



AGENDA

Council Meeting

9:00 AM - Thursday, November 2, 2023
Council Chambers

Page

A. CALL TO ORDER

B. ADOPTION OF AGENDA

C. ADOPTION OF MINUTES

- 3 - 6 1. **County Council Meeting Minutes**
[Council Meeting - 19 Oct 2023 - Minutes](#)
- 7 - 9 2. **Organizational Meeting Minutes**
[Organizational Meeting - 19 Oct 2023 - Minutes](#)

D. SUBDIVISION APPLICATIONS

- 10 - 18 1. **Subdivision Application #2023-0-117 – Penner/Groeneweg**
- Lots 4-13, Block 6, Plan 138A within SW1/4 7-10-23-W4M (Hamlet of Monarch)
[Subdivision Application #2023-0-117 – Penner/Groeneweg - Lots 4-13, Block 6, Plan 138A within SW1/4 7-10-23-W4M \(Hamlet of Monarch\)](#)
- 19 - 26 2. **Subdivision Application #2023-0-126 – Macclain - NE1/4 12-11-24-W4M**
[Subdivision Application #2023-0-126 – Macclain - NE1/4 12-11-24-W4M](#)
- 27 - 35 3. **Subdivision Application #2023-0-128 – Vandenberg**
- Lots 15-20, Block 4, Plan 138A within SW1/4 7-10-23-W4M (Hamlet of Monarch)
[Subdivision Application #2023-0-128 – Vandenberg - Lots 15-20, Block 4, Plan 138A within SW1/4 7-10-23-W4M \(Hamlet of Monarch\)](#)

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

- 36 - 57 1. **Bylaw 23-023 - Re-designate Plan 2310510 Block 1 Lot 3 in the SE 4-11-23-W4 from Rural Commercial to Business Light Industrial-Public Hearing**
[Bylaw 23-023 Land Use Bylaw Amendment - Rural Commercial to](#)

F. DEPARTMENT REPORTS

F.1. MUNICIPAL DEVELOPMENT & INFRASTRUCTURE

- 58 - 60 F.1.1. **Planning and Development Department - 3rd Quarter Report 2023**
[Planning and Development Department 3rd Quarter Report 2023 - Pdf](#)

F.2. CORPORATE SERVICES

- 61 - 63 F.2.1. **Coaldale-Lethbridge Community Growing Project 2023 Request**
[Coaldale-Lethbridge Community Growing Project 2023 Request](#)

F.3. ADMINISTRATION

F.4. PUBLIC OPERATIONS

G. CORRESPONDENCE

- 64 1. **Legion Remembrance Day Committee - Invitation to attend Remembrance Day Parade & Service**
[Legion Remembrance Day Committee - Invitation to attend Remembrance Day Parade & Service](#)

H. CLOSED SESSION

1. **Request from Blood Tribe (FOIP Section 21 - Disclosure harmful to intergovernmental relations)**

I. NEW BUSINESS

J. ADJOURN



MINUTES

Council Meeting

9:30 AM - Thursday, October 19, 2023
Council Chambers

The Council Meeting of Lethbridge County was called to order on Thursday, October 19, 2023, at 9:30 AM, in the Council Chambers, with the following members present:

PRESENT: Reeve Tory Campbell
Deputy Reeve John Kuerbis
Councillor Lorne Hickey
Councillor Mark Sayers
Councillor Eric Van Essen
Councillor Klaas VanderVeen
Councillor Morris Zeinstra
Chief Administrative Officer, Cole Beck
Director of Public Operations, Jeremy Wickson
Director of Municipal Development & Infrastructure, Devon Thiele
Director of Corporate Services, Jennifer Place
Executive Assistant, Candice Robison
Municipal Intern – Finance, Jeremy Vander Meulen
Human Resources Manager, Jared Zeller

A. CALL TO ORDER

Reeve Campbell called the meeting to order at 9:45 a.m.

Reeve Campbell read the following land acknowledgement:

In the true spirit of reconciliation, we acknowledge all those who call this land home now and for thousands of years in the past. May we respect each other and find understanding together and recognize the benefits that this land provides to all of us.

B. ADOPTION OF AGENDA

303-2023 Councillor MOVED that the October 19, 2023 Lethbridge County Council Meeting
Sayers Agenda be adopted as presented.

CARRIED

C. ADOPTION OF MINUTES

C.1. County Council Meeting Minutes

304-2023 Councillor MOVED that the October 5, 2023 Lethbridge County Council Minutes
Van Essen be adopted as presented.

CARRIED

D. DEPARTMENT REPORTS

D.1. CORPORATE SERVICES

D.1.1. Tax Penalty Waiver Request - Roll #7050200

305-2023 Councillor MOVED that County Council not waive tax penalties in the amount of
VanderVeen \$365.66 as requested for tax roll 7050200.

CARRIED

D.1.2. Tax Penalty Waiver Request - Roll #33632103

306-2023 Deputy Reeve Kuerbis MOVED that County Council not waive tax penalties in the amount of \$299.22 as requested on tax roll 33632103. CARRIED

- D.2. ADMINISTRATION**
- D.3. MUNICIPAL DEVELOPMENT & INFRASTRUCTURE**
- D.4. PUBLIC OPERATIONS**

E. COUNTY COUNCIL AND COMMITTEE UPDATES

E.1. Lethbridge County Council Attendance Update - September 2023

Council reviewed the highlights from the Lethbridge County Council Attendance Update for September 2023.

Division 1
Councillor Lorne Hickey

September 6	Public Works Workshop
September 6	FCSS Meeting
September 7	Lethbridge County Council Meeting
September 8	Employee Recognition Night
September 13	Green Acres Finance Committee Meeting
September 14	Land Use Bylaw Review Workshop #2
September 15	Foothills Little Bow Municipal Association Meeting
September 20	Green Acres Board Meeting
September 21	Lethbridge County Council Meeting

Division 2
Reeve Tory Campbell

September 6	Public Works Workshop
September 6	Exhibition Park Board Meeting
September 7	Lethbridge County Council Meeting
September 8	Mayors and Reeves
September 8	Meeting/Tour with Southland Trailers
September 8	Employee Recognition Night
September 12	Exhibition Park Catalyst Meeting
September 14	Land Use Bylaw Review Workshop #2
September 15	Foothills Little Bow Municipal Association Meeting
September 18	Agrifood Corridor Update Meeting, Virtual
September 20	EDL Board Meeting
September 21	Lethbridge County Council Meeting
September 22	Shaughnessy Playground Ground Opening
September 25	Truth and Reconciliation Flag Raising
September 26-29	Alberta Municipalities Convention

Division 3
Councillor Mark Sayers

September 7	Lethbridge County Council Meeting
September 8	Employee Recognition Night
September 14	Land Use Bylaw Workshop
September 15	Foothills Little Bow Municipal Association Meeting
September 20	Coaldale Chamber of Commerce
September 21	Lethbridge County Council Meeting
September 21	SouthGrow Board Meeting
September 25	Water Commission Meeting
September 26	Emergency Advisory Committee Meeting

Division 4	
Deputy Reeve John Kuerbis	
September 6	Public Works Workshop
September 7	Lethbridge County Council Meeting
September 8	Employee Recognition Night
September 11	Regional Waste Commission Meeting
September 11	Meeting with Community Futures Executive Director
September 13	Community Futures Monthly Board Meeting
September 14	Land Use Bylaw Review Workshop #2
September 21-22	Community Futures Alberta AGM
September 25	Regional Water Commission Meeting
September 26	Emergency Advisory Committee Meeting
September 26	75th Anniversary Celebration of Peoples Republic of China
September 27-29	Alberta Municipalities Convention

Division 5	
Councillor Eric Van Essen	
September 6	Public Works Workshop
September 7	Lethbridge County Council Meeting
September 8	Highway 3 Twinning Development Association Meeting
September 8	Employee Recognition Night
September 9	Iron Springs Parade
September 14	Land Use Bylaw Review Workshop #2
September 15	Foothills Little Bow Municipal Association Meeting
September 21	Lethbridge County Council Meeting
September 26	Emergency Advisory Committee Meeting

Division 6
Councillor Klaas VanderVeen

September 6	Public Works Workshop
September 6	Link Pathway Meeting
September 7	Lethbridge County Council Meeting
September 8	Employee Recognition Night
September 9	Iron Springs Parade
September 11	Lethbridge Regional Waste Committee Meeting
September 14	Land Use Bylaw Review Workshop #2
September 15	Foothills Little Bow
September 21	Lethbridge County Council Meeting
September 22	SAEWA AGM in Vulcan

Division 7
Councillor Morris Zeinstra

September 6	Public Works Workshop
September 7	Lethbridge County Council Meeting
September 8	Employee Recognition Night
September 9	Iron Springs Parade
September 14	Land Use Bylaw Review Workshop #2
September 15	Foothills Little Bow Municipal Association Meeting
September 21	Lethbridge County Council Meeting

- E.2. **2024 Council Meeting Schedule**
- 307-2023 Councillor MOVED that County Council approves the 2024 Council Meeting
VanderVeen Schedule as presented.
- CARRIED

- F. **NEW BUSINESS**
- G. **CLOSED SESSION**

H. **ADJOURN**

308-2023	Deputy Reeve Kuerbis	MOVED that the Lethbridge County Council Meeting adjourn at 10:15 a.m.	CARRIED
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Reeve

CAO



MINUTES

Organizational Meeting

9:00 AM - Thursday, October 19, 2023
Council Chambers

The Organizational Meeting of the Lethbridge County was called to order on Thursday, October 19, 2023, at 9:00 a.m., in the Council Chambers, with the following members present:

- PRESENT:**
- Lorne Hickey – Division 1
 - Tory Campbell – Division 2
 - Mark Sayers – Division 3
 - John Kuerbis – Division 4
 - Eric Van Essen – Division 5
 - Klaas VanderVeen – Division 6
 - Morris Zeinstra – Division 7
 - Chief Administrative Officer, Cole Beck
 - Director of Public Operations, Jeremy Wickson
 - Director of Corporate Services Jennifer Place
 - Director of Municipal Development & Infrastructure, Devon Thiele
 - Executive Assistant, Candice Robison
 - Municipal Intern – Finance, Jeremy Vander Meulen
 - Human Resources Manager, Jared Zeller
 - Communication Coordinator, Mattie Watson

EXCUSED:

A. CALL TO ORDER BY CHIEF ADMINISTRATIVE OFFICER

Chief Administrative Officer Cole Beck called the meeting to order at 9:00 a.m.

CAO Beck read the following land acknowledgement:
In the true spirit of reconciliation, we acknowledge all those who call this land home now and for thousands of years in the past. May we respect each other and find understanding together and recognize the benefits that this land provides to all of us.

B. VOTING PROCEDURES

B.1. Nominations and Voting by Secret Ballot

- | | | | |
|----------|----------------------|---|---------|
| 293-2023 | Councillor Van Essen | MOVED that Council utilize the voting procedure of secret ballot when there is more than the required number of nominations for the Office of Reeve and Deputy Reeve. | CARRIED |
|----------|----------------------|---|---------|

B.2. Destruction of Ballots

- | | | | |
|----------|---------------------|---|---------|
| 294-2023 | Councillor Zeinstra | MOVED that all the ballots are destroyed at the end of the meeting. | CARRIED |
|----------|---------------------|---|---------|

B.3. Appointment of Scrutineers

- | | | | |
|----------|-------------------|--|---------|
| 295-2023 | Councillor Sayers | MOVED that Council appoint Jennifer Place, Director of Corporate Services and Jeremy Vander Muelen, Intern as Scrutineers. | CARRIED |
|----------|-------------------|--|---------|

C. **ELECTION OF REEVE FOR ENSUING YEAR AND OATH OF OFFICE**

CAO Cole Beck explained the next item on the agenda would be the nomination and election of the Reeve for the ensuing year and called for nominations for Reeve by Secret Ballot.

Nominations were taken by secret ballot. Scrutineer Jennifer Place declared that there was one nomination for Reeve: Tory Campbell

Tory Campbell accepted the nomination.

CAO Cole Beck declared that Tory Campbell is elected Reeve for the 2023/2024 year.

C.1. **Appointment of Reeve**

296-2023 Councillor MOVED that Tory Campbell be appointed as Reeve of Lethbridge
VanderVeen County for the 2023/2024 year.

CARRIED

The Oath of Office was administered by Candice Robison, Commissioner of Oaths to Reeve Tory Campbell for the 2023/2024 year.

D. **ELECTION OF DEPUTY REEVE FOR ENSUING YEAR AND OATH OF OFFICE**

Reeve Tory Campbell explained the next item on the agenda would be the nomination and election of the Deputy Reeve for the ensuing year and called for nominations for Deputy Reeve by Secret Ballot.

Nominations were taken by secret ballot, and Scrutineer Jennifer Place declared that there were three nominations for Deputy Reeve: Mark Sayers, John Kuerbis and Eric Van Essen

John Kuerbis accepted the nomination. Mark Sayers and Eric Van Essen declined their nominations.

Reeve Tory Campbell declared that John Kuerbis is elected Deputy Reeve for the 2023/2024 year.

D.1. **Appointment of Deputy Reeve**

297-2023 Councillor MOVED that John Kuerbis be appointed as Deputy Reeve of
Hickey Lethbridge County for the 2023/2024 year.

CARRIED

The Oath of Office was administered by Candice Robison, Commissioner of Oaths to Deputy Reeve John Kuerbis for the 2023/2024 year.

E. **APPOINTMENT OF INTERNAL COMMITTEES**

No Voting Required No Voting Required

F. **APPOINTMENT OF EXTERNAL COMMITTEES**

No Voting Required No Voting Required

G. **RESOLUTION TO CONFIRM THE RESULTS OF THE COUNCIL COMMITTEE APPOINTMENTS**

G.1. **Results of the Council Committee Appointments**

298-2023 Deputy MOVED that the 2023-2024 Internal Committee appointments be
Reeve accepted as amended.
Kuerbis

CARRIED

299-2023	Deputy Reeve Kuerbis	MOVED that the 2023-2024 External Committee appointments be accepted as amended.	CARRIED
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H. **APPOINTMENT OF OFFICIALS**

	H.1.	<u>Acts Appeal Committee (Soil Conservation, Weed & Pest Control Appeal Committee)</u>	
300-2023	Councillor Sayers	MOVED that County Council appoint the following Members-at-Large to the Acts Appeal Committee (Soil Conservation, Weed & Pest Control Appeal Committee) beginning January 1, 2024: Bryan Harbers, Rob Van Diemen and Steve Campbell.	CARRIED

	H.2.	<u>Subdivision and Development Appeal Board (SDAB)</u>	
		Councillor Eric Van Essen abstained from voting on Item H.2.	
301-2023	Councillor Hickey	MOVED that County Council appoint the following Members-at-Large to the Chinook Intermunicipal Subdivision and Development Appeal Board: Leroy Pavan, Kim Jensen and Evert Van Essen.	CARRIED

I. **ADJOURN**

302-2023	Councillor Zeinstra	MOVED that the Lethbridge County Organizational Meeting adjourn at 9:30 a.m.	CARRIED
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_____ Reeve
_____ CAO

AGENDA ITEM REPORT



Title: Subdivision Application #2023-0-117 – Penner/Groeneweg
- Lots 4-13, Block 6, Plan 138A within SW1/4 7-10-23-W4M (Hamlet of Monarch)

Meeting: Council Meeting - 02 Nov 2023

Department: ORRSC

Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development	Approved - 19 Oct 2023
Devon Thiele, Director of Municipal Development & Infrastructure	Approved - 19 Oct 2023
Cole Beck, Chief Administrative Officer	Approved - 20 Oct 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The application is to reconfigure the property boundaries (property line adjustment) and size of two adjacent titled properties, 0.20 and 0.46 acres in size, by subdividing and consolidating (through title separation) to create adjusted titles 0.26 & 0.39 acres in size for hamlet residential use. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2023-0-117 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 realignment/reconfiguration of title subdivision policies as stated in the Land Use Bylaw.

