



CITY COUNCIL MEETING

DATE: Tuesday, February 24, 2026

TIME: 12:30 PM

LOCATION: City Council Chamber

MEMBERS:

Mayor Hyggen

Deputy Mayor Schmidt-Rempel

Acting Mayor Crowson

Councillor Beeber

Councillor Campbell

Councillor Dodic

Councillor Doria

Councillor Parker

Councillor Wolfe

Public Attendance Welcome

- You are welcome to watch any public meeting in-person, live online at lethbridge.ca/meetings, or on TV through Rogers TV (Community Channel) – available on Ignite TV Channel 105.
- Members of Council may be participating in meetings remotely (as permitted through s.199 of the *Municipal Government Act*).
- Members of the public can provide input during a [Public Hearing](#).
- Any member of the public who wishes to participate in a Public Hearing may request to participate through electronic means by registering by email to cityclerk@lethbridge.ca

1. ROLL CALL

2. CALL TO ORDER

2.1 Acknowledgement Statement

2.2 Recognitions

3. ADOPTION OF AGENDA

4. CONSENT AGENDA

4.1 City Council Meeting Minutes - 2026-02-10 Page 4

4.2 Status of Directed Resolutions - 2026-02-24 Page 15

4.3 2026 Airport Workplan Page 19

**4.4 Targeted Redevelopment Incentive Policy Municipal Grant - 1200
Block 3 Avenue S** Page 34

5. PRESENTATIONS

6. OFFICIAL BUSINESS

**6.1 Advocacy on Behalf of Lethbridge Residents related to the
Assured Income for the Severely Handicapped Act and Alberta
Disability Assistance Program** Page 46

**6.2 Options to mitigate 2027 budget pressures for Lethbridge tax
and rate payers** Page 57

7. BYLAWS

8. COMMITTEE SUBMISSIONS

9. ADMINISTRATION PRESENTATIONS

10. ADMINISTRATION SUBMISSIONS

10.1 Encampment Response – Clean Sweep Program Request for

Additional Vehicle Funding

11. ADMINISTRATIVE INQUIRIES AND RESPONSES

**11.1 Compliance with Access to Information Act (ATIA) and
Protection of Privacy Act (POPA)**

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12. CITY COUNCIL UPDATES

12.1 Councillor Crowson - Council Updates - 2026-02-24

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13. PUBLIC HEARING - 3:00 P.M.

14. CONFIDENTIAL REPORTS

14.1 Airport Development Updates (ATIA Sections 19 and 29)

15. CITY COUNCIL NOTICES OF MOTION

16. ADJOURNMENT



Minutes of the **Regular Meeting** of the City Council held on **Tuesday, February 10, 2026** in City Council Chamber at 12:30 PM.

PRESENT:

Mayor Hyggen
Deputy Mayor Schmidt-Rempel
Acting Mayor Crowson
Councillor Beeber
Councillor Campbell
Councillor Dodic
Councillor Doria
Councillor Parker

Councillor Wolfe (participated remotely) (arrived at 1:04 P.M. - 2:15 P.M.)

ABSENT:

OTHERS:

Bonnie Hilford, City Clerk
Ryan Westerson, Legislative Services Manager
Lloyd Brierley, City Manager
Darrell Mathews, Chief Financial Officer and Treasurer
Carly Kleisinger, Director of Community Services
Jeff Koshuta, A/Director of Infrastructure Services
Brian Loewen, Director of Legal Services
Robert Ulrich, Director Corporate Services
Nicole Mitton, Director of People and Partner Services

1. ROLL CALL

The meeting was called to order at 12:38 P.M.

2. CALL TO ORDER

2.1 Acknowledgement Statement

2.2 Recognitions

1. Councillor Beeber, re: Tour of CASA, Five Stop Gallery Hop, Imagine Lethbridge, Law Enforcement Torch Run Polar Plunge;
2. Acting Mayor Crowson, re: Night to Shine, If Music be the Food of Love Concert, University of Lethbridge Play Day, Craft Swap;
3. Councillor Doria, re: Five Stop Gallery Hop, CASA Tour, ARTI Tour;
4. Councillor Dodic, re: Bringing Hearts Home Campaign - \$1 Million Donation from Chris Murray;
5. Councillor Campbell, re: Olympic Athletes from Lethbridge area - Taylor Austen and Kyle Murray, U13 AAA Lethbridge Hurricanes in Quebec, New West Theater - The Birds and the Bees;
6. Deputy Mayor Schmidt-Rempel, re: If Music Be the Food of Love concert, Lethbridge Polytechnic Southern Alberta Collegiate Institute;
7. Mayor Hyggen, re: Soup Kitchen re-dedication, Polar Bear Plunge, Black History Month events, Hapag Ala Eh Grand Opening, New West Theatre - the Birds and the Bees with Councillor Campbell, Congratulations to Team Canada at the Olympics.

