



AGENDA

Council Meeting

9:00 AM - Thursday, December 15, 2022
Council Chambers

Page

A. CALL TO ORDER

B. ADOPTION OF AGENDA

C. ADOPTION OF MINUTES

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1. **County Council Meeting Minutes**
[Council Meeting - 01 Dec 2022 - Minutes](#)

D. DELEGATIONS

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1. **9:15 a.m. - Ben Young - Economic Development Lethbridge**
[Project Concept](#)
[CPFC Proposal Budget](#)

E. SUBDIVISION APPLICATIONS

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1. **Subdivision Application #2022-0-168 – Scholten**
- NE1/4 12-11-22-W4M
[Subdivision Application #2022-0-168 – Scholten - NE1/4 12-11-22-W4M](#)

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2. **Subdivision Application #2022-0-171 – Prairie Gem Farms Ltd.**
- SW1/4 35-9-19-W4M
[Subdivision Application #2022-0-171 – Prairie Gem Farms Ltd. - SW1/4 35-9-19-W4M](#)

F. DEPARTMENT REPORTS

F.1. CORPORATE SERVICES

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- F.1.1. **Quarterly Financial Report - August to October 2022**
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- F.1.2. **2023 - 2025 Operating & 2023 -2027 Capital Budget**
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- F.1.3. **Foothills Little Bow Association Meeting Resolution**

[Foothills Little Bow Association Meeting Resolution](#)

F.2. COMMUNITY SERVICES

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- F.2.1. **Animal Control Bylaw Amendment**
[Animal Control Bylaw Amendment](#)

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- F.2.2. **Regionalized Emergency Management Program ACP Grant Application**
[Regionalized Emergency Management Program ACP Grant Application](#)

F.3. ADMINISTRATION

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- F.3.1. **Invitation - Coaldale Chamber of Commerce Award & Appreciation Banquet - January 28, 2023**
[Invitation - Coaldale Chamber of Commerce Award & Appreciation Banquet - January 28, 2023](#)

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- F.3.2. **SAEWA Request for Letter of Support - ACP Grant Application**
[SAEWA Request for Letter of Support - ACP Grant Application](#)

F.4. INFRASTRUCTURE

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- F.4.1. **Alberta Community Partnership Grant Support - Coalhurst Regional Water / Wastewater Master Plan**
[Alberta Community Partnership Grant Support - Coalhurst Regional Water / Wastewater Master Plan](#)

F.5. MUNICIPAL SERVICES

G. COUNTY COUNCIL AND COMMITTEE UPDATES

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1. **Lethbridge County Council Attendance Update - November 2022**
[Lethbridge County Council Attendance Update - November 2022](#)

H. PUBLIC HEARINGS

I. NEW BUSINESS

J. CLOSED SESSION

K. ADJOURN



MINUTES

Council Meeting

9:00 AM - Thursday, December 1, 2022
Council Chambers

The Council Meeting of Lethbridge County was called to order on Thursday, December 1, 2022, at 9:00 AM, in the Council Chambers, with the following members present:

PRESENT: Reeve Tory Campbell
Deputy Reeve John Kuerbis
Councillor Lorne Hickey
Councillor Eric Van Essen
Councillor Klaas VanderVeen
Councillor Morris Zeinstra
Chief Administrative Officer, Ann Mitchell
Director of Community Services, Larry Randle
Director of Public Operations, Jeremy Wickson
Infrastructure Manager, Devon Thiele
Manager of Finance & Administration, Jennifer Place
Executive Assistant, Candice Robison
Supervisor of Planning & Development, Hilary Janzen

A. CALL TO ORDER

Reeve Tory Campbell called the meeting to order at 9:01 a.m.

B. ADOPTION OF AGENDA

The following item was added to the agenda:

J.1. -Truth & Reconciliation Training Update

322-2022 Councillor MOVED that the December 1, 2022 Lethbridge County Council
VanderVeen Meeting Agenda be adopted as amended.

CARRIED

C. ADOPTION OF MINUTES

C.1. County Council Meeting Minutes

323-2022 Councillor MOVED that the November 17, 2022 Lethbridge County Council
Van Essen Meeting Minutes be adopted as presented.

CARRIED

Councillor Morris Zeinstra arrived at 9:06 a.m.

D. DELEGATIONS

D.1. 9:00 a.m. - Regional Director of Emergency Management Presentation

Clayton Rutberg, Director of Emergency Management and Byron Fraser, Regional Fire Services Coordinator were present to provide a presentation to Council on the proposed Regional Emergency Management System.

324-2022 Deputy MOVED to direct administration to review the proposal and bring back
Reeve a detailed report if required to the December 15, 2022 Council
Kuerbis meeting.

CARRIED

D.2. 9:30 a.m. - Green Prairie

John Van Hierden and Craig Rumer were present to discuss and provide information to Council regarding their concerns with a fire services invoice.

325-2022 Deputy Reeve Kuerbis MOVED to direct administration to bring a report back on this matter to the December 15, 2022 Council meeting. CARRIED

Reeve Campbell recessed the meeting at 9:55 a.m.

Reeve Campbell reconvened the meeting at 10:01 a.m.

E. PUBLIC HEARINGS - 10:00 A.M.

E.1. Bylaw 22-015 - Road Closure, Sale and Consolidation- Public Hearing

Reeve Campbell called a recess to the Council Meeting, for the Public Hearing for Bylaw 22-015 at 10:02 a.m.

326-2022 MOVED that the Public Hearing for Bylaw 22-015 commence at 10:02 a.m. CARRIED

Supervisor of Planning and Development introduced the Bylaw.

Reeve Campbell asked if anyone wished to speak in favour or opposition of Bylaw 22-015.

No comments were provided.

327-2022 Councillor Van Essen MOVED that the Public Hearing for Bylaw 22-015 adjourn at 10:07 a.m. CARRIED

Reeve Campbell reconvened the Council meeting at 10:07 a.m.

328-2022 Councillor VanderVeen MOVED that the proposed road closure be sent to the Minister of Transportation for approval. CARRIED

F. DEPARTMENT REPORTS

F.1. COMMUNITY SERVICES

F.1.1. Bylaw 22-019 - Re-designate a portion of Plan 0210172 Block 2 Lot 1 in the SE 6 10-20-W4 from Rural Agriculture to Grouped Country Residential- First Reading

329-2022 Councillor Hickey MOVED that Bylaw 22-019 be read a first time. CARRIED

F.1.2. Community Planning Association of Alberta (CPAA) - 2023 Annual Conference and Sponsorship

330-2022 Deputy Reeve Kuerbis MOVED that up to three members of Council be authorized to attend the 2023 CPAA Annual Conference and that Council sponsors the 2023 Community Planning Association of Alberta Conference at the Platinum Sponsorship Level with funds to be utilized from Council's Discretionary Reserve. CARRIED

F.1.3. Fire Service Response Fees Waiver Request Analysis

- 331-2022 Councillor Van Essen MOVED that Council reduce fire response invoice #123032 to \$13,822.50.

CARRIED

F.2. INFRASTRUCTURE

F.2.1. Bylaw 22-008 - Commercial and Industrial Municipal Tax Incentive Bylaw

- 332-2022 Councillor VanderVeen MOVED that Bylaw 22-008 be read a second time as amended to reflect a minimum \$500,000 investment with a 3-year rebate: Year 1 - 75%, Year 2 - 50%, Year 3 - 25%.

CARRIED

- 333-2022 Councillor VanderVeen MOVED that Bylaw 22-008 be read a third time.

CARRIED

F.2.2. Alberta Community Partnership Grant Application - Lethbridge County / Coaldale Regional Water Supply Study

- 334-2022 Deputy Reeve Kuerbis MOVED that Council approves the Alberta Community Partnership - Intermunicipal Collaboration grant application with the Town of Coaldale for the Lethbridge County / Coaldale Regional Water Supply Study with Lethbridge County being the managing partner.

CARRIED

F.2.3. Alberta Community Partnership Grant Application Support - Highway 3 Corridor Regional Water Supply Study

- 335-2022 Deputy Reeve Kuerbis MOVED that County Council supports the Municipal District of Taber's (managing partner) submission of a 2022/23 Alberta Community Partnership grant application in support of the Highway 3 Corridor Regional Water Supply Study project.

CARRIED

F.3. ADMINISTRATION

F.3.1. Lethbridge & District Exhibition - Ottawa Trade Mission

- 336-2022 Councillor Hickey MOVED that Reeve Campbell and CAO Mitchell be authorized to attend the Lethbridge & District Exhibition Trade Mission in Ottawa on February 14 & 15, 2023.

CARRIED

F.4. CORPORATE SERVICES

F.5. PUBLIC OPERATIONS

J. COUNTY COUNCIL AND COMMITTEE UPDATES

J.1. Truth and Reconciliation Training Update

Councillor John Kuerbis provided an update on the Truth and Reconciliation Training Seminar he attended at the Kainai Multi-purpose Centre in Standoff. The seminar was hosted by SouthGrow and led by Owl Chief Francis First Charger. The training included the history of the Blackfoot people, culture, traditions and values, prayers and blessings, the story of truth and reconciliation week and the path forward.

G. **CLOSED SESSION**

**G.1. - 2023 Bank of Montreal/Calgary Stampede Farm Family Awards Program
(FOIP Section 19 - Confidential Evaluations)**

337-2022 Councillor MOVED that the Lethbridge County Council Meeting move into Closed
Van Essen Session, pursuant to Section 197 of the *Municipal Government Act*,
the time being 11:07 a.m. for the discussion on the following:

G.1. - 2023 Bank of Montreal/Calgary Stampede Farm Family Awards
Program (FOIP Section 19 - Confidential Evaluations)

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

338-2022 Councillor MOVED that the Lethbridge County Council Meeting move out of the
Van Essen closed session at 11:31 a.m.

CARRIED

H. **SUBDIVISION APPLICATIONS**

I. **NEW BUSINESS**

K. **ADJOURN**

339-2022 Councillor MOVED that the Lethbridge County Council Meeting adjourn at 11:32
Zeinstra a.m.

CARRIED

Reeve

CAO

Prairies Economic Development Canada (PrairiesCan)
Alberta Region

Project Concept

1. Basic Information		
Full legal name of applicant organization: Economic Development Lethbridge		
Primary contact person's:		
First name: Ben	Last name: Young	Title: Director, Investment Attraction
Phone #: 403-331-0022	Email: ben@chooselethbridge.ca	

2. Project Information and Benefits
Project title: Canada's Premier Food Corridor Ignition Project
<p>Economic development professionals representing Economic Development Lethbridge, Lethbridge County, Town of Coaldale, MD of Taber and the Town of Taber have partnered to create Canada's Premier Food Corridor (CPFC) to market and promote the value-added cluster that exists along Highway 3 from Lethbridge-Taber. To date, the partners have completed high-level strategic planning, hosted investment tours, created an asset map of relevant businesses in value-added agriculture in region, developed marketing materials and a website (Canadaspremierfoodcorridor.ca), attended events to promote the region, and successfully received CARES funding for marketing and promotional activities. With PrairiesCan support, CPFC could take a more proactive approach to support SMEs in the region and further support the value-added agriculture industry in Southern Alberta through expanded activities and projects.</p> <p>CPFC would undertake a 3-year Ignition Initiative, supported by PrairiesCan, Government of Alberta, and the CPFC municipal partners, to undertake several key activities including:</p> <ul style="list-style-type: none"> - Industry engagement & Support SME Growth <ul style="list-style-type: none"> o Direct engagement with businesses and industry associations included in Asset Map to get their involvement/buy-in into CPFC as a brand and opportunity for growth o Hosting networking/learning sessions with businesses, Identifying areas of opportunity for collaboration o Capacity development for existing SMEs in food processing, increase food production, increase value-add in the system o Build upon SouthGrow Supply Chain Opportunity Identification project (funded by PrairiesCan and Provincial government) to address any barriers to growth identified o Work with local partners such as Lethbridge College to support growth of new and growing value-added companies in the College's commercial kitchen or incubator spaces o Support and collaborate with Tourism Lethbridge on 'Canada's Food Tour' initiative – tours of producers and SMEs within CPFC region. This will help to grow SMEs involved in the food tour by bringing more visitors and customers to their business and then engage in business development support. o Act as connector to explore future funding and sustainability of CPFC to ensure sustainability past the 3-year funding. By demonstrating value of CPFC through the various projects detailed below, we would seek industry support in year 2 and 3 and explore options such as creating an industry association that could provide continued support in partnership with CPFC partner municipalities. - Workforce and Labor <ul style="list-style-type: none"> o Marketing and promoting the opportunities in agri-food industry; presentations at schools/post secondaries, job fairs/boards, agri-food job board addition to CPFC website, explore possibility of agri-food specific job fair o Lead collaboration with post-secondary institutions in Lethbridge to identify more work integrated learning opportunities in value-added ag to build local talent pool. o Further efforts to connect business and support them with Work Integrated Learning (WIL); direct support for SMEs to bring on students for WIL, this would include identifying programs or supports to also address farm labor shortages - Marketing and Promotion of the Food Corridor <ul style="list-style-type: none"> o Attend value-added agriculture events to engage industry and provide exposure to the region o Develop and execute marketing campaign to spread the message that "if you're in the business of food, you should be here" utilizing social media platforms and various industry publication opportunities o Development of a "what's grown here" campaign. This project would involve working with AB Transportation to determine type(s) of signage that could be utilized, including: signs at already existing truck stops, signs within the fields, rotating locations for shipping container signage, etc. Develop a creative way to showcase the variety of crops grown in the region with the target audience being visitors and locals driving through the region. o Create a series of videos highlighting businesses that are part of the food corridor, providing them with broad exposure

<ul style="list-style-type: none"> - Targeted Investment Attraction <ul style="list-style-type: none"> o Gazelle AI subscription for targeted lead generation o Collaboration between the municipalities for available sites for development o Attendance at events/tradeshows within target sectors for investment attraction o Create tradeshow booth/display materials showcasing CPFC o Lead advocacy efforts with Invest Alberta, Invest Canada, AFRED, JEI, etc. to ensure CPFC region is on the radar for investment leads coming in o Maintain close working relationship with Exhibition Park/Agri Food Hub as development of new facility is built and provide support/collaboration where appropriate. Eventual tie in with Exhibition Park & Agri-Food Hub to host a Whoop-Up Days investor forum/event (similar to Stampede Investment forum) that would include 'food tour' and reception dinner/event showcasing many of the SMEs in the region - Situational Analysis of Infrastructure Capacity <ul style="list-style-type: none"> o Participate and collaborate with Government of Alberta, Irrigation Districts and other groups to provide a situational analysis of availability of water for continued industrial/commercial growth o Gather detailed information regarding capacity of natural gas, water/waste water, electrical, stormwater (infrastructure) within the CPFC region, and specifically within each municipality, industrial park and/or lands designated for industrial development to be able to provide detailed and accurate information to support potential expansion of existing processors and potential investors. o This is really to get a more detailed and fact-based grasp of what's available for industrial development to ensure capacity for future investments
<p>Which of PrairiesCan's priorities is most supported by this project?</p> <p>Growth and Transformation – This project will assist the region to grow and develop the value-added agriculture industry.</p>
<p>What is the rationale for doing this project? We requires that a strong market demand/gap be demonstrated in order to consider funding.</p> <p>CPFC has gained considerable traction and created a brand that is increasingly being recognized as a model for regional collaboration. The five partnering municipalities Councils' are all supportive of the CPFC initiative and recognize the importance of working together as a region. The Government of Alberta, including Premier Kenney have specifically referenced the CPFC brand in various announcements. This project would capitalize on momentum built to-date. The activities of CPFC have been undertaken by the partners on an ad-hoc basis, as one of many of the initiatives the EDOs are working on so having dedicated funding and resources for CPFC would allow for increased sector development and industry engagement.</p> <p>The pandemic has exacerbated supply chain issues, demonstrating the need for more domestic production of food supply. Southern Alberta can produce more food locally, add value to crops, create jobs, and increase overall GDP of the province.</p>
<p>What economic results do you anticipate from this project? Please outline using specific measurement of at least two of these items.</p> <ul style="list-style-type: none"> - Number of SMEs impacted/supported – 50 within the 3-year timeline. This will be done by; focusing efforts on workforce and labor the project will enable SMEs to fill labor needs, creation of videos and marketing materials highlighting local businesses, addressing barriers to growth (or opportunities for growth) identified in SouthGrow Supply Chain study and through direct industry engagement sessions. - Create HQP jobs – 2.5 jobs created for the project, also the project will create 20 HQP jobs throughout 3-year project in agri-food industry by directly supporting SMEs to fulfill jobs through work integrated learning partnerships with Lethbridge College and UofL - Create non- HQP Jobs - jobs that don't require degree in agri-food sector – 30 throughout the 3-year project. This project will support SMEs and food processors in the region by promoting jobs at career fairs, engagement with students at events, hosting agri-food job fair, etc. - Number of confirmed industry and growers associations cross promoting and/or supporting CPFC – 10 by end of project.

Please describe your organization including its mandate, incorporation date and rationale for its sustainability. Also describe the incrementality of this project and its activities to your organization.

Economic Development Lethbridge (EDL) would administer this project on behalf of Canada's Premier Food Corridor. EDL (under previous name of Lethbridge Economic Development Initiative Society) was incorporated February 2003. The City of Lethbridge provides funding to EDL so that it may engage in and provide specific projects and initiatives, as strategically defined by the EDL Board of Directors, based on economic opportunities and needs of Lethbridge.

CPFC is a consortium of economic development professionals working to advance the agri-food sector in Southern Alberta through investment attraction and advocacy for the agri-food industry. To date, CPFC completed high-level strategic planning, created an asset map of relevant businesses in value-added agriculture in region, hosted investment tours, developed marketing materials and a website (Canadaspremierfoodcorridor.ca), attended events to promote the region, and successfully received CARES funding for marketing and promotional activities. Activities outlined above would be incremental and complementary to already completed initiatives.

3. Project costs: all proposed costs must be incremental and essential to the implementation of the project. Incremental means activities to be undertaken that are additional to the applicant's current operations or activities. Examples of project costs include capital equipment, professional fees, marketing costs, and legal/administrative costs.	Cost:
Project cost 1: Please see Attachment 1 – CPFC Proposal Budget for breakdown of costs	
TOTAL PROJECT COSTS: \$1,392,684	

4. Funding: please enter all sources of funding for the project including other funders (e.g. Province of Alberta)	Amount:	Is it confirmed?	Is it cash or in-kind?
Amount requested from PrairiesCan:	\$696,342	No	Cash
Amount to be provided by applicant organization (EDL) and the other 4 partnering municipalities:	\$380,000	Contingent upon receiving PrairiesCan funding	Cash
Other funder A: Government of Alberta	\$276,342	No	Cash
Other funder B: Industry/Growers Associations	\$40,000	No	Cash
Other funder C:	\$		
Other funder D:	\$		
Other funder E:	\$		

TOTAL PROJECT FUNDING: \$1,392,684

5. Timeframe and Cashflow	
Proposed project start date: Jan 2023	Proposed project end date: Dec 2025
Of the amount requested from PrairiesCan, how much would you require in each of the following fiscal years:	
April 1, 2021– March 31, 2022:	\$
April 1, 2022 – March 31, 2023:	\$215,000
April 1, 2023 – March 31, 2024:	\$257,100
April 1, 2024 and beyond:	\$224,242
TOTAL AMOUNT REQUESTED FROM PrairiesCan: <small>This should match the amount requested from PrairiesCan in section 4 above.</small> \$ 696342	

1

Cluster Ignition - Agrifood - Canada's Premier Food Corridor

Activity	2023	2024	2025	2026	Total
Cluster Development Manager	105,000	107,100	109,242	-	321,342
Industry Engagement Coordinator	70,000	71,400	72,828	-	214,228
Admin (0.5 FTE)	35,000	35,700	36,414	-	107,114
Equipment, software, web & social	35,000	30,000	30,000	-	95,000
Trade Shows & Travel	40,000	70,000	35,000	-	145,000
Local Industry Engagement / Events / Workforce development	25,000	20,000	20,000	-	65,000
Highway Signage Project		100,000	100,000	-	200,000
Research (situational analysis of infrastructure capacity)	75,000	15,000	10,000	-	100,000
Marketing	45,000	65,000	35,000	-	145,000
Total Expense	430,000	514,200	448,484	-	1,392,684
Funding					
Federal Funding - PrairiesCan	215,000	257,100	224,242	-	696,342
CPFC Partner Funding	140,000	125,000	115,000	-	380,000
Industry		15,000	25,000	-	40,000
Provincial Funding	75,000	117,100	84,242	-	276,342
Total Funding					1,392,684

AGENDA ITEM REPORT



Title: Subdivision Application #2022-0-168 – Scholten
- NE1/4 12-11-22-W4M
Meeting: Council Meeting - 15 Dec 2022
Department: ORRSC
Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development	Approved - 30 Nov 2022
Larry Randle, Director of Community Services,	Approved - 30 Nov 2022
Ann Mitchell, Chief Administrative Officer,	Approved - 30 Nov 2022

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The application is to reconfigure the property boundaries (property line adjustment) of two adjacent parcels, by subdividing 0.78-acres of land from an agricultural title and consolidating it to an adjacent 6.20-acre country residential title, thereby enlarging it to 6.98-acres in size. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2022-0-168 be approved subject to the conditions as outlined in the draft resolution.