PREVIOUS COUNCIL DIRECTION / POLICY:

- LUB No. 1404 contains subdivision policies to allow a realignment/reconfiguration of titles and property lines without an increase in titles. In this case, the applicant starts with two titles and will end up with two but in a different layout/size.
- The LUB No. 1404 realignment/reconfiguration policy enables property boundaries to be realigned based on land use and the location of improvements. The readjusted property line will address existing land conditions and how the landowners currently use the properties.
- The land use bylaw requires a minimum lot size of 50 x 100 feet and an overall area of 5,000 sq. ft., and this proposal exceeds the overall area required.

BACKGROUND INFORMATION:

Located within the Hamlet of Monarch, on E. Plaza Street (undeveloped) between Empress Ave and Victoria Ave. This realigned property line proposal will address current land use conditions of how the properties are developed and used.

Currently, the south lot (Lots 4 - 6) contains a modular home, while the adjacent north parcel (Lots 7 - 13) contains a single-detached dwelling and other improvements. The proposed subdivision follows existing fencing between Lot 7 and 8, just on the north side of two sheds. The purpose is to realign the shared property boundary and relocate it 7.63 m (25 ft) to the north along the solid wood fence, immediately north of the two sheds. Municipal servicing will not be affected by the property line adjustment. Access to the north title is provided from Empress Ave while the south titled lot has access from Victoria Ave.

It is noted the north older dwelling (Lots 7 -13) encroaches into the north municipal road (Empress Ave) a distance of 2.02 m (6.6 ft). This is an older home and a historical situation that is unaffected by the property line adjustment subdivision. However, the municipality may decide to enter into an encroachment agreement with the landowner to address the situation at its discretion.

Overall, the proposal meets the criteria of the County's LUB No. 1404 for a realignment/reconfiguration of titles and the Hamlet Residential land use district standards. The application was circulated to the required external agencies with no concerns expressed and no utility easements are requested (at time of agenda report).

ALTERNATIVES / PROS / CONS:

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

Pros:

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

Cons:

- the decision could be appealed by the applicants as the County's bylaws and criteria are met

FINANCIAL IMPACT:

None.

LEVEL OF PUBLIC PARTICIPATION:

Inform



Consult



Involve



Collaborate



Empower

ATTACHMENTS:

[5A Lethbridge County 2023-0-117 APPROVAL
Diagrams for Lethbridge County 2023-0-117](#)

RESOLUTION

2023-0-117

Lethbridge County

Residential subdivision of Lots 4-13, Block 6, Plan 138A within SW1/4
7-10-23-W4M

THAT the Residential subdivision of Lots 4-13, Block 6, Plan 138A within SW1/4 7-10-23-W4M (Certificate of Title No. 121 221 635, 061 009 922), to reconfigure the property boundaries (property line adjustment) and size of two adjacent titled properties, 0.20 and 0.46 acres (0.08 & 0.185 ha) in size, by subdividing and consolidating (through title separation) to create adjusted titles 0.26 & 0.39 acres (0.11 & 0.16 ha) in size for 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 provides a Separation of Titles document, in a form acceptable to Land Titles, for endorsement by the Subdivision Authority (or a final plan as prepared by an Alberta Land Surveyor) to register the reconfigured titles arrangement as approved.
4. That the applicant enters into an encroachment agreement, to the satisfaction of the Subdivision Authority, with the municipality regarding the dwelling located over the north property line encroaching into the municipal roadway (Empress Ave) if requested by Lethbridge County.

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 separation of title 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 proposal meets the County's subdivision criteria as a for a property line adjustment and reconfiguration of titles with no additional titles being created above what presently exist.
4. The Subdivision Authority has determined subdivision and resulting lot sizes meet the land use bylaw hamlet residential minimum lot size.

INFORMATIVE:

- (a) Municipal Reserve is not required as this is a reconfiguration of the property line of two existing titles exempt from Reserve requirements with respect to section 663(c) of the MGA, as the parcel is less than 2 acres in size.
- (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

2023-0-117
Page 1 of 3

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) ATCO Gas has no objection.
- (g) ATCO Transmission high pressure pipelines has no objections. Questions or concerns related to ATCO high pressure pipelines can be forwarded to hp.circulations@atco.com.
- (h) Lethbridge Northern Irrigation District (LNID) – Katrina Holoboff, Administrative Assistant:

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

1. Payment of the District's subdivision endorsement fee. The current fee is **\$52.50** (includes GST).

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

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

"This will acknowledge receipt of your circulation regarding the above noted proposal. The subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 23, 3A

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

The requirements of Section 18 of the Regulation are not met. The department anticipates minimal impact on the highway from this proposal. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 18 of the Regulation.

The requirements of Section 19 of the Regulation are not met. There is no direct access to the highway and there is sufficient local road access to the subdivision and adjacent lands. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 19 of the Regulation.

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

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

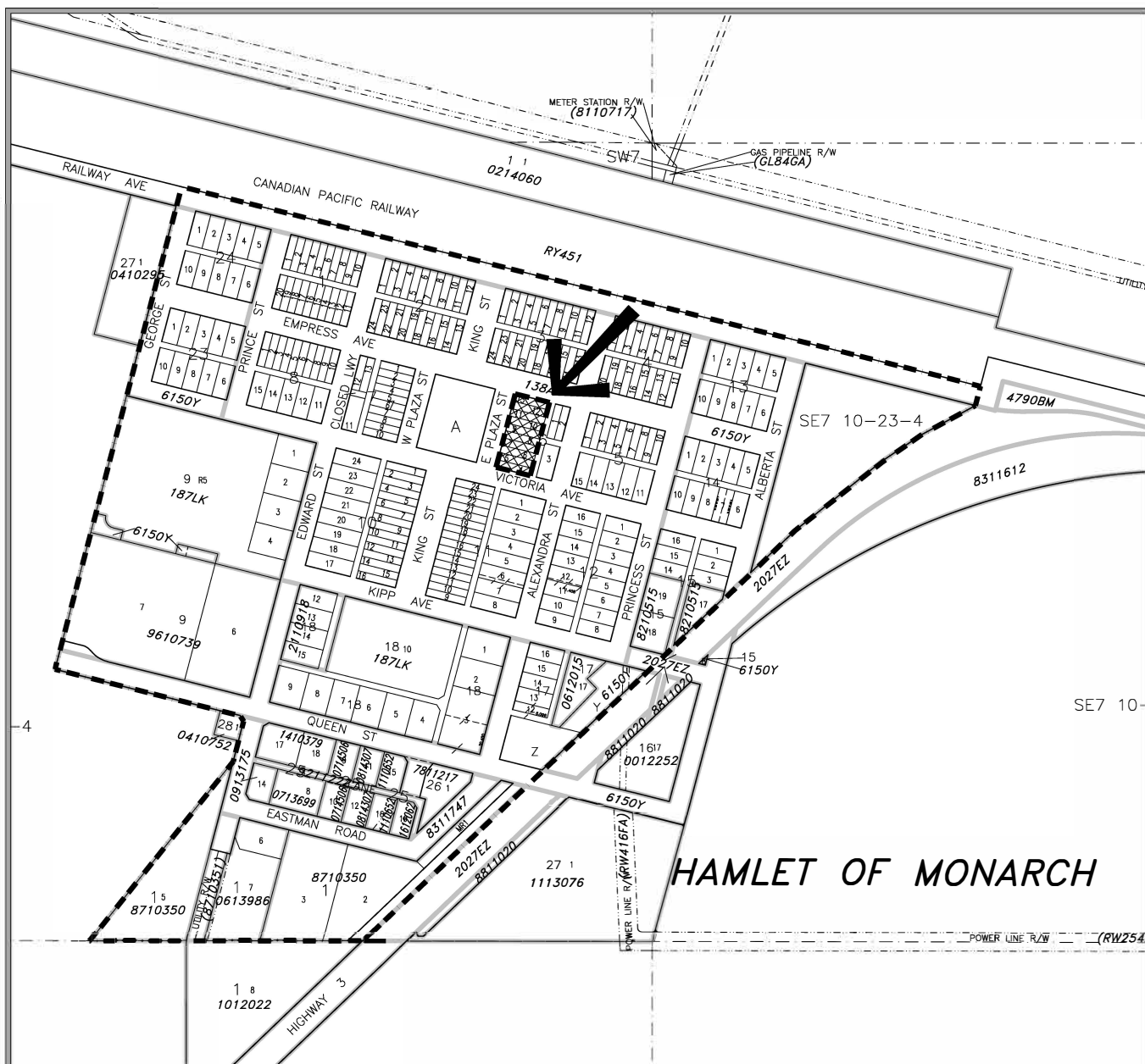
1. The department expects that the municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 618.4 of the Municipal Government Act

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

MOVER

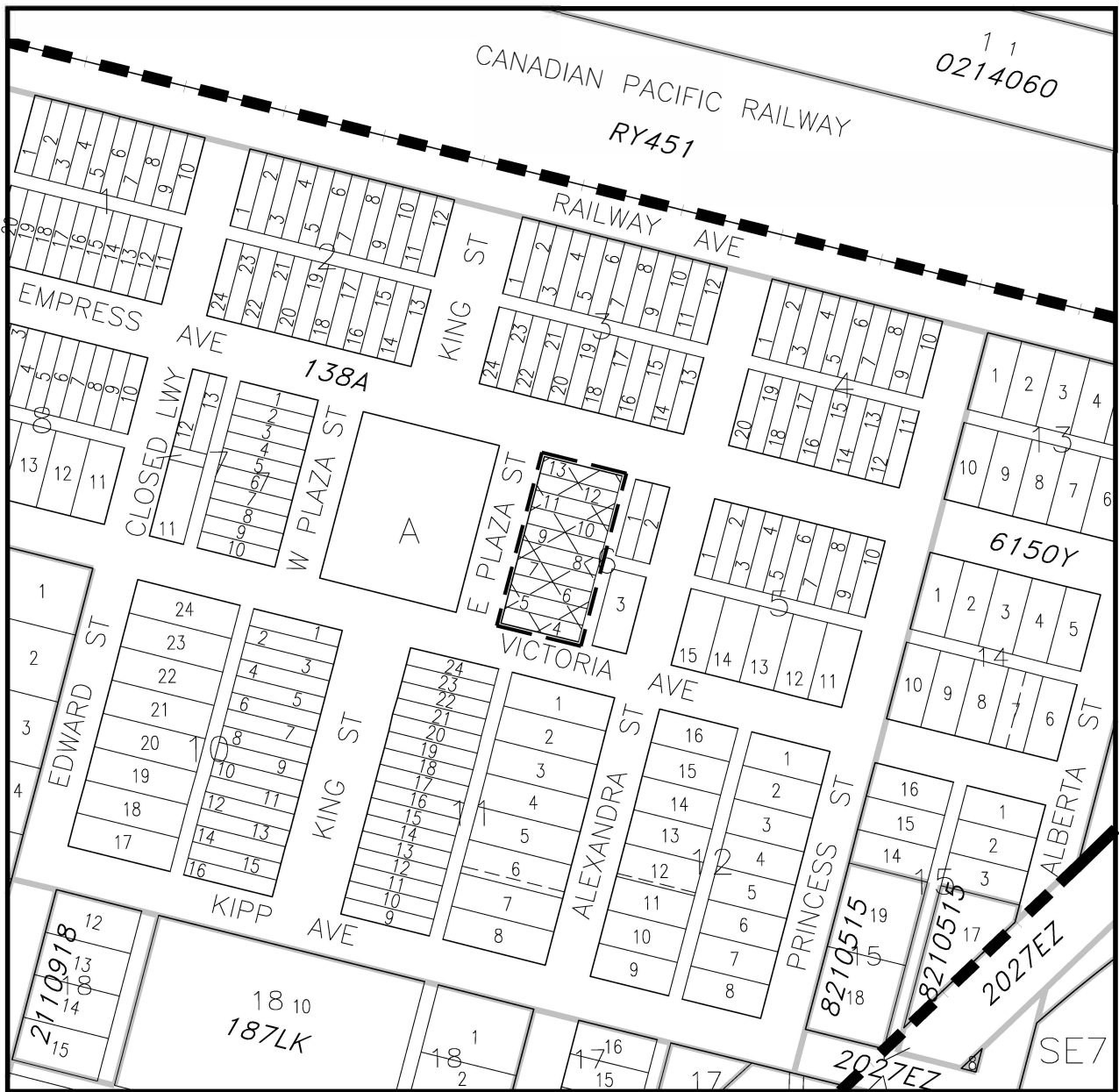
REEVE

DATE

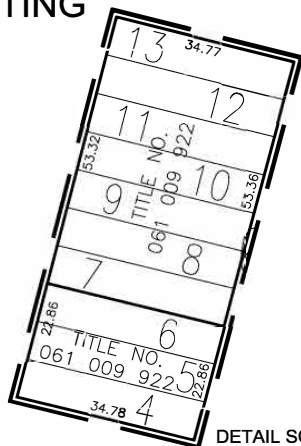


SUBDIVISION LOCATION SKETCH
 LOTS 4 TO 13, BLOCK 6, PLAN 138A WITHIN
 SW 1/4 SEC 7, TWP 10, RGE 23, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 (HAMLET OF MONARCH)

DATE: SEPTEMBER 5, 2023
 FILE: 2023-0-117

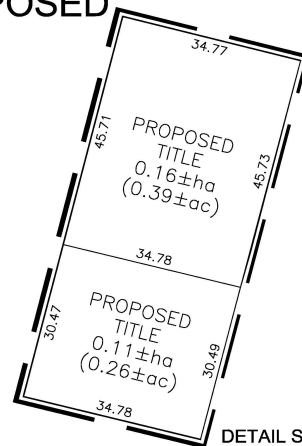


EXISTING



DETAIL SCALE 2x

PROPOSED



DETAIL SCALE 2x

SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 23-16111SK

LOTS 4 TO 13, BLOCK 6, PLAN 138A WITHIN

SW 1/4 SEC 7, TWP 10, RGE 23, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY
(HAMLET OF MONARCH)

DATE: SEPTEMBER 5, 2023

FILE: 2023-0-117





EXISTING



DETAIL SCALE 2x

PROPOSED



DETAIL SCALE 2x

SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 23-16111SK

LOTS 4 TO 13, BLOCK 6, PLAN 138A WITHIN

SW 1/4 SEC 7, TWP 10, RGE 23, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