3. ADOPTION OF AGENDA

Moved By Acting Mayor Crowson

BE IT RESOLVED THAT the Agenda of the Regular Meeting of City Council on February 10, 2026 be adopted as amended, to include:

- 14.2 - Inter-municipal Matter (Verbal) (ATIA Section 26)

In Favor (8): Mayor Hyggen, Acting Mayor Crowson, Councillor Beeber, Councillor Campbell, Councillor Dodic, Councillor Doria, Councillor Parker, and Deputy Mayor Schmidt-Rempel

CARRIED (8 to 0)

4. CONSENT AGENDA

Moved By Deputy Mayor Schmidt-Rempel

BE IT RESOLVED THAT the minutes of the following Meetings of City Council be approved, and the Mayor and City Clerk be authorized to sign the same:

- 2026-01-20; and

FURTHER BE IT RESOLVED THAT City Council receive for information the Status of Directed Resolutions for February 10, 2026, with the following amendment:

- THAT Council defer the date of return for Bylaw 4890 – Galt Museum and Archives Bylaw to the April 30, 2026 Governance Standing Policy Committee meeting from the February 26, 2026 Governance Standing Policy Committee; and
- THAT Council defer the date of return for Surplus City Owned Property to a Q3 2026 meeting of the Economic and Finance Standing Policy Committee from a Q2 2026 Economic and Finance Standing Policy Committee meeting.

In Favor (8): Mayor Hyggen, Acting Mayor Crowson, Councillor Beeber, Councillor Campbell, Councillor Dodic, Councillor Doria, Councillor Parker, and Deputy Mayor Schmidt-Rempel

CARRIED (8 to 0)

4.1 City Council Meeting Minutes - 2026-01-20

4.2 Status of Directed Resolutions - 2026-02-10

5. PRESENTATIONS

6. OFFICIAL BUSINESS

6.1 Increasing Asset Management

Deputy Mayor Schmidt-Rempel:

WHEREAS, the City of Lethbridge is responsible for managing and maintaining a diverse portfolio of municipal infrastructure assets, with a historical cost of approximately \$3 billion, including roads, bridges, electrical, water and wastewater systems, recreation facilities, buildings, and other critical infrastructure; and

WHEREAS, effective asset management is essential to ensure the long-term sustainability, reliability, and cost-effectiveness of municipal infrastructure and services for current and future residents; and

WHEREAS, the Government of Alberta, through various grant programs including the Local Government Fiscal Framework (LGFF), the Canada Community-Building Fund (formerly Gas Tax Fund), and other infrastructure funding initiatives, increasingly requires municipalities to demonstrate mature asset management practices as a condition of eligibility for capital infrastructure grants; and

WHEREAS, the Government of Canada and the Province of Alberta, through programs such as the Investing in Canada Infrastructure Program (ICIP), Green and Inclusive Community Buildings (GICB), and the Disaster Mitigation and Adaptation Fund (DMAF), require applicants to have current asset management plans that align with provincial and federal frameworks as a prerequisite for funding consideration; and

WHEREAS, Alberta's Asset Management Competency Framework and emerging provincial requirements emphasize the importance of dedicated asset management capacity, including staff resources, data management systems, and evidence-based decision-making processes; and

WHEREAS, on March 11, 2025, City Council directed administration to:

1. Place a high priority on maintaining current capital assets over building new assets when preparing proposed projects for the 2027-2036 Capital Improvement Program;
2. Only include within the 2027-2036 CIP, proposed capital projects that have been identified within existing City Master Plans or City Asset Management Plans with exceptions at the discretion of City Council;

WHEREAS, municipalities with robust asset management programs and dedicated staff are better positioned to:

- Successfully compete for federal and provincial infrastructure funding;
- Demonstrate fiscal responsibility and long-term planning capacity to grant administrators;
- Meet application requirements, including lifecycle cost analysis, risk assessments, and levels of service determinations;
- Comply with reporting and accountability requirements attached to grant funding; and

WHEREAS, Asset Management Plans and programs allow municipalities to be fiscally responsible by properly maintaining their assets and minimizing the probability of catastrophic failures that could result in unforeseen expenses, therefore reducing unnecessary cost and making better use of municipal funds; and

WHEREAS, the lack of dedicated asset management staff capacity limits the Municipality's ability to pursue and secure grant funding opportunities that could

provide significant financial support for critical infrastructure projects; and

WHEREAS, the current staffing levels within the Asset Management team are insufficient to adequately fulfill the growing demands of asset management planning, condition assessment, lifecycle costing, risk analysis, and reporting requirements; and

WHEREAS, the addition of dedicated asset management staff support will enhance the City of Lethbridge capacity to:

- Develop and maintain accurate asset inventories and condition assessments;
- Develop and maintain Asset Management Plans;
- Implement data-driven decision-making for capital planning and budgeting;
- Ensure compliance with future provincial and federal asset management requirements;
- Prepare competitive grant applications supported by comprehensive asset management data;
- Optimize maintenance schedules and extend asset lifecycles;
- Reduce long-term infrastructure costs through proactive planning;
- Maximize opportunities to leverage external funding for infrastructure investments; and;

WHEREAS, investment in dedicated asset management staffing is expected to generate a positive return through enhanced access to grant funding, potentially securing millions of dollars in external infrastructure funding that would otherwise be unavailable:

THEREFORE, BE IT RESOLVED THAT City Council:

1. Approves \$127,000 of ongoing funding from Council GST Rebates to support the continued delivery and maturation of the City's Asset Management Program; and
2. Directs Administration to utilize this funding to advance asset management practices, including the development and maintenance of Asset Management Plans for all City assets, such as those that are:
 - a. City owned and operated; and
 - b. City owned and Fee-for-service operated; and
 - c. Any privately maintained assets on City owned land; and
3. Direct Administration to continue to prepare asset management plans and additionally prepare a comprehensive State of Infrastructure report to

- inform and support the 2027-2036 Capital Improvement Program, long-term financial planning, and future Operating Budget deliberations; and
- 4. Affirm Council’s commitment to evidence-based infrastructure decision-making, risk management, and long-term sustainability through continued investment in asset management capacity and reporting.

