the southern portion of the province. The

County and Village will consider and respect the mandate of this legislation and will cooperate to comply with the adopted regional plan policies.

#### **Intermunicipal Committee**

- 2.2.8 An Intermunicipal Committee (or Committee) shall be established between the County and Village for the purposes of ensuring continued communication between the municipalities and to provide a forum to review and comment on matters that may have an impact on either municipality.
- 2.2.9 The Committee shall be an advisory body and shall attempt to achieve resolution to intermunicipal matters through consensus, and may make comments or recommendations to the County and Village. In its advisory capacity, the Committee does not have decision making authority or powers with respect to planning matters in the County or Village.
- 2.2.10 The Committee shall be comprised of two elected officials, one from the County and one from the Village, and the Committee may also include whatever number of municipal resource personnel deemed appropriate in a non-decision making capacity. Resource personnel may serve as secretary to the Committee and is responsible for recording the minutes of all Committee meetings and preparing the recommendations of the Committee.
- 2.2.11 Meetings of the Committee shall be held as required. At least five days' notice shall be provided for the scheduling of Committee meetings and including agenda package and background information, unless otherwise agreed to by both municipalities.
- 2.2.12 Where a matter involving the two municipalities cannot be resolved to the satisfaction of the Committee, the Committee shall provide a report summarizing their discussions to each respective Council. At the discretion of either Council, the dispute resolution process outlined in this Plan may be initiated.

### **2.3 Mutual Benefit & Cooperation**

#### ***Intent***

Consultation and cooperation on joint policy areas that may affect or benefit both parties should be encouraged and reviewed by both municipalities, as there are regional issues or opportunities that may impact both.

#### ***Policies***

- 2.3.1 The County and Village agree to work together to try and enhance and improve the region for the benefit of both municipalities.
- 2.3.2 The County and Village agree that they will continue to consult and cooperate together in discussing and planning in a positive, collaborative manner, land use and development strategies for the area with a "regional" perspective.

- 2.3.3 Both municipalities recognize that some development or economic proposals may be regionally significant and/or mutually beneficial to both parties and the two agree to meet to discuss such proposals when they come forward to find methods to accommodate such proposals for the benefit of the shared region. Joint Council meetings may be used as forum to discuss and negotiate particular proposals.
- 2.3.4 The County and Village shall continue to cooperate in pursuing mutually acceptable and beneficial growth and development policies in the urban fringe.
- 2.3.5 The County will continue to inform the Village of any proposed changes to the regulations, standards or procedures established in the Lethbridge County Land Use Bylaw regarding development in the Barons fringe area.
- 2.3.6 The County and Village both support ongoing public engagement and encourage residents of both municipalities to provide input on matters of specific and general planning or community interest wherever possible.
- 2.3.7 Both municipalities are committed to providing transparent communication regarding land use matters in the Plan Area and will continue to make information regarding the planning, subdivision and development processes available to each other, the public and applicants.
- 2.3.8 Both municipalities agree to discuss and find ways to cooperate with other government departments, agencies and utility service providers to help facilitate the efficient delivery of infrastructure and services that may transcend municipal boundaries or are of a mutual benefit.
- 2.3.9 In consideration of providing certain municipal services to areas or proposals agreed to between the two municipalities, the County and Village may discuss the need to create and apply off-site levies, development charges, and/or servicing fees to any and all development areas as part of the agreement.
- 2.3.10 Where feasible, the County and Village should jointly develop and implement storm water management planning, and infrastructure to make use of the potential cost and land use efficiencies gained through the sharing of this important and required infrastructure.
- 2.3.11 As a municipal cost saving initiative endeavour, the County and Village may discuss and plan for the sharing of various municipal equipment, machinery, and services where feasible, practical and workable, which may be managed through separate agreements.
- 2.3.12 The two municipal parties will proactively work together on preparing an Intermunicipal Collaborative Framework, as required by the *Municipal Government Act*, in a cooperative spirit in an attempt to give due consideration to regional perspectives on municipal governance and community services.
- 2.3.13 The County and Village may collaborate and investigate methods of giving various support to a variety of community cultural, recreational, environmental (wetlands, parkland, etc.) or heritage projects that may mutually benefit or enhance the quality of life of ratepayers of both municipalities within the region. This could be in the form of: time (municipal staff), gifts in kind, materials, municipal letters of

support, unified government lobbying, application for grants, or other more permanent arrangements if both municipalities agree and enter into discussions and make specific agreements for the type and method of delivery of such municipal support.

## **2.4 Intermunicipal Referrals**

### ***Intent***

To establish a clearly defined process for consistent and transparent sharing of information necessary to make decisions in accordance with the intent of the Plan.

### ***Policies***

#### **Referral Process**

2.4.1 Any of the following that affect lands in the Plan Area or land within the Village of Barons adjacent to the corporate boundary will be forwarded to the other municipality for comment prior to a decision being made on the application or document:

- Municipal Development Plans
- Area Structure Plans
- Area Redevelopment Plans
- Conceptual Design Schemes
- Overlay Plans
- Land Use Bylaws (new or any amendments that affect/apply to the Plan area)
- Subdivision Applications
- Discretionary Use Development Applications

The receiving municipality may request the above-mentioned document(s) or application(s) be referred to the Intermunicipal Development Plan Committee for comment prior to a decision being rendered.

2.4.2 Any changes to the documents or applications referred to in Section 2.4.1 that may have an impact on the Plan or municipal expansion will be recirculated to the other municipality and if deemed necessary by either municipality, the Intermunicipal Development Plan Committee, prior to second reading or approval of the document. Based on the significance of the changes, the municipality processing the proposal will consider convening a new public hearing or meeting.

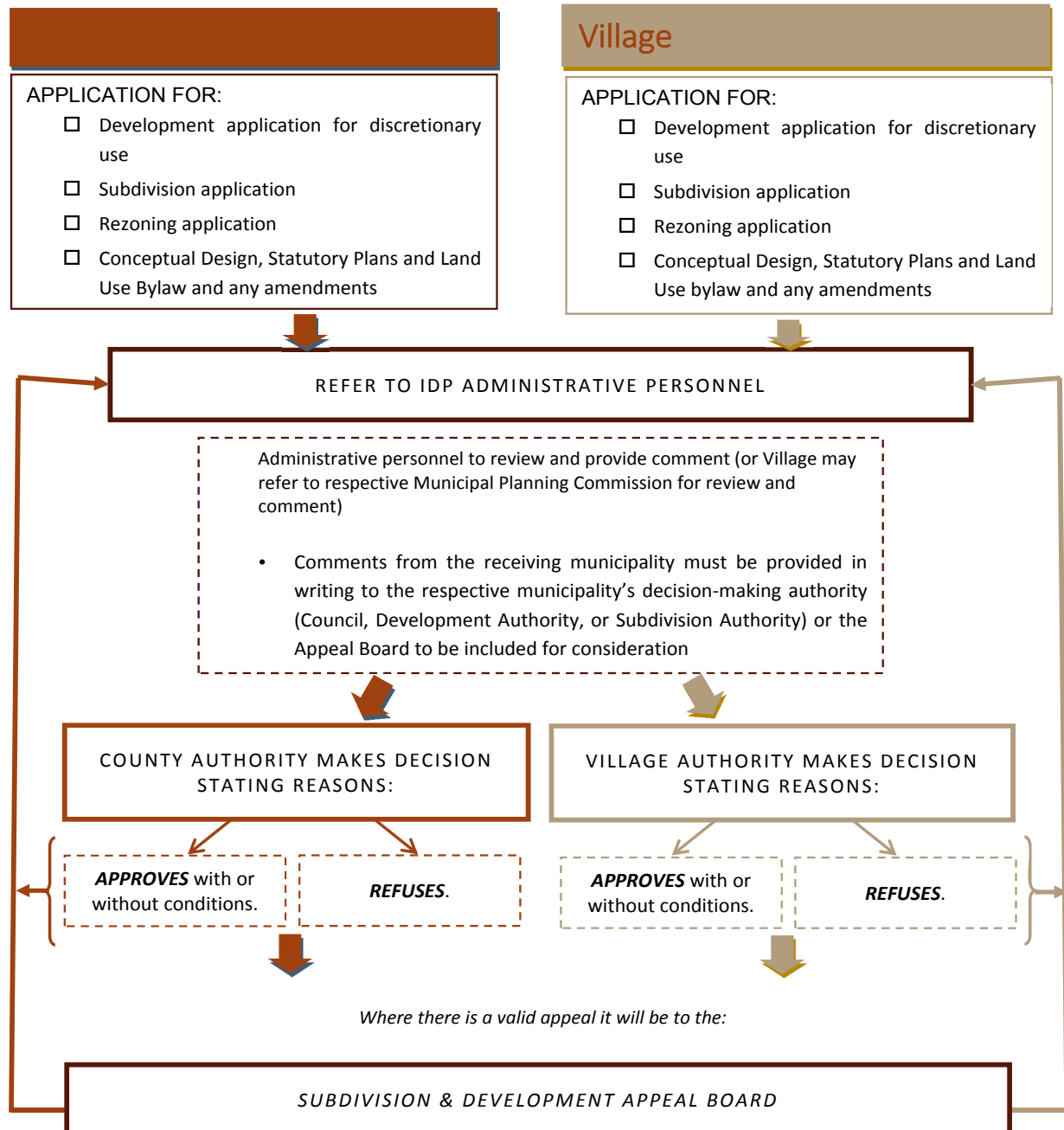
2.4.3 The municipalities are encouraged to refer to each other for comment major land use or planning matters that have the potential to impact the other jurisdiction, even if it involves lands that may not be located within the Plan Area.

- 2.4.4 Where an intermunicipal referral is required by the *Municipal Government Act* or the policies contained in this Plan, both municipalities agree to share mailing address and property ownership information for circulation purposes with the adjacent municipality, and where applicable, the municipality's processing agency or designate.

#### **Response Timelines and Consideration of Referral Responses**

- 2.4.5 The receiving municipality will, from the date of mailing, have the following timelines to review and provide comment on intermunicipal referrals:
- (a) 15 days for development applications,
  - (b) 19 days for subdivision applications, and
  - (c) 30 days for all other intermunicipal referrals.
- 2.4.6 In the event that an intermunicipal referral is forwarded to the Intermunicipal Development Plan Committee for review and comment, an IDP Committee meeting will be scheduled as soon as possible and a written Committee response shall be provided within 10 days of the Committee meeting date.
- 2.4.7 In the event that either municipality and/or the Committee does not reply within, or request an extension to, the response time for intermunicipal referrals stipulated in Section 2.4.5(a), (b) and (c), it will be assumed that the responding municipality and/or Committee has no comment or objection to the referred planning document or application.
- 2.4.8 Either municipality may request in writing an extension to the time periods prescribed in Section 2.4.5(a), (b) and (c), to accommodate unique circumstances or Council and/or Committee meeting dates that make the referral time periods unable to be respected. In such circumstances, the additional time period requested shall be clearly stated in the extension, and it should not typically exceed an additional 30 days.
- 2.4.9 Written comments from the receiving municipality and the Intermunicipal Development Plan Committee that are provided prior to or at the public hearing or meeting will be considered by the municipality in which the plan, scheme, land use bylaw, subdivision application, development application or amendment is being proposed.

**Figure 3: Intermunicipal Development Plan Referral Flowchart**



## 2.5 Dispute Resolution

### *Intent*

The intent of the dispute resolution process is to maximize opportunities for discussion and review in order to resolve areas of disagreement early in the process. Despite the best efforts of both municipalities, it is understood that disputes may arise from time to time affecting land use within the Plan boundary. The following process is intended to settle disputes through consensus and minimize the need for formal mediation.

### *Policies*

#### **General Agreement**

- 2.5.1 The County and Village agree that it is important to avoid dispute by ensuring that the Plan is adhered to as adopted, including full circulation of any permit or application that may affect the municipality or as required in the Plan and prompt enforcement of the Plan policies.
- 2.5.2 Prior to the meeting of the Committee, each municipality through its administration, will ensure the facts of the issue have been investigated and clarified, and information is made available to both parties. Staff meetings are encouraged to discuss possible solutions.
- 2.5.3 The Committee should discuss the issue or dispute with the intent to seek a recommended solution by consensus.

#### **Dispute Resolution (see Figure 3)**

In the case of a dispute, the following process will be followed to arrive at a solution.

- 2.5.4 When a potential intermunicipal issue comes to the attention of either municipality regarding the policies or implementation of this Plan, either municipality's Land Use Bylaw, development applications, or any other plan affecting lands in the Plan Area, it will be directed to the administrators of each municipality. The administrators will review the matter and if both administrators are in agreement, take action to rectify the matter.
- 2.5.5 In respect of Policy 2.5.4, the administrations shall discuss or meet within 15 calendar days of the matter being brought to each party's attention. The prescribed time period may be extended if both parties are in agreement to do so.
- 2.5.6 In the event a matter or issue cannot be resolved by the administration representatives or within the timeframe prescribed, the administration of each municipality will schedule a joint meeting of the two Councils to discuss possible solutions and attempt to reach consensus on the issue. Each municipality, acting in good faith, agrees that they will attempt to schedule a joint Council meeting within a reasonable timeframe.