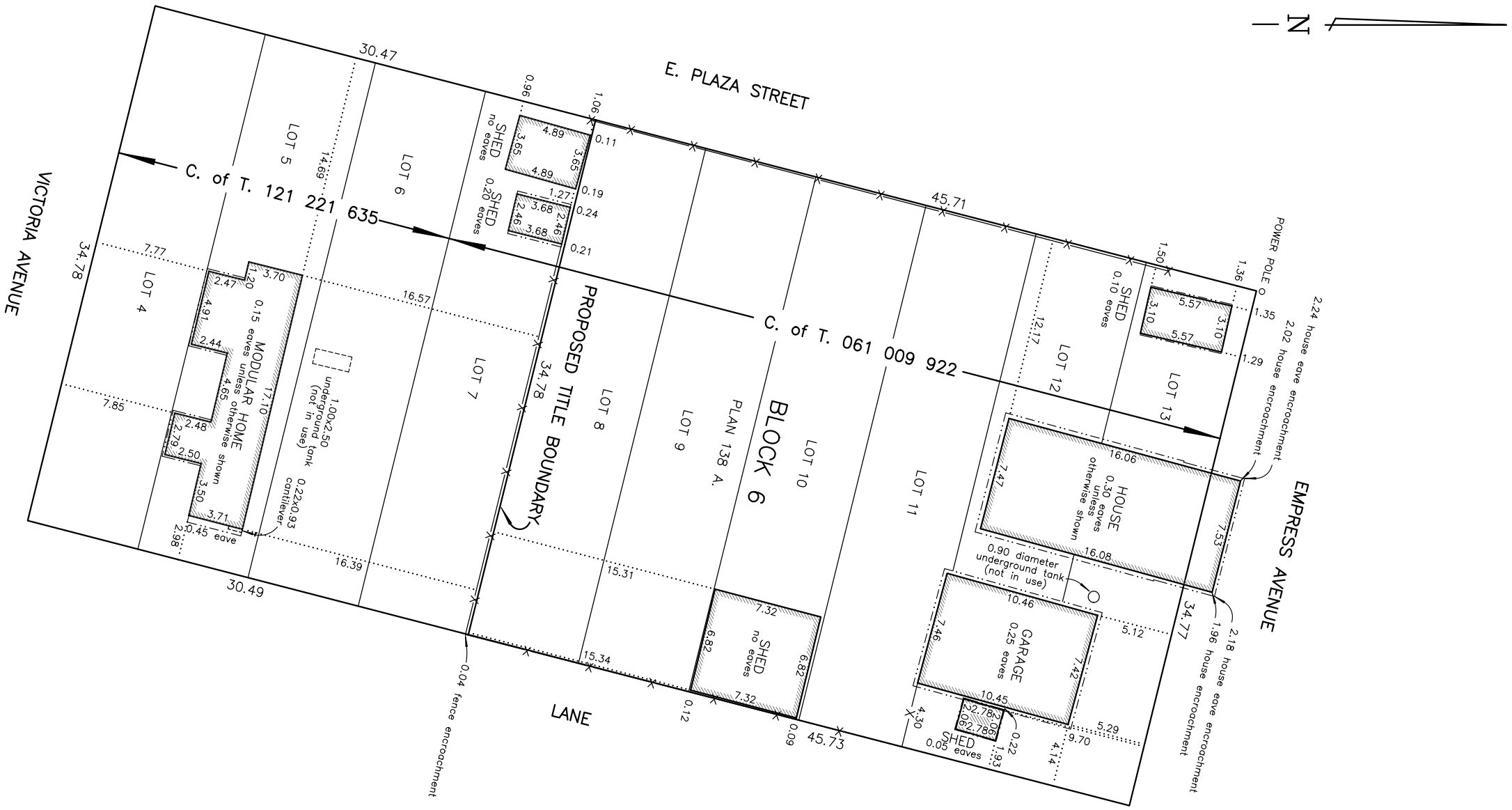
(HAMLET OF MONARCH)

DATE: SEPTEMBER 5, 2023

FILE: 2023-0-117


AERIAL PHOTO DATE: 2018





C. of T. 121 221 635
PLAN 138 A.
BLOCK 6
LOTS 4 to 6 inclusive

C. of T. 061 009 922
PLAN 138 A.
BLOCK 6
LOTS 7 to 13 inclusive

				Patty & Brian Penner		 brown okamura & associates ltd. Professional Surveyors 2830 – 12th Avenue North, Lethbridge, Alberta		
NO.	REVISION	DATE	BY	SKETCH PLAN FOR TITLE SEPARATION PURPOSES affecting LOTS 4 to 13 inclusive, BLOCK 6, PLAN 138 A. in part of S.E. 1/4 SEC. 7, TWP. 10, RGE 23, W.4 M. LETHBRIDGE COUNTY		APPROVED	DRAWN jn	DATE AUGUST 10 '23
Existing titles contain approximately 0.265 ha. Distances are in metres and decimal parts thereof.						CHECKED DJA	JOB 23-16111	
						SCALE 1:300	DRAWING 23-16111SK	
						D.J. Amantea, A.L.S.		

SKETCH PLAN FOR TITLE SEPARATION PURPOSES
affecting
LOTS 4 to 13 inclusive, BLOCK 6, PLAN 138 A.
in part of
S.E. 1/4 SEC. 7, TWP. 10, RGE 23, W.4 M.
LETHBRIDGE COUNTY

AGENDA ITEM REPORT



Title: Subdivision Application #2023-0-126 – Macclain
- NE1/4 12-11-24-W4M
Meeting: Council Meeting - 02 Nov 2023
Department: ORRSC
Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development	Approved - 19 Oct 2023
Devon Thiele, Director of Municipal Development & Infrastructure	Approved - 19 Oct 2023
Cole Beck, Chief Administrative Officer	Approved - 20 Oct 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The application is to subdivide 2.89-acre first parcel out subdivision from a ¼-section title of 160.00-acres for country residential use. The proposal meets the subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2023-0-126 be approved subject to the conditions as outlined in the draft resolution.

REASON(S) FOR RECOMMENDATION(S):

The proposed subdivision is the first subdivision from the ¼-section and meets the provincial Subdivision and Development Regulations and the municipal subdivision policies as stated in the Land Use Bylaw.

PREVIOUS COUNCIL DIRECTION / POLICY:

- The isolated single-parcel subdivision policies are within LUB No. 1404 that allow one subdivision per ¼-section, which the proposed first parcel-out subdivision complies with.
- LUB No. 1404 criteria stipulate a minimum 2.0-acre to maximum 10.0-acre parcel size to capture existing improvements (thus the proposed 2.89-acres complies).
- All private servicing requirements are in place, including water from a private cistern system, septic field, public road access, and private utilities.

BACKGROUND INFORMATION:

Located approximately 3½-miles west of the Town of Nobleford, 2½-miles west of Highway 23 and 2-miles north of Highway 519. The proposal is to subdivide a corner of an agricultural ¼-section for an existing farmyard.

The proposed subdivision is located in the northeast corner of the SE ¼-section. The west proposed property line follows the treeline, and the south extent is the separation of the yard and cropline. The yard contains a principal residential dwelling, Quonset, shed, multiple grain bins, and an older second residence. Water is provided from a private cistern haul system and sewage is treated by an individual on-site private septic system situated north and west of the main dwelling. The proposed boundaries will enable the onsite septic system to remain within the confines of the property once subdivided. Access is provided from the east municipal road allowance.

There are no abandoned gas wells and no confined feeding operations in proximity where an MDS would be compromised. There are no provincially identified historical resources. There is a potential wetland identified within the ¼-section just south of the yard on the agricultural portion of land. The proposed subdivision is outside the area of the water body, but the application was circulated to the provincial wetland/waterbodies division for comment.

Overall, the 2.89-acre parcel size proposal is the first parcel out subdivision from the ¼-section and meets the criteria of Land Use Bylaw No. 1404. The resulting residual agricultural parcel size meets and exceeds the minimum required. The application was circulated to the required external agencies and no easements or concerns were expressed regarding the application. Alberta Environment and Public Lands have not responded at time of agenda report, but any conditions required by either department regarding natural water bodies (i.e., wetlands) will need to be addressed by the applicant.

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve the subdivision if it determines it is not suitable and the title would remain as is.

Pros:

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

Cons:

- the decision would likely be appealed as the County's 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 Lethbridge County 2023-0-126 APPROVAL](#)
[Diagrams for Lethbridge County 2023-0-126](#)

RESOLUTION

2023-0-126

Lethbridge County

Country Residential subdivision of NE1/4 12-11-24-W4M

THAT the Country Residential subdivision of NE1/4 12-11-24-W4M (Certificate of Title No. 911 278 667), to to subdivide a 2.89-acre (1.17 ha) first parcel out subdivision from a ¼-section title of 160.00-acres (64.75 ha) for country residential use; BE APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to 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 of survey as prepared by an Alberta Land Surveyor that corresponds to the approved parcel being subdivided.
4. That the applicant completes any conditions as required by Alberta Environment or Public Lands in response to the subdivision circulation regarding natural water bodies (i.e., wetlands), prior to finalization.
5. That any easement(s) as required by utility companies, or the municipality shall be established.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and 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 proposal is the first subdivision from the ¼-section and the application conforms to the County's subdivision criteria.
4. The proposed 2.89-acre parcel size to be subdivided conforms to the land use bylaw's minimum 2.0-acre and maximum 10.0-acre parcel size criteria.

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.

2023-0-126
Page 1 of 2

- (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.

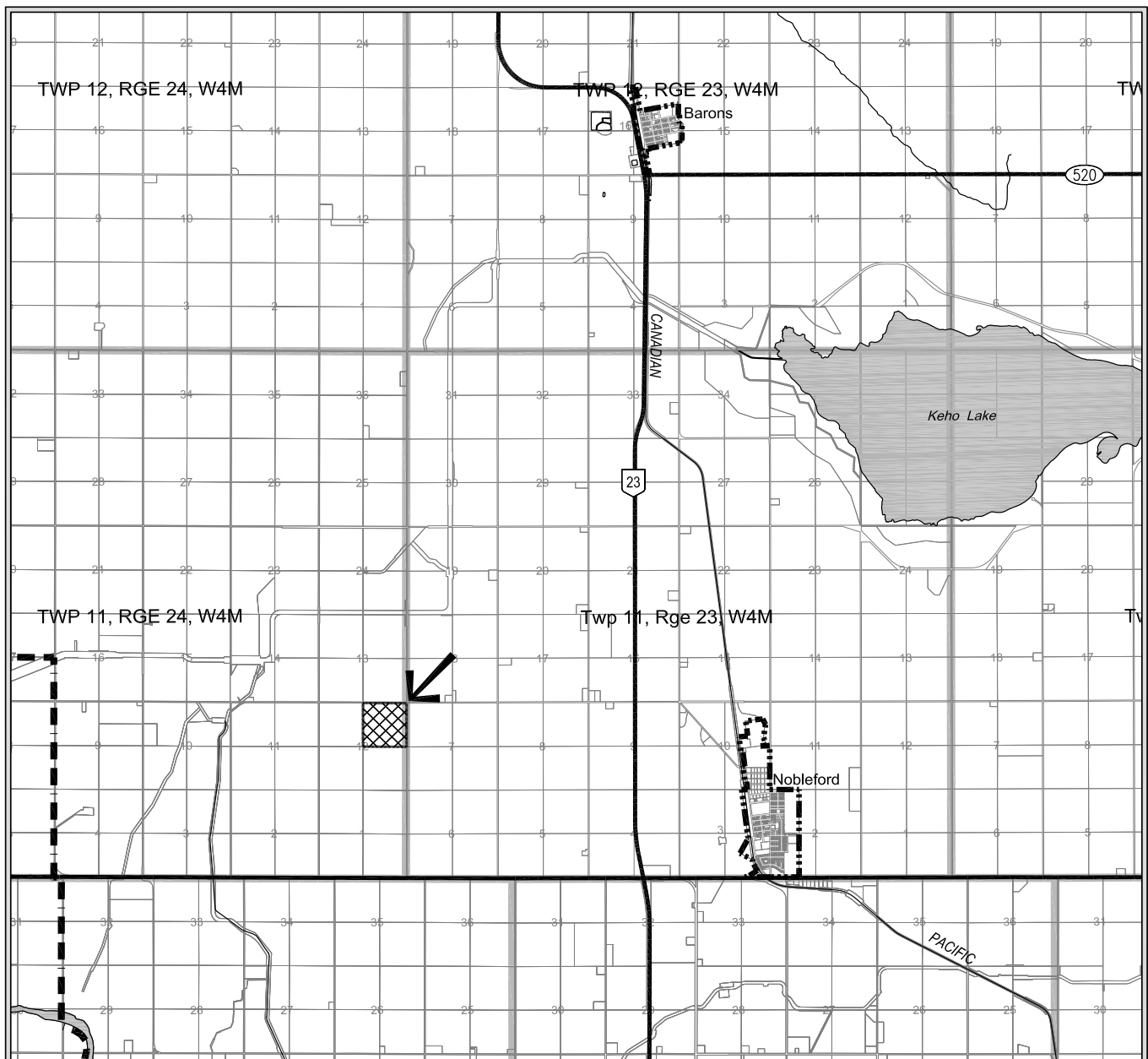
FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.