Prior to a vote on the Main Motion, Councillor Dodic introduced the following Referral Motion:

Moved By Councillor Dodic

Refer this Official Business Motion as a new initiative to the 2027 Operating Budget Deliberations in June 2026 for consideration by Council.

- In Favor (8): Mayor Hyggen, Acting Mayor Crowson, Councillor Beeber, Councillor Campbell, Councillor Dodic, Councillor Doria, Councillor Parker, and Councillor Wolfe
- Opposed (1): Deputy Mayor Schmidt-Rempel

CARRIED (8 to 1)

7. BYLAWS

7.1 Bylaw 6518 – Procedure Bylaw Amendment

Moved By Councillor Parker

BE IT RESOLVED THAT Bylaw 6518 – Procedure Bylaw Amendment be given second reading.

- In Favor (7): Mayor Hyggen, Councillor Beeber, Councillor Campbell, Councillor Dodic, Councillor Doria, Councillor Parker, and Councillor Wolfe
- Opposed (2): Acting Mayor Crowson, and Deputy Mayor Schmidt-Rempel

CARRIED (7 to 2)

Moved By Councillor Parker

BE IT RESOLVED THAT Bylaw 6518 - Procedure Bylaw Amendment be given Third reading, and the Mayor and City Clerk be authorized to sign and seal the same.

- In Favor (7): Mayor Hyggen, Councillor Beeber, Councillor Campbell, Councillor Dodic, Councillor Doria, Councillor Parker, and Councillor Wolfe
- Opposed (2): Acting Mayor Crowson, and Deputy Mayor Schmidt-Rempel

CARRIED (7 to 2)

Council received for the Corporate Council Record an amended 2026 Council and Community Issues Committee meeting calendar provided by Administration.

Moved By Councillor Parker

MOTION ARISING

BE IT RESOLVED THAT the 2026 Council and Community Issues Committee Meeting Calendar be adopted as presented in the provided Option.

- In Favor (6): Mayor Hyggen, Councillor Beeber, Councillor Campbell, Councillor Dodic, Councillor Doria, and Councillor Parker
- Opposed (2): Acting Mayor Crowson, and Deputy Mayor Schmidt-Rempel

CARRIED (6 to 2)

8. COMMITTEE SUBMISSIONS

9. ADMINISTRATION PRESENTATIONS

9.1 City Council Strategic Planning Process

Moved By Councillor Campbell

BE IT RESOLVED THAT City Council direct Administration to deliver Council Strategic Planning in 2026 as presented.

- In Favor (6): Mayor Hyggen, Councillor Beeber, Councillor Campbell, Councillor Dodic, Councillor Doria, and Councillor Parker
- Opposed (2): Acting Mayor Crowson, and Deputy Mayor Schmidt-Rempel

CARRIED (6 to 2)

9.2 18th Street Functional Planning and Design Study Update

Moved By Councillor Parker

BE IT RESOLVED THAT we do now enter a Closed Meeting at 2:38 P.M. to discuss confidential matters with respect to 9.2 as per Sections 19 (Harmful to Business Interests of a Third Party), 28 (Local Public Body Confidences), and 29 (Advice from Officials) of the *Access to Information Act*.

In Favor (8): Mayor Hyggen, Acting Mayor Crowson, Councillor Beeber, Councillor Campbell, Councillor Dodic, Councillor Doria, Councillor Parker, and Deputy Mayor Schmidt-Rempel

CARRIED (8 to 0)

Moved By Councillor Parker

BE IT RESOLVED THAT we do now adjourn the Closed Meeting at 3:02 P.M.

In Favor (8): Mayor Hyggen, Acting Mayor Crowson, Councillor Beeber, Councillor Campbell, Councillor Dodic, Councillor Doria, Councillor Parker, and Deputy Mayor Schmidt-Rempel

CARRIED (8 to 0)

Moved By Councillor Dodic

BE IT RESOLVED THAT City Council:

1. Cancel the Capital Project C-17 18th St Functional Planning & Design Study and do not bring this project to the next CIP deliberations;
2. Remove from the existing 2021-2026 segments of the 2022-2031 Capital Improvement Program cycle any planning, design construction and lifecycle projects that contain bike lanes on the roads; and
3. For sections C & D of the 2027-2036 Capital Improvement Program budget deliberations, that no future requests for funds for bike lanes will be considered;

excepting any bike associated projects on pathways that have been identified as a multi-use pathway; and

FURTHER BE IT RESOLVED THAT Council direct the closed session discussions and presentations remain confidential pursuant to Sections 19 (Harmful to Business Interests of a Third Party), 28 (Local Public Body Confidences), and 29 (Advice from Officials) of the *Access to Information Act*.