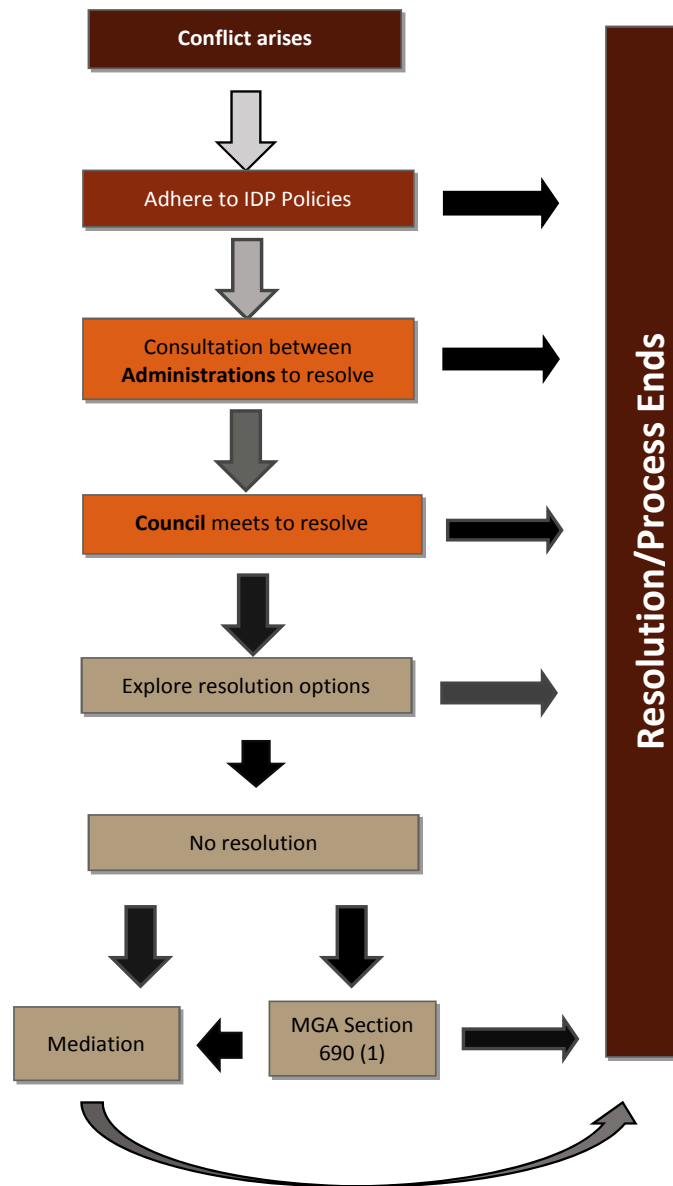
- 2.5.7 Should the Councils be unable to resolve the matter, either municipality may initiate a formal mediation process to facilitate resolution of the issue.

**Filing an Intermunicipal Dispute under the *Municipal Government Act***

- 2.5.9 In the case of a dispute involving the adoption of a statutory plan, Land Use Bylaw or amendment to such, within 30 days of adoption, the municipality initiating the dispute may, without prejudice, file an appeal to the Municipal Government Board under section 690(1) of the *Municipal Government Act* so that the provincial statutory right and timeframe to file an appeal is not lost.
- 2.5.10 The appeal may then be withdrawn, without prejudice, if a solution or agreement is reached between the two municipalities prior to the Municipal Government Board meeting. This is to acknowledge and respect that the time required to seek resolution or mediation may not be able to occur within the 30 day appeal filing process as outlined in the *Municipal Government Act*.

*Note: Using section 690(1) of the MGA is the final stage of dispute settlement, where the municipalities request the Municipal Government Board to intercede and resolve the issue.*

**Figure 4: Dispute Resolution Flow Chart**





# COORDINATED GROWTH MANAGEMENT STRATEGY

PART 3

# PART 3

## COORDINATED GROWTH MANAGEMENT STRATEGY

---

### 3.1 Plan Area

The Intermunicipal Development Plan Area (also referred to as the IDP Area or Plan Area) consists of an approximate 1-mile boundary around Barons, comprised of 3,032 acres (1,227 hectares) of land, and is illustrated on Map 2. The Village of Barons encompasses approximately 0.25 square miles (0.64 km<sup>2</sup>) or 158 acres of land and the IDP area also includes lands within the Village that are adjacent to the boundary with Lethbridge County. Land Use Concepts have been developed for the Plan Area to efficiently manage growth and assist decision makers in the review of subdivision and development proposals by identifying general locations for future land uses and major transportation routes and road linkages.

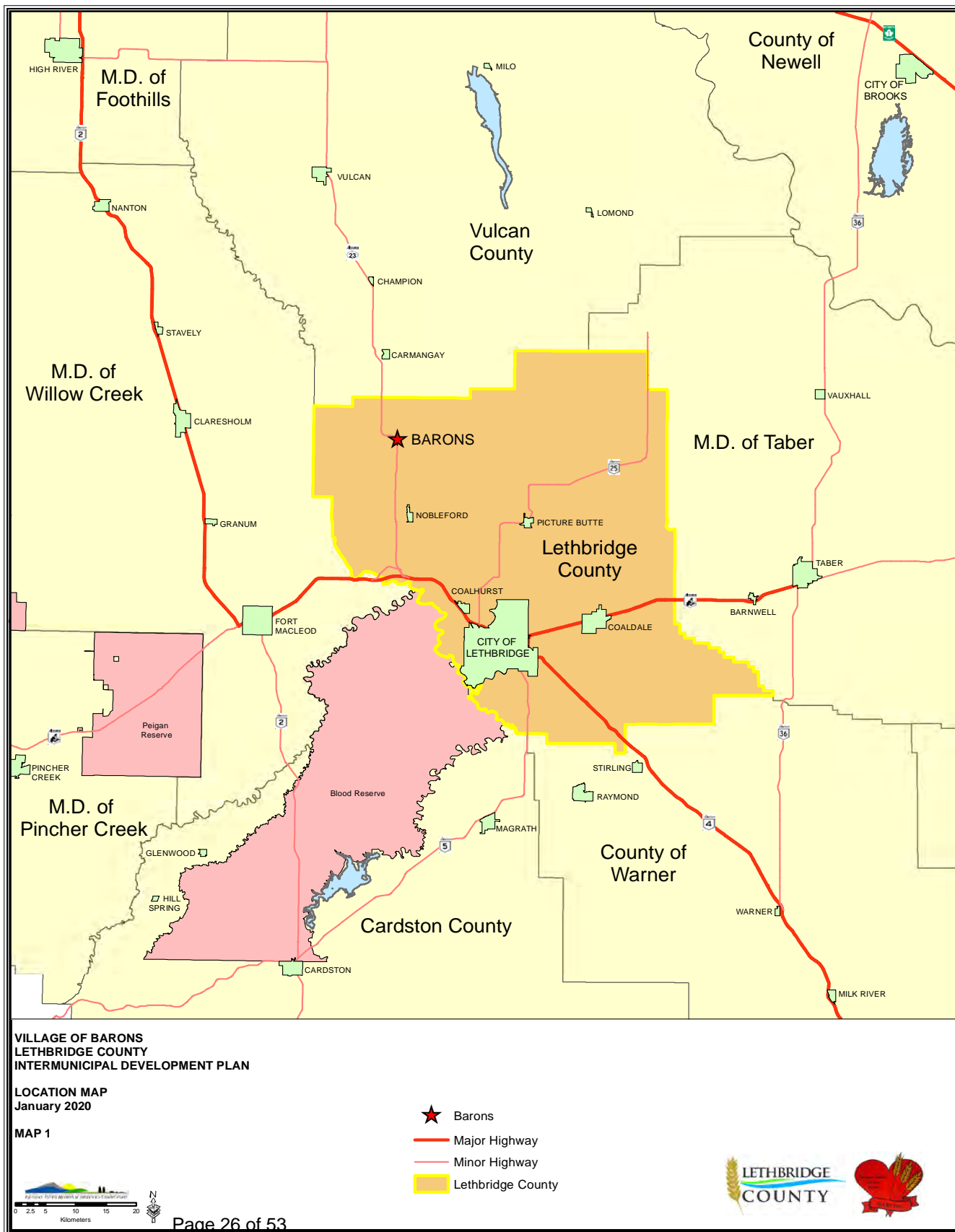
Historically, development pressures within the Plan Area have been limited as the land is almost entirely under agricultural use. Nevertheless, both municipalities share economic and social links which necessitate the need to coordinate intermunicipal issues through an intermunicipal development plan. The Village of Barons and Lethbridge County, upon consideration of existing uses in the fringe, limited development pressures, and municipal servicing potential, find the approximate 1-mile Plan Area adequate to serve intermunicipal considerations well into the future.

### 3.2 Background

The Plan Area is located in the northern portion of Lethbridge County along Highway 23 and approximately 45 kilometres north of the City of Lethbridge. Highway 23 is situated to the west of the Village and connects to Highway 520 to the south of Barons, forming a major intersection within the Plan Area (Map 1). The CPR rail line runs parallel to Highway 23, on the west side of the Village. The County and Village have many economic and social links which necessitates the need for the municipalities to coordinate land use planning and infrastructure.

As part of the IDP planning process, a background study was undertaken to help identify major development considerations and limitations requiring intermunicipal consideration within the Plan Area. The study examined land use, transportation systems, natural features, soils, topography, historical and environmental aspects, abandoned gas wells, and subdivision and title configurations, amongst other matters.

Agriculture is the primary land use in the IDP Plan Area including a variety of crop production on lands classified by Canada Land Inventory (CLI) as Class 2 and 3 soils (Map 8). Currently there are no Confined Feeding Operations within the Plan Area. The Rural Urban Fringe land use district comprises a portion of the Plan Area, occupying land approximately ¼ to ½ mile around the Village of Barons boundary (Map 7).



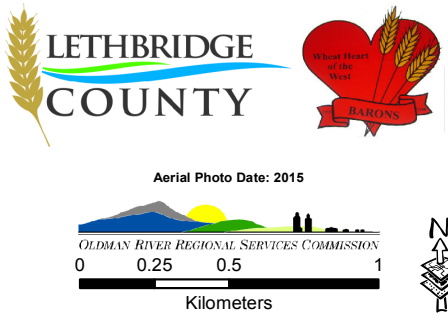


VILLAGE OF BARONS  
LETHBRIDGE COUNTY  
INTERMUNICIPAL DEVELOPMENT PLAN  
BYLAW #\_\_\_\_ AND BYLAW#\_\_\_\_ 2020

IDP PLAN AREA  
JANUARY 2020

MAP 2

- IDP Boundary
- Village of Barons Boundary
- Highways





Subdivision and fragmentation of land within the Plan Area has been minimal by comparison to many other urban centres and their urban fringe area. There has been a total of 14 County subdivisions registered over time within the Plan Area. A few subdivisions were for country residential development, namely farmstead separation, but the majority were for municipal/government use (e.g. utilities, highway land). Several restrictions to potential growth and development identified in the Plan Area include oil and gas wells (100 metre buffer required), a sewage lagoon (300 metre buffer required) and former landfill site (300 metre buffer required), which restrict the development of residences, schools, hospitals, and food establishments (Map 5). Historically, the Village has had three annexations since its incorporation and one annexation from the Village to Lethbridge County. The Village has expanded by approximately 31.63 acres (12.8 ha) since its incorporation in 1911 until the most recent annexation in 1969.

It is noted there are no major environmentally significant areas within the Plan Area, however, the provincial data identifies potential wetlands in low lying areas, primarily to the southwest of Barons, west of Highway 23. The provincial data also identifies some areas with potential for historical resources within the Plan Area and the Village of Barons, primarily south and southwest of the Village. These lands have a HRV value of 2h which designates a registered historical resource (historic period). Maps 5 through 8 illustrate some of the physical features and considerations within the Plan Area.

### **Main Characteristics of Plan Area**

The Lethbridge County and Village of Barons Intermunicipal Development Plan Area (Map 2) encompasses approximately 3,032 acres (1,227 hectares) within Lethbridge County. Key characteristics of the Plan Area include the following:

- **Agriculture**
  - The majority of the land in the Plan Area is zoned for agricultural use as Rural Agriculture (RA), with the exception of the fringe area of the Village designated as Rural Urban Fringe (RUF).
  - Agricultural operations are primarily irrigated and dry land farming for various cereal crops and canola.
  - There are currently no confined feeding operations (CFOs) located within the Plan Area; however, there could be potential for CFOs to establish in the future in this area.
- **Limited Residential Development**
  - Country residential development within the Plan Area is fairly sparse. There is no Grouped Country Residential zoned land within Lethbridge County for the Plan Area, only farmsteads or isolated country residential subdivisions.
  - Almost all of the land within the Plan Area is privately held, with the exception of Alberta Transportation associated highway parcel land which is under crown ownership, holdings of the Lethbridge Northern Irrigation District, and titled land the Village owns.
- **Transportation Infrastructure**
  - Highways 23 and 520 are the main transportation routes linking the two municipalities.



- County Township Road 12-3 is situated to the north side of the Village and Range Road 23-3 is on the east side. It is noted that a portion of this road allowance is located within the Village corporate boundary and forms Blayney Ave within the Village.
- The CPR rail-line is located to the immediate west side of the Village, on the as side of Highway 23 resulting in a rail crossing being required for Village access.
- **Natural Resource Development**
  - Oil and gas activity is abundant within the eastern portion of the Plan Area. There are six gas wells within ½ mile of the Village boundary.
  - There is an active gas well immediately to the east of the Village (NW 15-12-23-W4), requiring a 100 metre buffer from development.
- **Natural Environment**
  - There are a number of provincially identified potential wetlands in low lying areas, primarily to the southwest of Barons, west of Highway 23, and to the east.
  - The province has identified some small areas of potential Historic resources (HRV Category 2 historical) to be located south and west of the Village in the Plan Area (refer to Map 5).
  - The presence of potential Environmentally Significant Areas is categorized at the lower end of the provincial scale.
- **Man-Made Constraints**
  - The Village sewage lagoons are located within the County west of Highway 23 (NW 16-12-23-W4M) and there is a required 300 metre buffer for certain types of development (e.g. residential).
  - A former landfill site is located to the immediate northeast of the Village boundary (NW 15-12-23-W4), requiring a 300 metre buffer from residential development.