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

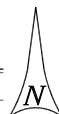
MOVER

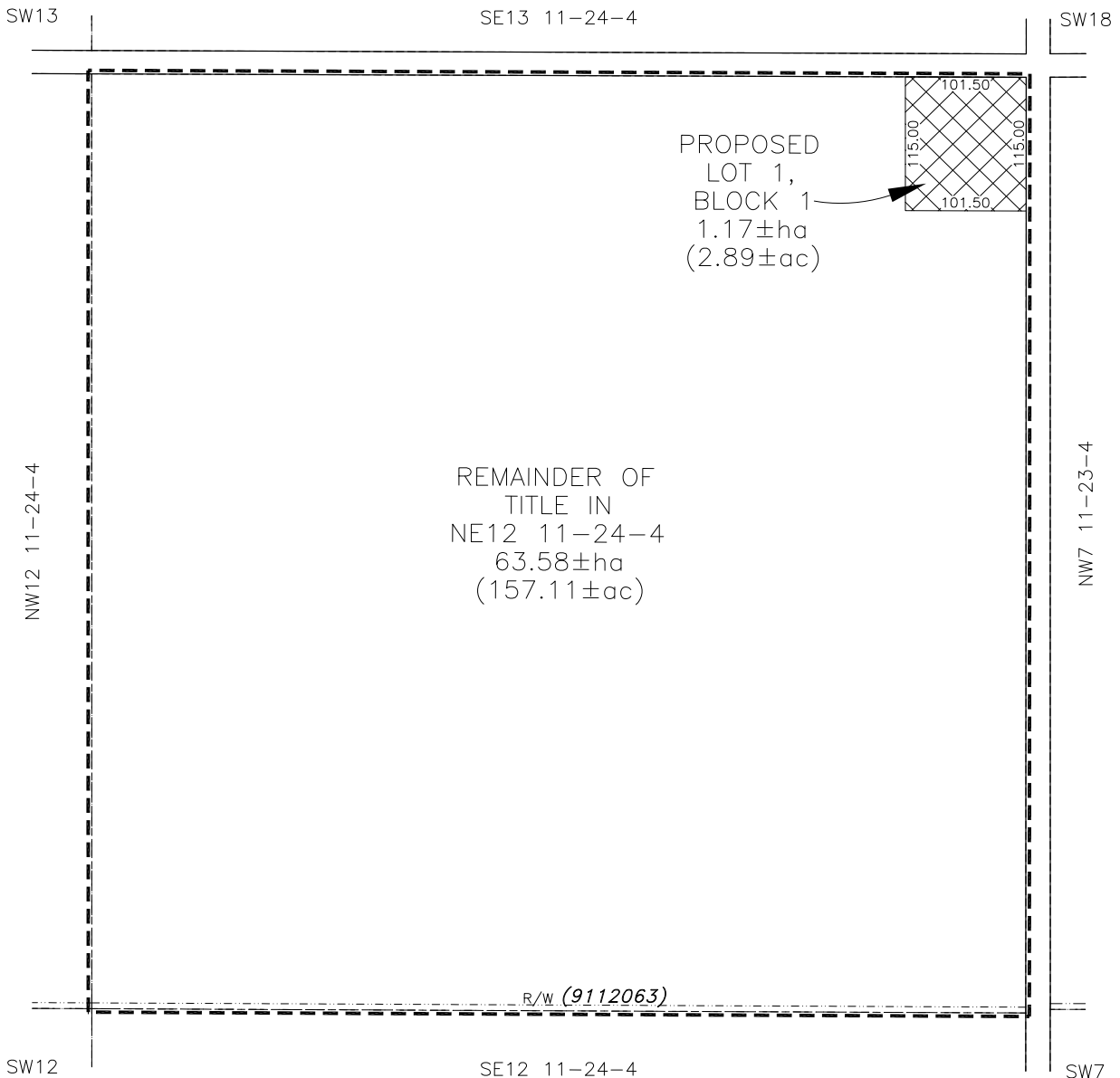
REEVE

DATE



SUBDIVISION LOCATION SKETCH
NE 1/4 SEC 12, TWP 11, RGE 24, W 4 M
MUNICIPALITY: LETHBRIDGE COUNTY
DATE: SEPTEMBER 8, 2023
FILE No: 2023-0-126





SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 23-16120T

NE 1/4 SEC 12, TWP 11, RGE 24, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

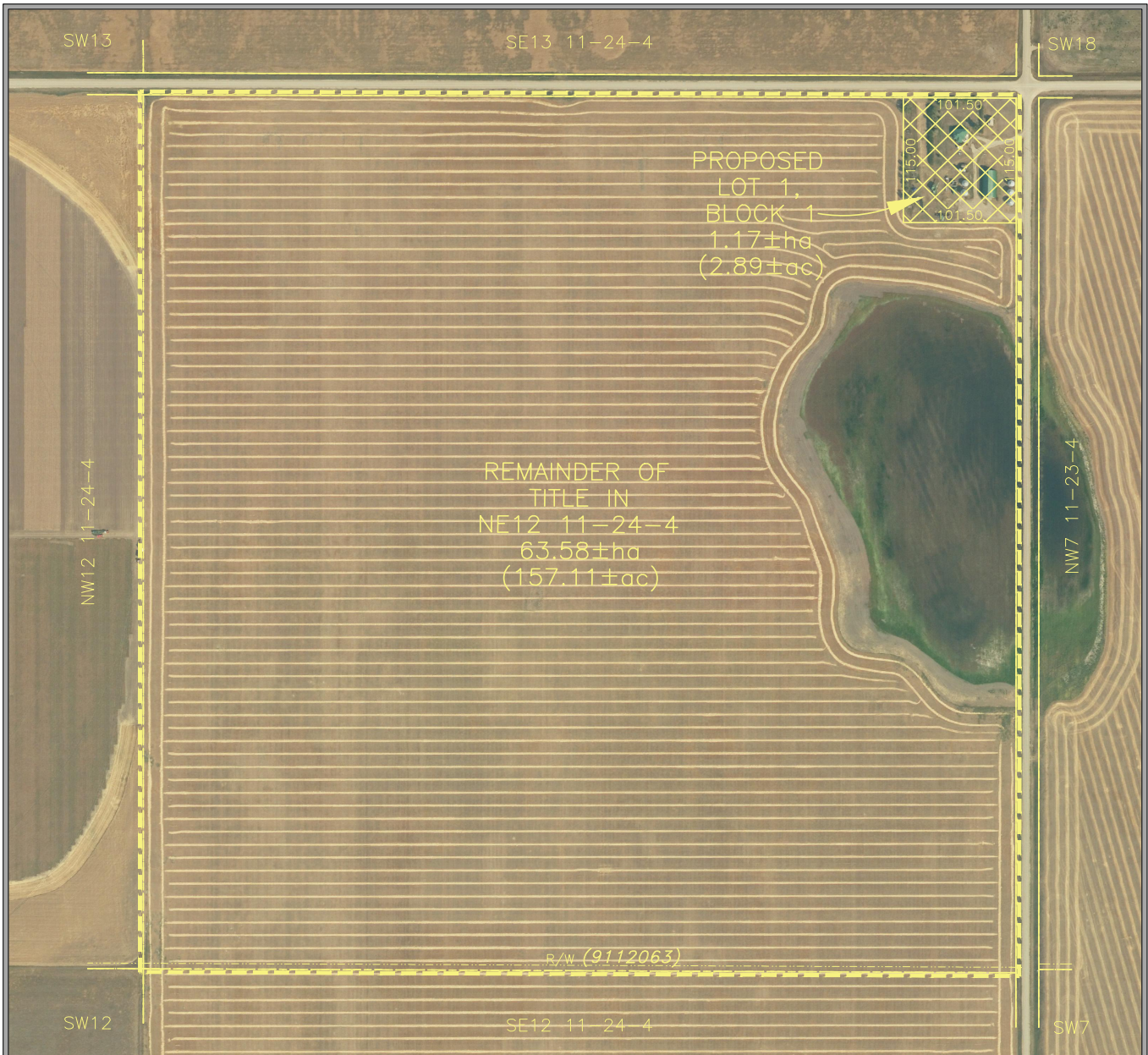
DATE: SEPTEMBER 8, 2023

FILE No: 2023-0-126



September 08, 2023 N:\Subdivision\2023\2023-0-126.dwg





SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 23-16120T

NE 1/4 SEC 12, TWP 11, RGE 24, W 4 M

MUNICIPALITY: LETHBRIDGE COUNTY

DATE: SEPTEMBER 8, 2023

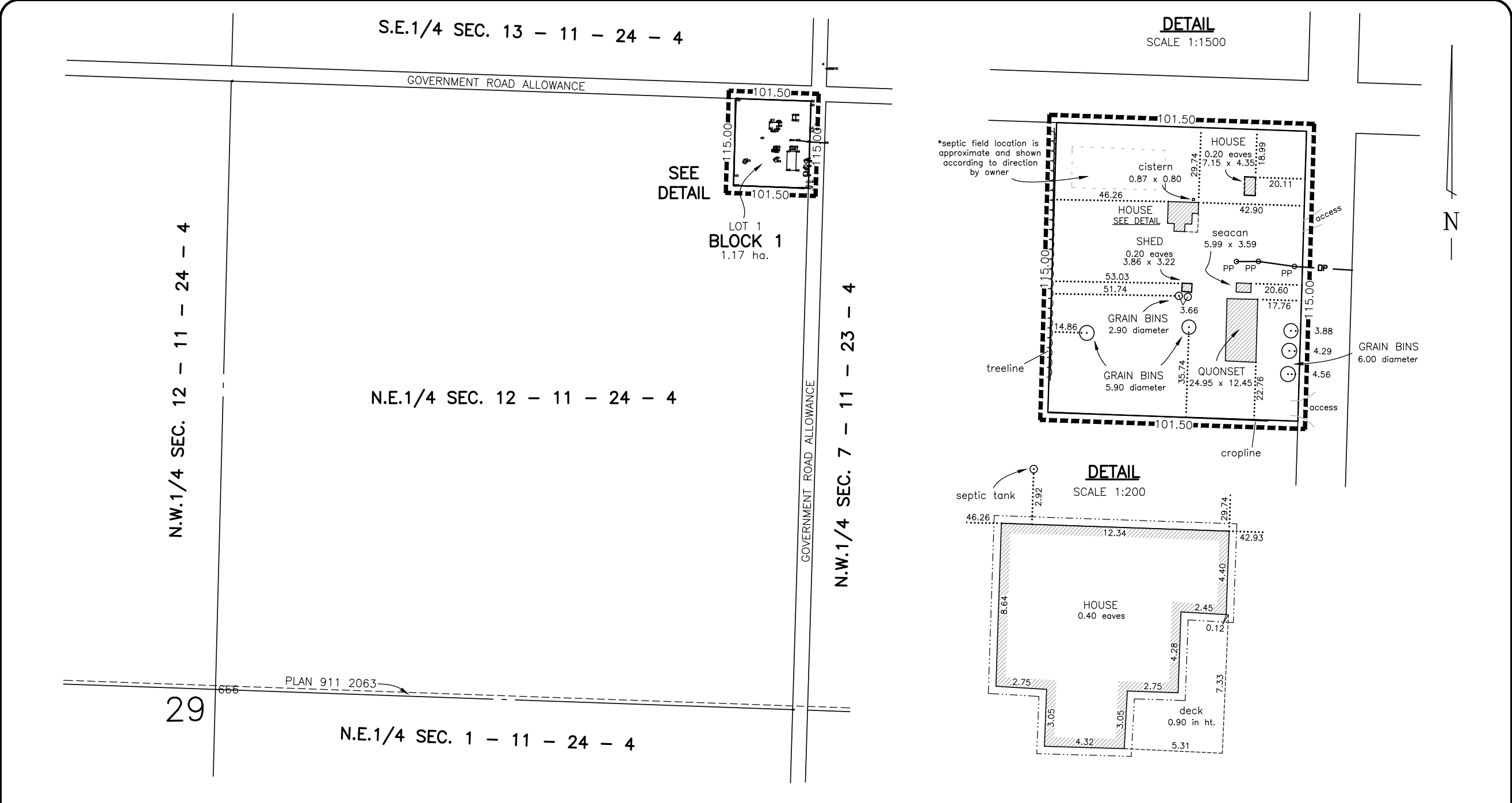
FILE No: 2023-0-126




September 08, 2023 N:\Subdivision\2023\2023-0-126.dwg



AERIAL PHOTO DATE: 2018



				RITA MCCLAIN		<div><div></div><div>brown okamura & associates ltd. Professional Surveyors 2830 - 12 Avenue North, Lethbridge, Alberta</div></div>			
NO.	REVISION		DATE	BY	<div>TENTATIVE PLAN SHOWING SUBDIVISION of part of N.E.1/4 SEC. 12, TWP. 11, RGE. 24, W.4 M. Lethbridge County</div>	APPROVED		DRAWN BB	DATE SEPT 05/22
<div>NOTE : Improvements shown were surveyed on August 22, 2023. Portion to be approved is outlined thus <div>-----</div> and contains approximately 1.17 ha. Distances are in metres and decimal parts thereof. Distances and areas are approximate and are subject to change upon final survey.</div>								CHECKED ZJP	JOB 23-16120
						Z.J. Prosper, A.L.S.		SCALE 1:5000	DRAWING 23-16120T

AGENDA ITEM REPORT



Title: Subdivision Application #2023-0-128 – Vandenberg
- Lots 15-20, Block 4, Plan 138A within SW1/4 7-10-23-W4M
(Hamlet of Monarch)
Meeting: Council Meeting - 02 Nov 2023
Department: ORRSC
Report Author: Steve Harty

APPROVAL(S):

Hilary Janzen, Supervisor of Planning & Development	Approved - 19 Oct 2023
Devon Thiele, Director of Municipal Development & Infrastructure	Approved - 19 Oct 2023
Cole Beck, Chief Administrative Officer	Approved - 20 Oct 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

The application is to subdivide through title separation a 0.13-acre lot from a title 0.39 acres in size for hamlet residential use. The proposal meets the hamlet subdivision criteria of the Land Use Bylaw.

RECOMMENDATION:

That S.D. Application #2023-0-128 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, the LUB Hamlet Residential land use district standards, and the municipal subdivision policies as stated in the Land Use Bylaw.

PREVIOUS COUNCIL DIRECTION / POLICY:

- LUB No. 1404 requires a minimum lot size of 50 x 100 feet and an overall area of 5,000 sq. ft., and this proposal exceeds the overall area required.
- The provision of municipal water and sewage in the hamlet enables this residential subdivision to occur.
- The application may be viewed in support of the *Hamlet of Monarch Growth Study* which encourages opportunity and growth in the hamlet, as the owners plan to further develop a new residential dwelling.

BACKGROUND INFORMATION:

Located within the Hamlet of Monarch, on Empress Ave and the corner of Alexandra Street. The proposal is to create a new residential lot on the west portion to construct a new dwelling.

The title Currently consists of Lots 15 – 20 inclusive and the proposal is to separate Lots 15 & 16 onto its own separate title (50 x 115 ft.). These lots contain a long-established older dwelling situated at the northern end adjacent to the lane (primarily on Lot 16). The proposed subdivision line will occur on the west side of the dwelling along the boundary of Lots 16 and 17. Once subdivided a new dwelling may be constructed on the larger (100 x 115 ft.) west vacant lot. Municipal servicing (water and sewer) exists to the current residence and the west new title (0.26 acres) will be serviced in the same manner. Access to both the lots is provided from Empress Ave on the southside, while the west lot can also access Alexandra Street. There are no abandoned gas wells or historical resource considerations affecting this subdivision application.

It is noted that the older dwelling (Lots 15 -16) encroaches into the north municipal lane a distance of 0.17 m (0.55 ft.) for the house and 0.55 m (1.8 ft.) for the eave. This is an older home and a historical situation that will remain unaffected by the subdivision on the west side of the dwelling. The municipality is addressing the situation separately through a compliance/encroachment agreement process with the landowner.

Overall, the proposal meets the criteria of the County's Land Use Bylaw No. 1404 for a hamlet residential subdivision and the Hamlet Residential (HR) land use district standards. The application was circulated to the required external agencies with no concerns expressed regarding the application and no utility easements are requested (at time of agenda report).

ALTERNATIVES / PROS / CONS:

The Subdivision Authority could decide to not approve and the title would remain as is.

Pros:

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

Cons:

- this would negate the County's growth plans to enable Monarch to accommodate new residential opportunities and the decision would likely be appealed.

FINANCIAL IMPACT:

None direct, but the future tax situation may change with an increase in additional residential taxes.