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.

PREVIOUS COUNCIL DIRECTION / POLICY:

- LUB No. 1404 contains policies that enable the subdivision and consolidation of land in consideration of a reconfiguration of titles, with no additional titles being created above what presently exist. In this situation, a separate standalone title is not being created, but the land being subdivided will be consolidated between existing titles by a plan of survey.
- The enlarged country residential title parcel size complies with the size requirements of the bylaw as established by Council. The resulting adjusted agricultural parcel title also complies.
- The Subdivision Authority has the discretion to decide on the suitability of the reconfigured parcels and to rectify an encroachment issue is deemed a logical land use scenario.

BACKGROUND INFORMATION:

Located approximately 3½ miles northwest of the Town of Picture Butte, approximately 2 miles north of Highway 519. The proposal is to rectify an encroachment issue between the two properties, as the area being subdivided contains a portion of a dugout.

The existing acreage's yard west property line cuts through the dugout, with a large portion being located on the separate agricultural title and about a quarter is within the yard. The realignment will relocate the property line over to the west side of the dugout so it will be entirely within the confines of the adjusted country residential title boundary. This involves a 0.78-acre land swap and property line adjustment between the two titles. The acreage yard is the user of the dugout and water supply. As this application is to enable a reconfiguration and property line adjustment, access and servicing will be unaffected. As a property line adjustment of existing titles, the application of the minimum distance separation to confined feeding operations is not applicable.

Overall, the proposal meets the criteria of the County's Land Use Bylaw No. 1404 for a reconfiguration/realignment of titles subdivision (property line adjustment) and no additional titles are being created.

The application was circulated to the required external agencies with no objections or requests for utility easements (at time of agenda report).

ALTERNATIVES / PROS / CONS:

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

Pros:

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

Cons:

- the encroachment problem would not be rectified, and the decision would likely be appealed as the County's subdivision criteria have been met

FINANCIAL IMPACT:

None.

LEVEL OF PUBLIC PARTICIPATION:

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

ATTACHMENTS:

[5A 2022-0-168 Lethbridge County APPROVAL
Diagrams for Lethbridge County 2022-0-168](#)

RESOLUTION

2022-0-168

Lethbridge County

Agricultural & Country Residential subdivision of NE1/4 12-11-22-W4M

THAT the Agricultural & Country Residential subdivision of NE1/4 12-11-22-W4M (Certificate of Title No. 061 081 313, 071 535 943), to reconfigure the property boundaries (property line adjustment) of two adjacent parcels, by subdividing 0.78-acres (0.31 ha) of land from an agricultural title and consolidate it to an adjacent 6.20-acre (2.51 ha) country residential title, thereby enlarging it to 6.97-acres (2.82 ha) in size; BE APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. That the titles and 0.78-acre portion of land to be subdivided and consolidated to reconfigure the boundaries (property line) of the two adjacent parcels, be done by a plan prepared by a certified Alberta Land Surveyor in a manner such that the resulting title cannot be further subdivided without approval of the Subdivision Authority. The applicant is required to submit a final survey plan as prepared by an Alberta Land Surveyor that corresponds to the subdivision approval
4. That the applicant provides an up-to-date Surveyors sketch to illustrate the exact dimensions and parcel size and the location of all improvements, including the septic field, on the proposed parcel as approved.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The Subdivision Authority has determined the application is a property line adjustment (reconfiguration of titles), with no additional titles being created above what presently exist and meets the County's subdivision criteria.
4. The subdivision and consolidation will rectify the dugout encroachment issue and is considered a logical and rationale boundary reconfiguration.

INFORMATIVE:

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

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

(d) Telus Communications Inc has no objection.

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

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

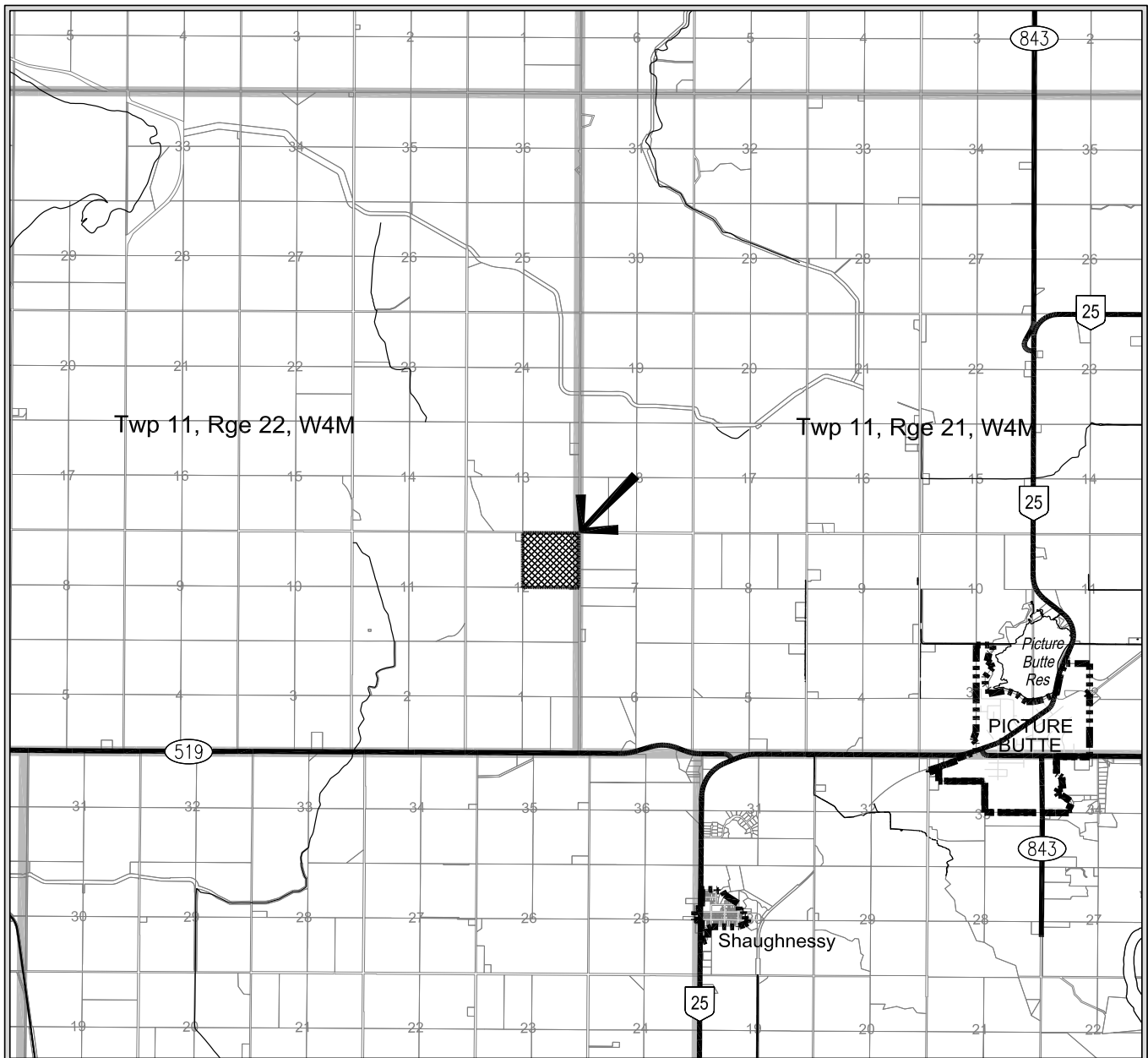
Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.

(f) Canada Post has no comment.

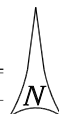
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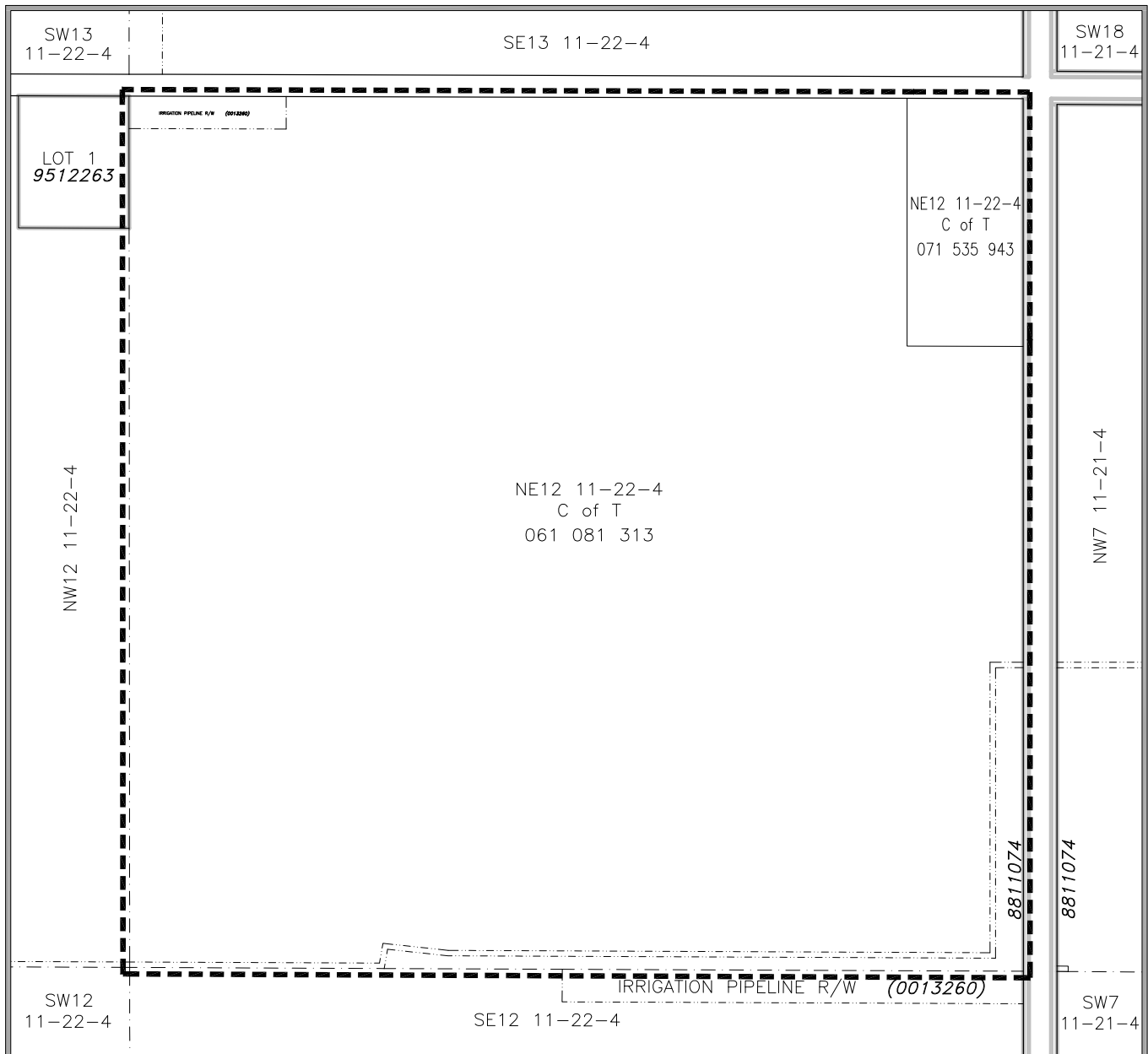
REEVE

DATE



SUBDIVISION LOCATION SKETCH
WITHIN NE 1/4 SEC 12, TWP 11, RGE 22, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: NOVEMBER 3, 2022
FILE No: 2022-0-168





SUBDIVISION SKETCH - **EXISTING**

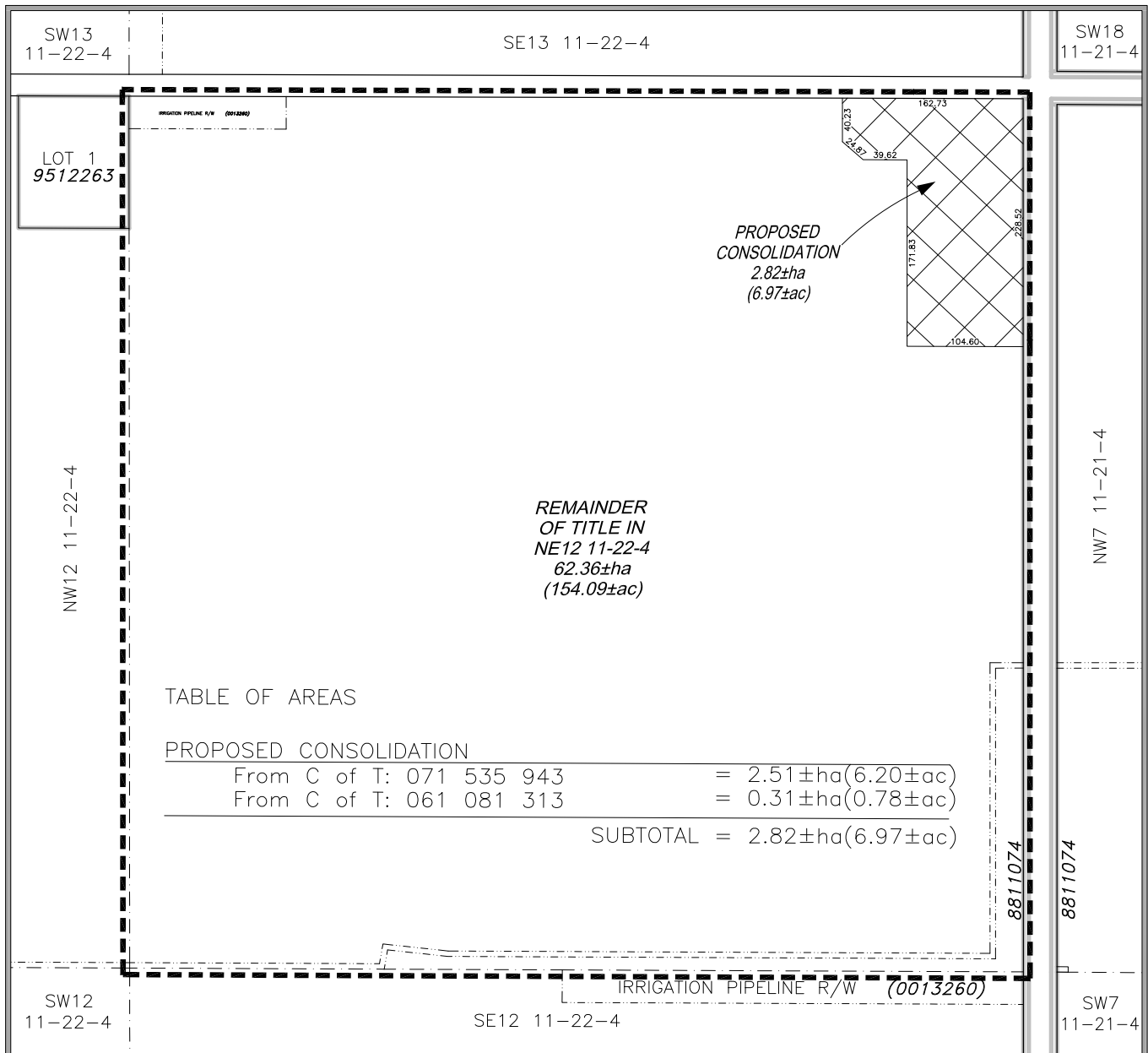
WITHIN NE 1/4 SEC 12, TWP 11, RGE 22, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

DATE: NOVEMBER 3, 2022

FILE No: 2022-0-168





SUBDIVISION SKETCH - PROPOSED
 WITHIN NE 1/4 SEC 12, TWP 11, RGE 22, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: NOVEMBER 3, 2022
 FILE No: 2022-0-168





SUBDIVISION SKETCH - PROPOSED
 WITHIN NE 1/4 SEC 12, TWP 11, RGE 22, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 DATE: NOVEMBER 3, 2022
 FILE No: 2022-0-168



AGENDA ITEM REPORT



Title: Subdivision Application #2022-0-171 – Prairie Gem Farms Ltd.
- SW1/4 35-9-19-W4M
Meeting: Council Meeting - 15 Dec 2022
Department: ORRSC
Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development	Approved - 30 Nov 2022
Larry Randle, Director of Community Services,	Approved - 30 Nov 2022
Ann Mitchell, Chief Administrative Officer,	Approved - 30 Nov 2022

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The application is to subdivide a 4.24-acre first parcel out farmstead subdivision from a 1/4-section title of 155.15 acres for country residential use. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2022-0-171 be approved subject to the conditions as outlined in the draft resolution.

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. Suitable servicing is in place and the applied-for parcel size conforms to the criteria.

PREVIOUS COUNCIL DIRECTION / POLICY:

- The isolated single parcel subdivision policies are within Land Use Bylaw No. 1404 that allows a first parcel out farmstead from an unsubdivided 1/4-section.
- Land Use Bylaw No. 1404 stipulates a minimum 2.0-acre to maximum 10.0-acre parcel size for a county residential use which the applied for 4.24-acre parcel size complies with.
- The LUB No. 1404 and Subdivision and Development Regulation contain siting criteria and servicing requirements, including potable water, on-site septic treatment, and access which are all adequately provided.

BACKGROUND INFORMATION:

Located approximately 1½-miles northwest of the Hamlet of Chin and 1-mile north of Highway 3. The proposal is to subdivide an existing established farmstead, located in the very southwest corner of the ¼-section.

The yard area contains a residential dwelling and multiple improvements including a shop, barn, Quonset, dugout, and grain bins. The parcel boundary is defined by a well-established tree shelter belt on the north side and the property line is angled on the east side to account for the irrigation pivot system on the agricultural land. There are no resulting encroachments with the proposed property lines. For servicing, the owners haul to a cistern while sewage treatment is an individual onsite septic pipe ground system situated to the west of the dwelling. Access is from the west municipal road allowance with an existing approach in place. There are no abandoned gas wells in proximity. There are two gas pipelines that cross the ¼-section but they will not be impacted by the existing yard subdivision. The closest confined feeding operation (CFO) is over 1,050 m away and the applicable MDS is met.

Overall, the proposal meets the criteria of the County's Land Use Bylaw No. 1404 as a first parcel out subdivision and the proposed 4.24-acre parcel size conforms to the subdivision policies. The application was circulated to the required external agencies with no concerns expressed and no requests for utility easements (at time of agenda report).

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve if it is not satisfied the subdivision criteria are met.

Pros:

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

Cons:

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

FINANCIAL IMPACT:

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

LEVEL OF PUBLIC PARTICIPATION:

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

ATTACHMENTS:

[5A 2022-0-171 Lethbridge County APPROVAL
Diagrams for Lethbridge County 2022-0-171](#)

RESOLUTION

2022-0-171

Lethbridge County

Country Residential subdivision of SW1/4 35-9-19-W4M

THAT the Country Residential subdivision of SW1/4 35-9-19-W4M (Certificate of Title No. 221 135 278 +1), to subdivide a 4.24 acre (1.72 ha) first parcel out farmstead subdivision from a ¼-section title of 155.15 acres (62.79 ha) for country residential use; BE APPROVED subject to the following:

CONDITIONS:

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

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision as a first parcel out is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The Subdivision Authority has determined this application is eligible for subdivision as a first parcel out farmstead subdivision. The applied for parcel size and other aspects of the application conform to the County's subdivision policies.
4. No concerns or objections have been received, and the Subdivision Authority is satisfied the identified gas pipelines that cross the ¼-section should not be impacted by the subdivision of the existing yard.

INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(a) of the Municipal Government Act, Reserve is not required.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (d) Telus Communications Inc has no objection.
- (e) Canada Post has no comment.

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

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

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

- (g) In reference to the above request, please be advised of ATCO Gas' response and notify the landowner of the following:

- ATCO Gas has no objection
- ATCO Gas' existing and future lines are protected by an existing Utility Right of Way

ATCO Gas would also like to make the MD/County and Landowner/Developer aware of the following:

- If conducting any ground disturbance on the subject property, the landowner/developer must ensure the location of all utilities by contacting Utility Safety Partners at 1-800-242-3447 or <https://utilitysafety.ca/>
- For any ground disturbance within 30m of an existing gas line please contact Crossings@atcogas.com to obtain permission (submit locate slip as back up)
- ATCO Gas requires a minimum of 6 months' notice to design and construct a new gas line, or alter an existing gas line. New Service installations, pipeline alterations, and Main extensions will be performed at the landowner/developers expense.
- If the landowner requires a single gas service please visit <https://gas.atco.com/en-ca/products-services-rates/new-services-changes/new-natural-gas-line.html>

Any further questions please email southlandadmin@atco.com.

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

"This will acknowledge receipt of your circulation regarding the above noted proposal. The subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 3

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

The requirements of Section 18 of the Regulation are met. The department anticipates minimal impact on the highway from this proposal.