### 3.3 Municipal Perspectives

As part of the preliminary Plan discussions and background study, an attempt was made to generally identify issues and highlight important areas (i.e. interests) of each municipality to help eventually formulate plan policy. The intent was to ultimately find and present outcomes that meet the interests and needs of both the County and Village that are reflected in the policy directions of the IDP. The following is a brief description of each municipality's acknowledged goals or perspectives in preparing a successful IDP:

#### Village of Barons

- To protect the quality of life from intensive agricultural operations;
- To assure that land required for future long-term urban expansion is protected from fragmentation of ownership and the approval of incompatible or inappropriate uses;
- To assure opportunities to comment or participate in fringe area decisions;
- To establish process to identify potential for joint activities;

- To protect and expand the local commercial and industrial economic base;
- To continue to consult, cooperate and collaborate with the County.

#### **Lethbridge County**

- To clarify the legitimate interests in land use and decision making in the fringe area;
- To achieve a balance of land uses compatible with agriculture interests in the County;
- To allow ratepayers to have a range of opportunities for the use of their land where suitable;
- To protect the productivity of the good quality agricultural land as long as possible, from both urban and rural competing interests;
- To establish a clear and agreeable area of where CFOs may be prohibited in the area;
- To have a clear process or guide for dealing with expansion and future annexation issues;
- To continue to have a positive and collaborate relationship with the Village.

### **3.4 General Plan Policies**

#### ***Intent***

These general policies are applicable to all lands within the Plan Area and are intended to enable the implementation of an effective coordinated growth management strategy.

#### ***Policies***

- 3.4.1 Existing land uses with valid development permits issued on or before the date of adoption of this Plan may continue to operate in accordance with the provisions of the Lethbridge County Land Use Bylaw, Village of Barons Land Use Bylaw and the *Municipal Government Act*, as applicable. New applications for subdivision and development on these lands are subject to this Plan's policies.
- 3.4.2 Both the County and Village shall review, update and amend their Land Use Bylaws and Municipal Development Plans as required to ensure conformity with the Intermunicipal Development Plan as adopted.
- 3.4.3 Applications for land use redesignation, subdivision or development must be made to the applicable municipality in which the land is jurisdictionally located.
- 3.4.4 Any application submitted for redesignation of land under the County's jurisdiction may be required to be accompanied by a professionally prepared Area Structure Plan containing the information requirements as prescribed in the Lethbridge County Land Use Bylaw and Municipal Development Plan.
- 3.4.5 The County and Village shall consider further intermunicipal cooperation and integration of land use planning with engineering, servicing, and utility studies in order to help both municipalities achieve greater efficiencies and provide better services to residents and businesses.

- 3.4.6 Applications or proposals may come forward from landowners or developers that may not be specifically addressed through the policies of this IDP. In such circumstances, the two municipalities should consult and determine if the proposal should be discouraged, supported, or if amendments may be needed to be made to the IDP in order to enable the proposal to proceed if there is general agreement between the County and Village that the proposal is acceptable.
- 3.4.7 The required plans, design schemes or other reports in support of major subdivisions/developments must be professionally prepared and engineered.
- 3.4.8 The County and Village agree to encourage, through various initiatives including working with private landowners and community groups, and regulate, through their respective Land Use Bylaws, a high aesthetic standard and focus on design and appearance for the lands including the built form and the landscape, adjacent to the principal roadway corridors entering and leaving the Village (see Map 2). For clarity, this policy is intended to help create a physical environment that will leave visitors to the Village and surrounding region with a positive impression of the community.
- 3.4.9 The County agrees upon the adoption of this IDP to amend its Land Use Bylaw for consistency and expand the current Rural Urban Fringe land use designation around the Village and have the designated RUF conform to the IDP boundary of this Plan.

### 3.5 Agricultural Practices

#### *Intent*

Agricultural activities are supported and are to continue to operate under acceptable farming practices within the Intermunicipal Development Plan boundary.

#### *Policies*

- 3.5.1 Priority is placed on the preservation of arable lands for agriculture production and promoting diversification of the agricultural sector by supporting many types of agricultural operations. Premature development of existing agriculture lands within the Plan Area should be avoided and such lands should continue to be used for agricultural purposes until it is necessary to change to another use.
- 3.5.2 Both municipalities recognize the importance of existing extensive agricultural (cultivation and grazing) uses of land within the Plan Area of the County's portion of the Intermunicipal Development Plan Area. These agricultural activities can continue to operate under acceptable farming practices and may be protected provided they are operating in accordance with the *Agricultural Operation Practices Act*.
- 3.5.3 Both municipalities will work cooperatively in encouraging and supporting 'considerate' good neighbour farming practices, such as for dust, weed, and insect control adjacent to developed areas, through best management practices and Alberta Agriculture guidelines.

- 3.5.4 If disputes or complaints in either municipality should arise between citizens and agricultural operators, the municipality receiving the complaint will attempt to direct the affected parties to the appropriate agency, government department or municipality for consultation or resolution wherever possible.
- 3.5.5 New confined feeding operations (CFOs) and expansions are not permitted to be established within the Intermunicipal Development Plan Confined Feeding Exclusion Area (Map 4).
- 3.5.6 In regard to manure application on lands in the CFO Exclusion Area, the standards and procedures as outlined in the *Agricultural Operation Practices Act, Standards and Administration Regulation* shall be applied.
- 3.5.7 Lethbridge County will amend its Municipal Development Plan to extend the CFO Exclusion Area surrounding the Village of Barons to the extent illustrated in Map 4 in order to ensure the IDP and the County MDP are consistent with one another.

## 3.6 Environmental & Historical Matters

### ***Intent***

Policies in this section address the shared concerns of both municipalities regarding the natural environment and historical resources in the area. The policies are a framework and process mechanism to address the concerns where applicable.

### ***Policies***

- 3.6.1 There are potential wetlands prevalent in the Plan Area and both municipalities recognize the importance of wetlands to the environment, society and the economy, and endeavor to protect sensitive areas by adhering to the *Water Act* and *Alberta Wetlands Policy* for mitigation hierarchy of avoidance, minimization and replacement. Where lands are likely to contain wetlands, a wetland assessment shall be required prior to a decision being made on a development application.
- 3.6.2 The County and Village recognize the importance of riparian areas and their preservation as part of the planning and development approval process. Each municipality shall consider if an environmental impact assessment is needed to make a decision on a development application and shall consider the recommendations in the *Stepping Back From the Water: A Beneficial Practice Guide to New Development Near Water Bodies in Alberta's Settled Region (2012)* document.
- 3.6.3 Both municipalities endorse the dedication of environmental reserve or an environmental reserve easement for watercourses, natural drainage courses, wetland areas and other areas within the Plan Area and recognize that the *Municipal Government Act* authorizes:
  - (a) the dedication of a minimum 6 metre strip abutting a water course; and

- (b) the dedication of lands consisting of a swamp, gully ravine, coulee or natural drainage course; and
  - (c) the dedication of land that is subject to flooding or is unstable.
- 3.6.4 Both municipalities agree to encourage low impact development practices and sustainable design measures, including initiatives like green roofs, bio-retention areas, porous pavement, water re-use, bio-swales, naturalized storm ponds and other initiatives in order to reduce storm water quantity and achieve positive environmental outcomes.
- 3.6.5 Developers undertaking subdivision or development in either municipal jurisdiction are required to address storm water drainage management as part of their proposal, and are responsible for obtaining any necessary approvals from Alberta Environment and Parks that may be required with respect to the provincial *Water Act*.
- 3.6.6 There are some lands identified as containing potential for historical resources as identified by the province within the Plan Area (Map 5). Each municipality is responsible for referring subdivision and development applications to the Alberta Director of Culture and Tourism for the province as required under applicable provincial legislation.
- 3.6.7 On any lands identified as a site of a potential historical resource, the developer shall be responsible at their expense of undertaking any required archeological study or complying with an order of Alberta Culture and Tourism and obtaining any necessary clearances and approvals as it relates to their proposal and compliance with the *Historical Resources Act* (HRA).

### 3.7 Urban Growth & Annexation

#### **Intent**

In order to allow for the planning, financing, and installation of costly infrastructure, the County and Village have identified potential growth areas for future growth and development (Map 2). Future annexation of any of these lands will occur in the framework and context of long-range planning documents and in consultation with the County.

#### **Policies**

- 3.7.1 The general growth directions and preferred land use of the Village are indicated on Map 3 and the County and Village through policy will attempt to protect these lands from conflicting, incompatible or pre-mature land uses and fragmentation.
- 3.7.2 Based on the existing highway, topography, availability of services, and the location of Highway 23 and the CPR railway to the west, it is anticipated the Village will logically expand for future growth south and north (and possibly eastward long-term) as shown on Map 3. Future land uses will need to be more fully defined and planned through additional planning and engineering studies for the area when required.

- 3.7.3 The Village of Barons has prepared a Municipal Development Plan (MDP) as required by the province, and the Village will attempt to implement the growth and development strategies as outlined in the MDP as best it can prior to commencing an annexation process unless unique circumstances present themselves in which earlier annexation is viewed as necessary.
- 3.7.4 The Village, in consideration of the policies and strategies within its MDP, will attempt to develop internal vacant land within the Village boundaries as a first growth priority.
- 3.7.5 The Village will promote compatibility between the urban land uses within Barons and the agricultural operations in Lethbridge County within the vicinity of the municipal boundaries. The Village may consider the use of mechanisms available to achieve compatibility such as buffers between urban land uses and adjacent farming operations, referral responses on development applications, and general communication with Lethbridge County.
- 3.7.5 Any application submitted by developers or landowners for the redesignation of land will be required to be consistent with the intent of the Land Use Concept indicated on Map 3.
- 3.7.6 Subdivision applications will be required to demonstrate consistency with the intent of the Land Use Concepts illustrated on Map 3. Proposals for subdivision that are not consistent with the Land Use Concept may be considered on a case-by-case basis upon consultation with the Village of Barons or the IDP Committee.
- 3.7.7 Development applications for Permitted and Discretionary uses listed in the Urban Fringe District of the Lethbridge County Land Use Bylaw will have regard to the local road network system to ensure the development does not compromise the integrity of the potential road network.
- 3.7.8 Proposals for development that are not consistent with the Land Use Concept may be considered on a case-by-case basis upon consultation with the Village of Barons or the IDP Committee.
- 3.7.9 For any subdivision proposal within the IDP Area, a professionally prepared overlay plan identifying road networks may be required to be provided by developers/landowners and must be submitted in conjunction with the subdivision application unless otherwise agreed to by both municipalities.
- 3.7.10 In respect of the Village's MDP identified growth strategy, it is not foreseen that annexation will be needed in the foreseeable future. However, when the Village determines that annexation of land is necessary to accommodate growth, it will prepare and share with the County a growth strategy/study which indicates the necessity of the land, describes how land has been utilized to its fullest potential within the Village, outlines proposed uses of the land, servicing implications, and any identified financial impacts to both municipalities, while addressing the Municipal Government Board's "Annexation Principles" and demonstrating consistency with the relevant portions of the *South Saskatchewan Regional Plan*.
- 3.7.11 Annexation involves a number of stakeholders and the County and Village will both ensure the following parties are included and involved in the process:
- (a) land owners directly affected by the application must be part of the negotiation process;

- (b) Village of Barons, who must make the detailed case for annexation and be a major participant in any negotiations;
  - (c) Lethbridge County, who must evaluate the annexation application and supporting documentation for the impact on its financial status and land base as well as ratepayer issues. The County will, as part of the negotiation with ratepayers, wish to see arrangements regarding, but not limited to:
    - property taxes of ratepayers,
    - use of land continuing as agriculture until needed for development,
    - ability to keep certain animals on site;
  - (d) authorities such as Alberta Transportation and Alberta Environment and Parks; and
  - (e) the Municipal Government Board, who will evaluate the application and responses from the stakeholders.
- 3.7.12 Annexation boundaries shall follow legal boundaries and natural features to avoid creating fragmented patterns of municipal jurisdiction.
- 3.7.13 Notwithstanding Policy 3.7.10 above, the County or Village may initiate an application for annexation without preparing a growth strategy/study if the proposal is for a minor boundary adjustment to accommodate existing title property line reconfigurations, roads, canals, or utility rights-of-way that may be split by municipal jurisdiction boundaries and the two municipalities agree the annexation proposed is minor and logical.
- 3.7.14 Within one year after a Municipal Government Board Order approving an annexation, the Intermunicipal Development Plan Committee shall review the IDP boundary to determine whether a need to amend the Plan boundary, or any other planning matter or boundary, is warranted.

## 3.8 Future Land Use

### *Intent*

To address the management and matter of future land use within the Plan Area, possible expansion areas have been identified and need to have special considerations.

### *Policies*

- 3.8.1 Future land use within the Plan Area will continue to be primarily for extensive agriculture, with the exception of the future growth areas shown on Map 3. This does not preclude the establishment of non-agricultural land uses within the Plan Area. Decisions on applications for non-agricultural land uses shall be made in the context of the policies of this Plan and other relevant planning documents.