LEVEL OF PUBLIC PARTICIPATION:

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

ATTACHMENTS:

[5A Lethbridge County 2023-0-128 APPROVAL](#)
[Diagrams for Lethbridge County 2023-0-128](#)

RESOLUTION

2023-0-128

Lethbridge County

Residential subdivision of Lots 15-20, Block 4, Plan 138A within SW1/4 7-10-23-W4M

THAT the Residential subdivision of Lots 15-20, Block 4, Plan 138A within SW1/4 7-10-23-W4M (Certificate of Title No. 231 272 268), to subdivide through title separation a 0.13-acre (0.053 ha) lot from a title 0.39 acres (0.158 ha) in size for hamlet 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 is responsible for all development costs and any applicable municipal hamlet infrastructure installation fees, associated with servicing the subdivision proposal (west lot) as each lot must have separate municipal water and sewer services. This may be dealt with through the terms of the Development Agreement or separately, to the satisfaction of Lethbridge County.
4. That the applicant provides a Separation of Titles document, in a form acceptable to Land Titles, for endorsement by the Subdivision Authority (or a final plan as prepared by an Alberta Land Surveyor) to register the reconfigured titles arrangement as approved.
5. That any easement(s) as required by the utility agencies, or the municipality shall be established.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. The Subdivision Authority has determined the application conforms to the County's subdivision criteria for hamlet residential use and also meets the bylaw criteria for the required lot sizes.
5. The subdivision is possible with the provision of municipal water and sewer services in the Hamlet of Monarch.

INFORMATIVE:

- (a) Since the proposed subdivision complies with Section 663(c) 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.)

2023-0-128
Page 1 of 3

- (d) It is noted that the older dwelling (Lots 15 -16) encroaches into the north municipal lane a distance of 0.17 m (0.55 ft.) for the house and 0.55 m (1.8 ft.) for the eave. This is an older home and a historical situation that will remain unaffected by the subdivision on the west side of the dwelling. The municipality is addressing the situation separately through a compliance/encroachment agreement process with the landowner.

- (e) Telus Communications Inc has no objection.

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

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

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

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

- (h) 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 has no need for a Utility Right of Way currently

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.

- (i) Lethbridge Northern Irrigation District (LNID) – Katrina Holoboff, Administrative Assistant:

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

1. Payment of the District's subdivision endorsement fee. The current fee is **\$52.50** (includes GST).

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

- (j) 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) 23, 3, 3A

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

The requirements of Section 18 of the Regulation are not met. The department anticipates minimal impact on the highway from this proposal. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 18 of the Regulation.

The requirements of Section 19 of the Regulation are not met. There is no direct access to the highway and there is sufficient local road access to the subdivision and adjacent lands. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 19 of the Regulation.

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

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

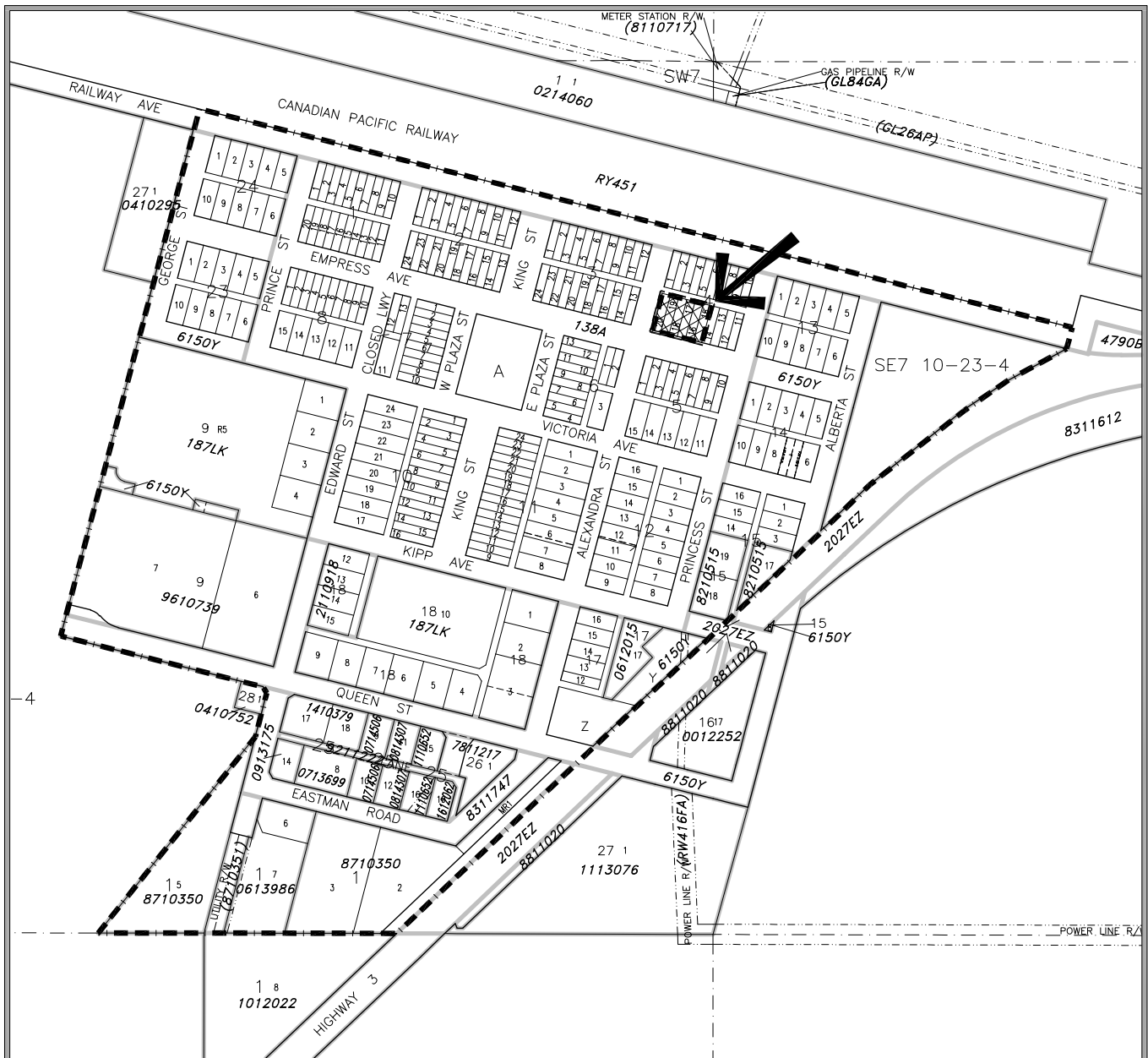
1. The department expects that the municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 618.4 of the Municipal Government Act

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

MOVER

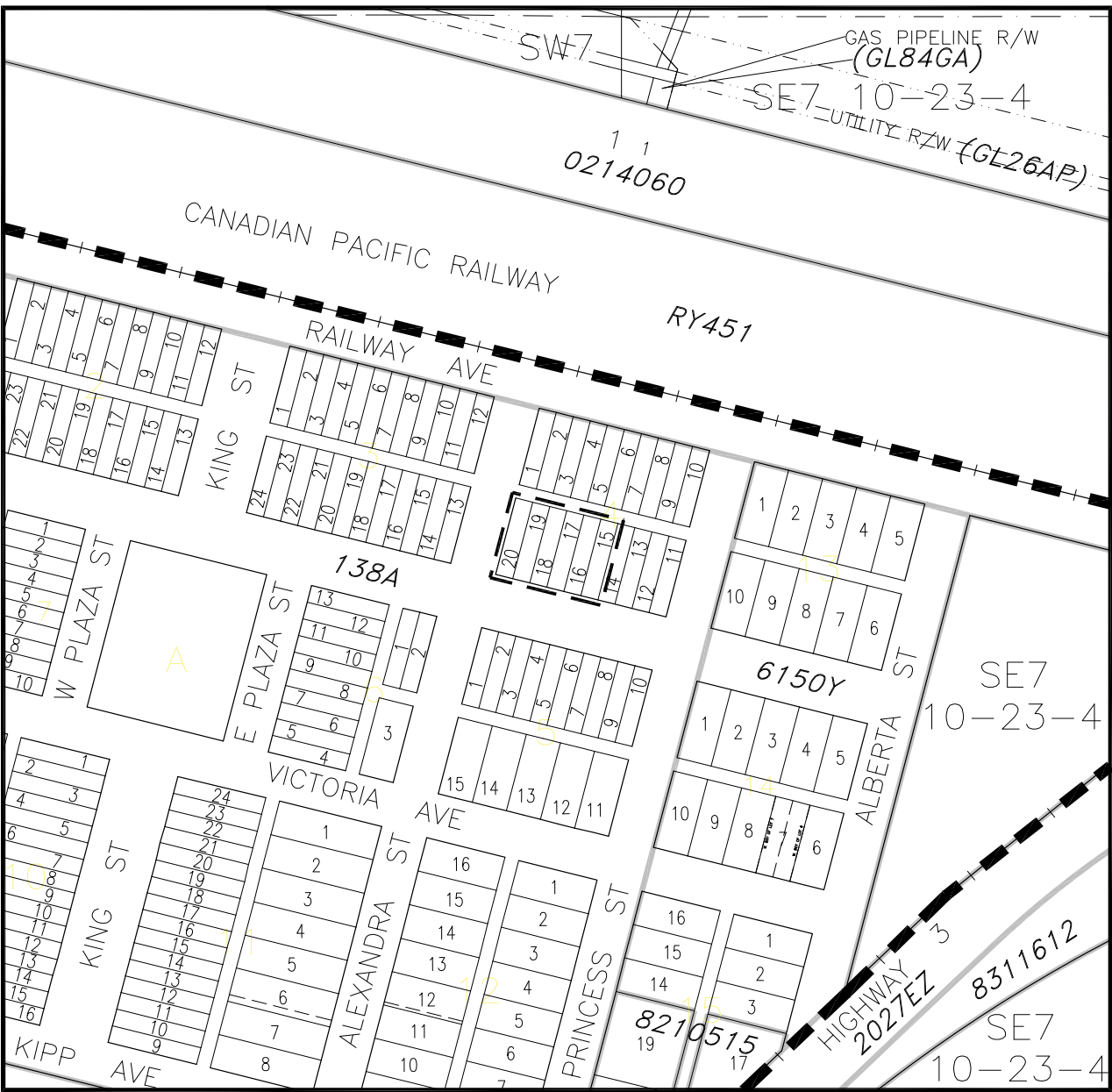
REEVE

DATE

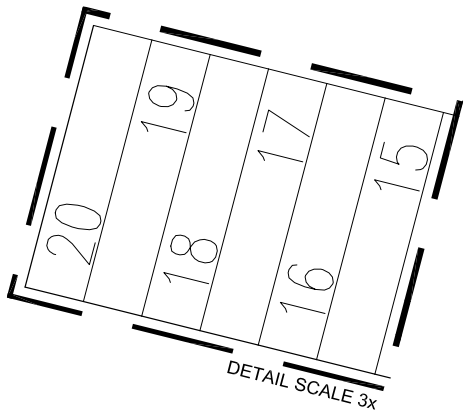


SUBDIVISION LOCATION SKETCH
 LOTS 15 TO 20, BLOCK 4, PLAN 138A WITHIN
 SW 1/4 SEC 7, TWP 10, RGE 23, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 (HAMLET OF MONARCH)
 DATE: SEPTEMBER 18, 2023
 FILE: 2023-0-128

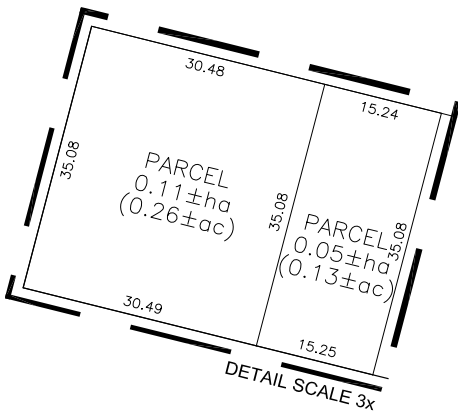




EXISTING



PROPOSED



SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 23-16134
 LOTS 15 TO 20, BLOCK 4, PLAN 138A WITHIN
 SW 1/4 SEC 7, TWP 10, RGE 23, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 (HAMLET OF MONARCH)

DATE: SEPTEMBER 18, 2023
 FILE: 2023-0-128

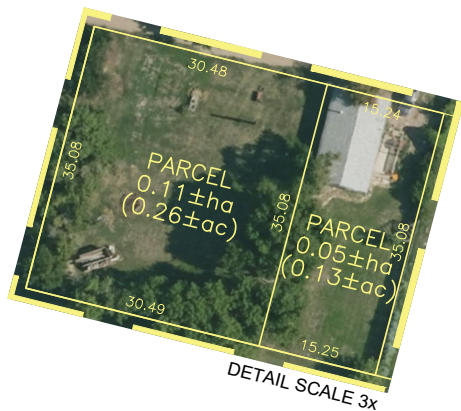




EXISTING



PROPOSED



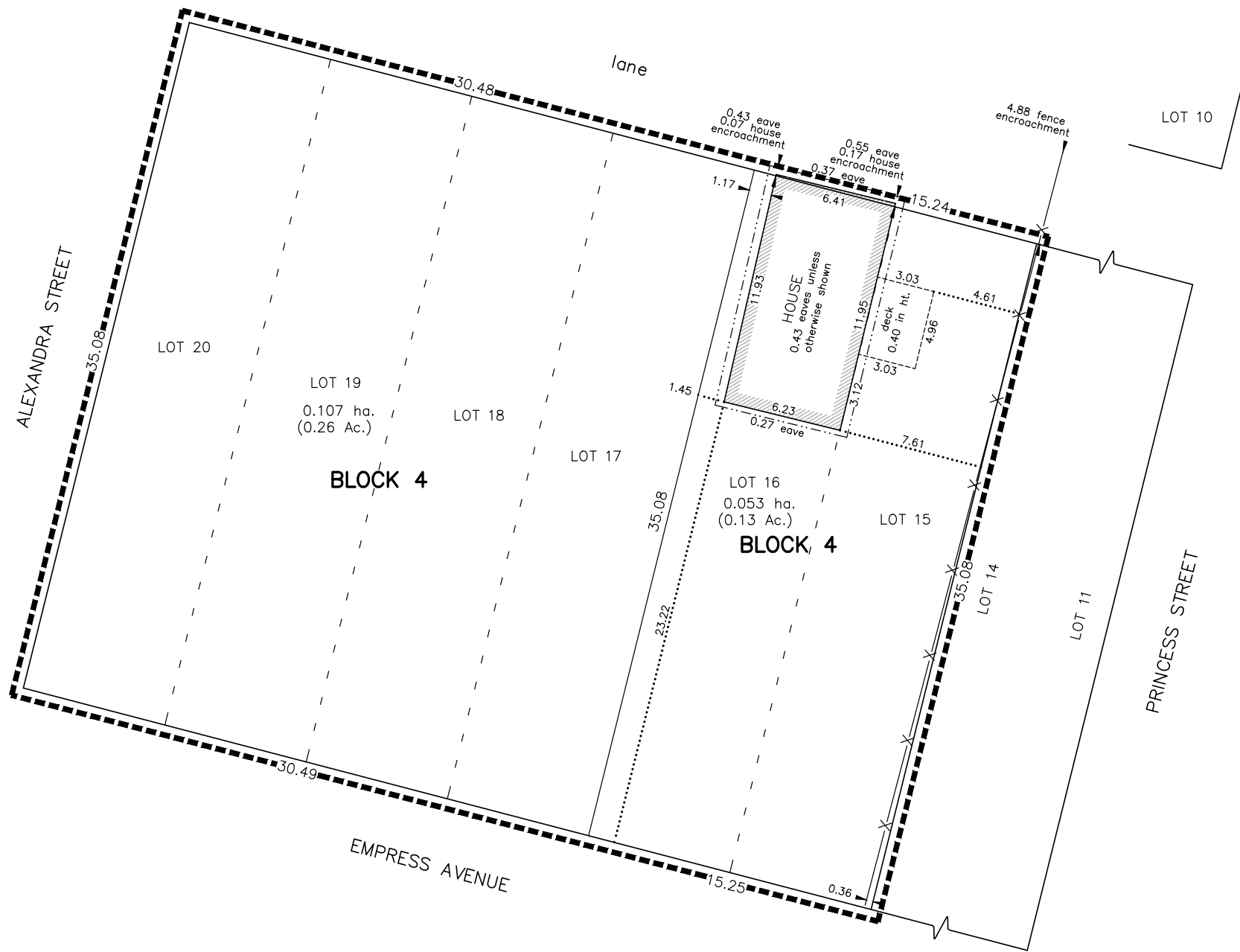
SUBDIVISION SKETCH

See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no. 23-16134
 LOTS 15 TO 20, BLOCK 4, PLAN 138A WITHIN
 SW 1/4 SEC 7, TWP 10, RGE 23, W 4 M
 MUNICIPALITY: LETHBRIDGE COUNTY
 (HAMLET OF MONARCH)

DATE: SEPTEMBER 18, 2023
 FILE: 2023-0-128



AERIAL PHOTO DATE: 2018



NO.	REVISION	DATE	BY
NOTE : Portion to be approved is outlined thus ----- and contains approximately 0.160 ha. Distances are in metres and decimal parts thereof. Distances and areas are approximate and are subject to change upon final survey.			