- In Favor (6): Mayor Hyggen, Acting Mayor Crowson, Councillor Campbell, Councillor Dodic, Councillor Doria, and Councillor Parker
- Opposed (2): Councillor Beeber, and Deputy Mayor Schmidt-Rempel

CARRIED (6 to 2)

10. ADMINISTRATION SUBMISSIONS

11. ADMINISTRATIVE INQUIRIES AND RESPONSES

11.1 City Supports for Joint Ventures

12. CITY COUNCIL UPDATES

12.1 Councillor Crowson - Council Updates

12.2 Councillor Beeber - Chinook Arch Library System Board Report

12.3 Deputy Mayor Schmidt-Rempel - AB Municipalities Meetings and Trainings, Appointment to Inter-City Forum on Social Policy as AB Municipalities Rep, FCSS Meetings in Lethbridge, Police Commission elected Doug Thornton as Chair, School Accelerator Program, Barriers to Youth finding employment.

12.4 Mayor Hyggen - Economic Development Lethbridge minutes not being circulated to Council members

13. PUBLIC HEARING - 3:00 P.M.

14. CONFIDENTIAL REPORTS

Moved By Acting Mayor Crowson

BE IT RESOLVED THAT we do now enter a Closed Meeting at 3:22 P.M. to discuss confidential matters with respect to item 14.2 as per Sections 26 (Harmful to Intergovernmental Relations) of the *Access to Information Act*.

- In Favor (8): Mayor Hyggen, Acting Mayor Crowson, Councillor Beeber, Councillor Campbell, Councillor Dodic, Councillor Doria, Councillor Parker, and Deputy Mayor Schmidt-Rempel

CARRIED (8 to 0)

Moved By Councillor Campbell

BE IT RESOLVED THAT we do now adjourn the Closed Meeting at 3:54 P.M.

In Favor (8): Mayor Hyggen, Acting Mayor Crowson, Councillor Beeber, Councillor Campbell, Councillor Dodic, Councillor Doria, Councillor Parker, and Deputy Mayor Schmidt-Rempel

CARRIED (8 to 0)

14.1 18th Street Functional Planning and Design Study Update (ATIA Sections 19, 28 and 29)

(City Manager, City Clerk, Legislative Services Manager, Chief Financial Officer, Director of Corporate Services, Director of Community Services, Director of People and Partner Services, A/Director of Infrastructure Services, Director of Legal Services, General Manager - Transportation and Transit, Transportation Engineer)

Refer to item 9.2.

14.2 Intergovernmental Relations Matter (Verbal) (ATIA Section 26)

A confidential letter was received for the Council Corporate Record.

Moved By Mayor Hyggen

BE IT RESOLVED THAT Council authorize the Mayor to send a letter of response to the Intergovernmental Partner discussed in Closed Session; and

FURTHER BE IT RESOLVED THAT City Council direct that the Closed Session discussions and document pertaining to the Intergovernmental Relations Matter (Verbal) remains confidential as per Section 26 (Harmful to Intergovernmental Relations) of the Access to Information Act.

In Favor (8): Mayor Hyggen, Acting Mayor Crowson, Councillor Beeber, Councillor Campbell, Councillor Dodic, Councillor Doria, Councillor Parker, and Deputy Mayor Schmidt-Rempel

CARRIED (8 to 0)

15. CITY COUNCIL NOTICES OF MOTION

15.1 Advocacy on Behalf of Lethbridge Residents related to the Assured

Income for the Severely Handicapped Act and Alberta Disability Assistance Program

This item will be considered February 24, 2026.

16. ADJOURNMENT

Mayor Hyggen declared the meeting adjourned at 3:56 P.M.

Mayor

City Clerk



Number	Future Meeting Item Directed To (or Through)	Date Directed to Return	Item	Date of Request / Deferral	Direction
1.	City Council	Q2 2026	Social Uses Considerations Incorporated into New Land Use Bylaw	February 27, 2024	Refer First Reading of the proposed Phase 1 amendments to Land Use Bylaw 6300 to Administration for incorporation into the new proposed Land Use Bylaw, to be presented for Council's consideration by Q2 2026 or as soon as possible, thereafter.
2.	Community Issues Committee	Summer 2026	Downtown Bike Lane Usage	May 14, 2024	Administration to return to an Assets and Infrastructure Standing Policy Committee meeting in summer 2026 with a report on the downtown bike lane usage, safety, and other issues encountered and any modifications to address issues
3.	Community Issues Committee	Q4 2025 February 26, 2026 April 30, 2026	Bylaw 4890 – Galt Museum and Archives Bylaw	July 15, 2025 December 2, 2025 February 10, 2026	direct Administration to prepare amendments to Bylaw 4890 (Galt Museum and Archives Bylaw), as noted in Option 1 of the Closed report Council defer the date of return for Bylaw 4890 – Galt Museum and Archives Bylaw to the February 26, 2026 Governance Standing Policy Committee meeting from Q4 2025 Council defer the date of return for Bylaw 4890 – Galt Museum and Archives Bylaw to the April 30, 2026 Governance Standing Policy Committee meeting from the February 26, 2026 Governance Standing Policy Committee
4.	Community Issues Committee	2025 Q1 2026	New Council Policy - Civic Arts Policy	June 11, 2024 December 2, 2025	Administration to develop a Civic Arts Policy to return to the Governance Standing Policy Committee in 2025 Council defer the date of return of the New Council Policy – Civic Arts Policy to a Q1 2026 Governance Standing Policy Committee meeting from 2025
5.	Community Issues Committee	2025 Q1 2026	New Council Policy - Cultural Heritage Policy	June 11, 2024 December 2, 2025	Administration to develop a Cultural Heritage Policy to return to the Governance Standing Policy Committee in 2025 Council defer the date of return of the New Council Policy – Cultural Heritage Policy to a Q1 2026 Governance Standing Policy Committee meeting from 2025
6.	Community Issues Committee	Q1 2026	New Council Policy - Service Level Policy	September 16, 2025	City Council refer a discussion on a Service Level Policy to the Governance Standing Policy Committee by end of Q1 2026.
7.	Community Issues Committee	Q1 2026	Policy CC80 – Decorative Crosswalks	September 16, 2025	Policy CC80 – Decorative Crosswalk be reviewed either immediately after the completion of the City of Edmonton Crosswalk Study, or by the end of Q1 2026, whichever is earliest.
8.	Community Issues Committee	Spring 2026	Snow and Ice – Service Level Review	June 10, 2025	proceed with Option 1 on a trial basis for the 2025/2026 winter season, and report back on the results of the four-year trial of Snow and Ice Control Services Level Changes at a Governance Standing Policy Committee in spring of 2026.
9.	Community Issues Committee	Q4 2026	New Council Policy - New CAO Hiring Policy	September 16, 2025	Administration to: <ol style="list-style-type: none"> 1. Prepare a Chief Administrative Officer Hiring Policy as in Attachment 5, including information regarding an interim Chief Administrative Officer, 2. Prepare amendments to Bylaw 6250 Procedure Bylaw, as proposed in the attached report regarding the mandate of the Governance Standing Policy Committee, and 3. Return to a Governance Standing Policy Committee by Q4 2026.
10.	Community Issues Committee	Q1 2026	Non-Profit Affordable Housing Tax Rebate Grant Program	April 9, 2024 October 10, 2024	Following planned engagements with key stakeholders, by the end of 2024, with funding options and recommendations for a Non-Profit Affordable Housing Tax Rebate Grant Program for consideration. BE IT RESOLVED THAT the Economic and Finance Standing Policy Committee recommend that City Council:



					<p>1. Direct Administration to return to an Economic and Finance SPC in Q1 2026, or earlier, following implementation of the Government of Alberta's Bill 20: Municipal Affairs Statute Act, 2024 with an overview of its impact on a municipal tax rebate program, and funding options for Council consideration; and</p> <p>Utilize the drafted program guiding principles, as provided in Attachment 1, to evaluate any requests for funding in lieu of 2024 property taxes for affordable housing, should they arise.</p>
11.	Community Issues Committee	Q1 2026	Long-Term Financial Sustainability Framework	June 10, 2025	<p>Administration to develop a Long-Term Financial Sustainability Framework to formalize the longstanding financial principles and practices that guide the organization in making financial decisions that ensure its long-term financial sustainability while allowing for flexibility for future Councils to achieve their strategic vision; and</p> <p>Administration present the new Long-Term Financial Sustainability Framework to Economic & Finance Standing Policy Committee for consideration by the end of Q1 2026.</p>
12.	Community Issues Committee	September 11, 2025 Q1 2026	Tax and Assessment notice options	March 25, 2025 September 16, 2025	<p>Council refer to Administration the Tax and Assessment Notices Report to return to an Economic and Finance Standing Policy Committee Meeting, no later than the end of Q1 2026, for a decision incorporating the information the Committee provided Administration at today's meeting</p>
13.	Community Issues Committee	Q1 2026	KPMG EDL Recommendations/ Fee-for-Service Cost Benefit Analysis (EDL and Tourism Lethbridge)	February 15, 2023 July 23, 2024 October 10, 2024	<p>Administration to with EDL and Tourism.</p> <p>Administration to return to the October 10th, 2024 meeting of the Economic & Finance Standing Policy Committee with a report considering the KPMG Report recommendations for Economic Development Lethbridge discussed at the July 23rd, 2024 meeting of City Council and the information requested above.</p> <p>BE IT RESOLVED THAT the Economic and Finance Standing Policy Committee recommend that Council direct Administration to conduct and complete the reviews for Economic Development Lethbridge and Tourism Lethbridge, as outlined within the attached Draft Fee for Service Cost Benefit Analysis Review Plans:</p> <ul style="list-style-type: none"> • Economic Development Lethbridge Fee For Service Cost Benefit Review Plan (Attachment 1) • Tourism Lethbridge Fee For Service Cost Benefit Review Plan (Attachment 4) <p>and return to Council, through an Economic and Finance Standing Policy Committee, with the findings no later than Q1 of 2026.</p>
14.	Community Issues Committee	Q1 2025 Q2 2025 September 11, 2025 Q2 2026	Policies and Procedures – Outcome of LDE 3 rd Party Review	December 10, 2024 December 12, 2024 March 11, 2025 June 10, 2025 September 16, 2025	<p>Administration develop a recommended implementation plan and schedule for these policy and procedure amendments for consideration by the Economic & Finance Standing Policy Committee before the end of Q1 2025.</p> <p>defer the date of return for the Policies and Procedures – Outcomes of LDE 3rd Party Review from Q1 2025 to a Q2 2025 meeting of Economic and Finance Standing Policy Committee</p> <p>Council defer the date of return for the Policies and Procedures – Outcomes of LDE 3rd Party Review from Q2 2025 to the September 11, 2025 meeting of the Economic and Finance Standing Policy Committee.</p> <p>defer the date of return for the Policies and Procedures – Outcome of LDE 3rd Party Review to an Economic and Finance Standing Policy Committee meeting at the end of Q2 2026</p>
15.	Community Issues Committee	Q2 2026 Q3 2026	Surplus City Owned Property	September 16, 2025 February 10, 2026	<p>Administration to:</p> <p>2. Complete additional due diligence for the nine properties listed on slide 5 of confidential Attachment 3 and return to Council in Q2 2026 with a status update</p>