The requirements of Section 19 of the Regulation are met. There is no direct access to the highway and there is sufficient local road access to the subdivision and adjacent lands.

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

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

Please contact Alberta Transportation through the RPATH Portal if you have any questions, or require additional information."

(i) SMRID – Linda Park, Land Administrator:

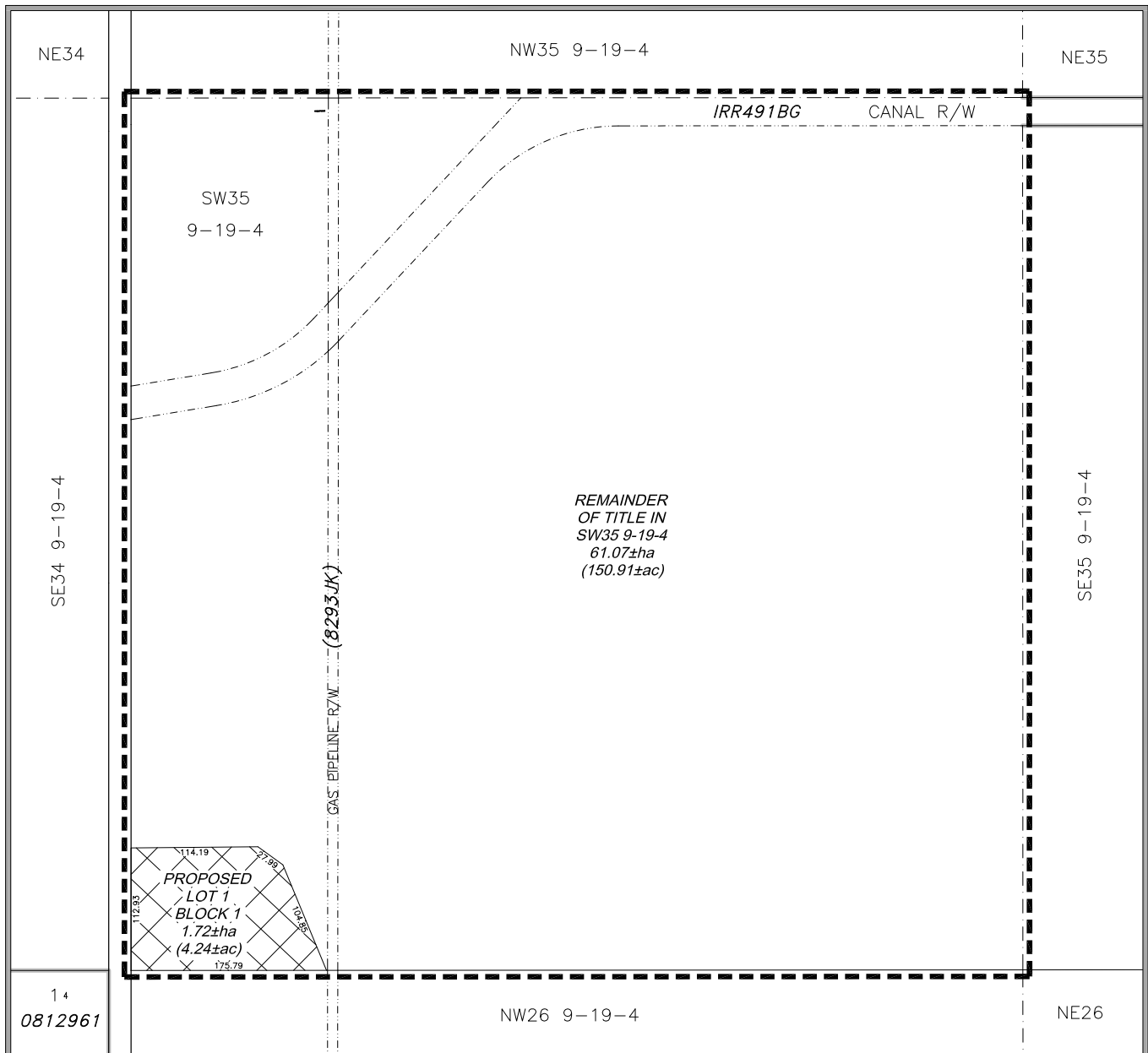
"Further to your November 8th, 2022 subdivision application, this is to advise that the district has a few comments in respect to the above-noted:

- The proposed subdivision will be classified as "dry".
- If the subdivided parcel wishes to use non-potable water provided by the district for their trees, yard etc., the landowner must enter into a Household Purposes Agreement with the District.
- If the turnout is located on the irrigated piece, the landowner must enter into a Remote Delivery Agreement with the District and have an easement registered on title in order to guarantee supply of water to the subdivided parcel. All works and easements involved to provide water to the subdivided parcel will be at the landowner's cost.
- A Service Fee of \$100.00 plus GST will apply prior to the Consent for Subdivision being returned."

MOVER

REEVE

DATE



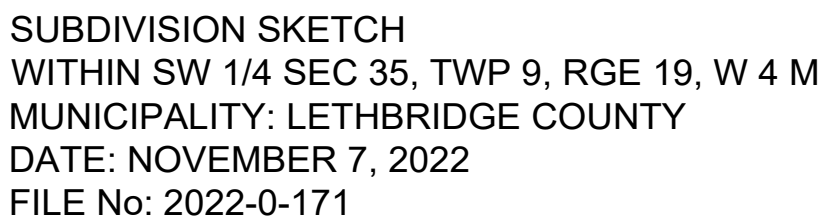
SUBDIVISION SKETCH

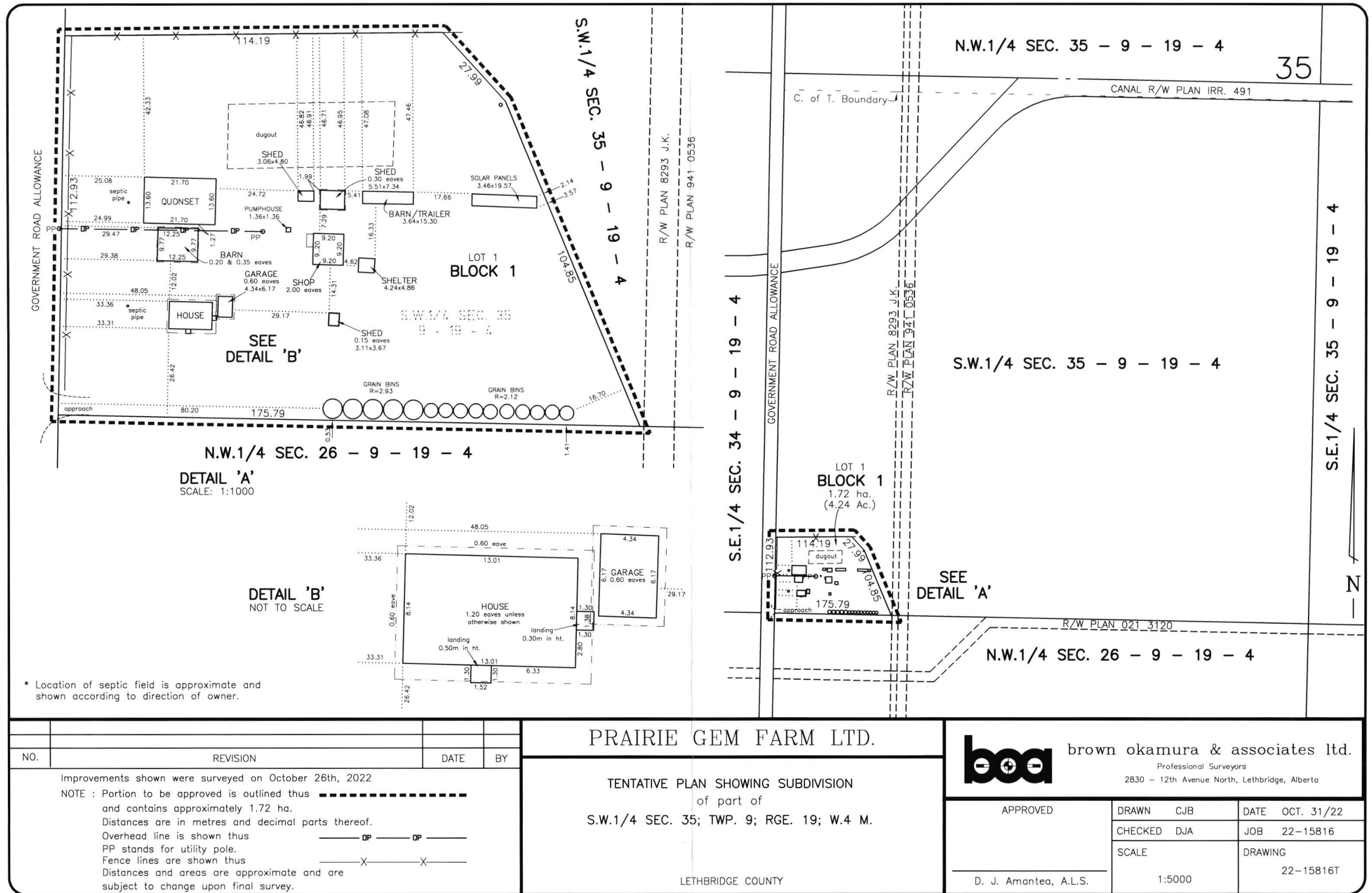
WITHIN SW 1/4 SEC 35, TWP 9, RGE 19, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

DATE: NOVEMBER 7, 2022

FILE No: 2022-0-171





AGENDA ITEM REPORT



Title: Quarterly Financial Report - August to October 2022
Meeting: Council Meeting - 15 Dec 2022
Department: Corporate Services
Report Author: Jennifer Place

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 04 Dec 2022

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

This is the financial report for the period of August to October 2022 for Lethbridge County.

RECOMMENDATION:

No resolution is required.

REASON(S) FOR RECOMMENDATION(S):

This report is for County Council information regarding the County's financial position as of October 31, 2022.

PREVIOUS COUNCIL DIRECTION / POLICY:

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

BACKGROUND INFORMATION:

Section 268.1 of the Municipal Government Act states:

A municipality must ensure that:

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

ALTERNATIVES / PROS / CONS:

N/A

FINANCIAL IMPACT:

N/A

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[Financial Report ending Oct 31-22](#)

Financial Report

Ending October 31, 2022



FISCAL YEAR 2022

Presented by:
Jennifer Place
Manager of Finance & Administration

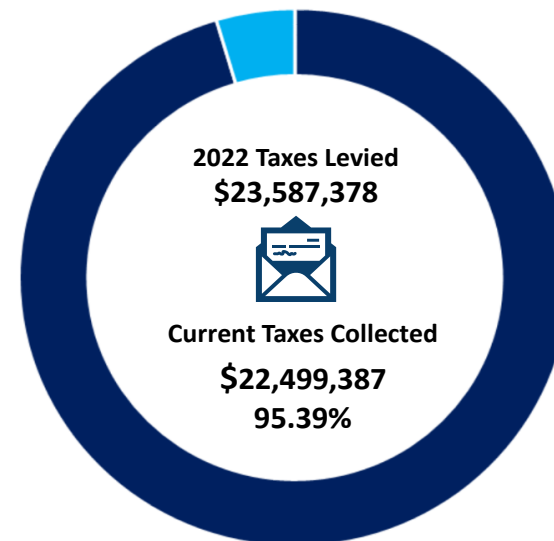
QUARTERLY FINANCIAL DASHBOARD to Oct 31, 2022

Total Revenue Received

\$ 15,191,713
previous quarter
\$8,337,709

Total Expenses

31,311,232
previous quarter
\$20,463,118



Accounts Payable

4,897,739
previous quarter \$4,714,701
YTD \$17,816,628

Investments

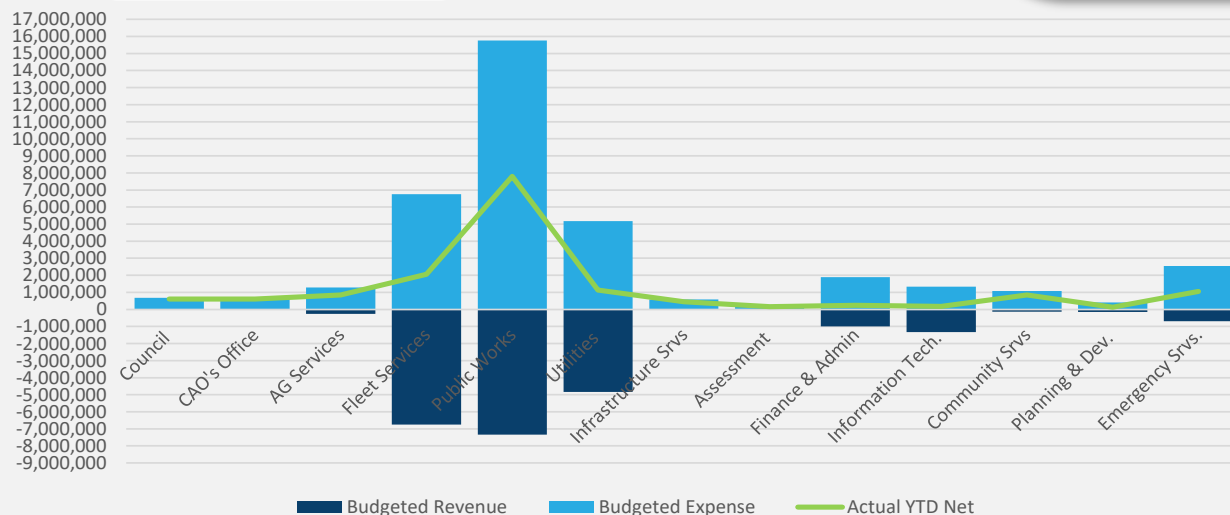
27,204,404
previous quarter
\$21,948,878
(includes M.R. GIC)

Cash at end of quarter

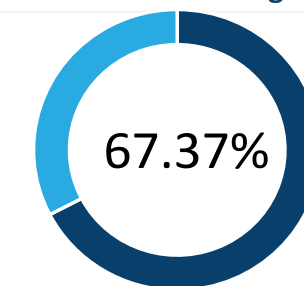
18,544,098
previous quarter
\$23,401,459
(HISA acct funds included)

Accounts Receivable

1,245,860
previous quarter \$2,183,985
YTD \$5,871,304

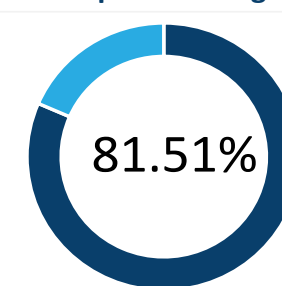


% of income Budget



Excluding Tax Support
Budget 22,549,295
YTD Balance 15,191,713

% of Expenses Budget



Budget 38,411,865
YTD Balance 31,311,232

October 31, 2022 Financial Summary

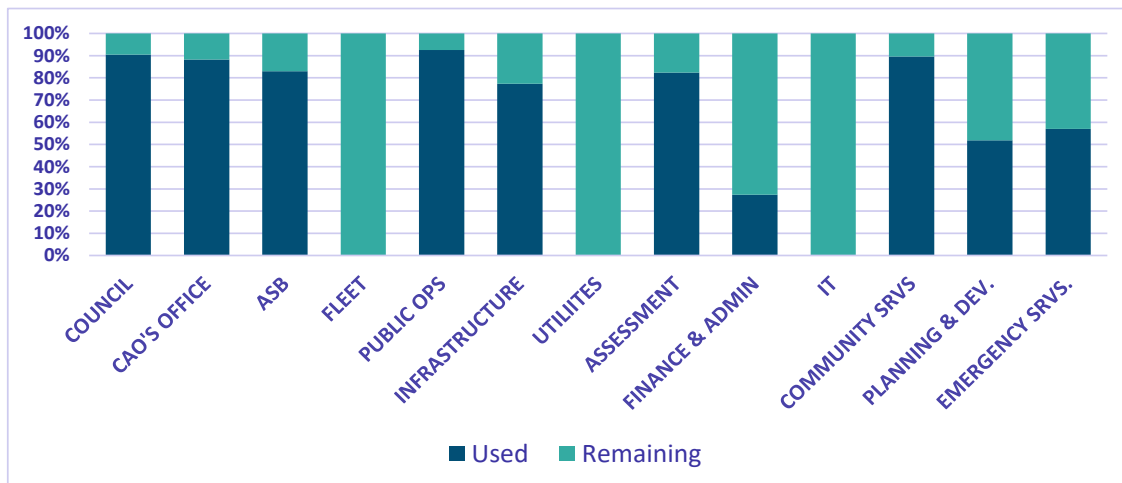
CONSOLIDATED FINANCIAL SUMMARY

The below financial report is for the period of January 1 to October 31, 2022 and includes some budget projection estimates based on operational activities to date and any factors that have or may impact the overall budget. All of the projections are best estimates based on activities to date and anticipated or known upcoming activities. Projections have been made for both revenues and expenses.

The financial summary being presented reflects a projected surplus of \$155,536. As of the last report conservative estimates were made and a surplus of \$351,032 was projected. However, as gas prices materials and supply costs continue to rise significantly this generated a reduction of the anticipated surplus. The most notable increase are within the Fleet as all of the bulk fuel, equipment materials/supplies and building costs flow through that department. Although many of the costs incurred are recouped through rate charges to other departments, an overall deficit (funded from the fleet reserve as it is a self-funded department) is estimated at just under \$300,000. The public works department is also looking at a deficit of approximately \$200,000, due primarily to increased fleet rates and operational modifications with relation to staffing and job activities.



Much of the overall deficit is offset by additional revenues received from tax penalties, planning and development fees, emergency services fees and fines and small surpluses from with other departments. The utility department is also looking at a surplus of approximately \$150,000, however as per previous council direction any surplus or deficit is to be funded from the utility reserve, as a cost recovery department. Although some overages have been projected due to escalating gas prices and inflation, the majority of the department budgets are reasonably within their budgets and additional revenues earned have assisted to offset the overall increased costs. The County will continue to monitor expenses as we close out 2022 with a final surplus/deficit report to be brought forward to Council in early 2023.

The below chart shows the tax support funding used and remaining by department as of October 31, 2022.