COLIN VANDENBERG

TENTATIVE PLAN SHOWING SUBDIVISION BY TITLE SEPARATION
of
LOTS 15 TO 20 INCLUSIVE, BLOCK 4, PLAN 138 A
within
S.W.1/4 SEC. 7, TWP. 10, RGE. 23, W.4 M.
Hamlet of Monarch (Lethbridge County)

boa brown okamura & associates ltd. Professional Surveyors 2830 - 12 Avenue North, Lethbridge, Alberta			
APPROVED Z.J. Prosper, A.L.S.	DRAWN MJ	DATE	SEPT 05/22
	CHECKED ZJP	JOB	23-16134
	SCALE 1:250	DRAWING	23-16134T

AGENDA ITEM REPORT



Title: Bylaw 23-023 - Re-designate Plan 2310510 Block 1 Lot 3 in the SE 4-11-23-W4 from Rural Commercial to Business Light Industrial- Public Hearing
Meeting: Council Meeting - 02 Nov 2023
Department: Municipal Development & Infrastructure
Report Author: Hilary Janzen

APPROVAL(S):

Devon Thiele, Director of Municipal Development & Infrastructure Approved - 19 Oct 2023
Cole Beck, Chief Administrative Officer Approved - 19 Oct 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

An application has been made to re-designate Plan 2310510 Block 1 Lot 3 in the SE 4-11-23-W4 from Rural Commercial to Business Light Industrial

RECOMMENDATION:

That Bylaw 23-023 be read a second time.
That Bylaw 23-023 be read a third time.

REASON(S) FOR RECOMMENDATION(S):

The proposed re-designation meets the requirements of the Lethbridge County and Town of Nobleford Intermunicipal Development Plan and the Lethbridge County Municipal Development Plan.

PREVIOUS COUNCIL DIRECTION / POLICY:

- The Municipal Development Plan policy 4.13 states that landowners/developers may apply to Lethbridge County to initiate a re-designation process for parcels of land in support of development proposals that may not conform to the existing land use designation.
- Bylaw 23-023 received first reading on October 5, 2023.

BACKGROUND INFORMATION:

An application has been made to re-designate a portion of Plan 2310510 Block 1 Lot 3 in the SE 4-11-23-W4 from Rural Commercial to Business Light Industrial. The intent of this application is to allow for the development of the parcel for light industrial purposes .

The application has been circulated to all County Departments and external agencies for review, no concerns were expressed with regards to the re-designation. It is noted that the Town of Nobleford did not provide a response to the referral.

The Planning and Development Department completed a review of the proposed re-designation and has the following comments based on the County's current policies and strategic documents.

- The proposal conforms to the policies of the Lethbridge County Municipal Development plan:
 - Policy 10.00 - It is in an area that is designated for commercial and light industrial uses.
 - Policy 10.3 - The re-designation will allow for a range of industrial developments within this development node area (Policy 10.3).
 - Policy 10.10 - The proposal will support the agricultural community and producers and it is non-labour intensive
- The proposal conforms to the Lethbridge County and Town of Nobleford Intermunicipal Development Plan:
 - Policy 5.3.4 - the proposal is within an area designated for future commercial and light industrial uses.
- The lands proposed in the re-designation have been identified in the Lethbridge County Industrial-Commercial Land Use Strategy as an area for future growth.

The bylaws were advertised in the October 17 and 24 editions of the Sunny South News and also mailed to the adjacent landowners.

ALTERNATIVES / PROS / CONS:

County Council may refuse second reading of the bylaw:

Pros - none identified

Cons - the anticipated development of the property cannot proceed.

FINANCIAL IMPACT:

If the bylaw was approved, future development would be taxed at the County's tax rate.

LEVEL OF PUBLIC PARTICIPATION:

☐ Inform ☒ Consult ☐ Involve ☐ Collaborate ☐ Empower

ATTACHMENTS:

[Bylaw 23-023 Signed First Reading](#)

[Bylaw 23-023 Application - RC to BLI](#)

[Bylaw 23-023 map](#)

[Telus Comments](#)

[AHS Comments](#)

[ATCO Gas Comments](#)

[ATCO Transmission Comments](#)

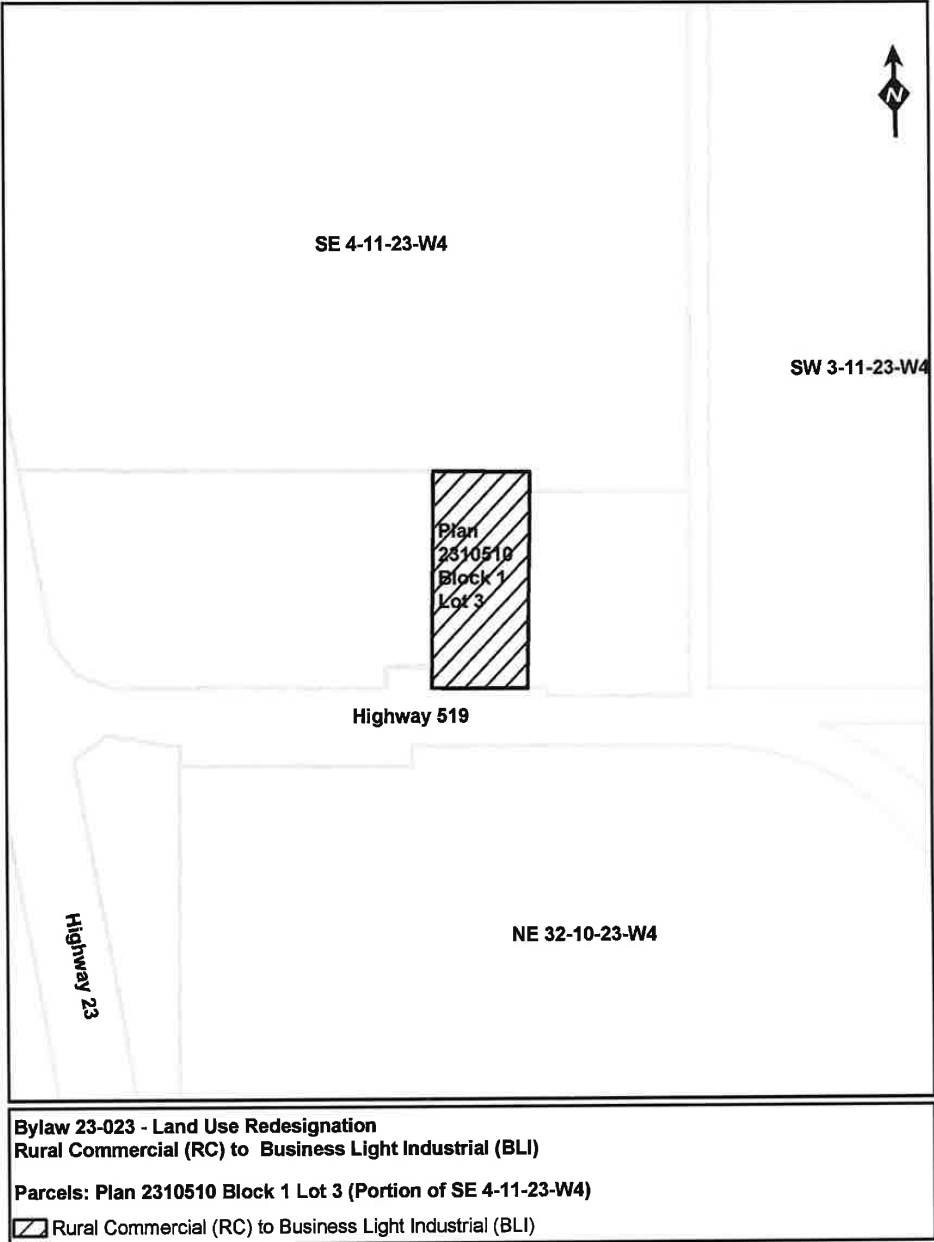
[LNID Comments](#)

**LETHBRIDGE COUNTY
IN THE PROVINCE OF ALBERTA**

BYLAW NO. 23-023

Bylaw 23-023 of Lethbridge County being a bylaw for the purpose of amending Land Use Bylaw 1404, in accordance with Sections 230, 606 and 692 of the Municipal Government Act, R.S.A. 2000, Chapter M-26.

WHEREAS the purpose of Bylaw 23-023 is to re-designate Plan 2310510 Block 1 Lot 3 from Rural Commercial (RC) to Business Light Industrial (BLI) as shown below;

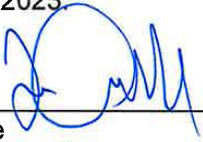


AND WHEREAS the re-designation of the lands will allow for future development of the parcel for light industrial purposes;

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

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

GIVEN first reading this 5th day of October 2023.



Reeve



Chief Administrative Officer

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

Reeve

Chief Administrative Officer

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

Reeve

Chief Administrative Officer

1 st Reading	October 5, 2023
2 nd Reading	
Public Hearing	
3 rd Reading	



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

Form C

OFFICE USE		
Date of Application: <u>August 23, 2023</u>	Assigned Bylaw	No. <u>23-023</u>
Date Deemed Complete: <u>August 24, 2023</u>	Application & Processing Fee:	\$ <u>1500.00</u>
Redesignation <input checked="" type="checkbox"/> Text Amendment <input type="checkbox"/>	Certificate of Title Submitted:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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

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

APPLICANT INFORMATION

Name of Applicant: J+A Bremer Holdings Ltd
Mailing Address: # PO Box 446 Phone: 403-315-0853
Nobleford AB TOL ISO Phone (alternate): _____
Postal Code: TOL ISO Fax: _____

Is the applicant the owner of the property? ☒ Yes ☐ No
IF "NO" please complete box below

Name of Owner: _____	Phone: _____
Mailing Address: _____	Applicant's interest in the property:
Postal Code: _____	<input type="checkbox"/> Agent <input type="checkbox"/> Contractor <input type="checkbox"/> Tenant <input type="checkbox"/> Other _____

PROPERTY INFORMATION

Municipal Address: _____
Legal Description: Lot(s) 3 Block 1 Plan 2310510
OR Quarter _____ Section _____ Township _____ Range _____

AMENDMENT INFORMATION

What is the proposed amendment?

☐ Text Amendment

☒ Land Use Redesignation

IF TEXT AMENDMENT:

For text amendments, attach a description including:

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

IF LAND USE REDESIGNATION:

Current Land Use Designation (zoning):

Rural Commercial

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

~~Rural General Industrial~~ Business Light Industrial

SITE DESCRIPTION:

Describe the **lot/parcel dimensions** 328' x 656' and **lot area/parcel acreage** 4.94 acres
Indicate the information on a scaled PLOT or SITE PLAN: (0-4 acres at 1" = 20'; 5-9 acres at 1" = 100'; 10 acres or more at 1" = 200')

☒ **Site or Plot Plan Attached**

☐ **Conceptual Design Scheme or Area Structure Plan Attached**

OTHER INFORMATION:

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

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

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

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

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

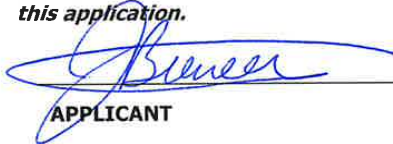
- geotechnical report; and/or
 - soils analysis; and/or
 - evaluation of surface drainage or a detailed storm water management plan;
 - and any other information described in section 52(2) or as deemed necessary to make an informed evaluation of the suitability of the site in relation to the proposed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

SITE PLAN

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

DECLARATION OF APPLICANT/AGENT

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



APPLICANT

REGISTERED OWNER
(if not the same as applicant)