					Council defer the date of return for Surplus City Owned Property to a Q3 2026 meeting of the Economic and Finance Standing Policy Committee from a Q2 2026 Economic and Finance Standing Policy Committee meeting
16.	Community Issues Committee	Q3 2026	City's Economic Development Strategy	June 24, 2025	Direct Administration to incorporate the outcomes from the workshop into the update to the City's Economic Development Strategy and return to a future 2026 public Economic Standing Policy Committee by Q3 2026; and Host a community stakeholders workshop and undertake a community stakeholder survey
17.	Community Issues Committee	November 2026 <i>(18 months from May 27, 2025)</i>	Business Development, Expansion, & Retention Incentive Program	May 27, 2025	return to the Economic and Finance Standing Policy Committee within 18 months of the implementation of this program with any results and potential recommendations for their consideration.
18.		2027 Operating Budget Deliberations (June 2026)	Increasing Asset Management	February 10, 2026	Refer this Official Business Motion as a new initiative to the 2027 Operating Budget Deliberations in June 2026 for consideration by Council
19.	Community Issues Committee	2027-2031 Operating Budget Review	Transit Review	November 14, 2023	Refer budget initiative C-7.2 Lethbridge Transit Fare Decrease and N-25 Addressing Increased Access-A-Ride Demand to Administration to bring forward to the 2027-2030 Operating Budget deliberations; and Review possible fare structure changes to bring forward for the 2027-2030 Operating Budget deliberations;
20.	Community Issues Committee	2027-2031 Operating Budget Review	New Council Policy - Pay As You Go		bring forward a Pay As You Go initiatives requiring Operating Budget changes to be submitted to future Operating Budget deliberations.
21.	Community Issues Committee	Q2 2027	Review of Fees and Charges	December 2, 2025	Administration provide a report to Economic & Finance SPC by Q2 2027 detailing a rationale for each fee, benchmarking against comparable municipalities, and recommendations for adjustment or elimination where appropriate to be considered as part of the 2028-2031 Operating Budget deliberations, as well as a timeline for this to occur in the future, and a listing of user fees, charges and rate structures are summarized and published in one convenient location or document.

Regular Reporting:					
	City Council	Semi-Annually	City of Lethbridge Employee Staffing Statistics	December 2, 2025	<p>following criteria:</p> <ul style="list-style-type: none"> 1. Employment Type: <ul style="list-style-type: none"> a. Permanent Full-time employees b. Non-permanent Employees, to include seasonal, casual and term employees 2. Departmental Breakdown: <ul style="list-style-type: none"> a. Number of employees in each department, classified by the employment types listed above <p>Administration to provide reporting on the benchmark information above, semi-annually, until the end of this Council term, to support ongoing monitoring of workforce composition and departmental staffing levels over time, and that the reporting period as well as any relevant definitions or classifications used to distinguish between full-time, part-time, and term positions, are included.</p>



	Community Issues Committee	Quarterly	Encampment Strategy Reporting	July 15, 2025	Reporting quarterly
	Community Issues Committee	Three Times a Year	Inter-City Forum on Social Policy	February 11, 2025	Council appointee to the ICFSP report back to the Safety and Social Standing Policy Committee three times per year.
	Community Issues Committee	Regularly	Chinook Arch Regional Library System	December 10-12, 2024	Safety and Social Standing Policy Committee to receive regular reports and communications from the Chinook Arch Regional Library System (CARLS) board member
	Community Issues Committee	Monthly	EventCo Monthly Operating Report	September 16, 2025	Require EventCo to submit to City Council through the Economic & Finance SPC the following: 1. EventCo Monthly Operating Report commencing with the financial month end of October 31, 2025 and continuing for each month thereafter
	Community Issues Committee	Annually	EventCo Annual Audited Financial Statements	September 16, 2025	Require EventCo to submit to City Council through the Economic & Finance SPC the following: 2. EventCo Annual Audited Financial Statements submission will begin for the 2025 fiscal year

As of February 17, 2025 - RW



Economic and Finance Standing Policy Committee

Report

February 12, 2026

Corporate Services-2026-0001

2026 Airport Workplan

Name Cameron Prince

Department Corporate Services

Submitted By Mayor Hyggen, Chair – Economic & Finance Standing Policy Committee

Recommendation of Economic & Finance Standing Policy Committee:

BE IT RESOLVED THAT City Council receive the Lethbridge Airport – 2026 Airport Workplan report as information.

Vote:
7-0

Councillors Campbell and Wolfe Absent

Summary

This presentation provides Economic and Finance Standing Policy Committee members with an update on the status of the airport operating budget and capital reserve, work completed in 2025, and the 2026 strategic roadmap.

Recommendation(s)

BE IT RESOLVED THAT City Council receive the Lethbridge Airport – 2026 Airport Workplan report as information.

Financial

N/A

Background and Prior Decisions

- The City of Lethbridge acquired the airport in 2018.