Tax Support by Department

As of October 31, 2022

Department	Budget	Actual YTD	Projected	Surplus (Deficit)	%
Council	(665,050)	(601,225)	(655,000)	10,050	98.49%
CAO's Office	(683,450)	(603,347)	(717,900)	(34,450)	105.04%
Agricultural Services	(1,023,495) 	(848,935)	(979,580)	43,915	95.71%
Fleet Services	-	(2,062,835)	-	-	N/A
Public Works	(8,422,120)	(7,798,393)	(8,622,120)	(200,000)	102.37%
Infrastructure Department	(581,995)	(449,852)	(562,495)	19,500	96.65%
Utilities	(327,925)	(1,132,353)	(327,925)	-	100.00%
Assessment & Taxation	(199,865)	(164,590)	(195,500)	4,365	97.82%
Finance & Administration	(892,880)	(244,008)	(746,985)	145,895	83.66%
IT	- 	(171,301)	-	-	N/A
Community Services	(946,345)	(848,274)	(916,220)	30,125	96.82%
Planning & Development	(258,060)	(133,804)	(179,000)	79,060	69.36%
Emergency Services	(1,861,385)	(1,060,602)	(1,804,309)	57,076	96.93%
Tax Support	(15,862,570)	(16,119,519)	(15,707,034)	155,536	99.02%

Consolidated Financial Summary

Revenues	Budget	Actual YTD	Projected	Variance	%
Grants (Operating)	4,302,950	229,607	4,305,860	2,910	100.07%
Sales & User Charges	4,831,810	4,539,806	5,252,945	421,135	108.72%
Fines	85,000	97,030	120,000	35,000	141.18%
Penalties	225,000	397,101	399,000	174,000	177.33%
Rentals	180,890	135,668	180,890	-	100.00%
Return on Investments	325,000	290,000	290,000	(35,000)	89.23%
Other Revenue	8,506,050	6,841,280	8,770,705	264,655	103.11%
From Reserves	4,092,595	2,661,221	6,886,321	2,793,726	168.26%
Total Revenue	22,549,295	15,191,713	26,205,721	3,656,426	116.22%
Expenditures					
Operating / Projects	(44,824,290)	(23,417,263)	(47,716,040)	(2,891,750)	106.45%
To Reserves	(3,465,075)	(3,290,130)	(4,084,215)	(619,140)	117.87%
To Capital	9,877,500	(4,603,839)	9,887,500	10,000	0.00%
Total Expenditures	(38,411,865)	(31,311,232)	(41,912,755)	(3,500,890)	109.11%
Tax Support	(15,862,570)	(16,119,519)	(15,707,034)	155,536	99.02%

Statement of Operations and Capital*

As of October 31, 2022

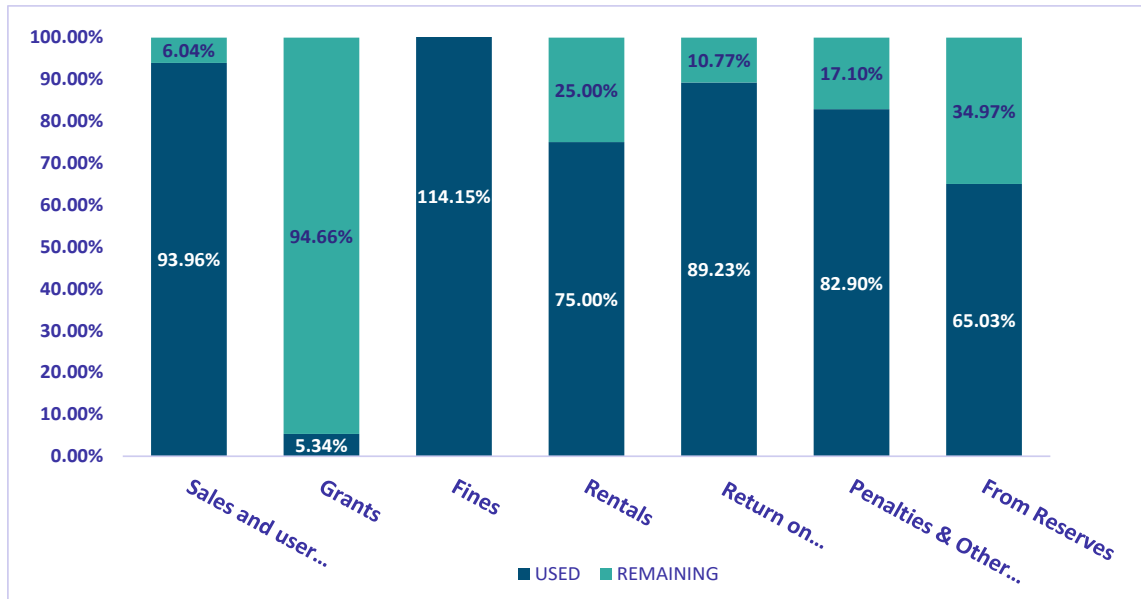
	2022 Budget	2022 Actual	Projected
Revenue:			
Tax Support (per budget)	\$ 15,862,570	\$ -	\$ 15,862,570
Sales and user charges	4,831,810	4,539,806	5,252,945
Grants	4,302,950	229,607	4,305,860
Fines	85,000	97,030	120,000
Penalties and costs on taxes	225,000	397,101	399,000
Rentals	180,890	135,668	180,890
Return on Investments	325,000	290,000	290,000
Other revenues	8,506,050	6,841,280	8,770,705
From Reserves	4,092,595	2,661,221	6,886,321
Total revenue	38,411,865	15,191,713	42,068,291
Expenses:			
Council and other legislative	2,680,050	2,616,225	2,670,000
General administration	5,551,480	3,986,648	5,517,693
Fire services	2,339,720	2,306,280	3,134,475
CPO Services	206,665	103,684	206,665
PW - Roads, streets, walks and lighting	15,758,320	10,068,803	15,958,320
Infrastructure	584,995	451,602	564,995
Fleet services	6,756,965	6,392,621	7,256,965
(UT) Water, wastewater and waste management	5,172,525	4,043,259	5,122,525
Family and community support	81,150	81,167	81,167
Agricultural development	1,177,935	1,174,993	1,297,890
Parks and recreation	102,060	85,950	102,060
Total expenses	40,411,865	31,311,232	41,912,755
Excess (deficiency) of revenue over expenses	(2,000,000)	(16,119,519)	155,536

The above statement of operations provides a snapshot of the revenues received to date and expenditures by department, including capital purchases.

**The statement of Operations reflected in the yearend financial statements is presented differently.*

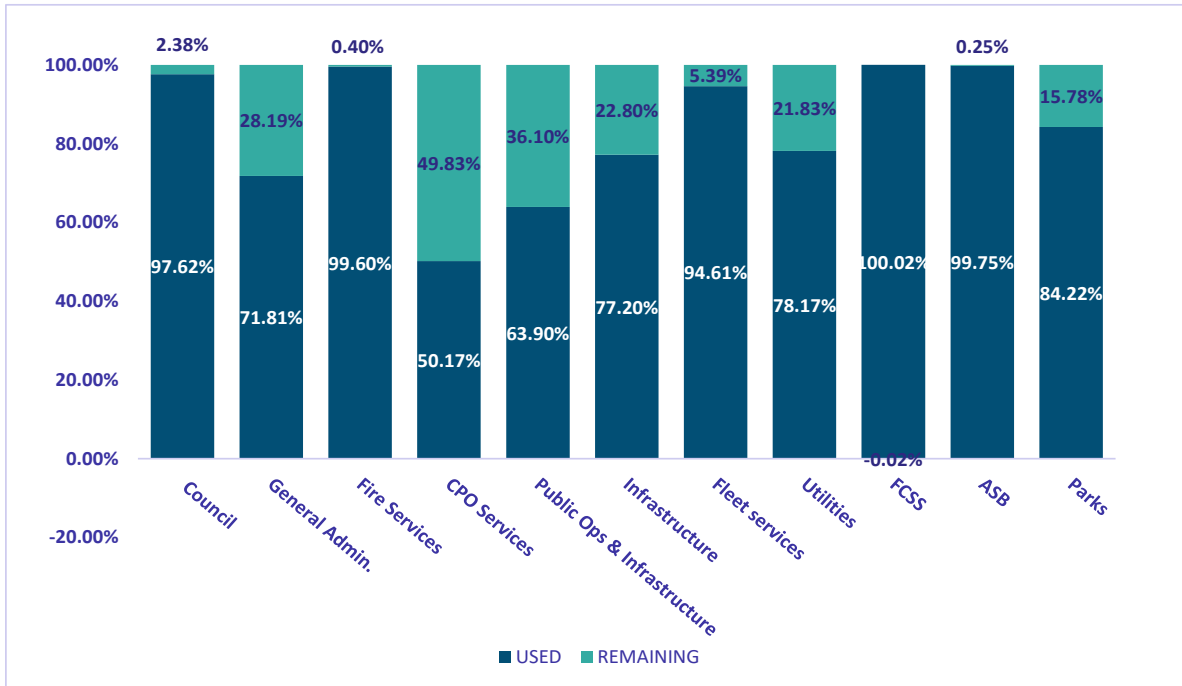
Revenues Earned to date

The below chart indicates the revenues recorded through to October 31st. To date the County has received just over \$15 million in funds (compared to \$8.1M in the last quarter), this represents approximately 39.6% of the total revenue budgeted (excluding tax payments).



Expenditures by Department

This chart represents a comparison of actual expenditures spent against the budget by department. Total expenses to date are just over \$31.3 Million (77.53%) (compared to \$20.4 Million (53.27%) last quarter). Of the \$31.3 Million, \$4,603,839 is for capital related expenditures.



DEPARTMENT OPERATING ACTIVITY SUMMARY

The below information is a summary of department activities over the last quarter.

Council

- Council has had 16 regular County Council meetings, 2 Agricultural Service Board meeting, 1 Organizational Meeting, and 2 Special meetings thus far in 2022. All Council meetings are live streamed and council agendas, minutes and recordings are available on the County website. Each of the councilors provide updates of their activities at one meeting each month for public information
- Since the Strategic Planning Session held in January, Council has begun to implement and consider the updated Strategic Plan when making decisions. A copy of the updated Strategic Plan is also available on the website.

As of October 31st, Council made the following contributions as per resolution:

<i>Alberta Conservation Association - \$1,000</i>	<i>Community Planning Association - \$1,700</i>
<i>Oldman Watershed Council 2022 Contribution - \$4,866</i>	<i>Picture Butte Rural Crime Watch - \$1,000</i>
<i>2 Bursary Awards - \$1,000 each</i>	<i>Public School Betterment Society of Picture Butte Harvest Celebration - \$200</i>
<i>Each of the Community Centre Associations within the County and the Prairie Tractor & Engine Museum received \$10,000 for a total of \$80,000 as per the annual budget to help support their operations and/or capital needs.</i>	
<i>At the November 3rd County Council meeting, Council approved that a \$2 million contribution be made to the Lethbridge and District Exhibition for the construction of the Agri-food Hub and Trade Centre, with funds to be drawn from the Tax Equalization Reserve.</i>	

CAO's Office

In addition to attending meetings with council and stakeholders on behalf of the county, below is a summary of some of the activities the CAO has been involved with in the last quarter.

- Working on lobby requests for upcoming RMA conference
- Working regionally on overall water strategy
- Regional Emergency Management collaboration with Town of Coaldale and small urbans
- Coordination of county Fire Services
- Preparation for upcoming union negotiations
- Continuation of council orientation with legal workshop
- Spearheading several economic development opportunities for the county
- Capital and operational budget preparation

The Human Resources Department falls under the CAO Office's, below is a list of some of the items they have been working.

- Annual review reminders and tracking organization wide
- Supported the Internal Audit team for the 2023 COR Audit
- Hosted the KAIROS blanket exercise for interested staff, Council and SLT as well as a few elected officials from the County's small urbans inside our boundary

-
- Recruited and onboarded a new Environmental Services Manager
 - Internal staffing items and retirements
 - Brought back the Employee Recognition Night for 2022 at Pavan Park in September- Employee Service Awards
 - Collective Bargaining Preparation
 - CAO and HR attended Western Cities HR conference
 - HR continues to work in Picture Butte weekly
 - 97 Professional development/training courses completed YTD organization wide (44 admin, 53 union)
 - Updates County Safety Policy and Hazard Assessment Directives
 - Updated Orientation and HR documents based on new Strategic plan
 - Grant application success- Received Canada Summer Job Grant Funding and Municipal Intern Funding
 - HR services presentation with Council

Agricultural Services

- Roadside mowing was finished up in late October with approximately 90% of roadsides seeing two cuts in 2022
- Roadside spraying continued into late fall with a total of over 500 miles being sprayed
- Rural Extension activities include producing videos with subject matter that includes Tree Care, Leafy Spurge control and Hemp production. Tours of the McCain plant were arranged for both College and University students
- Playground maintenance wrapped up in late October and sprinkler lines were blown out.
- Hamlets and Subdivisions saw a final cut in August
- Approximately 10 miles of Roadside seeding took place in mid-October

Fleet Services

- Regular maintenance of machinery and equipment is ongoing throughout the year to ensure equipment is safe and to help reduce any activity delays.
- Opened and closed approximately 200 work orders from August to October
- CVIPS started in November with 6 completed and work continuing into the new year
- Sand trucks and graders set up and ready for the winter season
- Capital purchases are complete for the year with equipment arriving in late spring
- Equipment is being prepared for next season
- Equipment purchase planning based on scheduled replacements and requirements are ongoing.

Fleet Capital Purchases to the end of October are as follows:

LETHBRIDGE COUNTY 2022 CAPITAL PROJECTS UPDATE - OCTOBER 2022			
Project Name	Budget Request	Spent to Date	Project Status
Replacement Divisional Grader	\$ 625,000	\$ 554,913	Grader purchased and received.
Replacement Divisional Grader	\$ 625,000	\$ 524,646	Grader purchased and received.
Replacement of FT-149 Case 9350 Tractor	\$ 500,000	\$ 385,200	Tractor purchased and received.
Replacement of ASB Tractor 175HP	\$ 190,000	\$ 226,500	Tractor purchased and received.
Forklift - Picture Butte Yard	\$ 100,000	\$ 110,836	Forklift purchased and received.
Track Skid Steer - Construction	\$ 80,000	\$ 92,916	Replacement program in place, no capital purchase cost required. Skid Steer received.
Replacement of 3 Trucks 2- 3/4 & 1 - 1 Ton	\$ 180,000	\$ 126,024	Two trucks purchased to date. Tank for 1 ton purchased; waiting on truck purchase.
Replacement of ASB Spray Truck	\$ 230,000	\$ 116,720	Ordered, waiting for truck.
Replacement of Fuel Pumps - PB and Coaldale	\$ 40,000	\$ 39,400	Purchased and Installed
Enterprise Fleet Program - 11 X Crew cab 1/2 ton Truck	\$ 495,000	\$ -	Ordered but not yet received.
Enterprise Fleet Program - 1 X Crew cab 1 Ton Truck	\$ 60,000	\$ -	Truck replacement no longer required for 2022.
Enterprise Fleet Program - 1 X SUV	\$ 55,000	\$ 45,101	Ordered and delivered.
Replacement of Skid Steer (Trade in EVCON)	\$ 70,000	\$ 6,416	Bobcat purchased and received through annual trade in program, capital cost not required.
Fire Services Truck	\$ 60,000	\$ 57,522	Truck has been purchased and received, lights and equipment installed.
TOTAL CAPITAL PROJECT REQUEST	\$ 3,310,000	\$ 2,286,194	

Public Works

- The Base Stabilization program completed a total of 67 miles of full stabilization treatment, 4 miles of partial stabilization treatment, and more than 400 miles of operational maintenance treatments throughout the season.
- The Construction program completed their operating season having rehabilitated 2 miles of Haul Route and 16 miles of gravel road including a joint project with the Town of Coalhurst.
- The Projects program completed 31 culvert installations, hundreds of markers installs, and many projects completed such as the Stewart Siding parking area, the RR22-4 Haul Route soft spot removal, and the TWP12-0 Haul Route soft spot removal.
- The Signs program replaced or installed 569 signs throughout the County.
- The Spray Patch program applied 18,692L of WSPE1 and 208.5 tonnes of material on 14 rural hard surface roadways and 8 Hamlets including Fairview, Mountain Meadows and Turin.
- With 5 weeks remaining of 2022, most of these numbers will likely remain the same through year end with the possible exceptions being Gravel (staging), Grading, and Signs.

Grading and Graveling Update:

ACTIVITY	Year to Date
GRADING	The Gravel program hauled 73,299 tonnes to 217 miles including busy thoroughfares such as River Ridge Road, Township Road 9-2 west of Coaldale, and Range Road 22-2 east of Park Lake.
GRAVELLING	The Grading program has completed 7151 miles of gravel road maintenance at an average of 1.02 miles per hour worked.
All divisional graveling is complete for the year.	

Utilities

The Utilities Department continues to manage daily activities and deal with utility related issues as they arise.

The following activities has taken place from August to October:

- Completing all our AEP requirements regarding weekly and daily testing of all our Water Distribution sites for Lethbridge County as well as LNCPWCOP and COLRWA
- 864 Alberta One Call requests that were addressed between August and October
- Attended WCW conference in Calgary
- Completed the required testing for lead in all our systems in September
- With the crops being off it becomes a busier time for the Co-op's to put lines in the ground and hook up new services. Utilities personnel are required to be onsite for any work done to the main distribution systems for both co-ops

Infrastructure Services

The Infrastructure Department remains busy managing capital projects, working with consultants and engineers on various studies, and continually improving the Asset Management Program.

- Collaborating with other municipalities on important regional infrastructure projects such as the Horsefly Spillway and the Malloy Basin Phase 2B projects
- Working with Council on critical initiatives to help support and grow the County's current commercial and industrial businesses, and incentives to attract new industry to the County
- Determining the future needs of the County's administration and operations facilities with council

Below is a cost summary and status update of the capital projects (excluding Fleet capital purchases).

LETHBRIDGE COUNTY 2022 CAPITAL PROJECTS UPDATE - OCTOBER 2022			
Project Name	Budget Request	Spent to Date	Project Status
Horsefly Spillway - Southern Region Stormwater Committee	\$ 890,000	\$ -	Project awarded, schedule to be determined.
RGE RD 21-1 Overlay (Corteva Road)	\$ 550,000	\$ 435,545	Construction is substantially complete, minor items remain for the spring.
Iron Springs Road Improvements (RR 20-4, Centre St, 1st St)	\$ 1,510,000	\$ 256,036	Construction has paused for 2022, site is prepared for winter shut down. Carry over to 2023
Lafarge Road Re-Alignment	\$ 600,000	\$ 5,637	This project is in the design phase.
Water & Wastewater SCADA System Upgrades	\$ 600,000	\$ 188,500	This project is in the installation phase.
Bridge File #78397 Replacement	\$ 30,000	\$ 26,310	This project is completed.
Bridge File #79770 Replacement	\$ 350,000	\$ 19,102	Construction tentatively scheduled to begin in March 2023.
AFSC Washroom Upgrades	\$ 7,500	\$ 9,967	Project is completed.
Elevator Upgrades	\$ 120,000	\$ -	Anticipate start up in the new year, completion by April 2023.
Carry Forward & Capital Project Additions			
Bridge File #79598 Replacement	\$ 450,000	\$ 229,302	Completed.
Bridge File #71467 Replacement	\$ 250,000	\$ 193,894	Completed.
Shaughnessy Phase 4 and 5 Eng. and Land Purchase	\$ 116,000	\$ 127,690	Finalizing detailed design, tender, and stormwater easements.
Malloy Drain Phase 2B	\$ 340,000	\$ -	Conceptual Design Phase
Mountain Meadows Slope Remediation	\$ 695,000	\$ 682,583	Completed.
TOTAL CAPITAL PROJECT REQUEST	\$ 6,508,500	\$ 2,174,565	

Finance & Administration

The Finance & Administration Department spent the majority of the third quarter working with all of the county department managers on the preparation of the 2023 Budget for presentation to Council beginning in late November.

In addition to budget preparation, the department has also been working on the following activities:

- Working with the Municipal Intern on various aspects of the intern workplan
- Continued collection of accounts receivable and outstanding taxes
- Tax Penalties will be levied on outstanding balances as of September 30th – penalties levied to date - \$381,522
- Utility bills have been levied for January – September for a total of \$606,240, meter readings used are based on the previous months use.
- Payroll, Accounts Receivable and Accounts Payable are paid and invoiced on regular intervals to ensure timely payment and receipt of funds. Payroll has also been busy updating all the new hire information within the payroll system.
- The Manager of Finance & Administration continues to work on the implementation and configuration of the new financial software system. Training with staff in various departments such as accounts receivable, utilities, payroll and project costing have begun training.
- Preparation of year end documentation and back up has begun.

Information Technology (IT)

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

The department has also been working on the following projects:

- Cyber Security: Implementations and Recommendations (year-round)
- Computer/Mobility: Installation and Maintenance (year-round)
- Financial System and Records Management: Implementation (year-round)

To date the following items related to records management have been completed:

Libraries have been built to match the Retention and Classification Scheme. Agreements have been transitioned into FileHold program with metatdata fields filled in for each record. All bylaws have been imported from Bylaw 1 to current adopted bylaws and four training sessions have occurred with more scheduled for late August.

Community Services

The Community Services Department remains busy by providing assistance to all departments, updating policies, working through Planning and Development items and Economic Development related matters.

Some additional activities include:

- Assisted with council organization meeting preparation
- Collaborated on developing changes to fire service delivery model
- Organizing County participation in community parades and Mayor's Community BBQ (City of Lethbridge)
- Assisted in creation of promotional video "Let's Grow Together" and other public education
- Participated in regional emergency exercise
- Assisted Agricultural Services with educational video and creation of Rural Living & Ag Extension newsletter

-
- Produced Fall County Connection and monthly County Crier newsletters
 - Coordinated public engagement of County/Coaldale IDP Review and proposed speed limit bylaw

Planning & Development

A thorough quarterly report of the Planning & Development Department for the period ending September 30th was provided to Council at the November 3rd County Council meeting. Below are a few highlights from the report:

- 176 development permits have been received as of September 30th. 171 have been issued, 3 refused, and 12 are under review
- Of the permits that were issued, 52 were residential, 53 accessory buildings, 28 commercial/industrial, 21 agriculture, 4 signage, 4 home occupations, 2 institutional and 7 miscellaneous
- Building permits issued to September 30th include: 155 Building Permits, 307 Electrical Permits, 176 Gas, 104 Plumbing, and 41 private septic disposal systems
- County Council acting as the Subdivision Authority approved 22 subdivisions from January to September 30, 2022
- From January 1 to September 30, 2022, the County has received \$111,787.86 in revenue from Park Enterprises for the issuance of Safety Codes Permits

Emergency Services

The Emergency Services Department financial summary includes all of the CPO Activities, Fire revenues, fire agreement and Policing Costs. Revenues earned to date for fire services is \$902,501, this includes a couple of large invoices.

Fire Services

Responses in the County by Fire Department:

City of Lethbridge	53
Town of Coaldale	131
Town of Coalhurst	71
Town of Nobleford	68
Town of Picture Butte	142
Village of Barons	2

Below is a listing of the Regional Fire Services Coordinators activities from August to October:

- Fire Services Coordinator responded to 35 incidents with contracted departments
- 35 business inspections, 17 fire inspections, and 21 fire plan reviews were completed
- Worked with DEM on regional emergency management proposals
- Attended South Zone All Hazard Incident Management Team exercise, Alberta Fire Chiefs Association meeting, and Alberta Fire Training Officers meeting
- Worked with Coaldale to put together new contract to take over City Rural response area
- Contract with Coaldale puts in place position to concentrate on fire safety inspections
- Building SOLAR response guidelines for solar farm response
- Fully implemented new Fire permitting app – new program along with knowing I am out and about has drastically reduced amount of not permitted or burning during restrictions.
- Transported 1 dog to shelter when CPO was on holidays

- Worked with departments to adjust to Barons Fire Closure and made sure we still had area covered
- Assisted Baron with the dissolution of the department and its assets
- Hope to implement Fire Prevention officer/program to make public education and safety a high priority for the county. Currently only touching the surface of what could be accomplished.
- Currently working with Picture Butte Fire on ways to improve recruitment and retention of volunteers for county departments. Daytime response is getting harder and harder for volunteer departments. Businesses are less interested in letting employees leave during work hours.