- 3.8.2 Proposals for development within Lethbridge County that are not consistent with the Plan and the Land Use Concept / Future Growth Area Map 3 may be considered on a case-by-case basis upon consultation with the Village of Barons.
- 3.8.3 The Future Land Use Concept illustrated on Map 3 establishes, generally, the recommended future land uses for the primary/preferred Village growth zone within the Plan Area. The boundaries of the multiple future land uses shown on Map 3 are general approximations and are not intended to be exact boundaries.
- 3.8.4 Lands immediately to the north and south of the current Village boundary are recognized as the primary future growth directions of the Village, when required, due to the expected ease of providing municipal servicing.
- 3.8.5 The residential areas depicted on Map 3 are intended to support primarily urban scale residential use. Grouped country residential should be discouraged within the future expansion area unless mutually agreed to by both the Village and County, limited in nature, and appropriately planned.
- 3.8.6 Lands adjacent to the east side of Highway 23 and the CPR rail-line, within the SE of 16-12-23-W4, are identified as a suitable location for future light industrial and commercial (mainly highway commercial) business developments to be planned for and locate as the primary land use. The intersection of Highway 23 and Highway 520 within the Plan Area provides an opportunity area for the development of a highway commercial node.
- 3.8.7 The presence of a former landfill in the NW 15-12-23-W4 impacts the potential for residential development north of the Village, specifically lands west of Range Road 23-2 and south of Township Road 12-3. The lands identified for future non-residential development may be reduced or enlarged depending on more detailed information on the location and size of the former landfill.
- 3.8.8 Isolated commercial and industrial developments shall generally be directed to the appropriate growth areas illustrated on Map 3. Generally speaking, commercial and industrial developments that require municipal utilities may be viewed as more suitable within the Village, which may also help to retain the primarily agricultural nature of the majority of the Plan Area. However, land intensive uses and those that do not require major municipal services may be supported within the Plan Area.
- 3.8.9 Notwithstanding Policy 3.8.8, future isolated commercial and industrial developments may be considered outside of the Village that receive the benefit of Village services through the Village distribution network, if the proposal is deemed appropriate by the Village and the County to be located outside the Village boundary, and the two municipal parties enter into agreement(s) to address servicing, utility expenditures and revenue sharing with respect to Section 3.9 of the IDP.
- 3.8.10 The Village of Barons “gateway corridors” are considered the areas approximately 200 metres adjacent to Highway 23 and Highway 520 (illustrated on Figure 5), and any future development proposed adjacent to the identified Village entranceways (the gateway corridors) should consider potential visual impacts and plans should address the enhancement of visual appeal and attractiveness of the

development with special regard to landscaping, signage, building style, setbacks, screening, architectural guidelines and other features.

**Figure 5: Gateway Corridors**



- 3.8.11 All unsightly materials or objects being stored outdoors in the potential commercial or industrial areas or parcels should be located only in the side or rear yards, properly screened and enforced by an appropriate municipal bylaw.
- 3.8.12 Noxious, hazardous or heavy industrial uses should not be considered along the west side of Highway 23 along the boundary to the Village or on the south side of the Village within the Village future expansion area due to prevalent wind patterns and the proximity to residential uses within the Village.
- 3.8.13 Any discretionary land uses approved by the County should be compatible with the IDP Future Land Use concept and consideration for Village land uses either adjacent or in close proximity.
- 3.8.14 The County will attempt to promote compatibility between any non-agricultural operations proposed in Lethbridge County and the urban land uses within Barons and within the vicinity of the municipal boundaries. The County may consider the use of mechanisms available to achieve compatibility such as buffers between urban land uses and adjacent non-agricultural operations, referral responses on development applications, and general communication with the Village of Barons.
- 3.8.15 The development of the future growth areas as identified on Map 3 will require at some future point an Area Structure Plan to outline the planning, land use, density, road network and servicing framework for the entire area. For smaller multi-lot subdivisions or major large-scale development proposals, the municipalities may also require the proponent/developer provide an Area Structure Plan that demonstrates good planning, appropriate servicing and appropriate access to service the development.
- 3.8.16 The Village sewer lagoons are situated within the NW 16-12-23-W4 in Lethbridge County and both municipalities shall consider the following required provincial setbacks to these facilities when making decisions on subdivision and development proposals in the area:
- (a) In accordance with Sections 12 and 13 of the Subdivision and Development Regulation, a subdivision authority shall not approve an application for the subdivision for a school, hospital, food establishment or residential use if the application would result in a property line of a lot created by subdivision for any of those uses being located within 300 metres of an operating wastewater treatment plant or a non-operating landfill.
  - (b) In accordance with Sections 12 and 13 of the Subdivision and Development Regulation, a development authority shall not issues a development permit for a school, hospital, food establishment or residential use if the building site is located within 300 metres of an operating wastewater treatment plant or a non-operating landfill.
- 3.8.17 The County and Village are both supportive of individual small-scale renewable energy developments (e.g., solar, wind, geothermal, etc.) that serve an individual landowner or business provided it is allowed for in the municipality's Land Use Bylaw and any municipal standards are met.
- 3.8.18 It is recognized that the County does not presently permit commercial-scale renewable energy developments (e.g., solar, wind, biofuel, etc.) in the Rural Urban Fringe district of the Land Use Bylaw

which encompasses some of the land in the Plan Area. If a bylaw amendment application was proposed to the County to contemplate allowing such a use, the County will consult with the Village on the bylaw request and will circulate any submitted bylaw amending application to the Village for comment in accordance with Section 2.4 of this Plan.

- 3.8.19 Both municipalities acknowledge that telecommunication, radio communication and broadcast antenna systems are regulated by Industry Canada. If either municipality receives an application proposing to locate a telecommunication, radio communication or broadcast antenna system within the Plan Area, which is not excluded from the consultation requirements established by Industry Canada, the municipality receiving the application shall consult and refer the proposal to the other municipal party prior to making a determination if the municipality will grant a letter of concurrence or non-concurrence.

### **3.9 Utilities & Servicing**

#### ***Intent***

Both municipalities desire quality development with consistent, efficient and acceptable servicing standards that account for and manage cumulative impacts and recognize financial impacts to municipalities.

#### ***Policies***

- 3.9.1 Both municipalities recognize the importance of efficient provision of utilities and services and agree to coordinate, wherever possible, to determine appropriate locations and alignments of any utility or servicing infrastructure required to serve a proposed subdivision or development within the Plan Area.
- 3.9.2 Proposed subdivision or development in the Plan Area may benefit from a sharing of municipal services from the Village. Where urban services are proposed by a developer, an agreement must be discussed with the Village prior to an application being deemed complete. It is acknowledged that, although these circumstances may arise and benefit all parties concerned:
- (a) the Village of Barons is not committed to providing any new services outside the Village boundaries, and
  - (b) Lethbridge County will not approve any application requiring urban services until a servicing agreement has been negotiated with the Village.
- 3.9.3 Both municipalities agree in principle that existing and future developments outside of the Village that receive the benefit of Village services through the Village distribution network should be required to pay toward the use of Village facilities. This payment could come in the form of a one-time lump sum, a rate surcharge, or any other acceptable form of remuneration.
- 3.9.4 Information for major servicing infrastructure proposed by one municipality shall be provided to the other municipality to allow for collaboration and coordinated planning.

- 3.9.5 Prior to any subdivision or development approval which proposes the use of municipal water or sewer under the adjacent municipality's control or management, the developer/landowner must obtain approval in writing from the applicable municipality regarding the use of such infrastructure to serve the development or subdivision.
- 3.9.6 When Village municipal water and wastewater services are proposed:
- (a) it is the responsibility of the developer/landowner to enter into an agreement with the Village for the provision of such services. Any costs associated with connecting to municipal water and wastewater, including extending waterlines and installing associated infrastructure will be defined in the agreement and will be at the expense of the developer/landowner;
  - (b) the location of the required infrastructure to provide those services may be approved by the County based on discussions and negotiations between the County, the Village and the developer/landowner;
  - (c) where municipal water or wastewater services have been extended into the County, the County may collect the agreed upon user fees, for remittance back to the Village.
- 3.9.7 When municipal water and wastewater services are available to service any proposed subdivision or development, the developer/landowner may be required to connect to such services.

## **3.10 Transportation**

### ***Intent***

Policies are intended to foster enhanced coordination in the provision of linked road networks to ensure that these roads are functional, compatible and logical in order to facilitate orderly and planned growth that does not compromise future development.

### ***Policies***

- 3.10.1 The proposed future roadway system in the growth areas should be a continuation of the Villages grid pattern system and will need to be defined in more detail at the Area Structure Plan and subdivision stage.
- 3.10.2 The County may require dedication of road right-of-way, in consideration of a transportation concept with linkages to the adjacent Village grid pattern system, on the final plan of subdivision for any proposal located 0.5 miles (0.8 km) or closer to the Village boundary.
- 3.10.3 If road dedication is a condition of subdivision approval, the landowner/developer will be required to enter into a development agreement for road construction and associated costs.
- 3.10.4 Road construction may be deferred to a later subdivision or development stage subject to a deferred servicing/development agreement with either the County or Village as applicable.

- 3.10.5 Each municipality must be notified of any development or subdivision proposal in the other municipality that will result in access being required from an adjoining road under its control or management.
- 3.10.6 Both municipalities recognize the importance of the railway system to the economy of the region and shall regulate compatible land uses adjacent to the rail lines referring to using the *Guidelines for New Development in Proximity to Railway Operations (2013)*.
- 3.10.7 Both municipalities recognize the need to coordinate provincial transportation plans and municipal land use plans to ensure proper planning of development adjacent to highways of provincial interest.
- 3.10.8 The County and Village will consult with Alberta Transportation regarding the implementation of this Plan. A developer/landowner may be required to conduct traffic studies with respect to impact and access onto Highways 23 and Highway 520 and any upgrading identified by traffic studies will be implemented at the sole cost of the developer/landowner and to the satisfaction of Alberta Transportation.
- 3.10.9 The County and Village will consult and work with and Alberta Transportation to coordinate the provision and development of efficient regional transportation networks and corridors. Both municipalities will employ required setbacks and appropriate mitigating measures relating to clear-sight visibility, noise, air pollution and safety on lands that may impact Highways 23 and 520.
- 3.10.10 With respect to future growth and development for the Plan area, it is recognized that no additional direct access to Highway 23 will be permitted by Alberta Transportation. Any additional proposed new road access linkage to Highway 520 shall also be determined in consultation with the provincial department with consideration for the need of preparing an Area Structure Plan. The future planning of growth lands to the south of the current Village boundary will require the incorporation and design of service roads to provide circulation and internal access to development.
- 3.10.11 Isolated industrial/commercial uses will be reviewed on a case-by-case basis in consultation with Alberta Transportation at the time of development to determine potential highway impacts, and any required intersection upgrades or improvements that may be required shall be provided at the sole cost by the developer/landowner.
- 3.10.12 The intersection of Highways 23 and 520 may be subject to future upgrades/improvements as determined by a Traffic Impact Assessment (TIA) when required. The findings and recommendations, as identified in a professionally engineered TIA, shall be considered with respect to Policies 3.8.6 and 3.10.8, or upon the direction or request of Alberta Transportation.
- 3.10.13 Both the County and Village will ensure that redesignation, subdivision and development applications located within the defined setback parameters of a provincial highway (300 metres for the boundary of a designated provincial highway or 800 metres from the intersection) are referred to Alberta Transportation.



# DEFINITIONS

## PART 4



## PART 4

### DEFINITIONS

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**Adjacent Land** means land that abuts or is contiguous to the parcel of land that is being described and includes land that would be contiguous if not for a highway, road, lane, walkway, watercourse, utility lot, pipeline right-of-way, power line, railway, or similar feature and any other land identified in a land use bylaw as adjacent for the purpose of notifications under the *Municipal Government Act*.

**Agricultural Land, Higher Quality** means:

- (a) land having a Canada Land Inventory (CLI) classification of 1-4, comprising 64.8 ha (160 acre) parcels of dryland or 32.4 ha (80 acre) parcels of irrigated land;
- (b) land contained in an irrigable unit;
- (c) land having a CLI classification of 5-7 with permanent water rights, with the exception of:
  - (i) cut-off parcels of 4.0 ha (10 acres) or less. To be considered a cut-off, a parcel must be separated by:
    - a permanent irrigation canal as defined by the irrigation district,
    - a permanent watercourse normally containing water throughout the year,
    - a railway,
    - a graded public roadway or highway,
    - an embankment, or
    - some other physical feature,which makes it impractical to farm or graze either independently or as part of a larger operation, including nearby land;
  - (ii) land which is so badly fragmented by existing use or ownership that the land has a low agricultural productivity or cannot logically be used for agricultural purposes. For the purpose of subdivision, fragmented land may be considered to be land containing 8.1 ha (20 acres) or less of farmable agricultural land in CLI classes 1-4.

**Agricultural Operation** means an agricultural activity conducted on agricultural land for gain or reward or in the hope or expectation of gain or reward, and includes:

- (a) the cultivation of land;
- (b) the raising of livestock, including game-production animals within the meaning of the “Livestock Industry Diversification Act” and poultry;
- (c) the raising of fur-bearing animals, pheasants or fish;
- (d) the production of agricultural field crops;
- (e) the production of fruit, vegetables, sod, trees, shrubs and other specialty horticultural crops;
- (f) the production of eggs and milk;

- (g) the production of honey (apiaries);
- (h) the operation of agricultural machinery and equipment, including irrigation pumps on site;
- (i) the application of fertilizers, insecticides, pesticides, fungicides and herbicides, including application by ground and aerial spraying, for agricultural purposes;
- (j) the collection, transportation, storage, application, use transfer and disposal of manure; and
- (k) the abandonment and reclamation of confined feeding operations and manure storage facilities.

**Area Redevelopment Plans (ARP)** means designating an area of land for the purpose of improving land or buildings, roads, public utilities or other services in the municipal area, typically for the purpose of assisting in the revitalization of older areas of the municipality.

**Area Structure Plan (ASP)** means a statutory plan in accordance with the *Municipal Government Act* and the Lethbridge County Municipal Development Plan for the purpose of providing a framework for subsequent subdivision and development of an area of land in a municipality. The plan typically provides a design that integrates land uses with the requirements for suitable parcel densities, transportation patterns (roads), storm water drainage, fire protection and other utilities across the entire plan area.