- At the time of acquisition, the airport had service from two airlines operating several flights per day using aircraft ranging from 19-50 seats:
 - Air Canada (via Air Georgian/Jazz)
 - WestJet (via Pacific Coastal)
- The airport reached its highest passenger volume in 2019 with approximately 104,000 passengers.
- Further investigation into potential land development found that the wastewater system is already at or nearing max capacity. Without a significant investment in underground infrastructure, the land can only support businesses with little to no wastewater requirements, severely limiting marketability.
- Air Canada exited the Lethbridge market shortly before the COVID-19 pandemic.
- Lethbridge Airport continues to support non-commercial aviation, including:
 - Medevac operations
 - Flight training
 - Agricultural aviation
 - Private air charters
- Post COVID, aircraft movements have increased each year, with 2024 marking the highest recorded movements.
- In 2022, major renovations to modernize the terminal and improve passenger safety and comfort were completed.
- Airlines are moving to larger aircraft and reduced flight frequency due to lower cost per seat.
- In Fall 2024, WestJet ended its partnership with Pacific Coastal and transitioned Lethbridge service to 78 seat aircraft, reducing service to one flight per day.
- In July 2025, a presentation was given to Economic and Finance SPC to provide an update on the air service strategy and included a Q&A session with a senior manager from WestJet.
- A contract was awarded to a consultant in spring 2025 to complete a market analysis and leakage study with results received in fall 2025. This data is critical in determining the potential viability of a route.

Engagement

Lethbridge Airport continues to engage with local stakeholders to build market intelligence and collaborate on marketing efforts.

Recommendation and Option(s) Analysis

Administration recommends that Economic and Finance Standing Policy Committee receive this presentation for information.

Attachment(s)

1. 2026 Airport Workplan – presentation

Link(s)

- 1.

- 2.
- 3.



2026 Airport Workplan

Economic & Finance SPC

February 12, 2026

Agenda

1. Business Justification & Goal Review
2. Progress Made
3. Roadmap 2026
4. Immediate & Future Steps
5. Monitoring & Evaluation

YQL 2018-2024

RECENT HISTORY

Acquisition & Peak

- City acquired airport from Lethbridge County in 2018
- Supported Air Canada & WestJet with multiple daily flights
- Passenger volume peaked at ~104,000 in 2019 before COVID and Air Canada's exit

Diversification & Growth

- Airport continues Medevac, Flight School, Agriculture, and Private Charters
- Aircraft movements have grown annually, hitting a record in 2024

Upgrades & Industry Shifts

- 2022 terminal modernization
- Airlines retired smaller aircraft, consolidated hubs, and cut regional routes
- In 2024, WestJet upscaled to 78-seat aircraft, reducing service to one flight per day

Business Justification

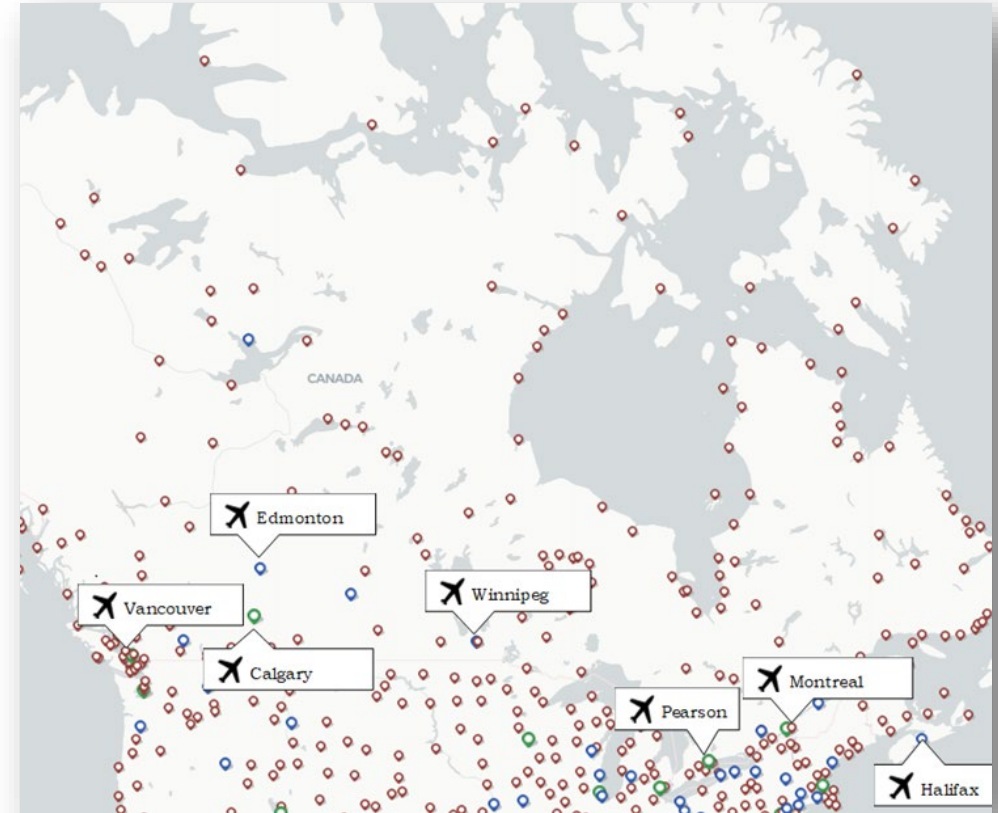
- Airport Reserve anticipated to be depleted by 2029, threatening operational viability
- To stabilize the Reserve, additional one-time funding in the 2028 Operating Budget would be required
- Non-aeronautical revenue (land leases, utilities) has increased year-over-year since 2019 (~25% increase)
- Proportion of revenue from aeronautical sources remained consistent (~45%) between 2022-2024 before reduction in number of flights
- Systemic challenges with regional airports in Alberta
- **Significant constraints on land development growth based on heavy servicing costs**