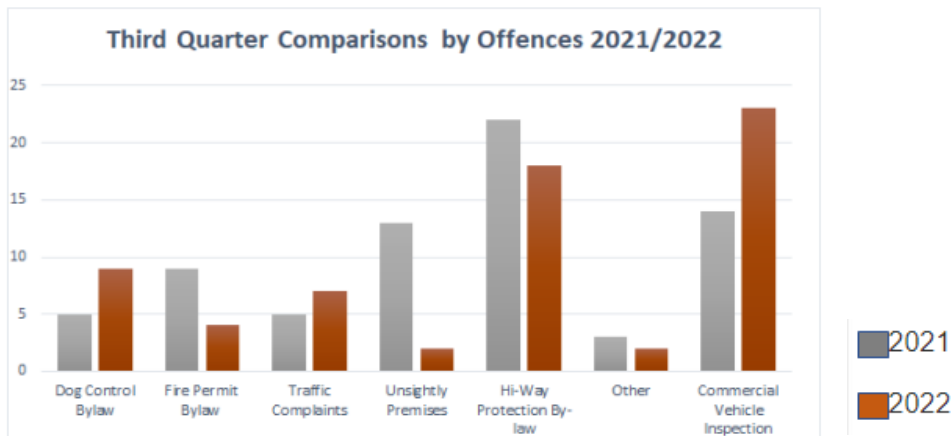
Community Peace Officer (CPO)

Currently, Lethbridge County has one full-time CPO who uses education and enforcement to gain compliance on a variety of Lethbridge County Bylaws. The CPO is also authorized to enforce the Traffic Safety Act and regulations under the Act. The Community Peace Officer provided a thorough quarterly report for the period ending September 30th at the November 17th County Council meeting. Below are a few highlights from the report:

- Commercial Vehicle Inspections with Coaldale's CPO and the Sheriffs
- Continued vehicle speed and bylaw enforcement
- Assisted with the Lethbridge International Air Show
- August long weekend Check Stop with the Sheriffs on Hwy 512 and TWP RD 9-2. (Stafford Lake Resort)
- Traffic Control for Coalhurst Fire at a multi-vehicle collision

There were a total of 62 Case Reports created during this period compared to 98 within the same period of 2021. Unsightly premises and the Fire Bylaw have a noticeable decrease while the Dog Control Bylaw and Commercial Vehicle Inspections have increased slightly.

The County has received \$97,030 in Provincial fines as of October 31st, this number includes any outstanding fine from previous years that have since been paid.



Financial Information/Update

As the County has been preparing the 2023 budget, all departments completed a full analysis of their budgets as management must consider all cost increases related to the high inflation rates, we have seen this year. The County has felt the inflation impacts in the areas of fuel, supplies and materials, shipping/transport rates and contracted construction costs. Additionally, with union negotiations taking place beginning in December, there may be further adjustments required within the budget.

Below is some information with regards to CPI and price increases taken from the Statistics Canada website.

The Consumer Price Index (CPI) rose 6.9% year over year in October, matching the increase in September. Faster price growth for gas and mortgage interest costs were moderated by slowing price growth for food. Excluding food and energy, prices rose 5.3% year over year in October, following a gain of 5.4% in September.

On a monthly basis, gasoline prices increased 9.2% in October following a decrease in September (-7.4%). The announcement of future oil production cuts by the Organization of the Petroleum Exporting Countries Plus and a weaker Canadian dollar contributed to higher gasoline prices for Canadian consumers. Gasoline prices rose 17.8% in October compared with October 2021, following a 13.2% increase in September 2022.

Prices increase at a faster pace in October in five major components, 12-month % change

	September 2022	October 2022
All-items Consumer Price Index	6.9	6.9
Food	10.3	10.1
Shelter	6.8	6.9
Household operations, furnishings and equipment	5.4	5.1
Clothing and footwear	1.5	1.8
Transportation	8.7	9.5
Health and personal care	4.4	4.9
Recreation, education and reading	5.2	4.1
Alcoholic beverages, tobacco products and recreational cannabis	3.8	4.1

Provincial Updates

No new funding announcements have been made since the last quarterly report. As is the practice, administration will continue to look for additional grant funding to assist with capital projects as information becomes available.

Municipal Sustainability Initiative (MSI) Grant Funding

The province has notified that the MSI Grant funding stream will end in 2023-24 and will be replaced with the Local Government Fiscal Framework (LGFF) beginning in 2024-25. The LGFF will include \$722 million in capital funding legislated under the Local Government Fiscal Framework Act and non-legislated operating funding (\$382 million to Calgary and Edmonton with \$340 million to other Alberta Municipalities). No funding formula or program design has been announced as of yet, it is hopeful that an announcement will be made in early 2023.

The 2023 allowance will be similar to 2022 allocations (MSI Capital including BMTG – \$1,388,843 & MSI Operating - \$105,390). These allocations are based on Budget 2022 targets and will be confirmed upon legislative approval of the provincial Budget 2023.

Canada Community Building Fund (CCBF) (Formerly Gas Tax Fund) Grant Funding

The 2022 allocation was \$620,413 (2021 allocation was \$619,899 plus top-up of \$592,320). No information regarding Lethbridge County's 2023 allocation amount has been made as of yet.

Grant Summary

Lethbridge County GRANTS SUMMARY as at October 31, 2022

	Budget- As approved	Approved	Received	Comments
ADMINISTRATION & FINANCE				
MSI Operating - Consultant -Assessment Review	35,000	Y	35,000	Submission of Spending Plan no longer required
INFORMATION TECHNOLOGY				
MSI Operating - Financial Software Conversion Phase 2	90,000	Y	90,000	Submission of Spending Plan no longer required
MSI Operating - Consultant -Scanning Records	30,000	Y	30,000	Submission of Spending Plan no longer required
PUBLIC WORKS				
MSI - Horsefly Spillway-Southern Region Stormwater Committee	890,000	Y	890,000	Approved project.
MSI - Rge Rd 21-1 Overlay (Corteva Road)	550,000	Y	550,000	Approved project.
MSI - Iron Springs Rd Improvements(RR20-4, Centre St., 1st St.)	1,510,000	Y	1,510,000	Approved project.
MSI - Lafarge Road Re-Alignment	600,000	Y		Approved project.
MSI-BMTG Road Rehabilitation	248,950	Y	248,950	Approved project.
TOTAL	\$ 3,953,950		\$ 3,353,950	

	Projects C/F to 2021	Approved	Received	
EMPP - Unified ECC/EOC Functional Exercise	3,200.00	Y	3,200.00	To complete by Dec. 31, 2022.
FGTF - Mountain Meadows Slope Failure Remediation-GTF 1605	514,000.00	Y	514,000.00	C/F to 2022
MSI - 8 Mile Lake Basin & Battersea Drain - CAP 8842	181,856.00	Y	235,000.00	C/F to 2022
MSI - Rave Infrastructure Upgrades-Eng. - CAP7711	120,940.00	Y	160,000.00	C/F to 2022. Project tied with Hwy 3 Corridor.
MSI - Shaughnessy Ph4&5 - Eng & Land Purchase - CAP 12296	94,865.00	y	135,000.00	C/F to 2022
MSI - Sunset Acres Base & Pave 9RR224) - CAP 13392	366,196.77	Y	700,000.00	C/F to 2022
MSI - Malloy Phase 2B-CAP 13395	340,000.00	Y	340,000.00	C/F to 2022

	Project Not in Budget	Approved	Received	
STIP-LRB - Bridge File #79770	300,000	D	-	Project not approved.
MSP - Iron Springs Road Improvement	197,036	Y	197,036.00	Project approved-May 26, 2022.
ACP - Municipal Internship - Finance Officer	60,000	Y	60,000.00	Funds received-August 3, 2022
Summer Jobs Grant	14,700	Y	14,700.00	Funds received.

Y - Yes, project is approved.

N - No, awaiting for approval.

D - Declined.

P - Pending.

C - Cancelled.

Investment Summary

As of October 31, 2022

DATE INVESTED	DATE MATURITY	PURCHASE PRICE	MATURITY VALUE	Monthly Interest	Total Interest	Interest Rate	Type
March 17, 2022	March 17, 2023	2,069,355.56	2,096,257.18	2,284.80	26,901.62	1.300%	CWB GIC
April 14, 2022	April 15, 2023	2,709,425.27	2,758,736.81	4,188.10	49,311.54	1.820%	Canaccord
February 25, 2022	February 27, 2023	1,031,150.40	1,050,742.29	1,663.97	19,591.89	1.900%	Canaccord
October 19, 2021	October 19, 2022	2,036,200.00	2,051,471.50	1,297.03	15,271.50	0.750%	Servus Credit
December 31, 2021	December 31, 2022	5,828,131.98	5,952,271.19	10,344.93	124,139.21	2.130%	CIBC WoodGundy
December 31, 2021	December 31, 2022	3,274,615.59	3,344,364.90	5,812.44	69,749.31	2.130%	CIBC WoodGundy
September 30, 2022	September 30, 2023	5,000,000.00	5,105,000.00	8,750.00	105,000.00	2.100%	Raymond James
September 30, 2022	September 30, 2023	2,000,000.00	2,084,000.00	7,000.00	84,000.00	4.200%	Raymond James
September 30, 2022	September 30, 2023	3,000,000.00	3,153,000.00	12,750.00	153,000.00	5.100%	Raymond James
		26,948,878.80					
RBC Investment Account		13,398,189.16					RBC - HISA
	TOTALS	40,347,067.96	27,595,843.87	54,091.28	646,965.07		
May 7, 2022	May 7, 2023	255,525.18	262,168.83	564.26	6,643.65	2.600%	CWB GIC

AGENDA ITEM REPORT



Title: 2023 - 2025 Operating & 2023 -2027 Capital Budget
Meeting: Council Meeting - 15 Dec 2022
Department: Corporate Services
Report Author: Jennifer Place

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 07 Dec 2022

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The 2023 - 2025 Proposed Operating and 2023 - 2027 Proposed Capital Budgets were presented to Council on November 29th and December 1st for review and deliberations. Upon completion of the budget deliberations, Council provided their feedback and direction which Administration has incorporated into the budget, and is now bringing forward the revised proposed budget estimates for 2023-2024 (operating) and 2023-2026 (capital) for final approval. As is being presented the total tax support increase proposed from 2022 to 2023 is 5.125% or \$812,890 (after growth tax support increase is estimated at 4.034% or \$639,916).

RECOMMENDATION:

MOVED that the 2023 Operating Budget expenses in the amount of \$30,204,555 as outlined in Attachment 1 be approved, and that the 2024 and 2025 Operating Budget expenses in the amounts of \$30,538,430 and \$30,804,015 respectively be approved in principle.

MOVED that the 2023 Capital Budget expenses in the amount of \$14,170,000 as outlined in Attachment 1 be approved, and that the 2024, 2025, 2026 and 2027 Capital Budget expenses in the amounts of \$14,715,000, \$8,231,000, \$9,688,000 and \$8,985,000 respectively be approved in principle.

REASON(S) FOR RECOMMENDATION(S):

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

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

(c) legally required to be paid.

PREVIOUS COUNCIL DIRECTION / POLICY:

Council direction as provided at the Budget Deliberation Meetings.

Additionally the Municipal Government Act, Section 242 and 245 states the following with regards to the adoption Budgets:

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

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

and Section 245 - Each council must adopt a capital budget for each calendar year by January 1 of that calendar year.

BACKGROUND INFORMATION:

The budget is utilized as a guide to allow staff to deliver programs and services within the County. The operating budget details projected revenues and expenditures for all departments and activities within the organization. As in previous years a three year operating and five year capital budget is prepared for all County departments and was presented to Council for deliberations over a two day period.

Upon completion of the budget deliberation meetings, Council gave their direction to staff, which has been included in the attached proposed budget summaries for consideration for approval.

If Council is not prepared to pass a final operating budget prior to December 31, 2022, approval of an Interim Operating Budget is required in order to provide Administration with the authority to proceed with programs and services for the upcoming year as per the Municipal Government Act (MGA).

ALTERNATIVES / PROS / CONS:

N/A

FINANCIAL IMPACT:

An operating budget (2023 or interim) must be approved by Council to ensure County operations can carry on status quo as of January 1, 2023.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[2023-2025 Budget-Dec 15 2022](#)

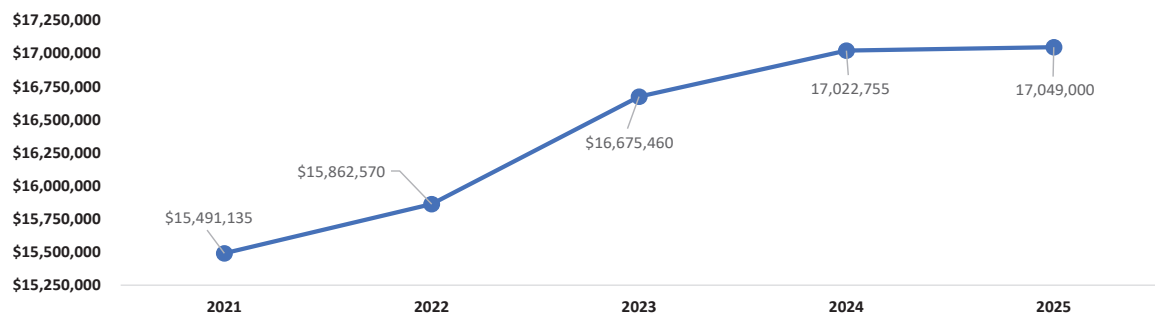
TOTAL TAX SUPPORT

~ by division

	2022 APPROVED TAX LEVY	2023 PROPOSED TAX LEVY	2024 PLANNED TAX LEVY	2025 PLANNED TAX LEVY
Council	665,050	602,545	606,705	618,085
Executive Office	683,450	740,435	751,100	764,785
Public Operations	9,773,540	10,382,585	10,654,300	10,494,915
Infrastructure Services	581,995	618,610	625,360	635,060
Finance & Administration	1,092,745	1,133,215	1,130,385	1,148,130
Information Technology	-	-	-	-
Community Services	3,065,790	3,198,070	3,254,905	3,388,025
Total Tax Support	15,862,570	16,675,460	17,022,755	17,049,000
<i>Percent Increase (Decrease) from previous year's budget</i>	<i>1.626%</i>	<i>5.125%</i>	<i>2.083%</i>	<i>0.154%</i>

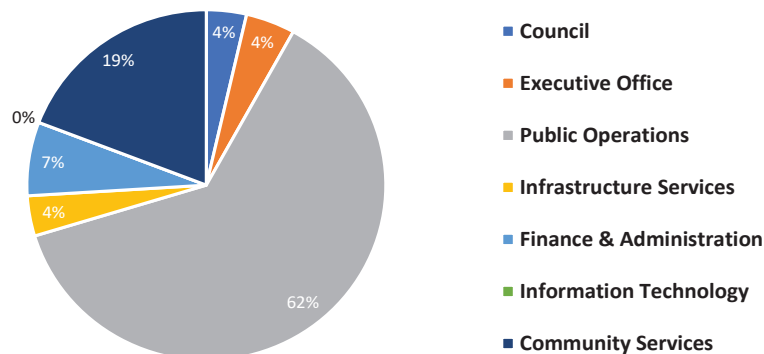
<u>Tax Increase after New Growth</u>				
increase over prior year's budget	\$ 253,835	\$ 812,890	\$ 347,295	\$ 26,245
projected growth	\$ (142,424)	\$ (172,974)	\$ (172,974)	\$ (172,974)
net	\$ 111,411	\$ 639,916	\$ 174,321	\$ (146,729)
<i>Percent Increase (Decrease) from previous year's budget</i>	<i>0.714%</i>	<i>4.034%</i>	<i>1.045%</i>	<i>-0.862%</i>

Total Tax Support



TOTAL TAX SUPPORT
~ by department

TAX SUPPORT - by department	2022 APPROVED Budget	2023 PROPOSED Budget	2024 Planned Budget	2025 Planned Budget
Council	665,050	602,545	606,705	618,085
Executive Office	683,450	740,435	751,100	764,785
Public Operations Division				
Agricultural Services	1,023,495	1,072,205	1,084,815	1,105,755
Fleet Services	-	-	-	-
Public Works	8,422,120	8,982,455	9,241,560	9,389,160
Utilities	327,925	327,925	327,925	-
	9,773,540	10,382,585	10,654,300	10,494,915
Infrastructure Services	581,995	618,610	625,360	635,060
Finance & Administration Division				
Assessment	199,865	204,245	204,110	204,775
Finance & Administration	892,880	928,970	926,275	943,355
	1,092,745	1,133,215	1,130,385	1,148,130
Information Technology	-	-	-	-
Community Services Division				
Community Services Administration	946,345	966,595	1,023,375	1,082,055
Planning & Development	258,060	246,095	251,530	258,285
Fire Services Program	1,739,720	1,880,440	1,873,030	1,937,640
CPO Program	121,665	104,940	106,970	110,045
	3,065,790	3,198,070	3,254,905	3,388,025
Total Tax Support	15,862,570	16,675,460	17,022,755	17,049,000
<i>Percent Increase (Decrease) from previous year's budget</i>	1.626%	5.125%	2.083%	0.154%



CONSOLIDATED OPERATING & CAPITAL BUDGETS

~ by object code

	2022 APPROVED Budget	2023 PROPOSED Budget	2024 Planned Budget	2025 Planned Budget
REVENUES				
Grants	4,302,950	3,423,855	4,773,855	1,213,855
Sales of Goods & Services	4,625,605	4,773,655	4,892,130	5,012,140
Service Agreements	414,595	433,060	439,820	446,690
Services to Other Departments	4,337,240	4,936,520	5,005,370	5,116,245
Local Improvement Taxes & Requisitions	600,780	620,975	629,035	637,155
Fines and Penalties	285,000	295,000	295,000	295,000
Return on Investments	325,000	300,000	300,000	300,000
Debenutres & Other Revenue	369,530	369,530	369,530	369,530
Transfers from Reserves	4,472,595	9,246,500	8,164,935	5,218,400
Proceeds on Disposal of Retired Equipment	1,046,000	1,150,000	1,211,000	1,227,000
Market Access Network Program	2,150,000	2,150,000	2,150,000	2,150,000
Total Revenues	22,929,295	27,699,095	28,230,675	21,986,015
EXPENDITURES - by object code				
Capital Expenditures	10,257,500	14,170,000	14,715,000	8,231,000
Salaries, Wages & Benefits	8,276,600	8,357,245	8,451,590	8,607,275
Services by Other Departments	4,337,240	4,936,520	5,005,370	5,116,245
Materials, Supplies & Operating Costs	5,693,545	6,282,370	6,392,530	6,505,460
Operating Projects	135,000	280,425	169,895	119,575
Contracted & General Services	2,157,960	2,412,850	2,374,545	2,419,755
Emergency Service Agreements	1,840,490	1,944,210	1,958,710	2,074,290
Debenture Principal & Interest Costs	1,373,030	1,373,035	1,373,055	963,630
Regional Waste Requisition Expense	600,780	620,975	629,035	637,155
Grants to Other Organizations	299,645	682,875	736,165	790,070
Transfer to Reserves	3,820,075	3,314,050	3,447,535	3,570,560
Total Expenditures	38,791,865	44,374,555	45,253,430	39,035,015
TAX SUPPORT	(15,862,570)	(16,675,460)	(17,022,755)	(17,049,000)
Previous Increase (Decrease) from previous year's budget	1.626%	5.125%	2.083%	0.154%