**Conceptual Design Scheme** means a general site layout plan which provides for the orderly development of a parcel or group of parcels, usually for less than five lots. It is a planning tool which is a type of “mini” area structure plan, usually less detailed, typically illustrating lot layouts and sizes, roads, topography and general servicing information. It is usually not adopted by bylaw, but may be if the municipality desires to do so.

**Confined Feeding Operation (CFO)** means an activity on land that is fenced or enclosed or within buildings where livestock is confined for the purpose of growing, sustaining, finishing or breeding by means other than grazing and requires registration or approval under the conditions set forth in the *Agricultural Operation Practices Act (AOPA)*, as amended from time to time, but does not include seasonal feeding and bedding sites.

**Confined Feeding Operation (CFO)** means an activity on land that is fenced or enclosed or within buildings where livestock is confined for the purpose of growing, sustaining, finishing or breeding by means other than grazing and requires registration or approval under the conditions set forth in the *Agricultural Operation Practices Act (AOPA)*, as amended from time to time, but does not include seasonal feeding and bedding sites.

**CFO Exclusion Area** means the area within the Intermunicipal Development Plan where new confined feeding operations (CFOs) are not permitted to be established or existing operations allowed to expand.

**Country Residential, Grouped** means existing or proposed residential uses on more than two adjacent parcels of less than the minimum extensive agricultural parcel size, and may consist of the yard site of a former farmstead.

**Country Residential, Isolated** means one or two existing or proposed country residential uses.

**Country Residential Use** means a use of land, the primary purpose of which is for a dwelling or the establishment of a dwelling in a rural area, whether the dwelling is occupied seasonally, for vacation purposes or otherwise, or permanently.

**County** means Lethbridge County.

**Dispute Settlement or Resolution** means a formal process that provides the means by which differences of view between the parties can be settled, in a diplomatic and cooperative manner. These differences may be over their opinions, interpretations, or actions of one party in regards to decision making in the IDP plan area or interpretation of the IDP policies.

**Fringe or Urban Fringe** means the approximate one-to-two mile land area around the municipal boundary of an urban municipality and as designated in a land use bylaw, and for the purpose of this plan includes the actual designated Rural Urban Fringe district of the Lethbridge County Land Use Bylaw in the vicinity of the Village of Barons.

**Gateway Corridors** means areas of land adjacent to the highways and located at the main entranceways into and adjacent to the Village and are considered the area of approximately 200 m adjacent to Highway 23 and Highway 520.

**Grandfathered Use or Land Uses** means a use in existence at the time of adopting a bylaw but once the bylaw takes effect, may no longer conform or comply to the policies, standards or requirements of the bylaw, but they are legally allowed to exist until a change or intensification of the use occurs, at which time the use then must conform to the bylaw.

**Growth or Expansion Areas** means the areas of land identified in this Plan as logical parcels, areas or directions in which future urban scale growth may be directed in the future, when and if required, if additional lands are needed to accommodate population and/or economic growth by a municipality.

**Growth Study** means a report or analysis to identify the land requirements to accommodate future population and urban growth and is a guide for municipal decision-making regarding future land use needs. This study is not a statutory plan but it is often used as the basis for a formal annexation application being submitted to the Province. Typically the report will examine historic demographic trends, growth influences, land consumption, land and servicing constraints and municipal transportation and utility capacities.

**Industrial Use** means development used for manufacturing, fabricating, processing, assembly, production or packaging of goods or products, as well as administrative offices and warehousing and wholesale distribution use which are accessory uses to the above, provided that the use does not generate any detrimental impact, potential health or safety hazard, or any nuisance beyond the boundaries of the developed portion of the site or lot upon which it is situated.

**Intensive Agriculture** means any concentrated method used to raise crops, food production, or to rear or keep or confine livestock, animals, poultry or their products for market, including such operations as horse riding stables, poultry farms, pastures, rabbitries, fur farms, greenhouses, tree farms, sod farms, apiaries, dairies, nurseries and similar specialty uses conducted as the principal use of a building or site.

**Intermunicipal Development Plan (IDP) Boundary** means the agreed-to area the IDP will govern and is the referral area for the plan and all development applications and statutory bylaw amendments on lands within the identified plan area that will be referred to each municipality and/or the IDP Committee.

**Intermunicipal Development Plan (IDP) Committee or Committee** means the Intermunicipal Development Plan Committee or Intermunicipal Committee established in accordance with the policies in this Plan and whose members are assigned by each respective council for the purposes of administering and monitoring the Intermunicipal Development Plan.

**Isolated Industrial/Commercial** uses means individual industrial or commercial uses located or proposed to be located on parcels of land not adjacent to other proposed or existing industrial uses, or are not located in an identified business park, and that, in the opinion of the Development Authority, would not substantially change the agricultural characteristics of an area.

**Land Use Concepts** means the planning proposal or plan generally illustrating the likely future land uses for an identified area within or adjacent to an urban municipality.

**Major Servicing Infrastructure** means those hard infrastructure assets that relate to municipal road, water, wastewater and sewer systems that are necessary to serve a subdivision or development.

**May** means, within the context of a policy, that a discretionary action is permitted.

**Municipal Services** means those services and utilities generally provided to the public and both delivered and maintained by the municipality, such as public roads, municipal potable water, municipal waste treatment, and collective storm water management.

**Noxious or Hazardous Use** means industry which involves processing of an extractive or agricultural resource which is deemed to be hazardous, noxious, unsightly or offensive (smoke, dust, glare) and cannot therefore be compatibly located in proximity of a residential environment. Examples should include, but are not limited to: anhydrous ammonia storage, abattoirs, oil and gas plants, bulk fuel depots, livestock sales yards, gravel/sand pits or stone quarries, auto wreckers or other such uses determined by the Development Authority to be similar in nature.

**Overlay Plans** means a conceptual design drawing which indicates how parcels of land may be further subdivided and typically illustrates minimum sized urban lots, road alignments to adjacent road networks, servicing corridors and building pockets as to where dwellings should be located, so as not to fragment land or interfere with urban growth plans.

**Plan** means the Lethbridge County and Village of Barons Intermunicipal Development Plan.

**Renewable Energy Developments, commercial scale** means a use that produces energy (and in some cases other marketable by-products depending on the process utilized) fuelled in ways that do not use up natural resources or harm the environment. Energy may be derived from natural and/or non-traditional sources (e.g. geothermal, solar, water, wind, tides, waste, etc.) and once produced is sold and distributed off-site (commercially) to the marketplace.

**Renewable Energy Developments, individual small-scale** means a use that produces energy that is generated from an alternative or renewable source and that is generally derived from natural and/or non-traditional sources (e.g. geothermal, solar, water, wind, tides, waste, etc.) and is primarily utilized on-site for the sole consumption of the landowner, resident or occupant.

**Shall or Must** means, within the context of a policy, that the action is mandatory.

**Should** means within the context of a policy that the action is strongly encouraged but it is not mandatory.

**Traffic Impact Assessment (TIA)** means Traffic Impact Assessment (TIA) or Transportation Impact Analysis means an evaluation or analysis completed by a licensed professional engineer (typically specializing in traffic) of the effect(s) of traffic generated by a development on the capacity, operations, and safety of a public road or highway and generally includes summary of any mitigation measures or roadway improvements required. The analysis should provide a basis for determining the developer's responsibility for specific off-site improvements.

**Transportation Concept** means a conceptual design or plan illustrating the layout and future dedication of road right-of-way, in consideration of linkages and connectivity to existing road networks, access points, and the adjacent Village road pattern system.

**Unightly Premises** means properties that do not meet the general condition and state of tidiness of the greater community at large and typically may be described as properties with excessive: garbage and litter, unused vehicles or vehicle parts, unused equipment, machinery, or appliances, scrap material, excessive outdoor storage not associated with an approved business, and lack of maintenance or repair of buildings and landscaping, and unduly long grass or weeds.

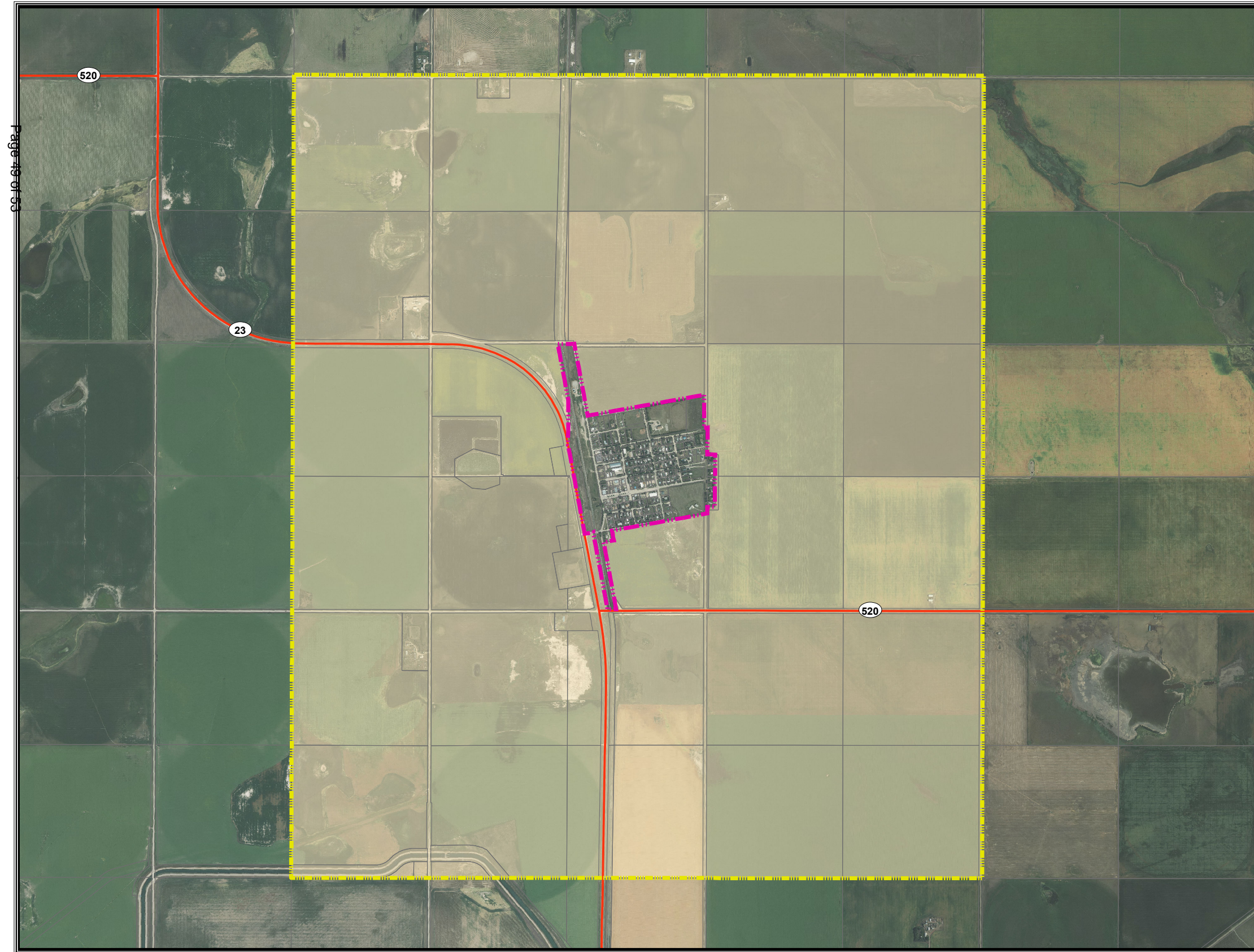
**Village** means Village of Barons.