DATE: Aug 15, 2023

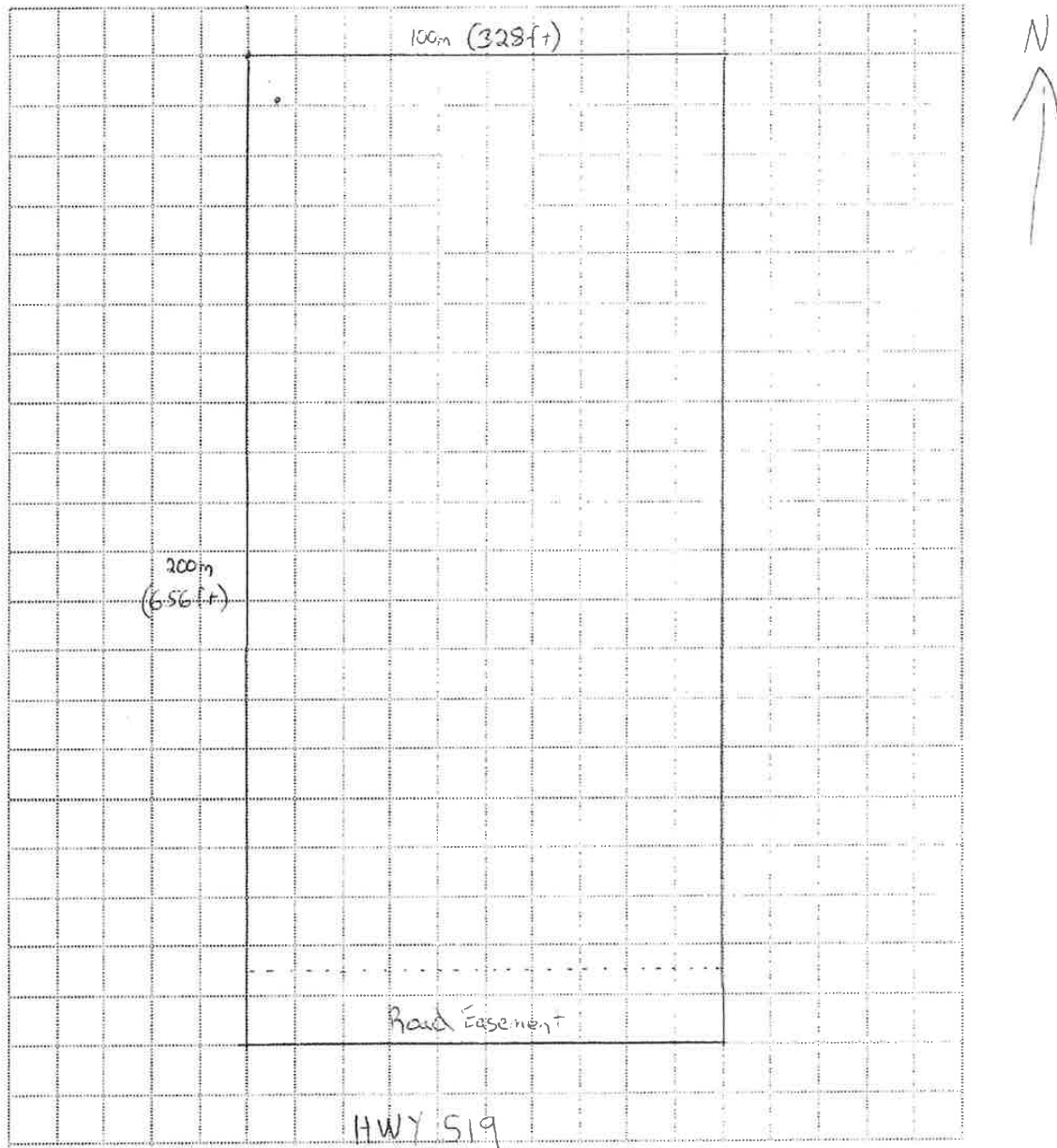
IMPORTANT: This information may also be shared with appropriate government/ other agencies and may also be kept on file by the agencies. This information may also be used by and for any or all municipal programs and services. Information provided in this application may be considered at a public meeting.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

TERMS

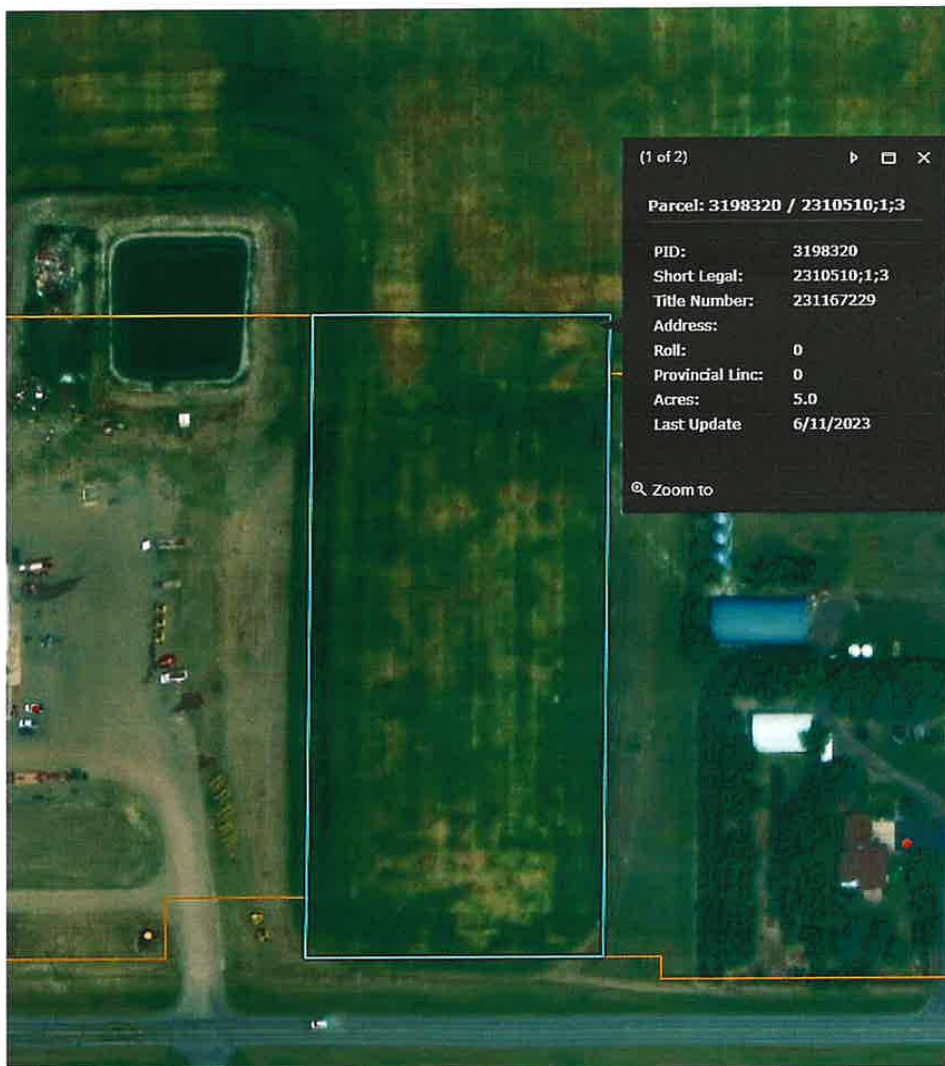
1. Subject to the provisions of the Land Use Bylaw No. 1404 of Lethbridge County, the term "development" includes any change in the use, or intensity of use, of buildings or land.
2. Pursuant to the municipal development plan, an area structure plan or conceptual design scheme may be required by Council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

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

Site Plan
(or attach separate site plan)



(Please draw to scale and indicate north arrow)



J & A Holdings Ltd.
PO Box 446
Nobleford, AB T0L 1S0
office@praiirstoneconcrete.ca
403-315-0853

August 22, 2023

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

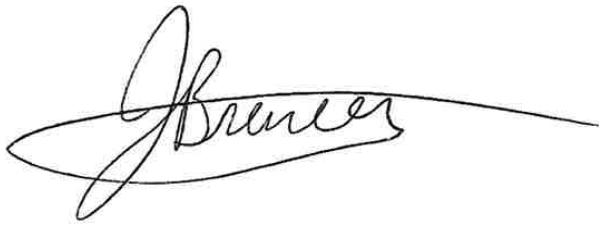
Subject: Application for Redesignation under Section 52 of the Land Use Bylaw

I am writing to submit an application for redesignation under Section 52 of the Land Use Bylaw for the property located at Plan 2310510, Block 1, Lot 3. The purpose of this letter is to provide the necessary information and details as per the requirements outlined in the bylaw.

1. Existing and Proposed Future Land Use: The existing land use of the property is Rural Commercial, and we propose to change it to Business Light Industrial. The proposed development includes Warehousing/Indoor Storage for our concrete trucks and equipment over winter.
2. Consistency with Applicable Statutory Plans: The proposed redesignation aligns with the objectives and policies of the County-Nobleford IDP and existing ASP for this subdivision.
3. Compatibility with Surrounding Uses and Zoning: The proposed development is consistent with the neighboring land uses and zoning requirements, ensuring harmonious integration with the 2 businesses neighboring our property.
4. Development Suitability and Potential of the Site: The site's topography is naturally sloped to the north and is ideal for our proposed development, any minor stormwater that may occur will naturally flow away from the neighboring properties.
5. Availability of Facilities and Services: We have confirmed the availability of essential facilities and services such as water (rights to the pond directly NW in neighboring property), gas (line runs directly North of property), electricity (line runs directly south of property). The proposed development will not strain the existing infrastructure while maintaining adequate service levels to the surrounding properties. A sewer tank will be installed to manage any sewage.
6. Access and Egress and Impact on Public Roads: Our proposed usage will have very minor traffic, as we plan to store equipment over the winter and will not be accessing the equipment on a daily basis. It is important to note that the existing Rural Commercial zoning would potentially result in more traffic than our proposed usage.

In conclusion, the proposed redesignation adheres to the regulations stipulated in Section 52 of the Land Use Bylaw. We have addressed the criteria outlined in your request and provided a comprehensive understanding of the project's details and its alignment with statutory plans and surrounding conditions. Thank you for your time and consideration of our application. We look forward to the opportunity to discuss this further and provide any additional information that may be required.

Sincerely,
Jason Bremer
Principal
J & A Holdings Ltd.

A handwritten signature in black ink, appearing to read "J. Bremer", with a long horizontal flourish extending to the right.

LETHBRIDGE COUNTY
#100, 905 - 4 AVENUE SOUTH
LETHBRIDGE, ALBERTA
T1J 4E4
TELEPHONE: (403) 328-5525
FAX: (403) 328-5602
O F F I C I A L R E C E I P T

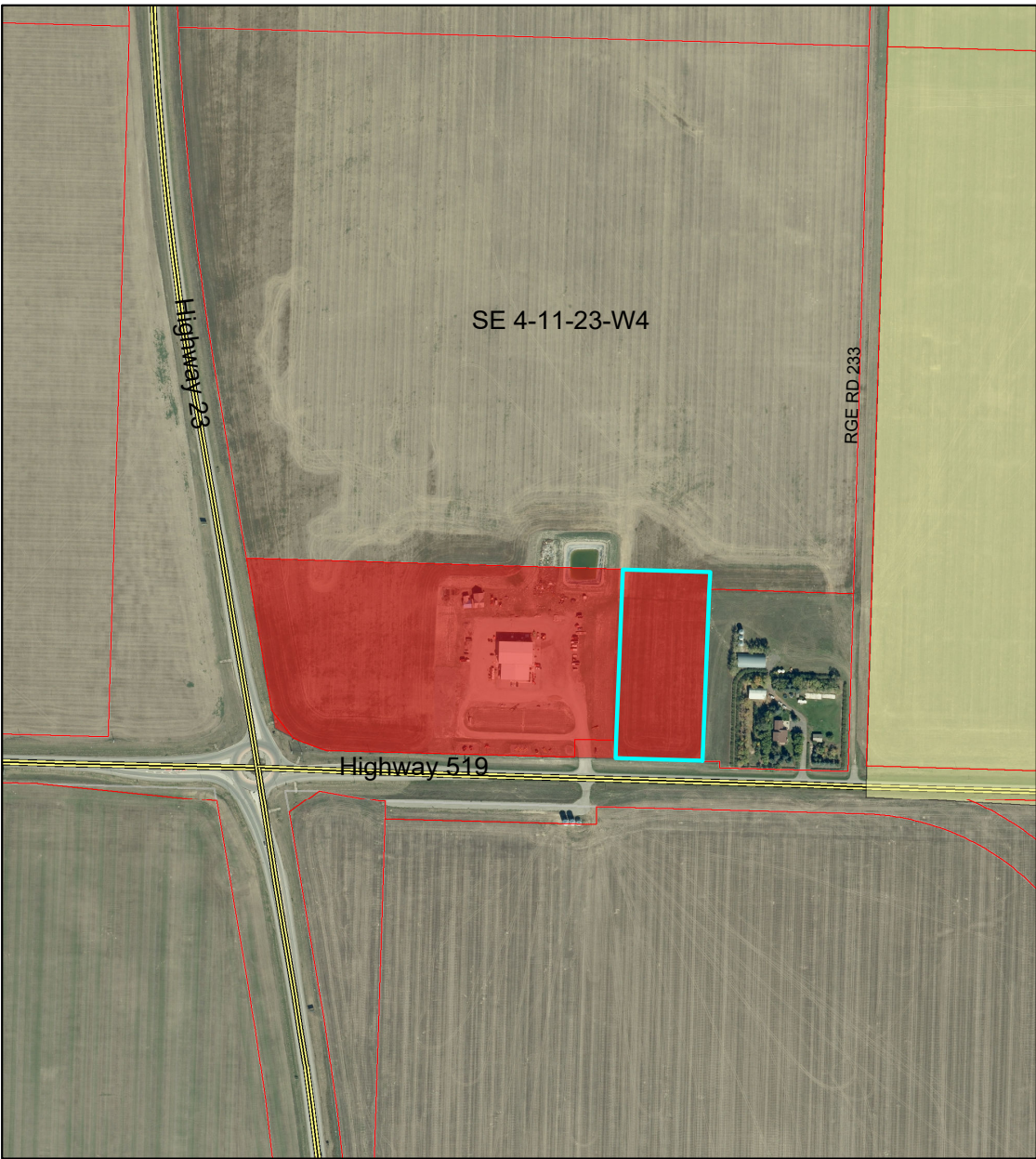
PRAIRIE STONE CONCRETE

GST Reg. #: R106989023
Receipt #: 0348288
Date: 2023/08/23

Account #	Description	Opening Bal	Payment	Amount Due
1.3.599.10.5.00	REZONING APPLIC ATION		1,500.00	




		** Payment Total:	1,500.00	
VISA-PHONE	Visa			1,500.00

Bylaw 23-023 Land Use Re-designation Rural Commercial to Business Light Industrial



Legend

LAND USE DESCRIPTION

-  RURAL AGRICULTURE - RA
-  RURAL URBAN FRINGE - RUF
-  RURAL COMMERCIAL - RC

 Subject Parcel - Plan 2310510 Block 1 Lot 3



Hilary Janzen

From: circulations <circulations@telus.com>
Sent: Tuesday, September 05, 2023 11:40 AM
To: Hilary Janzen
Subject: RE: Lethbridge County Referral - Bylaw 23-023

Good morning,

TELUS Communications Inc. has no objection to the above circulation.

Thank you,

Tanya Roberts

Sr Real Estate Specialist

TELUS | Customer Network Implementation (CNI) | Rights of Way

2930 Centre Avenue NE, Calgary, AB T2A 4Y2

circulations@telus.com



[Facebook](#) [Instagram](#) [Twitter](#) [LinkedIn](#) [YouTube](#)

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From: Hilary Janzen <hjanzen@lethcounty.ca>
Sent: Monday, August 28, 2023 2:40 PM
To: Alberta Health Services (SouthZone.EnvironmentalHealth@ahs.ca) <SouthZone.EnvironmentalHealth@ahs.ca>; LNID (lnid@telus.net) <lnid@telus.net>; FortisAlberta Inc. - Referrals (landserv@fortisalberta.com) <landserv@fortisalberta.com>; ATCO Pipelines - Referrals (HP.Circulations@atco.com) <HP.Circulations@atco.com>; ATCO Gas - Referrals Lethbridge (southlandadmin@atcogas.com) <southlandadmin@atcogas.com>; circulations <circulations@telus.com>; cao@nobleford.ca
Subject: Lethbridge County Referral - Bylaw 23-023

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Good Afternoon,

Please see the attached referral from Lethbridge County regarding the re-designation of a parcel from Rural Commercial to Business Light Industrial. Comments are due by September 28, 2023.