CONSOLIDATED OPERATING & CAPITAL BUDGETS
~ by department

	2022 APPROVED Budget	2023 PROPOSED Budget	2024 Planned Budget	2025 Planned Budget
REVENUES				
Council	15,000	-	50,000	25,000
Executive Office	20,000	10,000	35,000	10,000
Public Operations				
Agricultural Services	256,500	548,405	348,405	398,405
Fleet Services	6,756,965	7,524,635	7,815,540	7,883,965
Public Works	1,636,200	1,771,200	1,731,200	1,771,200
Utilities	4,244,600	4,346,640	4,426,330	4,507,640
	12,894,265	14,190,880	14,321,475	14,561,210
Infrastructure Services	4,533,000	8,198,000	8,623,000	2,243,000
Market Access Network Funds	2,150,000	2,150,000	2,150,000	2,150,000
	6,683,000	10,348,000	10,773,000	4,393,000
Finance & Administration				
Assessment	24,500	24,500	24,500	24,500
Finance & Administration	996,515	855,815	912,365	788,955
	1,021,015	880,315	936,865	813,455
Information Technology	1,334,140	1,261,120	1,087,120	1,104,170
Community Services				
Community Services Administration	126,875	137,280	130,715	132,680
Planning & Deveopment	150,000	170,000	150,000	150,000
Fire Services	600,000	606,500	651,500	701,500
CPO Program	85,000	95,000	95,000	95,000
	961,875	1,008,780	1,027,215	1,079,180
Total Revenues	22,929,295	27,699,095	28,230,675	21,986,015
EXPENDITURES - by department				
Council	680,050	602,545	656,705	643,085
Executive Office	703,450	750,435	786,100	774,785
Public Operations				
Agricultural Services	1,279,995	1,620,610	1,433,220	1,504,160
Fleet Services	6,756,965	7,524,635	7,815,540	7,883,965
Public Works	10,058,320	10,753,655	10,972,760	11,160,360
Utilities	4,572,525	4,674,565	4,754,255	4,507,640
	22,667,805	24,573,465	24,975,775	25,056,125
Infrastructure Services	5,114,995	8,816,610	9,248,360	2,878,060
Market Access Network Funds	2,150,000	2,150,000	2,150,000	2,150,000
	7,264,995	10,966,610	11,398,360	5,028,060
Finance & Administration				
Assessment	224,365	228,745	228,610	229,275
Finance & Administration	1,889,395	1,784,785	1,838,640	1,732,310
	2,113,760	2,013,530	2,067,250	1,961,585
Information Technology	1,334,140	1,261,120	1,087,120	1,104,170
Community Services				
Community Services Administration	1,073,220	1,103,875	1,154,090	1,214,735
Planning & Deveopment	408,060	416,095	401,530	408,285
Fire Services	2,339,720	2,486,940	2,524,530	2,639,140
CPO Program	206,665	199,940	201,970	205,045
	4,027,665	4,206,850	4,282,120	4,467,205
Total Expenditures	38,791,865	44,374,555	45,253,430	39,035,015
Tax Support	(15,862,570)	(16,675,460)	(17,022,755)	(17,049,000)
Percent Increase (Decrease) from previous year's budget	1.626%	5.125%	2.083%	0.154%

TOTAL OPERATING BUDGET
~ by department

	2022 APPROVED Budget	2023 PROPOSED Budget	2024 Planned Budget	2025 Planned Budget
REVENUES				
Council	15,000	-	50,000	25,000
Executive Office	20,000	10,000	35,000	10,000
Public Operations				
Agricultural Services	256,500	248,405	248,405	248,405
Fleet Services	3,506,965	4,054,635	4,155,540	4,258,965
Public Works	1,636,200	1,771,200	1,731,200	1,771,200
Utilities	4,244,600	4,346,640	4,426,330	4,507,640
	9,644,265	10,420,880	10,561,475	10,786,210
Infrastructure Services	3,000	78,000	3,000	3,000
Finance & Administration				
Assessment	24,500	24,500	24,500	24,500
Finance & Administration	869,015	855,815	787,365	788,955
	893,515	880,315	811,865	813,455
Information Technology	1,134,140	1,131,120	1,027,120	1,038,170
Community Services				
Community Services Administration	126,875	137,280	130,715	132,680
Planning & Development	150,000	170,000	150,000	150,000
Fire Services	600,000	606,500	651,500	701,500
CPO Program	85,000	95,000	95,000	95,000
	961,875	1,008,780	1,027,215	1,079,180
Total Revenues	12,671,795	13,529,095	13,515,675	13,755,015
EXPENDITURES - by department				
Council	680,050	602,545	656,705	643,085
Executive Office	703,450	750,435	786,100	774,785
Public Operations				
Agricultural Services	1,279,995	1,320,610	1,333,220	1,354,160
Fleet Services	3,506,965	4,054,635	4,155,540	4,258,965
Public Works	10,058,320	10,753,655	10,972,760	11,160,360
Utilities	4,572,525	4,674,565	4,754,255	4,507,640
	19,417,805	20,803,465	21,215,775	21,281,125
Infrastructure Services	584,995	696,610	628,360	638,060
Finance & Administration				
Assessment	224,365	228,745	228,610	229,275
Finance & Administration	1,761,895	1,784,785	1,713,640	1,732,310
	1,986,260	2,013,530	1,942,250	1,961,585
Information Technology	1,134,140	1,131,120	1,027,120	1,038,170
Community Services				
Community Services Administration	1,073,220	1,103,875	1,154,090	1,214,735
Planning & Development	408,060	416,095	401,530	408,285
Fire Services	2,339,720	2,486,940	2,524,530	2,639,140
CPO Program	206,665	199,940	201,970	205,045
	4,027,665	4,206,850	4,282,120	4,467,205
Total Expenditures	28,534,365	30,204,555	30,538,430	30,804,015
Tax Support	(15,862,570)	(16,675,460)	(17,022,755)	(17,049,000)
Before Growth Percent Increase (Decrease) from previous year's budget	1.626%	5.125%	2.083%	0.154%
After Growth Percent Increase (Decrease)	0.714%	4.034%	1.045%	0.000%

TOTAL OPERATING BUDGET
~ by object code

	2022 APPROVED Budget	2023 PROPOSED Budget	2024 Planned Budget	2025 Planned Budget
REVENUES				
Grants	647,950	683,855	463,855	463,855
Sales of Goods & Services	4,625,605	4,773,655	4,892,130	5,012,140
Service Agreements	414,595	433,060	439,820	446,690
Services to Other Departments	4,337,240	4,936,520	5,005,370	5,116,245
Other Revenue	369,530	369,530	369,530	369,530
Local Improvement Taxes & Requisitions	600,780	620,975	629,035	637,155
Fines and Penalties	285,000	295,000	295,000	295,000
Return on Investments	325,000	300,000	300,000	300,000
Transfers from Reserves	360,875	411,280	415,715	409,180
Transfers from Capital				
Market Access Network Revenue Transfer	705,220	705,220	705,220	705,220
Total Revenues	12,671,795	13,529,095	13,515,675	13,755,015
EXPENDITURES - by object code				
Salaries, Wages & Benefits	8,276,600	8,357,245	8,451,590	8,607,275
Services by Other Departments	4,337,240	4,936,520	5,005,370	5,116,245
Materials, Supplies & Operating Costs	5,693,545	6,282,370	6,392,530	6,505,460
*Operating Projects	135,000	280,425	169,895	119,575
Contracted & General Services	2,157,960	2,412,850	2,374,545	2,419,755
Emergency Service Agreements	1,840,490	1,944,210	1,958,710	2,074,290
Debenture Principal & Interest Costs	1,373,030	1,373,035	1,373,055	963,630
Regional Waste Requisition Expense	600,780	620,975	629,035	637,155
Grants to Other Organizations	299,645	682,875	736,165	790,070
Transfers to Reserves	3,820,075	3,314,050	3,447,535	3,570,560
Transfers to Capital	-	-	-	-
Total Expenditures	28,534,365	30,204,555	30,538,430	30,804,015
Tax Support	(15,862,570)	(16,675,460)	(17,022,755)	(17,049,000)
<i>Percent Increase (Decrease) from previous year's budget</i>	1.626%	5.125%	2.083%	0.154%
<i>After Growth Percent Increase (Decrease)</i>	0.714%	4.034%	1.045%	0.000%

**LETHBRIDGE COUNTY
OPERATING PROJECTS BUDGET FUNDING
2023 BUDGET**

			SOURCES OF FUNDING					
			Grants			Other		Total
Dept	Project Name	Budget Request	BMTG (MSI)	AG OP	MSI OP	Tax Support	Reserve	
OPERATING PROJECTS								
Executive Office	Employee Recognition Night	10,000					10,000	\$ 10,000
Infrastructure	Shaughnessy Wastewater Lagoon Review	21,000			21,000			\$ 21,000
Infrastructure	Diamond City Inflow and Infiltration Study	38,000			38,000			\$ 38,000
Infrastructure	Iron Springs Treated Water Reservoir Structural Assessment	16,000			16,000			\$ 16,000
Finance & Admin.	Asset Retirement Obligation-PSAB	25,000			25,000			\$ 25,000
IT	Records Management Document Scanning	75,000			75,000			\$ 75,000
Community Svcs.	Economic Report Update (Reserve Fund)	8,500					8,500	\$ 8,500
Planning & Dev.	Conceptual Design/Planning Projects	5,000				5,000		\$ 5,000
Planning & Dev.	Land Use Bylaw Review	20,000					20,000	\$ 20,000
Emergency Svcs.	Incident Command Post Position Vests	5,000					5,000	\$ 5,000
Emergency Svcs.	Regional Disaster of Emergency Management Services	56,925				56,925		\$ 56,925
		\$ 280,425	\$ -	\$ -	\$ 175,000	\$ 61,925	\$ 43,500	\$ 280,425
ANNUAL OPERATING PROGRAMS/PROJECTS								
ASB	Combined AG Services & Environmental Stream Operations	214,905		214,905				\$ 214,905
Public Works	Gravel Road Reconstruction	248,950	248,950					\$ 248,950
TOTAL OTHER PROJECT REQUEST			\$ 248,950	\$ 214,905	\$ -			\$ 463,855

TOTAL CAPITAL BUDGET
~ by department

Capital Budget

	2022 APPROVED Budget	2023 PROPOSED Budget	2024 Planned Budget	2025 Planned Budget	2026 Planned Budget	2027 Planned Budget
REVENUES						
Grants	3,655,000	2,740,000	4,310,000	750,000	2,500,000	1,450,000
Debentures						
Proceeds on Disposal of Retired Equipment	1,046,000	1,150,000	1,211,000	1,227,000	1,233,000	1,173,000
Debentures/Other Revenue	-	-	-	-	-	-
Transfers from Reserves	3,026,500	3,810,000	3,754,000	3,804,000	2,455,000	2,872,000
Market Access Network Reserve	380,000	4,320,000	3,290,000	300,000	1,350,000	1,340,000
Market Access Network Tax	2,150,000	2,150,000	2,150,000	2,150,000	2,150,000	2,150,000
Total Revenues	10,257,500	14,170,000	14,715,000	8,231,000	9,688,000	8,985,000
EXPENDITURES - by department						
Agricultural Services	-	300,000	100,000	150,000	-	-
Fleet Services	3,250,000	3,470,000	3,660,000	3,625,000	3,680,000	3,915,000
Public Works	-	-	-	-	-	-
Infrastructure Services	4,530,000	8,120,000	8,620,000	2,240,000	3,850,000	2,790,000
Market Access Network Program	2,150,000	2,150,000	2,150,000	2,150,000	2,150,000	2,150,000
Finance & Administration	127,500	-	125,000	-	-	-
Information Technology	200,000	130,000	60,000	66,000	8,000	130,000
Total Expenditures	10,257,500	14,170,000	14,715,000	8,231,000	9,688,000	8,985,000
Tax Support	-	-	-	-	-	-

LETHBRIDGE COUNTY CAPITAL BUDGET SUMMARY 2023 CAPITAL PROJECTS									
		SOURCES OF FUNDING							
		Grants				Other			
					Market Access	Proceeds on			
Department	Project Name	Budget Request	MSI CAP	FGTF	ACP	Reserves	Network Reserve	Equip./Land Disposal	Total
Fleet	Replacement Divisional Grader MG-037	625,000				495,000		130,000	\$ 625,000
Fleet	Replacement Divisional Grader MG-038	625,000				495,000		130,000	\$ 625,000
Fleet	Replacement of TR-138 Truck & Plow Equipment	325,000				295,000		30,000	\$ 325,000
Fleet	Replacement of LD-111 JD 644K Wheel Loader	500,000				450,000		50,000	\$ 500,000
Fleet	Replacement of 2 X PW/ASB Trucks 3/4 & 1 Tons	140,000				110,000		30,000	\$ 140,000
Fleet	Replacement of 1 X ASB Construction 1 Tons (2022 Purchase)	90,000				75,000		15,000	\$ 90,000
Fleet	Replacement of 1 X PW Construction 3 Ton	100,000				85,000		15,000	\$ 100,000
Fleet	Tow Behind Scissor Man Lift	45,000				44,000		1,000	\$ 45,000
Fleet	Replacement of ASB 10' Disc	65,000				64,000		1,000	\$ 65,000
Fleet	Replacement of Equipment Trailer	25,000				24,000		1,000	\$ 25,000
Fleet	Replacement of ASB Roadside Mower	50,000				40,000		10,000	\$ 50,000
Fleet	Replacement of Small Rock Box - Salt Dawg	25,000				24,000		1,000	\$ 25,000
Fleet	Replacement of Fuel Pumps - PB and Coaldale	40,000				40,000		-	\$ 40,000
Fleet	Enterprise Fleet Program - 12 X Crewcab 1/2 ton Truck	600,000				60,000		540,000	\$ 600,000
Fleet	Enterprise Fleet Program - 1 X SUV	55,000				5,000		50,000	\$ 55,000
Fleet	Replacement of Wheel Skid Steer (Trade in EVCON)	75,000				7,000		68,000	\$ 75,000
Fleet	Replacement of Track Skid Steer (Trade in EVCON)	85,000				7,000		78,000	\$ 85,000
ASB	Shaughnessy Park Playground	300,000				300,000			\$ 300,000
IT	Replacement Main Office Server 1	55,000				55,000			\$ 55,000
IT	Replacement Main Office Server 2	55,000				55,000			\$ 55,000
IT	Replacement GIS Server	20,000				20,000			\$ 20,000
Infrastructure	South Park Lake Road Overlay 6.4km	1,830,000				1,830,000			\$ 1,830,000
Infrastructure	Rave Industrial Park Infrastructure Upgrades - Phase 2 (Final) 1.1km	3,600,000	540,000	2,000,000		1,060,000			\$ 3,600,000
Infrastructure	Range Road 21-1 Reconstruction (McNally Road) 1.7km	2,160,000				2,160,000			\$ 2,160,000
Infrastructure	Lethbridge County/ Coaldale Regional Water Supply Study	200,000			200,000				\$ 200,000
Infrastructure	Local Bridge Replacement - 79589	300,000				300,000			\$ 300,000
Infrastructure	Local Bridge Replacement - 70758	30,000				30,000			\$ 30,000
	\$ 12,020,000	\$ 540,000	\$ 2,000,000	\$ 200,000	\$ 8,130,000	\$ 2,150,000	\$ 1,150,000	\$ 12,020,000	
	MARKET ACCESS NETWORK PROGRAM								
M.A.N.	Calcium Base Stabilization Debt Repayment	705,220					705,220		\$ 705,220
M.A.N.	Market Access Network - Reserve Transfer	1,444,780					1,444,780		\$ 1,444,780
	TOTAL FUNDING PROGRAM	\$ 14,170,000		\$ 2,740,000			\$ 11,430,000		\$ 14,170,000

AGENDA ITEM REPORT



Title: Foothills Little Bow Association Meeting Resolution
Meeting: Council Meeting - 15 Dec 2022
Department: Administration
Report Author: Jennifer Place

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 28 Nov 2022

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

At the November 7th County Council meeting, Reeve Campbell and Councillor Van Essen brought forward a request of council, regarding putting forth a draft resolution for the Province to consider unfreezing farmland assessments. The resolution is to be brought forward at the Foothills Little Bow Municipal Association meeting in January for consideration.

RECOMMENDATION:

WHEREAS the Province of Alberta sets the rules and regulations for all municipalities within the Province including property assessments guidelines;

AND WHEREAS the Province of Alberta has frozen farmland assessment values since 1995;

AND WHEREAS rural municipal are unable to assess farmland within their municipalities based on inflation and/or current market values in an effort to levy tax dollars that could be used to support infrastructure and assist in offsetting annual tax levy increases;

AND WHEREAS rural municipalities should have the autonomy and option to adjust farmland assessments as they do with other assessment classes;

NOW THEREFORE BE IT RESOLVED that the Rural Municipalities of Alberta (RMA) urge the Province of Alberta to unfreeze farmland assessments and allow municipalities to utilize their discretion to increase farmland assessments as they see fit, in an effort to equalize property assessments amongst all assessed classes.

OR

NOW THEREFORE BE IT RESOLVED that the Rural Municipalities of Alberta (RMA) urge the Province of Alberta to unfreeze and increase farmland assessments to bring them closer to market, in an effort to equalize property assessments amongst all assessed classes.

REASON(S) FOR RECOMMENDATION(S):

The draft resolution has been written based on the direction provided by Council.

PREVIOUS COUNCIL DIRECTION / POLICY:

Resolution #317-2022 - Councillor Van Essen MOVED to direct administration to bring forward a draft resolution to be considered at a future Council meeting with the intent of being put forth at the Foothills Little Bow Municipal Association meeting in January.

CARRIED

BACKGROUND INFORMATION:

Through provincial policy agricultural land assessments have been frozen since 1995. If farmland were to be assessed at or closer to market value, farmland taxes could be levied at a more fair amount.

The current assessment process gives a significant tax break to large livestock operations and other intensive farming enterprises that are essentially commercial farm operations. This tax subsidy has created sustainability implications to many rural municipalities. Due to the assessment freeze, there are limitations on the ability to adjust farmland assessments accordingly and/or at rural municipal discretion in an effort to raise additional tax dollars that can support operations and future infrastructure needs, specifically with the additional uncertainty around future grant funding.

In 2016, Lethbridge County passed a bylaw to allow for the Business Tax to be levied on intensive agricultural operations based on the number of animal units at each operation. The purpose of the business tax was to ensure the users (intensive livestock operators) are helping to fund the repairs and maintenance related to the roads and bridges they use.

Lethbridge County is home to over 500,000 head of cattle, and has the highest population of livestock in the country as well as thousands of chickens, hogs, and sheep, putting our livestock numbers at more than one million. In addition, the County also has a high percentage of irrigated cropland, such as grain, canola, sugar beets, potatoes, corn, and legumes and a variety of other crops that thrive due to irrigation, all of which generate heavy truck traffic

These business tax funds collected to date have been utilized to fund the annual debenture payment on a \$13 Million debenture taken to calcium stabilize 138 miles of gravel roads, replace/repair the 154 bridges in the County as well as paved road rehabilitation.

ALTERNATIVES / PROS / CONS:

Council could amend the proposed resolution as they see fit to ensure it precisely conveys all of the key points they want to get across to RMA through the resolution.

No PROS or CONS identified.

FINANCIAL IMPACT:

At this time there is no financial impact.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

AGENDA ITEM REPORT



Title: Animal Control Bylaw Amendment
Meeting: Council Meeting - 15 Dec 2022
Department: Community Services
Report Author: Larry Randle

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 28 Nov 2022

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The attached Animal Control Bylaw with amendments reflects the direction council gave administration at the November 17th council meeting.

RECOMMENDATION:

That Animal Control Bylaw 22-020 be read a first time and that hamlet residents be consulted on the proposed changes.

REASON(S) FOR RECOMMENDATION(S):

The proposed changes to the Animal Control Bylaw allow for the keeping of a limited number of farm animals on properties located in hamlets, providing they meet minimum parcel size requirements and other bylaw criteria.

PREVIOUS COUNCIL DIRECTION / POLICY:

At the November 17, 2022 council meeting, a motion was adopted which directed administration to prepare amendments to the Animal Control Bylaw that would allow for the keeping of animals in hamlets based on parcel size, with a maximum number of permitted animals limited to five.

BACKGROUND INFORMATION:

In 2022 when the county undertook bylaw enforcement measures on a property owner who had cows on their property inside of a hamlet, the owners came forward to council as a delegation and asked for a review of the bylaw. Council directed administration to review the bylaw and report back with some options.

The proposed bylaw amendments would allow for the keeping of a limited number of animals (eg. up to five animal units) on parcels in hamlets, provided they meet the parcel size requirements in the bylaw (see attachment), as per council's direction.

ALTERNATIVES / PROS / CONS:

Option 1. Maintain status quo.

Pros:

- Preserves the current animal control bylaw which has been administered and applied with relatively few issues since it was approved in 2018.

Cons:

- Prohibits the keeping of non-domestic animals on any land parcels regardless of size, that are located within hamlet boundaries which may be viewed as being unnecessarily strict.

Option 2: Amend the animal control bylaw so that it allows for the keeping of animals in hamlets based on parcel size, with a maximum limit of five animal units.

Pros:

- Preserves the current animal control bylaw but also shows flexibility by expanding it to apply to hamlets, with limitations.
- Regulates the keeping of animals in hamlets and subdivisions in a similar manner.

Cons:

- May not be well accepted by hamlet residents who prefer a more residential feel to their neighbourhoods.

FINANCIAL IMPACT:

No direct financial impacts have been identified.

LEVEL OF PUBLIC PARTICIPATION:

☐

Inform

☒

Consult

☐

Involve

☐

Collaborate

☐

Empower

ATTACHMENTS:

[Bylaw 22-020 - Animal Control Bylaw November 22 final](#)

[Bylaw 22-020 - Animal Control Bylaw showing changes](#)

LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA

Bylaw No. 22-020

Whereas, the Municipal Government Act, R.S.A. 2000, c. M-26 as amended authorizes Council to pass Bylaws regulating and controlling wild and domestic animals and activities relating to them; and

Whereas the *Municipal Government Act*, R.S.A. 2000, c. M -26 and amendments thereto, allows a municipality to impose fines and penalties for infractions of the Bylaw; and

Whereas it is desirable and in the best interest of the public to pass a Bylaw to regulate and provide the controls for Animals within the municipal boundaries of Lethbridge County by way of an Animal Control Bylaw. This Bylaw does not include Dogs, as they are covered in Bylaw 1405 *Dog Regulation and Control Bylaw*. Cats are not controlled within Lethbridge County.