MAPS

PART 5





**VILLAGE OF BARONS  
LETHBRIDGE COUNTY  
INTERMUNICIPAL DEVELOPMENT PLAN  
BYLAW # \_\_\_\_ AND BYLAW# \_\_\_\_ 2020**

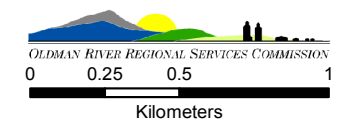
**CFO EXCLUSION AREA  
JANUARY 2020**

**MAP 4**

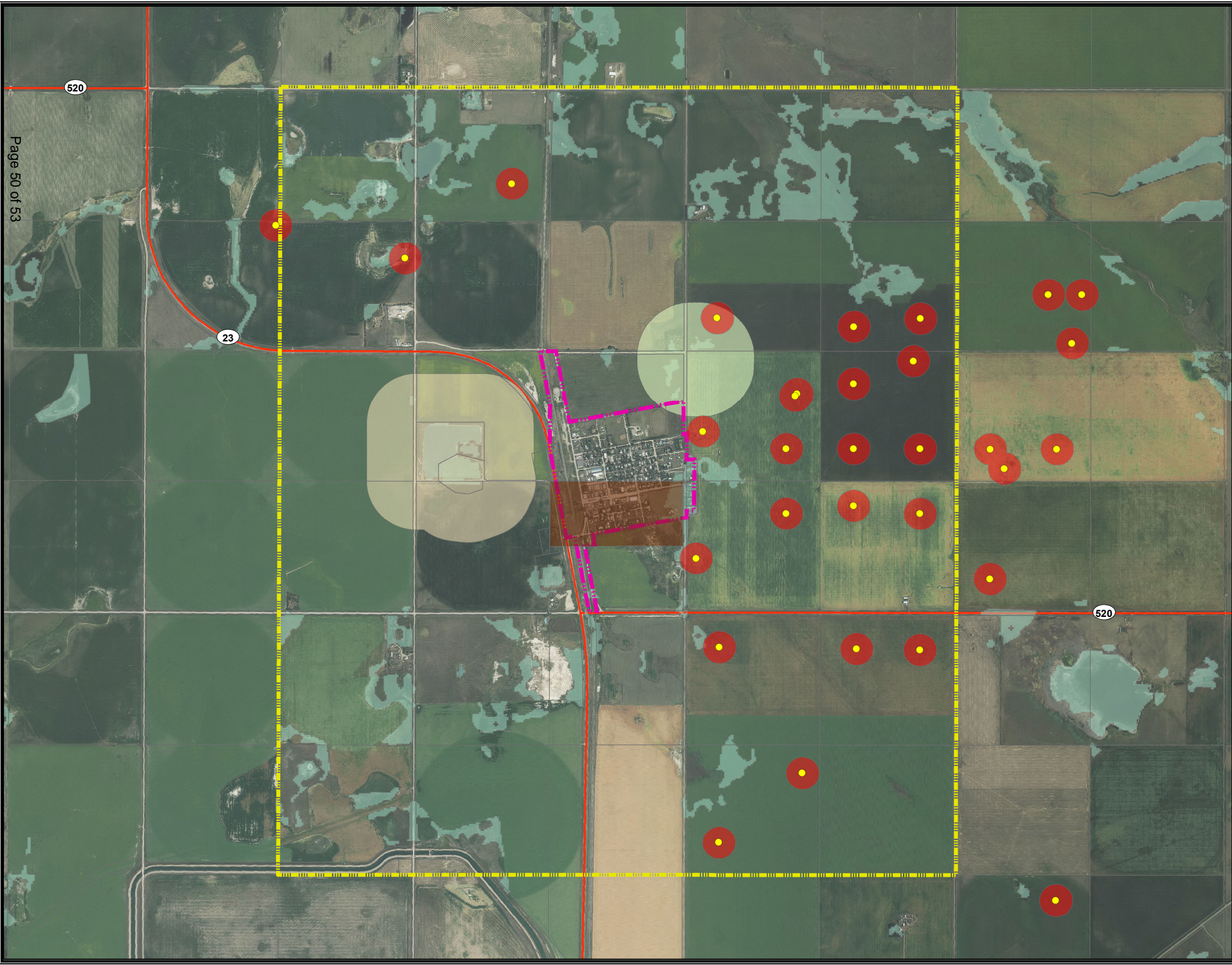
- IDP Boundary
- Highways
- Confined Feeding Operation Exclusion Area
- Village of Barons Boundary



Aerial Photo Date: 2015







**VILLAGE OF BARONS  
LETHBRIDGE COUNTY  
INTERMUNICIPAL DEVELOPMENT PLAN  
BYLAW #\_\_\_\_ AND BYLAW#\_\_\_\_ 2020**

**GROWTH RESTRICTIONS  
JANUARY 2020**

**MAP 5**

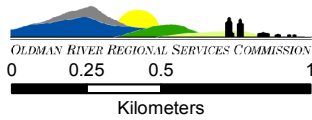
- IDP Boundary
- Village of Barons Boundary
- Highways
- Oil/Gas Well\*\*
- Oil/Gas Well Buffer - 100m
- Sewage Lagoon Buffer - 300m
- Old Landfill Buffer - 300m
- Wetland
- Historic Resource Values (HRV)\*\***
  - HRV 2: Designated Under the HRA as a Registered Historic Resource

Source:  
\* Alberta Culture and Tourism  
\* Refer to AB Culture and Tourism "Listing of Historic Resources Instructions For Use" for HRV description and categories..  
\*\* Alberta Energy Regulator, 2016

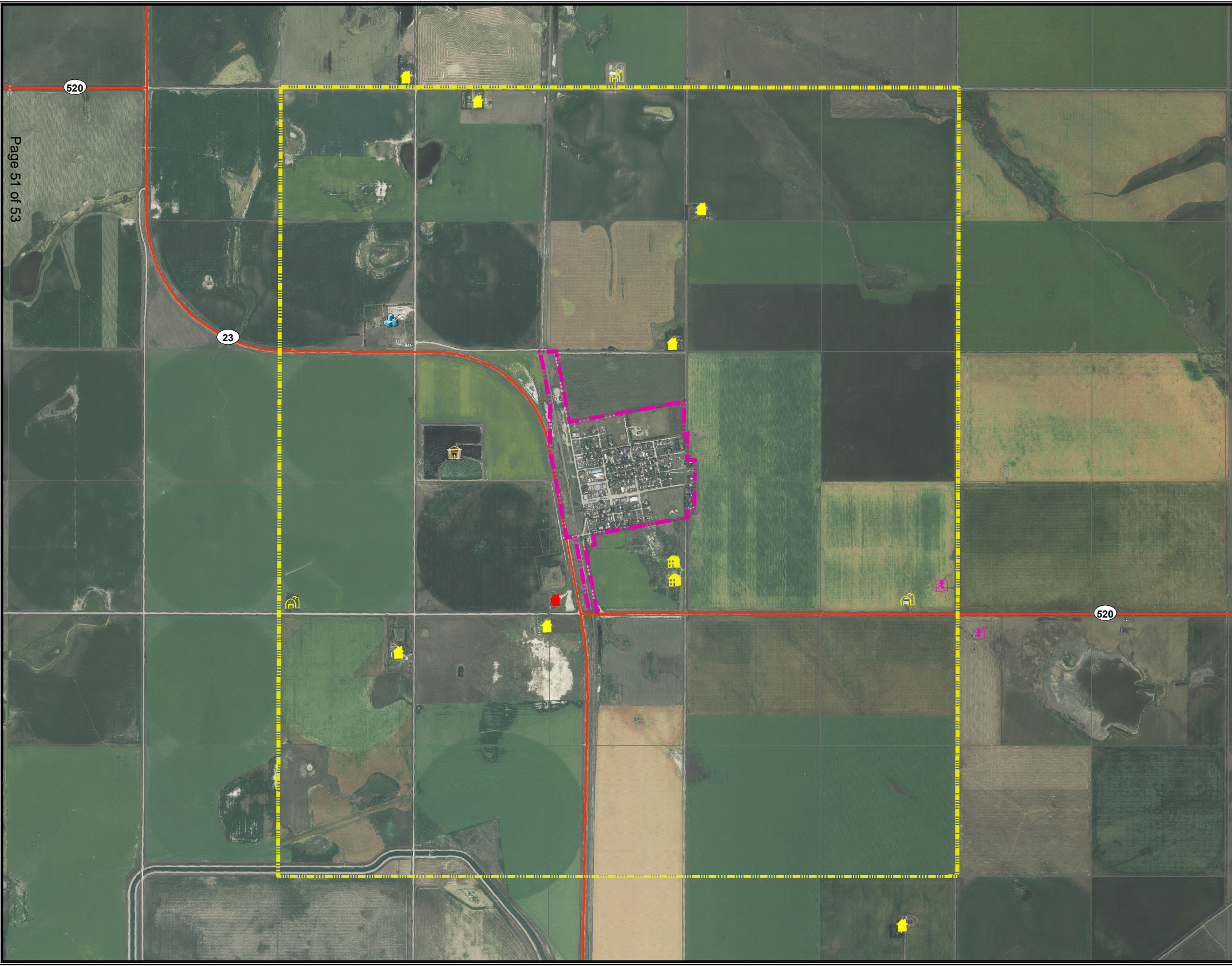
Government of Alberta, April 2017



Aerial Photo Date: 2015















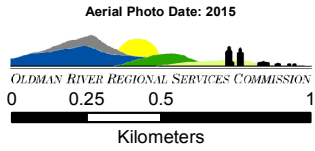


**VILLAGE OF BARONS  
LETHBRIDGE COUNTY  
INTERMUNICIPAL DEVELOPMENT PLAN  
BYLAW #\_\_\_\_ AND BYLAW#\_\_\_\_ 2020**

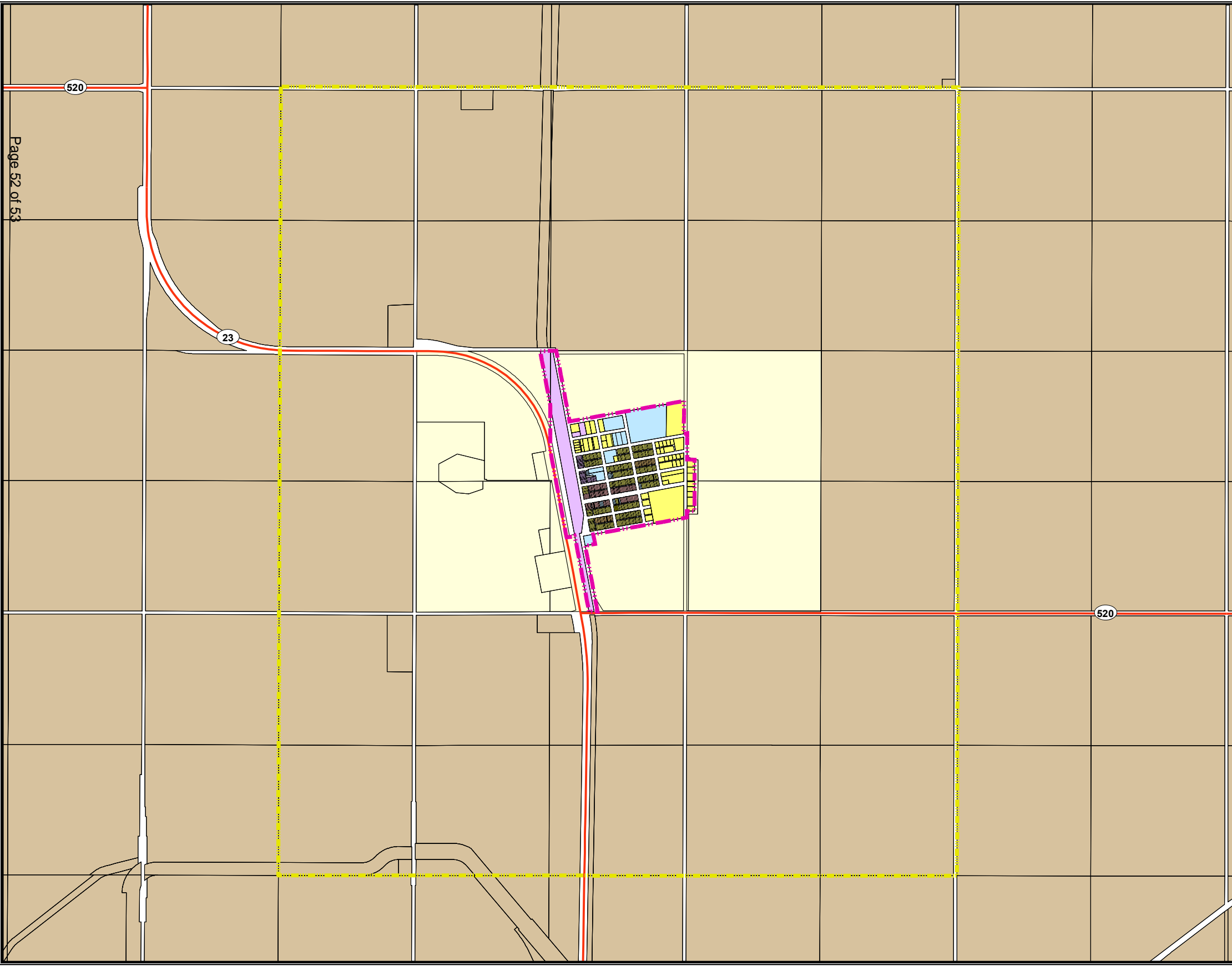
**EXISTING LAND USE  
JANUARY 2020**

**MAP 6**

-  IDP Boundary
-  Village of Barons Boundary
-  Highways
-  Farmstead
-  Farm Building
-  Abandoned Farmstead
-  Country Residence
-  Institutional
-  Intensive Agriculture
-  Industrial
-  Utilities







**VILLAGE OF BARONS  
LETHBRIDGE COUNTY  
INTERMUNICIPAL DEVELOPMENT PLAN  
BYLAW #\_\_\_\_ AND BYLAW#\_\_\_\_ 2020**

**LAND USE ZONING  
JANUARY 2020**

**MAP 7**

----- IDP Boundary

----- Village of Barons Boundary

----- Highways

**Lethbridge County Land Use Districts**

Rural Agriculture - RA

Rural Urban Fringe

**Village of Barons Land Use Districts**

Residential R1

Residential Manufactured Home R2

Commercial CO

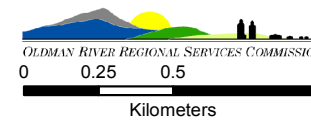
Industrial IN

Public & Institutional PI

Urban Reserve UR



Aerial Photo Date: 2015



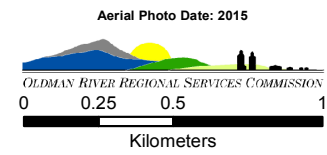


**VILLAGE OF BARONS  
LETHBRIDGE COUNTY  
INTERMUNICIPAL DEVELOPMENT PLAN  
BYLAW #\_\_\_\_ AND BYLAW#\_\_\_\_ 2020**

**SOIL CAPABILITIES  
JANUARY 2020**

**MAP 8**

- - - - - IDP Boundary
- Highways
- 2 - Moderately High to High Productivity, Moderate Crop Limitations
- 3 - Moderately High Productivity, Moderately Severe Crop Limitations
- - - - - Village of Barons Boundary



# AGENDA ITEM REPORT



**Title:** Community Grant Program Policy Options  
**Meeting:** County Council - 20 Feb 2020  
**Department:** Community Services  
**Report Author:** Jennifer Place, Larry Randle

## APPROVAL(S):

Ann Mitchell, Chief Administrative Officer

Approved - 17 Feb 2020

## STRATEGIC ALIGNMENT:



Prosperous  
Agricultural  
Community



Vibrant and Growing  
Economy



Outstanding Quality  
of Life



Effective Governance  
and Service Delivery



Strong Working  
Relationships

## EXECUTIVE SUMMARY:

During the 2020 budget discussions, Council expressed an interest in giving consideration to changing how the Community Grant Program is administered and awarded. This report includes three options for Council to consider.