Thank you,

Hilary Janzen, RPP, MCIP

Supervisor of Planning and Development

Lethbridge County

905 4th Ave S

Lethbridge, AB T1J 4E4

403.328.5525 office
403.328.5602 fax
www.lethcounty.ca



Hilary Janzen

From: Sandip Gill <Sandip.Gill@albertahealthservices.ca>
Sent: Thursday, September 28, 2023 4:56 PM
To: Hilary Janzen
Subject: Lethbridge County Referral - Bylaw 23-023

Good afternoon,

Re: Application for Bylaw 23-023, Re-designation of a parcel from Rural Commercial to Business Light Industrial

Thank you for the opportunity to comment. We wish to provide the following comments:

- We do not foresee any new public health problems being created as a result of the above noted re-designation of a parcel provided that the applicant complies with all pertinent regulations, by-laws, and standards.
- Where legal water services are provided, sewer services approved by the appropriate agency must also be provided.
- Manure storage facilities and collection areas should meet appropriate setback distances to all springs, water wells, and surface water bodies to ensure that contamination of drinking water sources does not occur.

Please contact me should you have any questions or concerns.

Thank you,

Sandip Gill
Environmental Public Health
Alberta Health Services
Lethbridge Community Health
Phone (Main Office): 833-476-4743
Phone (Direct Line): 587-787-3130

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Hilary Janzen

From: Lahnert, Jessica <Jessica.Lahnert@atco.com>
Sent: Wednesday, September 06, 2023 11:23 AM
To: Hilary Janzen
Subject: RE: Lethbridge County Referral - Bylaw 23-023

Hi Hilary,

ATCO Gas has no objection to the proposed.

Thanks,

Jessica Lahnert

Administrative Coordinator, Land
Natural Gas

P. 403 245 7443

From: Hilary Janzen <hjanzen@lethcounty.ca>
Sent: Monday, August 28, 2023 2:40 PM
To: Alberta Health Services (SouthZone.EnvironmentalHealth@ahs.ca) <SouthZone.EnvironmentalHealth@ahs.ca>; LNID (lnid@telus.net) <lnid@telus.net>; FortisAlberta Inc. - Referrals (landserv@fortisalberta.com) <landserv@fortisalberta.com>; Circulations, HP <HP.Circulations@atco.com>; South Land Administration <SouthLandAdministration@atco.cul.ca>; Telus Referrals (All) (circulations@telus.com) <circulations@telus.com>; cao@nobleford.ca
Subject: Lethbridge County Referral - Bylaw 23-023

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Good Afternoon,

Please see the attached referral from Lethbridge County regarding the re-designation of a parcel from Rural Commercial to Business Light Industrial. Comments are due by September 28, 2023.

Thank you,

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

403.328.5525 office
403.328.5602 fax
www.lethcounty.ca



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Hilary Janzen

From: Porter, Vicki <Vicki.Porter@atco.com>
Sent: Monday, September 18, 2023 10:41 AM
To: Hilary Janzen
Subject: RESPONSE 23-3463 RE: Lethbridge County Referral - Bylaw 23-023

ATCO Transmission high pressure pipelines has no objections.

Questions or concerns related to ATCO high pressure pipelines can be forwarded to hp.circulations@atco.com.

Thank you,

Vicki Porter

Sr. Admin Coordinator, Engineering Ops
Gas Distribution
ATCO Pipelines and Liquids GBU

Email: vicki.porter@atco.com

From: Hilary Janzen <hjanzen@lethcounty.ca>
Sent: Monday, August 28, 2023 2:40 PM
To: Alberta Health Services (SouthZone.EnvironmentalHealth@ahs.ca) <SouthZone.EnvironmentalHealth@ahs.ca>; LNID (lnid@telus.net) <lnid@telus.net>; FortisAlberta Inc. - Referrals (landserv@fortisalberta.com) <landserv@fortisalberta.com>; Circulations, HP <HP.Circulations@atco.com>; South Land Administration <SouthLandAdministration@atco.cul.ca>; Telus Referrals (All) (circulations@telus.com) <circulations@telus.com>; cao@nobleford.ca
Subject: Lethbridge County Referral - Bylaw 23-023

****Caution – This email is from an external source. If you are concerned about this message, please report using Phish Alert Button in your Outlook for analysis.****

Good Afternoon,

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Thank you,

Hilary Janzen, RPP, MCIP

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

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Hilary Janzen

From: lnid@telus.net
Sent: Wednesday, September 13, 2023 8:55 AM
To: Hilary Janzen
Cc: Janet Beck (jb_lind@telus.net)
Subject: RE: Lethbridge County Referral - Bylaw 23-023

Good Afternoon:

Please be advised that the Lethbridge Northern Irrigation District (LNID) has no objection to the proposed land re-designation change.

Thank you for the opportunity to comment on this proposed application.

Katrina Holoboff
Administrative Assistant



2821 – 18 Avenue North
LETHBRIDGE, ALBERTA T1H 6T5
Phone: 403-327-3302
Fax: 403-320-2457
Email: lnid@telus.net

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From: Hilary Janzen <hjanzen@lethcounty.ca>
Sent: August 28, 2023 2:40 PM
To: Alberta Health Services (SouthZone.EnvironmentalHealth@ahs.ca) <SouthZone.EnvironmentalHealth@ahs.ca>; LNID (lnid@telus.net) <lnid@telus.net>; FortisAlberta Inc. - Referrals (landserv@fortisalberta.com) <landserv@fortisalberta.com>; ATCO Pipelines - Referrals (HP.Circulations@atco.com) <HP.Circulations@atco.com>; ATCO Gas - Referrals Lethbridge (southlandadmin@atcogas.com) <southlandadmin@atcogas.com>; Telus Referrals (All) (circulations@telus.com) <circulations@telus.com>; cao@nobleford.ca
Subject: Lethbridge County Referral - Bylaw 23-023

Good Afternoon,
Please see the attached referral from Lethbridge County regarding the re-designation of a parcel from Rural Commercial to Business Light Industrial. Comments are due by September 28, 2023.

Thank you,

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

403.328.5525 office
403.328.5602 fax
www.lethcounty.ca



AGENDA ITEM REPORT



Title: Planning and Development Department - 3rd Quarter Report 2023
Meeting: Council Meeting - 02 Nov 2023
Department: Community Services
Report Author: Hilary Janzen

APPROVAL(S):

Devon Thiele, Director of Municipal Development & Infrastructure Approved - 19 Oct 2023
Cole Beck, Chief Administrative Officer Approved - 20 Oct 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

This is the 3rd Quarter Report for the Planning and Development Department.

RECOMMENDATION:

That County Council receive this report for Information.

REASON(S) FOR RECOMMENDATION(S):

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

PREVIOUS COUNCIL DIRECTION / POLICY:

The Planning and Development Department takes direction from the bylaws, policies, and strategic documents approved by County Council.

BACKGROUND INFORMATION:

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

In the 3rd quarter of 2023, along with day to day duties, the following items were undertaken:

- The second Land Use Bylaw Review and Update Workshop was held with County Council on September 14, 2023

Development Authority

From January 1 to September 30, 2023, 190 development permit applications were received. This is an increase from 2022 when 176 development permit applications were submitted during the same period.

A total of 174 development permits were issued, 4 were refused (1 on appeal), 2 was withdrawn, and 14 applications were under review in the 3rd quarter of 2023. This includes development permit applications made at the end of 2022. Of the permits that were issued, 44 were residential, 65 accessory (i.e. personal shops, sheds, garages, solar arrays), 29 commercial/industrial, 7 home occupations, 21 agriculture (farm shops, hay sheds), 1 sign, 3 institutional, and 4 miscellaneous.

A total of 27 compliance letters were issued.

13 land use bylaw complaints were received and investigated.

Building Permits

Between January 1 and September 30 2023 the following safety codes permit applications were issued:

- 83 Building Permits
- 288 Electrical Permits
- 111 Gas
- 68 Plumbing
- 20 private septic disposal systems

Subdivision Applications

County Council acting as the Subdivision Authority approved 25 subdivisions from January 1 to September 30, 2023.

Subdivision and Development Appeal Board

- Refusal of Development Permit (DP 2023-092) was appealed and was later withdrawn.
- Approved Development Permit (2023-132) was appealed. This appeal was heard by the Provincial Appeal Board (Land and Property Rights Tribunal) and the hearing was held on September 26, 2023.

Bylaws

- Bylaw 22-021 - Green Prairie Road Closure - council has approved sending the road closure to Alberta Transportation (March 16, 2023)
- Bylaw 23-002 - Country Crossroads Estate Area Structure Plan - approved by County Council on June 1, 2023 as amended
- Bylaw 23-003 - Rezoning (in conjunction with Bylaw 23-002) - approved by County Council on June 1, 2023
- Bylaw 23-008 - Amendment to the Chinook Industrial Park Area Structure Plan - approved by County Council on May 4, 2023
- Bylaw 23-009 - Rezoning (in conjunction with Bylaw 23-008) - approved by County Council May 4, 2023
- Bylaw 23-012 - Turin Street and Lane Closure - council has approved sending the road closure to Alberta Transportation (June 1, 2023)

- Bylaw 23-014 - McCain Road Closure - council has approved sending the road closure to Alberta Transportation (July 6, 2023)
- Bylaw 23-018 - Rezoning (reconfiguration zoned in Iron Springs) - approved by County Council July 6, 2023
- Bylaw 23-019 - Groeneboom Road Closure - council has approved sending the road closure to Alberta Transportation (August 3, 2023)
- Bylaw 23-020 - Development Authority Bylaw - approved by County Council September 7, 2023

Intermunicipal and External Agency Relations

- 20 Intermunicipal Referrals were reviewed and comments provided.
- 13 NRCB referrals have been reviewed and comments provided.

ALTERNATIVES / PROS / CONS:

Not Applicable

FINANCIAL IMPACT:

From January 1 to September 30 2023, the County received approximately \$272,808.39 in revenue from Park Enterprises for the issuance of Safety Codes Permits. In the same period in 2022, the County received \$111,787.86 from the issuance of Safety Codes Permits. The dramatic increase in revenue this is directly due to the McCain expansion.

LEVEL OF PUBLIC PARTICIPATION:



Inform



Consult



Involve



Collaborate



Empower

AGENDA ITEM REPORT



Title: Coaldale-Lethbridge Community Growing Project 2023 Request
Meeting: Council Meeting - 02 Nov 2023
Department: Corporate Services
Report Author: Jennifer Place

APPROVAL(S):

Cole Beck, Chief Administrative Officer

Approved - 19 Oct 2023

STRATEGIC ALIGNMENT:



Governance



Relationships



Region



Prosperity

EXECUTIVE SUMMARY:

As per the attached received from the Coaldale-Lethbridge Community Growing Project, they would like to make a request to County Council to have the taxes waived on parcel NW 13-9-20-W4 which is part of the 2023 community crop growing project. The 2023 municipal portion of the taxes levied on the property were \$1,666.32.

RECOMMENDATION:

That County Council donates \$500 per the Lethbridge County Donations Policy 161 to the Coaldale-Lethbridge Community Growing Project with funding from the Council Donation fund.

REASON(S) FOR RECOMMENDATION(S):

The following recommendation has been made to Council based on Policy #161 guidelines and past Council direction with regards to the Coaldale-Lethbridge Community Growing Project.

PREVIOUS COUNCIL DIRECTION / POLICY:

Council has donated \$500 towards the Coaldale-Lethbridge Community Growing Project in past years and made the following resolutions in 2021 and 2022:

251-2021 Deputy Reeve VanderVeen

MOVED that County Council donates \$500 per the Lethbridge County Donations Policy 161 to the Coaldale-Lethbridge Community Growing Project with funding from the Donation Reserve. CARRIED

155-2022 Deputy Reeve VanderVeen

MOVED that County Council donates \$500 per the Lethbridge County Donation Policy 161 to the Coaldale-Lethbridge Community Growing Project with funding from the Council Donation Fund.
CARRIED

BACKGROUND INFORMATION:

As per the letter received the Coaldale-Lethbridge Community Growing Project raised over \$200,000 locally in 2022 with a total to date of approximately \$2.296 Million. The Canadian Foodgrains Bank was started in 1983 and as a whole has allocated over a billion dollars towards ending global hunger.

ALTERNATIVES / PROS / CONS:**1. To waive municipal taxes completely:**

PRO - this would eliminate a portion of the costs/taxes incurred by the Coaldale-Lethbridge Community Growing Project.

CON - sets a precedent for future donation and tax waiver requests of this type or by individuals

2. To provide the municipal tax equivalent as a donation rather than as a tax waiver:

PRO - Provides the Coaldale-Lethbridge Community Growing Project funding without having to waive taxes

CON - In addition to setting a precedent, this would be outside of the Donation Policy amounts, and would be more than what has been donated to the program in the past.

FINANCIAL IMPACT:

If taxes were waived it would impact the municipal portion of the tax revenues collected by approximately \$1,666.32. The donation of \$500 would be covered through the Council donation fund and would not have an impact on the overall budget.

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

[Coaldale-Lethbridge Foodgrains Project](#)



Your Support is a Solution to World Hunger!

June 5, 2023

Lethbridge County Board of Directors:

Re: Coaldale-Lethbridge Community Growing Project 2023

Your past support of the Coaldale- Lethbridge Community Project is immensely appreciated. We hope that we can count on your support again this year by waiving the property taxes on our project's land. Please consider it as your part of an incredible Canadian organisation that is globally effective.

This year the land location is NW 13-9-20-W4. Just northeast of Coaldale.

We've seen an incredible response from so many individuals, suppliers and organisations towards our local project, and the great organisation - the Canadian Foodgrains Bank.

In the 2022 crop year, over \$200,000 was raised locally! To date, our total raised is approximately \$2.296M. **This is due to participating organisations such as yours!** The Federal Government matches our local funds 4:1. The Canadian Foodgrains Bank was started by farmers in 1983. It has raised and allocated over a billion dollars towards ending Hunger globally. It has made a measurable impact!

Together, we have a real global impact on reducing Hunger. It's clear that when you provide basic food and necessities to those who hunger, you help rebuild peace, hope and human dignity.

Watch for our ads in the fall for our Harvest Day Celebration! Come have a burger and watch an incredible community event!

If you require any further information, please do not hesitate to contact me.

Sincerely,

Ed Donkersgoed
Chair-Coaldale-Lethbridge Community Growing Project
Box 1028, Coaldale, AB T1M 1M8 403-345-3029



Remembrance Day Committee
General Stewart Branch No. 4
2019 4th Avenue South
Lethbridge, AB
T1J 5X5

October 23, 2023

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

Dear Tory:

Re: Remembrance Day Service 2023

The Remembrance Day Committee cordially invites you to participate as a VIP in this years
Remembrance Day Parade and Service, Saturday, November 11, 2023.

You are asked to be at the **Agri-food Hub & Trade Centre** no later than **10:00 A.M.** Upon arrival,
please go to the **Designated Area in Trade Hall "C"**.

As you will be placing a wreath, we ask you to go to the designated area in Trade Hall "C" when the
M.C. announces the wreath laying. Your wreath will be provided. A representative must be present
for a wreath to be laid.

Please RSVP to Jacquie McLean at 403-393-8362 or email jacksmc42@gmail.com.

We look forward to your participation in the Remembrance Day Service and thank you for your
support and co-operation.

Yours truly

John Ross

John Ross
Chairman
Remembrance Day Committee