1. Title

This Bylaw 22-020 may be cited as the "Animal Control Bylaw".

2. Definitions

For the purpose of this Bylaw 22-020 the following terms shall have the corresponding meaning:

- a. "Animal" means any live non-human vertebrate or invertebrate, including bird or reptile, without limiting the generality of the foregoing, includes domestic animals, an animal raised for commercial purposes, an animal kept as a working animal, a pet or for hobby purposes such as breeding, showing, or sporting, fowl, an exotic animal, livestock, pigeons, reptiles and wild animals.
- b. "County" means the municipal corporation of Lethbridge County or the area within the boundaries of Lethbridge County as the context requires.
- c. "Damage to Public or Private Property" shall include any harm done to public or private property
- d. "Domestic Animal" shall mean any domestic male or female dog or cat.
- e. "Enforcement Officer" means any person appointed by Lethbridge County to carry out the provisions of this Bylaw; Animal Control Officer, Bylaw Enforcement Officer or Community Peace Officer.
- f. "Hamlet" means any land designated hamlet within Lethbridge County's jurisdiction (Monarch, Kipp, Diamond City, Shaughnessy, Iron Springs, Turin, Chin, Fairview)
- g. "Nuisance" means any Animal, which by reason of:
 - i. Accumulation of waste;
 - ii. Accumulation of material contaminated by waste;
 - iii. Disposal of waste;
 - iv. Disposal of material contaminated by waste;
 - v. Trespass upon property;
 - vi. Threat to public safety; or
 - vii. Noise,

Which is in the opinion of the Enforcement Officer, and having regard for all circumstances, injurious or obnoxious or likely to unreasonably injure, endanger, or detract from the comfort, repose, health, peace, or safety of persons or property within the boundary of the County.

- h. "Multi-parcel Subdivision" means a subdivision greater than three (3) adjacent or contiguous parcels and the size of each parcel is predominantly 4.05 hectares (10 acres) or less in area and any parcels/grouping of parcels that are designated Grouped Country Residential (GCR) in accordance with the Lethbridge County Land Use Bylaw.
- i. "Owner" means any person, partnership, association or corporation owning, harbouring, possessing or consent, having charge of control over any animals.
- j. "Parcel" includes a single lot or two or more contiguous lots owned by one owner.
- k. "Residential Parcel" for the purpose of this Bylaw shall be defined as a parcel less than 10 hectares (24.7 acres) where the main use is residential in nature.
- l. "Violation Tag" means a Municipal violation notice or tag, allowing for a voluntary payment of a specified penalty to be paid out of court to the County in lieu of appearing in answer to a summons.
- m. "Violation Ticket" means a ticket issued pursuant to Part 2 or Part 3 of the *Provincial Offences Procedure Act*, RS.A. 2000, c.P-34 and regulations thereunder, as amended or replaced and repealed from time to time.

3. Animal /Bird Regulations

- a. in any subdivision, as defined in this Bylaw between 0.40 hectares (1 acre) and 10.0 hectares (24.7 acres) in size, the following animal units are permitted in Lethbridge County:

Residential Parcel Size in Hectares	Residential Parcel Size in Acres	Allowable Number of Animal Units
0.0 - 0.39 hectares	0.0-.99 acres	0
0.4-0.6 hectares	1.0-1.99 acres	1
0.81-1.21 hectares	2.0-2.99 acres	2
1.22-1.61 hectares	3.0-3.99 acres	3
1.62-2.02 hectares	4.0-4.99acres	5
2.03-2.42 hectares	5.0-5.99 acres	6
2.43-2.83 hectares	6.0-6.99 acres	7
2.83 hectares or greater	7 acres or greater	8*

*Plus the number of animal units permitted for that portion of the parcel in excess of 7 acres. Example 5.26 hectares (12.99 acres) 8+6=14 total animal units.

Parcels larger than 10 hectares (24.7 acres) have no restriction on the number animal units permitted. Registration or permits will be required from the Natural Resources Conservation Board (NRCB) if the number of animal units exceeds the NRCB thresholds.

- b. on a parcel of land in any hamlet that is 0.40 hectares (1 acre) or greater in size, the following number of animal units are permitted, but in no circumstance shall any parcel in a hamlet, regardless of size, be permitted to keep more than 5 animal units on the parcel:

Residential Parcel Size in Hectares	Residential Parcel Size in Acres	Allowable Number of Animal Units
0.0 - 0.39 hectares	0.0-.99 acres	0
0.4-0.6 hectares	1.0-1.99 acres	1
0.81-1.21 hectares	2.0-2.99 acres	2
1.22-1.61 hectares	3.0-3.99 acres	3
1.62 hectares-or larger	4.0 acres or larger	5

the purpose of section 3 "one animal unit" equals the following:

- i. One horse, donkey, or mule over a year old
- ii. Two colts up to one year old
- iii. One llama/alpaca
- iv. Two ostrich, emu, or other ratite
- v. One cow or steer over one year old
- vi. Two calves up to one year old
- vii. One elk or bison/buffalo
- viii. Fifty (50) broiler chickens
- ix. Fifteen (15) chickens (layers)
- x. Ten (10) ducks, turkeys, pheasants, geese or other similar fowl or in combination thereof
- xi. Three sheep or goats over a year old
- xii. Two swine over a year old
- xiii. Twenty (20) rabbits or other similar rodents

- c. No owner shall keep or harbour more than the permitted number of animal units on a parcel in a subdivision or hamlet.

4. Land owners are responsible for ensuring the following are complied with:

- a. feces or manure must not be stockpiled, must be properly managed and contained on the premises, and regularly disposed of in a healthy, safe manner and shall not run-off, contaminate or cause a nuisance to other lands or water sources;
- b. dead animals must be promptly and properly removed or disposed of immediately after death to minimize odours, flies, and transmission of disease to other animals or humans.
- c. No animal bedding, feed, feathers, or fur shall be permitted to blow onto other properties or create a nuisance in any way.

5. Prohibitions and Exemptions

- a. No wild boars shall be permitted.
- b. Facilities or developments involving the keeping of animals (e.g. riding academies, equestrian centre/facilities) that have an approved development permit from Lethbridge County authorizing such use, are exempt from the provisions of this Bylaw provided they are acting in compliance with their permit approval conditions.
- c. Multi-unit subdivisions with development controls or architectural controls (approved by Lethbridge County), which specifically speak to the keeping of livestock shall be exempt from this bylaw and those development controls or architectural controls shall apply.

6. Orders

- a. Every Order written with respect to this Bylaw must:
 - i. Indicate the person to whom it is directed;
 - ii. Identify the person to whom the Order relates by municipal address or legal description;
 - iii. Identify the date it was issued;
 - iv. Identify how the property fails to comply with this or other Bylaws;
 - v. Identify the specific provisions of the Bylaw the person contravenes;
 - vi. Identify the nature of the action required to be taken to be compliant;
 - vii. Identify the time within which the action must be completed;
 - viii. Indicate that if the required action is not completed within the time specified, the County may take whatever action or measures necessary to remedy the contravention; and

ix. Indicate expenses and costs of any action or measures taken by the County under this Section are an amount owing to

- the County by the person to whom the Order is directed.
- b. Every Order written in respect to provisions of another Bylaw must contain the same information as set out in Section 6a, modified as necessary in the context of that Bylaw.
 - c. An Order pursuant to this Bylaw will be deemed to have been sufficiently served if:
 - i. Served to the accused directly, or
 - ii. Mailed to the address of the registered Owner or person occupying a property, or
 - iii. Posted in an obvious place on the property referred to on the Order, when the Enforcement Officer has reason to believe:
 - 1. That the Owner or Occupant to whom the Order is addressed is evading service; or
 - 2. No other means of service is available.
 - d. If an Order is sent via registered mail as referred to in Section 6a then is deemed to be received by the Owner or Occupant five (5) days after the Order was mailed.

7. Offences and Penalties

- a. A person who contravenes any Section of this Bylaw is guilty of an offence and liable on summary conviction before a Provincial Court Judge, to fines as listed in Schedule "A" of this Bylaw.
- b. A Provincial Judge, in addition to the penalties provided in the Bylaw, may direct or order the Owner of an animal:
 - i. To prevent such animal from doing mischief, or causing a disturbance, or a nuisance complained of; or
 - ii. To comply with any other relevant sections of this Bylaw, or in any other manner deemed appropriate
- c. An Enforcement Officer may issue a Violation Tag to a person who the Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw:
 - i. Identifying a voluntary payment as described in Schedule "A" of this Bylaw, and
 - ii. The person to who the Violation Tag is issued may, in lieu of being prosecuted for the offence, pay to Lethbridge County the penalty specified in the time period indicated on the Violation Tag.
- d. A Violation Tag shall be deemed to have been sufficiently served if:
 - i. Served to the accused directly, or
 - ii. Mailed to the address of the registered Owner occupying a property, or
 - iii. Secured to the property in respect of which the offence is alleged to have been committed.
- e. Where a Violation Tag has been issued and the penalty specified on the Violation Tag has not been paid within the prescribed time, then an Enforcement Officer may issue a Violation Ticket specifying that a voluntary payment be made as described in Schedule "A" of this Bylaw.
- f. Alternatively, an Enforcement Officer may immediately issue a Violation Ticket to any person who the Officer has reasonable grounds to believe has contravened any provisions of the Bylaw, specifying that:
 - i. A voluntary payment be made as described in Schedule "A" of this Bylaw; or
 - ii. If it is in the public interest to compel the accused to appear before a Judge, issue a summons respecting any offence for

which a voluntary payment may be made requiring the accused

to appear before a Provincial Court Judge on the initial appearance date without the alternative of making a voluntary payment.

- g. The levying and payment of any fines shall not relieve a person from the necessity of:
 - i. Immediately remedying the situation that created the violation; or
 - ii. Paying any fees, charges, or costs for which he/she is liable under the provisions of this Bylaw.

8. Exercise of Discretion
Lethbridge County has the discretion to enforce this Bylaw and is not liable for any outcomes should an Enforcement Officer decide not to enforce this Bylaw if acting in good faith.

9. Severability Provisions
Should any provision of this Bylaw be invalid, then such provisions shall be severed and the remaining Bylaw shall be maintained.

10. Application
The provisions of this Bylaw shall apply to all lands within the municipal boundaries of Lethbridge County.

11. Effective Date
This Bylaw 22-020 shall come into effect on the date of third reading and repeals Bylaw 17-008 in its entirety.

GIVEN first reading this ____ day of December, 2022.

Reeve

Chief Administrative Officer

GIVEN second reading this ____ day of _____, 2023.

Reeve

Chief Administrative Officer

GIVEN third reading this ____ day of _____, 2023.

Reeve

Chief Administrative Officer

Schedule "A"
Offences and Penalties

Bylaw Section	Offen ce	Penalties	Subsequent Offence (within 12 months)
3(c)	Failure to comply with maximum allowable Animal Units per parcel size	\$250.00	\$500.00
4(a)	Failure to properly manage feces or manure	\$250.00	\$500.00
4(b)	Failure to promptly and properly dispose of dead animal(s)	\$250.00	\$500.00
4(c)	Failure to properly control bedding, feed, feathers or fur	\$250.00	\$500.00
5(a)	Failure to observe prohibition against the keeping of wild boars	\$250.00	\$500.00
6	Failure to comply with an Order	\$250.00	\$500.00

LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA

Bylaw No. ~~22-02017-008~~

Whereas, the Municipal Government Act, R.S.A. 2000, c. M-26 as amended authorizes Council to pass Bylaws regulating and controlling wild and domestic animals and activities relating to them; and

Whereas the *Municipal Government Act*, R.S.A. 2000, c. M -26 and amendments thereto, allows a municipality to impose fines and penalties for infractions of the Bylaw; and

Whereas it is desirable and in the best interest of the public to pass a Bylaw to regulate and provide the controls for Animals within the municipal boundaries of Lethbridge County by way of an Animal Control Bylaw. This Bylaw does not include Dogs, as they are covered in Bylaw 1405 *Dog Regulation and Control Bylaw*. Cats are not controlled within Lethbridge County.

1. Title

This Bylaw ~~22-02017-008~~ may be cited as the "Animal Control Bylaw".

2. Definitions

For the purpose of this Bylaw ~~22-02017-008~~ the following terms shall have the corresponding meaning:

- a. "Animal" means any live non-human vertebrate or invertebrate, including bird or reptile, without limiting the generality of the foregoing, includes domestic animals, an animal raised for commercial purposes, an animal kept as a working animal, a pet or for hobby purposes such as breeding, showing, or sporting, fowl, an exotic animal, livestock, pigeons, reptiles and wild animals.
- b. "County" means the municipal corporation of Lethbridge County or the area within the boundaries of Lethbridge County as the context requires.
- c. "Damage to Public or Private Property" shall include any harm done to public or private property
- d. "Domestic Animal" shall mean any domestic male or female dog or cat.
- e. "Enforcement Officer" means any person appointed by Lethbridge County to carry out the provisions of this Bylaw; Animal Control Officer, Bylaw Enforcement Officer or Community Peace Officer.
- f. "Hamlet" means any land designated hamlet within Lethbridge County's jurisdiction (Monarch, Kipp, Diamond City, Shaughnessy, Iron Springs, Turin, Chin, Fairview)
- g. "Nuisance" means any Animal, which by reason of:
 - i. Accumulation of waste;
 - ii. Accumulation of material contaminated by waste;
 - iii. Disposal of waste;
 - iv. Disposal of material contaminated by waste;
 - v. Trespass upon property;
 - vi. Threat to public safety; or
 - vii. Noise,

Which is in the opinion of the Enforcement Officer, and having regard for all circumstances, injurious or obnoxious or likely to unreasonably injure, endanger, or detract from the comfort, repose, health, peace, or safety of persons or property within the boundary of the County.

- h. "Multi Parcel Subdivision" means a subdivision greater than three (3) adjacent or contiguous parcels and the size of each parcel is predominantly 4.05 hectares (10 acres) or less in area and any parcels/grouping of parcels that are designated Grouped Country Residential (GCR) in accordance with the Lethbridge County Land Use Bylaw.
- i. "Owner" means any person, partnership, association or corporation owning, harbouring, possessing or consent, having charge of control over any animals.
- i-j. "Parcel" includes a single lot or two or more contiguous lots owned by one owner.
- j-k. "Residential Parcel" for the purpose of this Bylaw shall be defined as a parcel less than 10 hectares (24.7 acres) where the main use is residential in nature.
- k-l. "Violation Tag" means a Municipal violation notice or tag, allowing for a voluntary payment of a specified penalty to be paid out of court to the County in lieu of appearing in answer to a summons.
- m. "Violation Ticket" means a ticket issued pursuant to Part 2 or Part 3 of the *Provincial Offences Procedure Act*, RS.A. 2000, c.P-34 and regulations thereunder, as amended or replaced and repealed from time to time.

3. Animal /Bird Regulations

- a. on any subdivision, as defined in this Bylaw between 0.40 hectares (1 acre) and 10.0 hectares (24.7 acres) in size, the following animal units are permitted in Lethbridge County:

Residential Parcel Size in Hectares	Residential Parcel Size in Acres	Allowable Number of Animal Units
0.0 - 0.39 hectares	0.0-.99 acres	0
0.4-0.6 hectares	1.0-1.99 acres	1
0.81-1.21 hectares	2.0-2.99 acres	2
1.22-1.61 hectares	3.0-3.99 acres	3
1.62-2.02 hectares	4.0-4.99acres	5
2.03-2.42 hectares	5.0-5.99 acres	6
2.43-2.83 hectares	6.0-6.99 acres	7
2.83 hectares or greater	7 acres or greater	8*

*Plus the number of animal units permitted for that portion of the parcel in excess of 7 acres. Example 5.26 hectares (12.99 acres) 8+6=14 total animal units.

Parcels larger than 10 hectares (24.7 acres) have no restriction on the number animal units permitted. Registration or permits will be required from the Natural Resources Conservation Board (NRCB) if the number of animal units exceeds the NRCB thresholds.

- b. on a parcel of land in any hamlet that is 0.40 hectares (1 acre) or greater in size, the following number of animal units are permitted, but in no circumstance shall any parcel in a hamlet, regardless of size, be permitted to keep more than 5 animal units on the parcel:

<u>Residential Parcel Size in Hectares</u>	<u>Residential Parcel Size in Acres</u>	<u>Allowable Number of Animal Units</u>
<u>0.0 - 0.39 hectares</u>	<u>0.0-.99 acres</u>	<u>0</u>
<u>0.4-0.6 hectares</u>	<u>1.0-1.99 acres</u>	<u>1</u>
<u>0.81-1.21 hectares</u>	<u>2.0-2.99 acres</u>	<u>2</u>
<u>1.22-1.61 hectares</u>	<u>3.0-3.99 acres</u>	<u>3</u>
<u>1.62 hectares-or larger</u>	<u>4.0 acres or larger</u>	<u>5</u>

the purpose of ~~this~~ section 3 "one animal unit" equals the following:

- i. One horse, donkey, or mule over a year old
- ii. Two colts up to one year old
- iii. One llama/alpaca
- iv. Two ostrich, emu, or other ratite
- v. One cow or steer over one year old
- vi. Two calves up to one year old
- vii. One elk or bison/buffalo
- viii. Fifty (50) broiler chickens
- ix. Fifteen (15) chickens (layers)
- x. Ten (10) ducks, turkeys, pheasants, geese or other similar fowl or in combination thereof
- xi. Three sheep or goats over a year old
- xii. Two swine over a year old
- xiii. Twenty (20) rabbits or other similar rodents

c. No owner shall keep or harbour more than the permitted number of animal units on a parcel in a subdivision or hamlet.

b.

4. Land owners are responsible for ensuring the following standards are complied with:

- a. feces or manure must not be stockpiled, must be properly managed and contained on the premises, and regularly disposed of in a healthy, safe manner and shall not run-off, contaminate or cause a nuisance to other lands or water sources;
- b. dead animals must be promptly and properly removed or disposed of within 48 hours immediately after death to minimize odours, flies, and transmission of disease to other animals or humans.
- c. No animal bedding, feed, feathers, or fur shall be permitted to blow onto other properties or create a nuisance in any way.

4.

5. Prohibitions and Exemptions

- ~~a. No fur bearing animals, fowl, or livestock other than domestic animals shall be permitted within the hamlets.~~
- ~~b. Horses are permitted in hamlets on parcels 2 acres or greater in size provided they adhere to the animal unit restrictions as outlined in Table 3a.~~
- a. No wild boars shall be permitted.
- b. Facilities or developments involving the keeping of animals (e.g. riding academies, equestrian centre/facilities) that have an approved development permit from Lethbridge County authorizing such use, are exempt from the provisions of this Bylaw provided they are acting in compliance with their permit approval conditions.
- c. Multi-unit subdivisions with development controls or architectural controls (approved by Lethbridge County), which specifically speak to the keeping of livestock shall be exempt from this bylaw and those development controls or architectural controls shall apply.

5.

6. Orders

a.

- a. Every Order written with respect to this Bylaw must:
 - i. Indicate the person to whom it is directed;
 - ii. Identify the person to whom the Order relates by municipal address or legal description;
 - iii. Identify the date it was issued;
 - iv. Identify how the property fails to comply with this or other Bylaws;
 - v. Identify the specific provisions of the Bylaw the person contravenes;

- vi. Identify the nature of the action required to be taken to be compliant;
- vii. Identify the time within which the action must be completed;
- viii. Indicate that if the required action is not completed within the time specified, the County may take whatever action or measures necessary to remedy the contravention; and
- ix. Indicate expenses and costs of any action or measures taken by the County under this Section are an amount owing to the County by the person to whom the Order is directed.

b. Every Order written in respect to provisions of another Bylaw must contain the same information as set out in Section 56a, modified as necessary in the context of that Bylaw.

c. An Order pursuant to this Bylaw will be deemed to have been sufficiently served if:

- i. Served to the accused directly, or
- ii. Mailed to the address of the registered Owner or person occupying a property, or
- iii. Posted in an obvious place on the property referred to on the Order, when the Enforcement Officer has reason to believe:
 - 1. That the Owner or Occupant to whom the Order is addressed is evading service; or
 - 2. No other means of service is available.

d. If an Order is sent via registered mail as referred to in Section 5c (ii) then is deemed to be received by the Owner or Occupant five (5) days after the Order was mailed.