## RECOMMENDATION:

That Community Grant Policy No. 176 be rescinded and further, that a \$10,000.00 grant to each of the seven community hall associations located in the County be provided in 2020, subject to the satisfaction of County administration, that each group is able to lawfully receive and appropriately manage such funds on behalf of their respective organizations.

## PREVIOUS COUNCIL DIRECTION / POLICY:

Current Community Grant Policy No. 176 (see attached) provides the guidelines for the application and adjudication of the grant program.

## BACKGROUND INFORMATION:

Policy 176 is administered jointly by the Financial Services and Community Services departments. The grant program is intended to support the development and delivery of sport, social, cultural and recreational programs to eligible organizations. Applications are reviewed and rated using a scoring methodology based on specific criteria outlined in the policy. Council reviews staff recommendations and then makes the final decision on which organizations receive funding.

This grant program has been in place for the past two years. In 2019, only six out of seventeen applicants met the grant criteria and were awarded funds. Three of the seventeen applications were redirected to the municipal reserve program as they were technically for County-owned projects. The remaining eight applicants did not meet the policy criteria to receive a grant.

The grant advertising, review, awarding and payment process is demanding on staff resources. One way to simplify the provision of funding that still enhances the quality of life for County citizens may be to rescind the policy and replace it by providing an annual grant to each of the seven community hall associations located in Lethbridge County (see attached). This would greatly reduce the demand on staff time, support the broader community and still align with the County's Strategic Plan pillar of providing an outstanding quality of life.

#### **ALTERNATIVES:**

1. Maintain status quo.
2. Amend the policy to make it more accessible to more community groups for a broader range of purposes.
3. Rescind Community Grant Policy No. 176 and provide annual funding to the seven community hall associations located throughout the County through the annual budgeting process.

#### **FINANCIAL IMPACT:**

Council has budgeted \$100,000.00 for the Community Grant Program in 2020. In 2019, only \$79,600.00 was awarded out of the \$100,000.00 that was available. If Council were to rescind the policy and choose to provide funds to the seven community hall associations, the \$100,000.00 in the budget could easily be adjusted and authorized by resolution.

If Council supports the staff recommendation, community groups at large would still have the opportunity to request funds throughout the year from Council through Donations Policy No. 161 (up to \$500.00) and could also be provided funds through the Council discretionary reserve.

#### **REASON(S) FOR RECOMMENDATION(S):**

During the 2020 budget deliberations and in previous discussions, Council informally expressed some interest in changing the way community grant funding is administered and awarded. This report provides two options for changing the way the program is currently managed.

#### **ATTACHMENTS:**

[Policy 176 Community Grant Program](#)  
[Community Halls in County](#)



## Lethbridge County Policy Handbook

**EFFECTIVE:** February 14, 2019      **SECTION:** 100 No. 176 Pge 1 of 3  
**APPROVED BY:** County Council      **SUBJECT:** Community Grant Program  
**REVISED DATE:**

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### Purpose

To establish guidelines for the application and adjudication of the Community Grant Program.

### Policy

Lethbridge County recognizes that the ongoing commitment to the Community Grant Program aids with the development and delivery of sport, social, cultural and recreational programs to eligible organizations.

### Guidelines and Procedures

1. Administration of the Community Grant Program will be carried out by the Financial Services Department in collaboration with the Director of Community Services.
2. Requests for funding from the Community Grant Program shall be adjudicated by County Council based on an annually approved amount set by budget, from a list of community group submissions that meet eligible criteria as dictated by this policy.
3. Principles to help guide decision-making include the following and will consider whether the funds will be used to:
  - a) Enhance or improve the quality of life for citizens of Lethbridge County;
  - b) Address social issues through the provision of sport, social, cultural and recreational activities;
  - c) Address general programming gaps within the community;
  - d) Foster and promote active living through physical recreation;



## Lethbridge County Policy Handbook

**EFFECTIVE:** February 14, 2019

**SECTION:** 100 No. 176 Pge 2 of 3

**APPROVED BY:** County Council

**SUBJECT:** Community Grant Program

**REVISED DATE:**

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- e) Priority will be given to those requests which most benefit County residents through improvement of facilities and encouragement of participation in the community;
- f) Organizations that were approved for grant funding in the prior year are not eligible for the current year;
- g) Projects for publicly owned parks, publicly owned/operated recreation areas, school board purposes or to separate land used for different purposes will be referred to the Land Trust Reserve Program; and
- h) Projects must be completed within 2 years of award or funding will be withdrawn.

Note: Projects shall be limited to capital improvements and not applied towards operating expenses, donations, wages, uniforms or other personal items

- 4. Financial account reporting of the Community Grant Program will form a part of the quarterly financial statements presented to Council.
- 5. The County will advertise for submissions annually, detailing eligibility criteria and deadline dates for applications. This will run in conjunction with any other approved County grant program.
- 6. Upon review of submissions/applications, Council will approve funding for selected project(s) by resolution.
- 7. County Administration will work with community groups and organizations to ensure funding is utilized appropriately. Approved funding will be released when project invoices and final costing summaries are provided to the County upon completion of the project.



## Lethbridge County Policy Handbook

**EFFECTIVE:** February 14, 2019

**SECTION:** 100 No. 176 Pge 3 of 3

**APPROVED BY:** County Council

**SUBJECT:** Community Grant Program

**REVISED DATE:**

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### Scoring Methodology

#### **1. Administration Initial Completeness Review:**

Deadline Met	Yes	No
Application Form Fully Completed	Yes	No
Resident / Lethbridge County Group	Yes	No
Previous Recipient	Yes	No
List of Other Funding Sources	Yes	No

#### **2. Event/Project Evaluation: (each worth up to 5)**

- Number of people reached, benefit to the community, significance of event/activity \_\_\_\_\_
- Safety components (including accessibility provisions) \_\_\_\_\_
- History of service to the community \_\_\_\_\_
- Fundraising efforts \_\_\_\_\_
- Contributions of the Group (volunteer, in-kind and financial) \_\_\_\_\_
- Economic spinoffs of project or event \_\_\_\_\_
- Value added components of project \_\_\_\_\_
- Evidence of Community Support \_\_\_\_\_
- Evidence of local business participation \_\_\_\_\_
- Quality of application \_\_\_\_\_

**Criteria Weight Score Total**    \_\_\_ /50

### Scoring Matrix:

1. Does Not Meet Expectations (0-10)
2. Meets Expectations (11-20)
3. Good Request (21-30)
4. Very Good Request (31-40)
5. Exceptional (41-50)



<b>Community Hall</b>	<b>Owner</b>	<b>Land Description</b>
McNally	McNally Community Association	NW 12-8-21-W4
Readymade	Readymade Community Association	SW 2-9-19-W4
Diamond City	Lethbridge County	NW 6-10-21-W4, Plan 6510AE, Block 11
Shaughnessy	Shaughnessy Community Association	NW 30-10-21-W4, Plan 8321EE, Block 6
Turin	Turin Community Curling Club	SW 3-12-19-W4
Monarch	Monarch Community Association	SW 7-10-23-W4, Lot 10, Plan 187LK, Block 18
Sundial	Sundial Community Association	SE 18-13-19-W4

# AGENDA ITEM REPORT



**Title:** Lethbridge County Signing Authorities  
**Meeting:** County Council - 20 Feb 2020  
**Department:** Corporate Services  
**Report Author:** Jennifer Place

## APPROVAL(S):

Jennifer Place, Manager of Finance & Administration  
Ann Mitchell, Chief Administrative Officer

Approved - 30 Jan 2020  
Approved - 04 Feb 2020

## STRATEGIC ALIGNMENT:



Prosperous  
Agricultural  
Community



Vibrant and Growing  
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## EXECUTIVE SUMMARY:

Due to restructuring of the County's Management team, and change to the Deputy Reeve position, administration is proposing that Council amend the signing authority resolution to align with the County's corporate changes. The current resolution was passed in November 2017 and some of the management positions named no longer exist. Additionally, as there is now a rotating Deputy Reeve, a secondary signer from Council will need to be named. Upon being carried by Council, the revised resolution will be sent to the County's banking institutions for updating.

## RECOMMENDATION:

Move That County Council approve any one of the Reeve or *appointed Councillor*, along with the Chief Administrative Officer, Manager of Finance & Administration, Director of Public Operations or Director of Community Services to sign on behalf of the County Banking Accounts.

## PREVIOUS COUNCIL DIRECTION / POLICY:

593/17 M. ZEINSTRA MOVED that County Council approve any one of the Reeve or Deputy Reeve, along with the Chief Administrative Officer, Director of Corporate Services, Director of Municipal Services or Director of Community Services to sign on behalf of the County Banking Accounts, and authorize the use of electronically reproduced signatures. CARRIED

## BACKGROUND INFORMATION:

The Municipal Government Act (MGA) contains a section regarding signing authorities for a municipality as stated below:

Section 213:

- (4) Agreements and cheques and other negotiable instruments must be signed or authorized;
  - (a) by the chief elected official or by another person authorized by council to sign them, and;
  - (b) by a designated officer, or by a designated officer acting alone if so authorized by council.
- (5) A signature may be printed, lithographed or otherwise reproduced if so authorized by council.

Additionally the MGA also states that Council can authorized signing authorities by resolution.

**ALTERNATIVES:**

To leave the signing authority resolution as is, however it would limit who could sign on behalf of the County due to position changes over the past year.

**FINANCIAL IMPACT:**

All County banking information will be updated with the signing authorities as assigned by resolution.

**REASON(S) FOR RECOMMENDATION(S):**

To update the County's signing authorities to align with the change to the Deputy Reeve position of Council as well as with the current management positions.

# AGENDA ITEM REPORT



**Title:** Lethbridge County Scholarship Policy #182  
**Meeting:** County Council - 20 Feb 2020  
**Department:** Corporate Services  
**Report Author:** Jennifer Place

## APPROVAL(S):

Jennifer Place, Manager of Finance & Administration  
Ann Mitchell, Chief Administrative Officer

Approved - 04 Feb 2020  
Approved - 07 Feb 2020

## STRATEGIC ALIGNMENT:



Prosperous  
Agricultural  
Community



Vibrant and Growing  
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Relationships

## EXECUTIVE SUMMARY:

During the 2020 budget deliberations, Council had a discussion around County student scholarship funds that has previously been budgeted for but were not always accessed or fully distributed. Through the discussions Administration suggested the option of creating a Scholarship Policy and Application for County students to allow them access to the funds in a fair and transparent manner. It was also suggested that should a policy be approved that the County advertise the scholarship and send copies to all of the schools within the County's boundaries, to ensure students are aware of the scholarship opportunity. Currently, the 2020 budget has been set to issue 2 scholarships of \$1,000 each.

## RECOMMENDATION:

Moved that Policy #182 Lethbridge County Scholarship be approved as presented.

## PREVIOUS COUNCIL DIRECTION / POLICY:

Council provided verbal direction through the 2020 budget process and approved the 2020 Operating Budget at the January 15, 2020 County Council Meeting.

## BACKGROUND INFORMATION:

As mentioned above, Council had a discussion during the 2020 budget deliberations supporting County students through an annual scholarship fund and how best to ensure funds are accessed and distributed fairly.

## ALTERNATIVES:

1. To amend the Policy and Application as presented.
2. To not approve the Scholarship Policy or Application as presented.

**FINANCIAL IMPACT:**

The 2020 budget has been approved for 2, \$1,000 Scholarships to be issued.

**REASON(S) FOR RECOMMENDATION(S):**

To ensure there is a policy and process in place for the distribution of scholarship funds to County citizens that will assist students with their post secondary expenses.

**ATTACHMENTS:**

[Scholarship Policy 182](#)

[Scholarship Policy 182 Schedule A](#)



## Lethbridge County Policy Handbook

**EFFECTIVE:** February 20, 2020

**SECTION:** 100 NO. 182

**APPROVED BY:** County Council

**SUBJECT:** Scholarship Policy

**REVISED DATE:**

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**Purpose:**

To provide Lethbridge County Students an opportunity to receive a scholarship for post-secondary education.

**Objective:**

To provide some financial assistance to Lethbridge County citizens who are pursuing a post-secondary education.

**Parameters:**

1. SCHOLARSHIP AMOUNT: The amount of and number of scholarships available will be determined annually by Council through the annual budget process.
2. SELECTION COMMITTEE: Lethbridge County Council will have full authority in the selection of the recipients.

**Criteria:**

1. PRIMARY CONSIDERATIONS:  
Open to any student or adult as qualified by the undernoted conditions:
  - a. Shall be a resident of Lethbridge County who is attending school within Lethbridge County's Municipal Boundaries  
OR
  - b. Shall have at one time attended school within Lethbridge County's Municipal Boundaries
2. SECONDARY CONSIDERATIONS:  
Based on an academic standing sufficient to achieve stated goals. Based on good citizenship demonstrated through community and social participation, volunteer work, etc.



## Lethbridge County Policy Handbook

**EFFECTIVE:** February 20, 2020

**SECTION:** 100 NO. 182

**APPROVED BY:** County Council

**SUBJECT:** Scholarship Policy

**REVISED DATE**

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3. OTHER CONSIDERATIONS:

Financial need will be considered.

Applicant need not be a High School student but must provide proof of enrolment in a post-secondary education institute.

Students going into first or succeeding years of studies are eligible to apply.