7. Offences and Penalties

- a. A person who contravenes any Section of this Bylaw is guilty of an offence and liable on summary conviction before a Provincial Court Judge, to fines as listed in Schedule "A" of this Bylaw.
- b. A Provincial Judge, in addition to the penalties provided in the Bylaw, may direct or order the Owner of an animal:
 - i. To prevent such animal from doing mischief, or causing a disturbance, or a nuisance complained of; or
 - ii. To comply with any other relevant sections of this Bylaw, or in any other manner deemed appropriate
- c. An Enforcement Officer may issue a Violation Tag to a person who the Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw:
 - i. Identifying a voluntary payment as described in Schedule "A" of this Bylaw, and
 - ii. The person to who the Violation Tag is issued may, in lieu of being prosecuted for the offence, pay to Lethbridge County the penalty specified in the time period indicated on the Violation Tag.
- d. A Violation Tag shall be deemed to have been sufficiently served if:
 - i. Served to the accused directly, or
 - ii. Mailed to the address of the registered Owner occupying a property, or
 - iii. Secured to the property in respect of which the offence is alleged to have been committed.
- e. Where a Violation Tag has been issued and the penalty specified on the Violation Tag has not been paid within the prescribed time, then an Enforcement Officer may issue a Violation Ticket specifying that a voluntary payment be made as described in Schedule "A" of this Bylaw.
- f. Alternatively, an Enforcement Officer may immediately issue a Violation Ticket to any person who the Officer has reasonable

grounds to believe has contravened any provisions of the Bylaw, specifying that:

- i. A voluntary payment be made as described in Schedule "A" of this Bylaw; or
 - ii. If it is in the public interest to compel the accused to appear before a Judge, issue a summons respecting any offence for which a voluntary payment may be made requiring the accused to appear before a Provincial Court Judge on the initial appearance date without the alternative of making a voluntary payment.
- g. The levying and payment of any fines shall not relieve a person from the necessity of:
- i. Immediately remedying the situation that created the violation; or
 - ii. Paying any fees, charges, or costs for which he/she is liable under the provisions of this Bylaw.

7.

8. Exercise of Discretion

Lethbridge County has the discretion to enforce this Bylaw and is not liable for any outcomes should an Enforcement Officer decide not to enforce this Bylaw if acting in good faith.

8.

9. Severability Provisions

Should any provision of this Bylaw be invalid, then such provisions shall be severed and the remaining Bylaw shall be maintained.

9.

10. Application

The provisions of this Bylaw shall apply to all lands within the municipal boundaries of Lethbridge County.

10.

11. Effective Date

This Bylaw ~~22-02017-008~~ shall come into effect on the date of third reading and repeals Bylaw 17-008 in its entirety.

GIVEN first reading this ____ day of December, 2017~~22~~.

Reeve

Chief Administrative Officer

GIVEN second reading this ____ ~~day of~~ day of November ____, 2022~~3~~.

Reeve

Chief Administrative Officer

GIVEN third reading this ____ ~~day of~~ day of November ____, 2022~~3~~.

Reeve

Chief Administrative Officer

Schedule "A"

Offences and Penalties

Bylaw Section	Offence	Penalties	2 nd Offence (within 12 months)	3 rd or any subsequent Offence (within 12 months)
3a	Failure to comply with allowable Animal Units per parcel size	\$250.00	\$500.00	\$1,000.00
4a	Harbour or keep fur-bearing animals, fowl or livestock within a hamlet	\$250.00	\$500.00	\$1,000.00
5	Failure to comply with an Order	\$250.00	\$500.00	\$1,000.00

Schedule "A"

Offences and Penalties

<u>Bylaw Section</u>	<u>Offence</u>	<u>Penalties</u>	<u>Subsequent Offence (within 12 months)</u>
<u>3(c)</u>	<u>Failure to comply with maximum allowable Animal Units per parcel size</u>	<u>\$250.00</u>	<u>\$500.00</u>
<u>4(a)</u>	<u>Failure to properly manage feces or manure</u>	<u>\$250.00</u>	<u>\$500.00</u>
<u>4(b)</u>	<u>Failure to promptly and properly dispose of dead animal(s)</u>	<u>\$250.00</u>	<u>\$500.00</u>
<u>4(c)</u>	<u>Failure to properly control bedding, feed, feathers or fur</u>	<u>\$250.00</u>	<u>\$500.00</u>
<u>5(a)</u>	<u>Failure to observe prohibition against the keeping of wild boars</u>	<u>\$250.00</u>	<u>\$500.00</u>
<u>6</u>	<u>Failure to comply with an Order</u>	<u>\$250.00</u>	<u>\$500.00</u>

AGENDA ITEM REPORT



Title: Regionalized Emergency Management Program ACP Grant Application
Meeting: Council Meeting - 15 Dec 2022
Department: Community Services
Report Author: Larry Randle

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 07 Dec 2022

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

A resolution of council is requested to support a grant application being submitted by the Town of Picture Butte to offset costs associated with the proposed creation of a regionalized emergency management program.

RECOMMENDATION:

THAT Lethbridge County Council supports the Town of Picture Butte's application under the Alberta Community Partnership grant program for the creation and operation of a regionalized emergency management program involving the municipalities of Coaldale, Coalhurst, Lethbridge County, Nobleford, Picture Butte and Barons.

REASON(S) FOR RECOMMENDATION(S):

Participating in a regional emergency management program that includes the urban municipalities located in the county will enhance the region's and the county's capacity and ability to provide a more comprehensive, coordinated and efficient response to disasters. The county's participation is clearly supported by two pillars of council's Strategic Plan:

- 1. Governance** - Providing responsible governance, including policies that guide operations to enhance the county; and
- 2. Relationships** - Building strong relationships with our internal and external stakeholders strengthens the broader community

PREVIOUS COUNCIL DIRECTION / POLICY:

At the time of writing of this report, Council had unofficially indicated that it supports participation in, and the creation of, a regional emergency management program.

BACKGROUND INFORMATION:

Council received a presentation by the county's current Director of Emergency Management on the proposed regionalized emergency management program at the December 1, 2022 council meeting. Budget implications for being a member of the program were reviewed and discussed by council during the November 29th and December 2nd budget discussions.

ALTERNATIVES / PROS / CONS:

1. Maintain the status quo.

Pros: No new operating costs would be incurred.

Cons:

- The current Emergency Management Service Agreement with the Town of Coaldale is set to expire on January 31, 2023. If the Town participates and leads a new regional emergency response program, it will be awkward for the county to function independently of such an arrangement.
- May appear to conflict with council's strategic vision.

FINANCIAL IMPACT:

There is no direct financial impact to adopt the motion supporting the Town of Picture Butte's ACP grant application. Indirectly however, if the county participates in a regional emergency management program, the county's annual operating budget will increase as was reviewed and discussed during council's 2023 budget meetings.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

AGENDA ITEM REPORT



Title: Invitation - Coaldale Chamber of Commerce Award & Appreciation Banquet - January 28, 2023
Meeting: Council Meeting - 15 Dec 2022
Department: Administration
Report Author: Mattie Watson

APPROVAL(S):

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

Approved - 29 Nov 2022
Approved - 30 Nov 2022

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

Reeve Tory Campbell has received an invitation to the Coaldale Chamber of Commerce Award and Appreciation Banquet on January 28, 2023 at the Town of Coaldale Civic Square.

RECOMMENDATION:

That Council determines if Reeve Tory Campbell may be authorized to attend the Coaldale Chamber of Commerce 41st Annual Awards and Appreciation Banquet on January 28, 2023.

REASON(S) FOR RECOMMENDATION(S):

Councillors have typically attended this event in the past.

PREVIOUS COUNCIL DIRECTION / POLICY:

Councillors have attended this event in the past.

BACKGROUND INFORMATION:

The 41st Annual Awards and Appreciation Banquet will be held at the Town of Coaldale Civic Square on Saturday, January 28, 2023. The event will recognize the contributions of individuals, non-profit groups, and businesses to the Town of Coaldale.

ALTERNATIVES / PROS / CONS:

Option #1: Council may choose not to authorize the Reeve to attend the event

Pro: No financial impact (ticket cost)

Con: Missed opportunity to recognize those who contribute to Coaldale, a neighbouring municipality

Option #2: Council may choose to authorize additional members to attend

Pro: Additional representatives from Lethbridge County
Con: Additional financial impact (ticket cost)

FINANCIAL IMPACT:

Single tickets cost \$90. A table of eight is \$600.

LEVEL OF PUBLIC PARTICIPATION:

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

ATTACHMENTS:

[Invitation - Coaldale Chamber of Commerce Award and Appreciation Banquet](#)

From: Colleen Van Raalte <info@coaldalechamber.com>

Date: November 25, 2022 at 11:00:35 AM MST

To: Tory Campbell <tcampbell@lethcounty.ca>

Subject: Coaldale Chamber of Commerce: Award and Appreciation Banquet – mark your calendar

Dear Tory Campbell,

The Coaldale Chamber of Commerce, in collaboration with the Town of Coaldale, is pleased to announce it will be hosting the 41st annual Awards and Appreciation Banquet. This event is one of Coaldale's most prestigious, designed to celebrate the many contributions made by individuals, non-profit groups, and businesses to the community of Coaldale. These contributors enhance the town, making it stand out as a vibrant and active community.

As a highlight to this year's event, the location will take place in the atrium of the Town's new Civic Square. Join us to pay tribute to our outstanding business leaders and distinguished community members and take a sneak peak of the new facility. This event takes place on Saturday, January 28, 2023.

To purchase your tickets, please reach out to our office. When purchasing tickets, please provide us with a name of the individuals who will be in attendance. This will help us with the seating arrangements. The cost of one single ticket is \$90. For those with larger groups, you may want to consider purchasing a table of eight, offered at a discounted price of \$600.

Thank you for your time. We hope to see you in attendance at our event.

Take care,

--

Colleen Van Raalte

Executive Director

Coaldale Chamber of Commerce

403-345-2358 | info@coaldalechamber.com



AGENDA ITEM REPORT



Title: SAEWA Request for Letter of Support - ACP Grant Application
Meeting: Council Meeting - 15 Dec 2022
Department: Administration
Report Author: Ann Mitchell

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 07 Dec 2022

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The Southern Alberta Energy from Waste Association (SAEWA) has requested that Lethbridge County provide a letter of support for their Alberta Community Partnership (ACP) application for grant funding to complete the Memorandum of Understanding to move forward with a preferred vendor in partnership to develop the 300,000 tonne energy-from-waste facility at the Newell County Landfill site.

RECOMMENDATION:

MOVED that Lethbridge County provide a letter of support to SAEWA for their Alberta Community Partnership (ACP) application for grant funding to complete the Memorandum of Understanding to move forward with a preferred vendor in partnership to develop the 300,000 tonne energy-from-waste facility at the Newell County Landfill site.

REASON(S) FOR RECOMMENDATION(S):

As per the Strategic Plan, one of the Strategic Pillars is "Strong Working Relationships" which states the following:

Lethbridge County is recognized as a trusted and effective partner across the region in the delivery of effective programs and services. The County has strong working relationships with the provincial and federal governments, neighbouring municipalities, First Nations, the irrigation districts, the water co-ops, regional service providers, and research and training institutions.

PREVIOUS COUNCIL DIRECTION / POLICY:

Historically Council has supported SAEWA's initiatives to build a new energy-from-waste facility.

BACKGROUND INFORMATION:

SAEWA will be submitting an application to the Alberta Community Partnership funding program on December 17th. The funds being requested are essential and timely to the facilitation of a

Memorandum of Understanding Agreement with the qualified Energy-from-Waste Investment partner to move forward in development of a 300,000 Tonne energy-from-waste facility at the Newell County Landfill Site.

By resolution of the SAEWA Board on June 15, 2022 appointed a Steering Committee tasked to complete the Request for Expression of Interest and Expression of Interest Evaluation Process. The REOi Committee process was activated on record as commenced on June 20, 2022 and was completed January 2022 along with the confidential review and scoring process.

Summer 2022, the SAEWA Waste Volumes Review Committee along with Chair Juska provided a report update to the Board as a result of the current review of waste volumes comparing 2010 waste volumes to 2021. The results demonstrated that volumes have increased marginally by 5,000 tonnes over this period. - This also concludes that the waste volumes have been maintained consistently with only a slight increase through the last decade of membership to SAEWA - despite a general population increase to the membership area as reported at: Statistics Canada for the 2021 Census population results updated April 27, 2022.

Through the successful award of the Alberta Community Partnership Intermunicipal Collaborative Funding \$149,000 award (2021 – 2022) the Steering Committee was able to complete the qualification of the (3) Consortia Expressions of Interest to move forward with the formal process of review and scoring evaluation of the (3) Consortia submissions received October 2021.

The SAEWA Steering Committee after the review of the NDA, Non-conflict and Anti-Lobbying Agreements by its legal firm of record, Brownlee LLP signed the documents to activate the review and scoring process along with HDR representation as the Lead Engineer in the EOI process.

SAEWA advised members, stakeholders and the public that they officially engaged in the formal process of review of the (3) Energy-from-Waste (EFW) Consortia Expressions of Interest (EOI) June 1, 2022.

ALTERNATIVES / PROS / CONS:

Alternatives:

To not provide a letter of support to SAEWA.

Pros:

It maintains a strong working relationship with SAEWA.

FINANCIAL IMPACT:

There are no financial implications to the County related to providing a letter of support SAEWA.

LEVEL OF PUBLIC PARTICIPATION:

☐ Inform ☐ Consult ☐ Involve ☒ Collaborate ☐ Empower

ATTACHMENTS:

[Draft SAEWA Letter of Support](#)



December 15, 2022

Alberta Community Partnership Funding Program
December 16, 2022 Intake

Re: SAEWA – Project Application

To Whom it may Concern,

SAEWA's mission with the support of its 51 municipal members is to bring forward a solution that will reduce the environmental and economic impacts of landfilling waste by developing an Energy-from-Waste (EfW) Facility that will treat 300,000 tonnes of non-recyclable waste that will reduce 7 million tonnes of GHG's over lifecycle of facility and create 500 jobs.

SAEWA in 2021 - 2022 has completed a formal Request for Expression of Interest for an Energy from Waste (EFW) Investor. Three International EfW Investor (3) submissions (COVANTA ENERGY CANADA, HITACHI ZOSEN INOVA, AND SUEZ / VEOLIA) were received that are in the process of final review for SAEWA to determine a preferred vendor to partner with to develop a 300,000 tonne EFW Facility that will mitigate landfilling impact, reduce 7 million tonnes of GHG's and methane over the 30 year lifecycle of the facility and create 500 jobs, spurring a clean energy economy for sustainable growth, attracting innovative technology to Alberta, renewable energy and co-generative partnership capacity along with supply of steam, ash, and metal recovery.

The Newell County Landfill is the established site for the facility. In completing the selection of a preferred vendor for development of the EFW Facility SAEWA must establish a Memorandum of Understanding to move forward in said partnership investment as an essential part of the process to protect the interest of SAEWA and all parties involved. This includes both engineering representation and legal overview at the cost estimate of \$200,000 to complete.

SAEWA will be submitting an application to the Alberta Community Partnership December 16, 2022 intake for the consideration of the Alberta Government having recently discussed the project with both the Premier and Alberta Minister's Office the project it is understood the project development has a multi benefit to Alberta and globally that it will reduce CO2 and methane emissions (7 million tonnes) which are largely being attributed to climate change impact.

#100, 905- 4th Avenue South, Lethbridge, Alberta, T1J 4E4

Tel: (403) 328-5525 E-Mail: mailbox@lethcounty.ca Fax: (403) 328-5602



Please accept our letter of support to SAEWA in the submission of their application to the Government of Alberta through the ACP Program December 16, 2022 intake.

Sincerely,

Tory Campbell
Reeve

AGENDA ITEM REPORT



Title: Alberta Community Partnership Grant Support - Coalhurst Regional Water / Wastewater Master Plan.
Meeting: Council Meeting - 15 Dec 2022
Department: Infrastructure
Report Author: Devon Thiele

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 08 Dec 2022

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The Town of Coalhurst is planning to complete an Alberta Community Partnership funded regional water / wastewater master plan. This study would analyze the Town's existing water and wastewater systems including condition assessments, capacity analysis, and an updated 10 year Infrastructure Master Plan. This study will also analyze capacity within the areas around Coalhurst as identified in the Intermunicipal Development Plan.

RECOMMENDATION:

County Council supports the Town of Coalhurst (managing partner) submission of a 2022/23 Alberta Community Partnership grant application in support of the Coalhurst Regional Water / Wastewater Master Plan.

REASON(S) FOR RECOMMENDATION(S):

To investigate the feasibility of regional water and wastewater servicing around the Town of Coalhurst.

PREVIOUS COUNCIL DIRECTION / POLICY:

None

BACKGROUND INFORMATION:

As the Town continues to expand and grow, the demands on their infrastructure continue to increase. By completing this study, the Town will have a better understanding of their required capital upgrades to support the Town's growth and potential servicing within the County.

ALTERNATIVES / PROS / CONS:

None

FINANCIAL IMPACT:

No financial impact, this is 100% grant funded.

LEVEL OF PUBLIC PARTICIPATION:**Inform****Consult****Involve****Collaborate****Empower**

AGENDA ITEM REPORT



Title: Lethbridge County Council Attendance Update - November 2022
Meeting: Council Meeting - 15 Dec 2022
Department: Administration
Report Author: Ann Mitchell

APPROVAL(S):

Ann Mitchell, Chief Administrative Officer,

Approved - 08 Dec 2022

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

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

RECOMMENDATION:

No motion required.

REASON(S) FOR RECOMMENDATION(S):

To remain transparent to the citizens of Lethbridge County.

PREVIOUS COUNCIL DIRECTION / POLICY:

A County Council update is provided monthly.

BACKGROUND INFORMATION:

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

ALTERNATIVES / PROS / CONS:

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

FINANCIAL IMPACT:

None at this time.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[Lethbridge County Council Attendance - November 2022](#)

**Lethbridge County Council Attendance
November 2022**

Division 1

Councillor Lorne Hickey

November 2	FCSS Meeting
November 3	Lethbridge County Council Meeting
November 7-10	RMA Fall Convention
November 11	City of Lethbridge Remembrance Day Ceremony
November 15-17	FCSS Conference
November 29	Budget Deliberations

Division 2

Reeve Tory Campbell

November 3	Lethbridge County Council Meeting
November 4	CAO/Reeve Meeting
November 4	Mayors & Reeves
November 4	Farming Smarter 10 Year Celebration
November 7-10	RMA Fall Convention
November 11	Town of Coaldale Remembrance Day Ceremony
November 16	EDL Board Meeting
November 17	Lethbridge County Council Meeting
November 17	Water Security Meeting
November 21	Exhibition Park, Ownership Engagement Committee Meeting
November 22	Virtual Meeting, Minister of Justice, Minister of Public Safety and Emergency Services
November 23	Exhibition Park Presentation
November 24	Lethbridge County/Town of Coaldale Draft IDP Open House
November 25	M.A.D.D. Project Red Ribbon Kickoff, Coaldale Fire Hall
November 25	Team Lethbridge Practice Session
November 26	Coaldale & District Emergency Services 2022 Annual Awards Ceremony
November 27	Mayor's 2 nd Annual Community Hockey Challenge
November 29	Budget Deliberations
November 30	Team Lethbridge Media Kickoff/Launch

Division 3

Councillor Mark Sayers

November 3	Lethbridge County Council Meeting
November 7-10	RMA Convention
November 11	Exhibition Park Remembrance Day Ceremony
November 17	Lethbridge County Council Meeting
November 24	Lethbridge County/Town of Coaldale IDP Open House
November 25	Coaldale Parade of Lights Parade
November 26	Coaldale & District Emergency Services 2022 Annual Awards Ceremony

Division 4**Deputy Reeve John Kuerbis**

November 3	Lethbridge County Council Meeting
November 17	Lethbridge County Council Meeting
November 24	Lethbridge County/Town of Coalhurst IDP Meeting
November 24	Lethbridge County/Town of Coaldale Draft IDP Open House
November 25	Highway 3 Announcement in Medicine Hat
November 26	Community Futures Lethbridge Region Board & Growth Meetings
November 29	Budget Deliberations
November 30	Truth and Reconciliation Training in Standoff

Division 5**Councillor Eric Van Essen**

November 3	Lethbridge County Council Meeting
November 7-10	RMA Fall Convention
November 14	Meeting with CAO
November 17	Lethbridge County Council Meeting
November 18	Highway 3 Twinning Development Association
November 24	Lethbridge County/Town of Coaldale Draft IDP Open House
November 25	Highway 3 Announcement in Medicine Hat
November 29	Budget Deliberations

Division 6**Councillor Klaas VanderVeen**

November 3	Lethbridge County Council Meeting
November 7-10	RMA Fall Convention
November 11	Picture Butte Cenotaph Remembrance Day Ceremony
November 17	Lethbridge County Council Meeting
November 18	SAEWA Board Meeting – Wheatland County
November 24	Lethbridge County/Town of Coalhurst IDP Meeting
November 24	Lethbridge County/Town of Coaldale Draft IDP Open House
November 29	Budget Deliberations

Division 7**Councillor Morris Zeinstra**

November 3	Lethbridge County Council Meeting
November 7-10	RMA Fall Convention
November 14	Meeting with CAO
November 17	Lethbridge County Council Meeting
November 24	Lethbridge County/Town of Coalhurst IDP Meeting
November 24	Lethbridge County/Town of Coaldale Draft IDP Open House
November 29	Budget Deliberations