**Application Procedure and Dates:**

The Lethbridge County Scholarship Application, as per Schedule "A" will be made available at the Lethbridge County Administrative Office or on the Lethbridge County Website.

Applications can be received by hand delivering to the Lethbridge County Administrative Office or by email, in .pdf format to [admin@lethcounty.ca](mailto:admin@lethcounty.ca)

Applications postmarked after June 1 will not be accepted.

Transcripts of marks must accompany application.

Awards to be disbursed by Lethbridge County to the recipient by August 31, annually.

The availability of the scholarships shall be advertised annually in March of each year.



## LETHBRIDGE COUNTY SCHOLARSHIP APPLICATION Schedule "A"

Lethbridge County Council is proud to administer Scholarship opportunities to County students as per the Lethbridge County Scholarship Policy #182. A representative of County Council will award two County students a \$1,000 bursary each at the first County Council Meeting held in August of each year.

The student must plan to attend a post-secondary or trade school within 18 months of winning the bursary and provide proof of enrollment prior to the disbursement of funds. Lethbridge County Council will review the applications and choose the student best suited for this award. (A 2nd and 3rd place recipient will be chosen in case the 1st place recipient does not proceed with post-secondary plans). The decision of Council is final.

To be considered, please submit an application via email to [admin@lethcounty.ca](mailto:admin@lethcounty.ca) in a .pdf format preferably. **Application deadline is June 1<sup>st</sup>, without exception.**

### PERSONAL INFORMATION

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Alternate Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Post-Secondary School to be Attended: \_\_\_\_\_

Certification / Credentials Sought (Diploma, Degree, etc.): \_\_\_\_\_

Plans after Completing Post-Secondary Education: \_\_\_\_\_

Reason Applying for Scholarship: \_\_\_\_\_

**SEE PAGE 2 FOR ITEMS TO BE ATTACHED WITH APPLICATION.**

### DECLARATION OF APPLICANT

- All information is true and complete.
- I agree to allow my name and study plans to be released publicly if I receive this scholarship.
- I authorize the release and exchange of my personal information by and between Lethbridge County and any federal and provincial government departments, boards or institutions to verify the information I have provided.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date





## LETHBRIDGE COUNTY SCHOLARSHIP APPLICATION Schedule "A"

*The following information must accompany your application:*

### **EDUCATIONAL BACKGROUND**

Your most recent complete transcript of marks, including all high school courses completed to date, or a copy of your high school report cards to date, must accompany this application.

### **WRITE A SUMMARY DESCRIBING THE FOLLOWING:**

- Yourself
- Interests
- Goals and objectives
- Past accomplishments
- School related activities (i.e. Student Council, Sports, Drama etc.)
- Community related activities (i.e. Clubs, Church, Cultural etc.)
- Other information you wish to provide (i.e. volunteering, academic accomplishments, awards or recognition received, favourite school memory etc.)

**Deadline date for submission of applications – June 1.**

**APPLICATIONS WILL NOT BE ACCEPTED IF POSTMARKED OR SENT BY E-MAIL AFTER JUNE 1.**

**Deadline date for submission of most recent marks (high school or post-secondary) – JUNE 1.**

**LATE SUBMISSION OF TRANSCRIPTS WILL RESULT IN DISQUALIFICATION.**

**Completed applications can be hand delivered or mailed to:**

**Lethbridge County Scholarship  
#100, 905 4<sup>th</sup> Avenue South  
Lethbridge, Alberta T1J 4E4**

**OR may be e-mailed to: [admin@lethcounty.ca](mailto:admin@lethcounty.ca) (.pdf format preferred)**

*All applicants will be notified of the status of their application after marks become available to the committee.*

*Please **do not** include proof of enrolment with your application. You will be asked for proof of enrolment if you are chosen to receive an award.*

# AGENDA ITEM REPORT



**Title:** University of Lethbridge Agricultural Students' Society- Grow the Future Gala- March 20, 2020- Coast Hotel and Conference Centre, Lethbridge  
**Meeting:** County Council - 20 Feb 2020  
**Department:** Community Services  
**Report Author:** Mattie Elliott

## APPROVAL(S):

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

Approved - 31 Jan 2020  
Approved - 04 Feb 2020

## STRATEGIC ALIGNMENT:



Prosperous  
Agricultural  
Community



Vibrant and Growing  
Economy



Outstanding Quality  
of Life



Effective Governance  
and Service Delivery



Strong Working  
Relationships

## EXECUTIVE SUMMARY:

An invitation was received for Council to attend and provide a sponsorship to the University of Lethbridge Agricultural Students' Society Grow the Future Gala on March 20, 2020 at the Coast Hotel and Conference Centre in Lethbridge.

## RECOMMENDATION:

That any member of Council wishing to attend the University of Lethbridge Agricultural Students' Society Grow the Future Gala on March 20, 2020 at the Coast Hotel and Conference Centre be authorized to do so, and further that Council provide a sponsorship for the event.

## PREVIOUS COUNCIL DIRECTION / POLICY:

Members of Council have not attended this event or provided sponsorship in the past.

## BACKGROUND INFORMATION:

An invitation for Council was received from the University of Lethbridge Agricultural Students' Society for their annual Grow the Future Gala on March 20, 2020 at the Coast Hotel and Conference Centre. The event provides a networking opportunity for students and agriculture industry members and organizations. This year's event begins at 5:00 p.m. with dinner at 6:00 p.m. and will feature keynote speaker Stuart Cullum, President of Olds College. There will also be a silent auction, with proceeds going to Ag for Life. Tickets are \$40 each or \$280 for a table of eight.

The invitation included a request for sponsorship (sponsorship levels are included in the attachments to this report). Sponsorship packages range from \$200.00- \$3,000.00 and include between two to eight tickets depending on the sponsorship level.

**ALTERNATIVES:**

Options include:

- 1) Council members attend the event and provide a sponsorship
- 2) Council members attend the event and do not provide a sponsorship.
- 3) Council members do not attend the event and do not provide a sponsorship.

**FINANCIAL IMPACT:**

Tickets- \$40 each or a table of eight for \$280. Sponsorship packages range from \$200.00- \$3,000.00 and include between two to eight tickets depending on the sponsorship level. Mileage to and from the event- 58 cents/km and a half-day per diem- \$153.00.

**REASON(S) FOR RECOMMENDATION(S):**

Lethbridge County's practice is to attend community events as is feasible and reasonable to maintain our strong relationships within the region. Additionally, a Prosperous Agricultural Community is one of the pillars of the County's Strategic Plan.

**ATTACHMENTS:**

[U of L Grow the Future Gala Sponsorship Letter- Lethbridge County](#)  
[U of L Grow the Future Gala Partnership Opportunities](#)

January 30, 2020

Dear Reeve Hickey and County Council;

The University of Lethbridge Agricultural Students' Society is a student-run club that is in its 24th year of operation. It is our goal to promote agriculture awareness on campus and connect students with industry. One avenue of fostering this connection has been through our annual "Grow the Future Gala" that brings together industry members and organizations along with students to network and learn within the agricultural community. This event will take place on March 20th with keynote speaker Stuart Cullum, President of Olds College, to further our knowledge on agricultural education and innovation in our industry. Along with the keynote speaker, this event will have a silent auction and will showcase the great work and achievements our club has accomplished throughout the year.



This event is a remarkable opportunity for all who attend and are involved in agriculture to expand their knowledge and network with future employers and employees. We are seeking sponsorship for this event to ensure its success. The opportunities include buying tickets, donating a silent auction item, or sponsorship to offset the costs of hosting this event. All sponsorship will be recognized at the Gala, as indicated on the attached Partnership Opportunities package.

In the past, we have given part of the proceeds of this event to a worthy non-profit organization. This year we are very excited that all proceeds from the silent auction, and any additional profits, will be going to Ag for Life. As a club, we selected Ag for Life because of the important initiatives they are leading in Alberta, including the Classroom Agriculture Program and the Rural Safety Unit.

If you would like to make a monetary sponsorship or a silent auction donation, please contact me at [UofLAggies@gmail.com](mailto:UofLAggies@gmail.com) or by phone at 587-679-5978. We appreciate your time considering this sponsorship opportunity and look forward to hearing from you soon.

Sincerely,



Christine Suominen, Vice President

On behalf of the University of Lethbridge Agricultural Students' Society



## Partnership Opportunities

## Grow the Future Gala - 2020

<b><u>Sponsorship Level</u></b>	<b>Dinner</b> \$3000	<b>Partner</b> \$1500	<b>Wine</b> \$1000	<b>Agvocate</b> \$500	<b>Booster</b> \$200
Exclusive Opportunity	2 only	3 only	1 only		
Complimentary registrations	1 table 6-8 tickets	½ table 3-4 tickets	½ table 3-4 tickets	2 tickets	2 tickets
Logo Tent display on buffet	✓				
Logo on Table Centre Pieces	✓	✓	✓	✓	✓
Social Media- Twitter, Instagram	✓	✓	✓		
Emcee Acknowledgement during the day	✓	✓	✓	✓	✓
Exclusive On Screen PowerPoint Logo	✓	✓	✓		
Shared On Screen PowerPoint Logo				✓	✓
Pop Up Banner feature	✓	✓			

\*Talk to us, let's make this work. It is an important day for youth in agriculture in Southern Alberta

\*For more information please contact Christine Suominen, uoflaggies@gmail.com or call 587 679 5978

Grow the Future Gala March 20, 2020 -  
Continental Ballroom Coast Lethbridge Hotel,  
Lethbridge, Alberta

## **N1. County Council Updates**

### **Activities attended for January 2020:**

- **Reeve Lorne Hickey**
  - January 3<sup>rd</sup> – Mayors & Reeves meeting
  - January 6<sup>th</sup> – Reeve & CAO meeting
  - January 9<sup>th</sup> – Lethbridge County Council & Town of Picture Butte Council-to-Council meeting
  - January 15<sup>th</sup> – County Council meeting
  - January 16<sup>th</sup> – Audit Committee meeting
  - January 17<sup>th</sup> – Foothills Little Bow meeting
  - January 18<sup>th</sup> – Chinese Consul General Celebration
  - January 21-24<sup>th</sup> – 2020 ASB Provincial Conference
  - January 27<sup>th</sup> – Council Per Diem/Subsistence meeting
  - January 31<sup>st</sup> – Picture Butte Chamber of Commerce Banquet & Awards

**Activities attended for January 2020:**

- **Councillor Ken Benson**

- January 9<sup>th</sup> – Lethbridge County & Town of Picture Butte Council-to-Council meeting
- January 15<sup>th</sup> – County Council meeting
- January 16<sup>th</sup> – Tiffin Conference
- January 17<sup>th</sup> – Foothills Little Bow meeting
- January 20<sup>th</sup> – IDP meeting with the Town of Coalhurst
- January 21-24<sup>th</sup> – 2020 ASB Provincial Conference



**Activities attended for January 2020:**

- **Councillor Tory Campbell**
  - January 9<sup>th</sup> – Lethbridge County & Town of Picture Butte Council-to-Council meeting
  - January 15<sup>th</sup> – County Council meeting
  - January 16<sup>th</sup> – Audit Committee meeting
  - January 17<sup>th</sup> – Foothills Little Bow meeting

**Activities attended for January 2020:**

• **Deputy Reeve Steve Campbell**

- January 8<sup>th</sup> – Exhibition Park meeting
- January 9<sup>th</sup> – Lethbridge County & Town of Picture Butte Council-to-Council meeting
- January 15<sup>th</sup> – County Council meeting
- January 17<sup>th</sup> – Foothills Little Bow meeting
- January 20<sup>th</sup> – IDP meeting with the Town of Coalhurst
- January 21<sup>st</sup>-24<sup>th</sup> – 2020 ASB Provincial Conference
- January 27<sup>th</sup> – Council Per Diem / Subsistence Review meeting
- January 28<sup>th</sup> – Meeting with Mexican Consul General
- January 29<sup>th</sup> – Exhibition Park Committee meeting
- January 30<sup>th</sup> – Village of Barons IDP meeting
- January 30<sup>th</sup> – Exhibition Park Annual General meeting

**Activities attended for January 2020:**

• **Councillor Robert Horvath**

- January 9<sup>th</sup> – Lethbridge County Council & Town of Picture Council-to-Council meeting
- January 15<sup>th</sup> – County Council meeting
- January 16<sup>th</sup> – Tiffin Conference
- January 17<sup>th</sup> – Foothills Little Bow meeting
- January 21-24<sup>th</sup> – 2020 ASB Provincial Conference

**Activities attended for January 2020:**

- **Councillor Morris Zeinstra**

- January 9<sup>th</sup> – Lethbridge County & Town of Picture Butte Council-to-Council meeting
- January 15<sup>th</sup> – County Council meeting
- January 16<sup>th</sup> – Picture Butte Chamber of Commerce meeting
- January 17<sup>th</sup> – Foothills Little Bow meeting
- January 21-24<sup>th</sup> – 2020 ASB Provincial Conference
- January 31<sup>st</sup> – Picture Butte Chamber of Commerce Awards & Banquet

**Activities attended for January 2020:**

• **Councillor Klaas VanderVeen**

- January 9<sup>th</sup> – Lethbridge County & Town of Picture Butte Council-to-Council meeting
- January 15<sup>th</sup> – County Council meeting
- January 16<sup>th</sup> – Tiffin Conference
- January 17<sup>th</sup> – Foothills Little Bow meeting
- January 20<sup>th</sup> – IDP Meeting with Town of Coalhurst
- January 21-24 – 2020 ASB Provincial Conference
- January 31<sup>st</sup> – Southern Alberta Energy from Waste Association meeting
- January 31<sup>st</sup> – Picture Butte Chamber of Commerce Awards & Banquet