Regional Air Service – A National Challenge

- Canadian regional airports are experiencing major declines in service
- Regional flight frequencies have fallen to 64% of 2014 levels; domestic connectivity has dropped by 10-13% since 2019
- Airlines are consolidating around major hubs, retiring smaller aircraft, reducing frequencies, and exiting low-yield regional routes
- Trends reflect market forces, not municipal performance

Source: Canadian Airports Council / InterVISTAS 2025



2026 Airport Workplan Goals

- 1. Stabilize airport reserve & grow revenue**
air & non-air
- 2. Maintain Airport Viability**
explore pathways to enhance connectivity and better meet resident and business needs



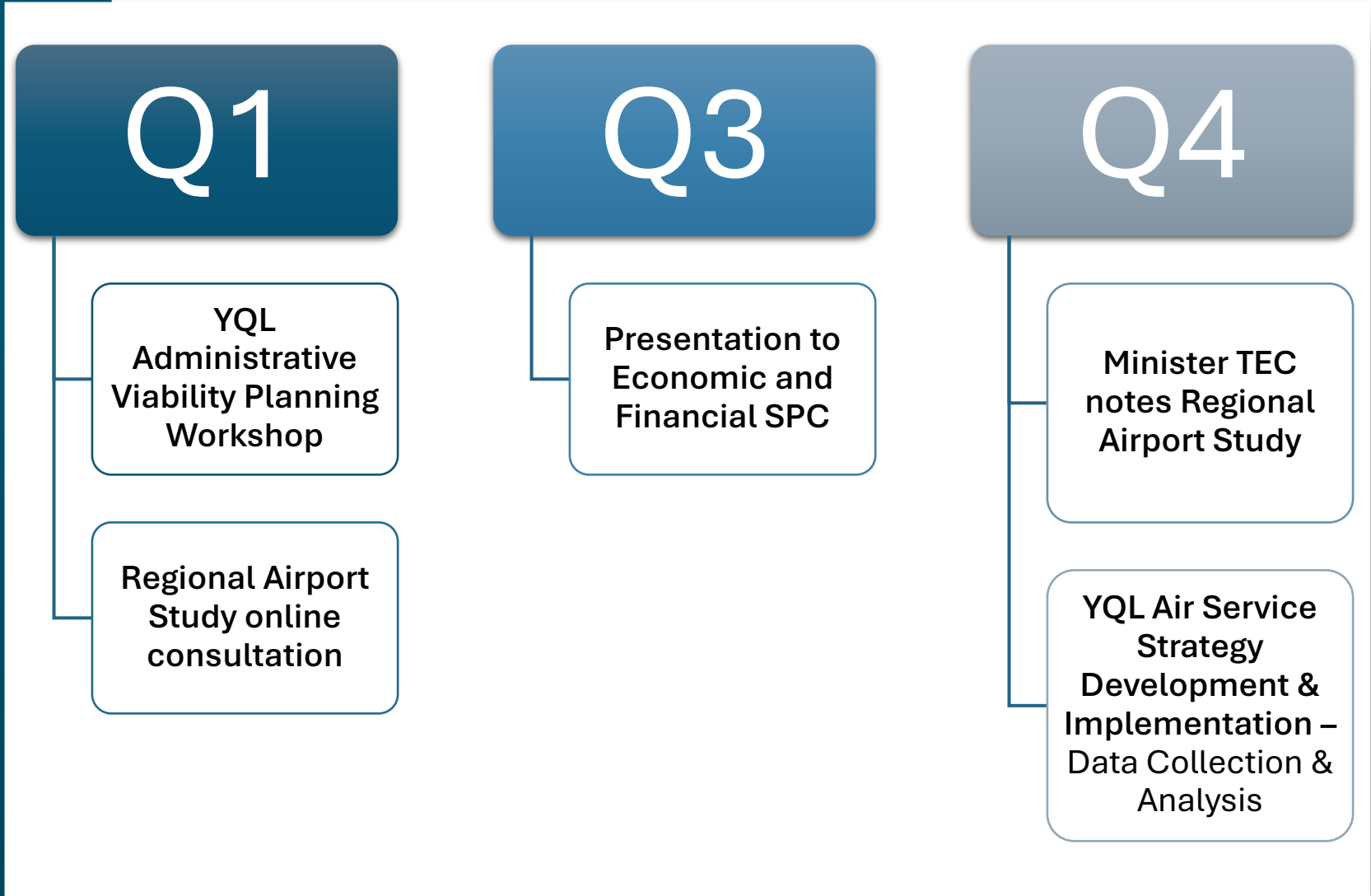
Alberta's Support for Regional Airports (2022–2025)

- Successive mandate letters (2022-2025) have directed the Minister of Transportation and Economic Corridors to strengthen regional aviation
- We continue to communicate with the Province and look forward to additional progress on this file



YQL 2025 Year in Review

VIABILITY PLANNING AND
DATA COLLECTION

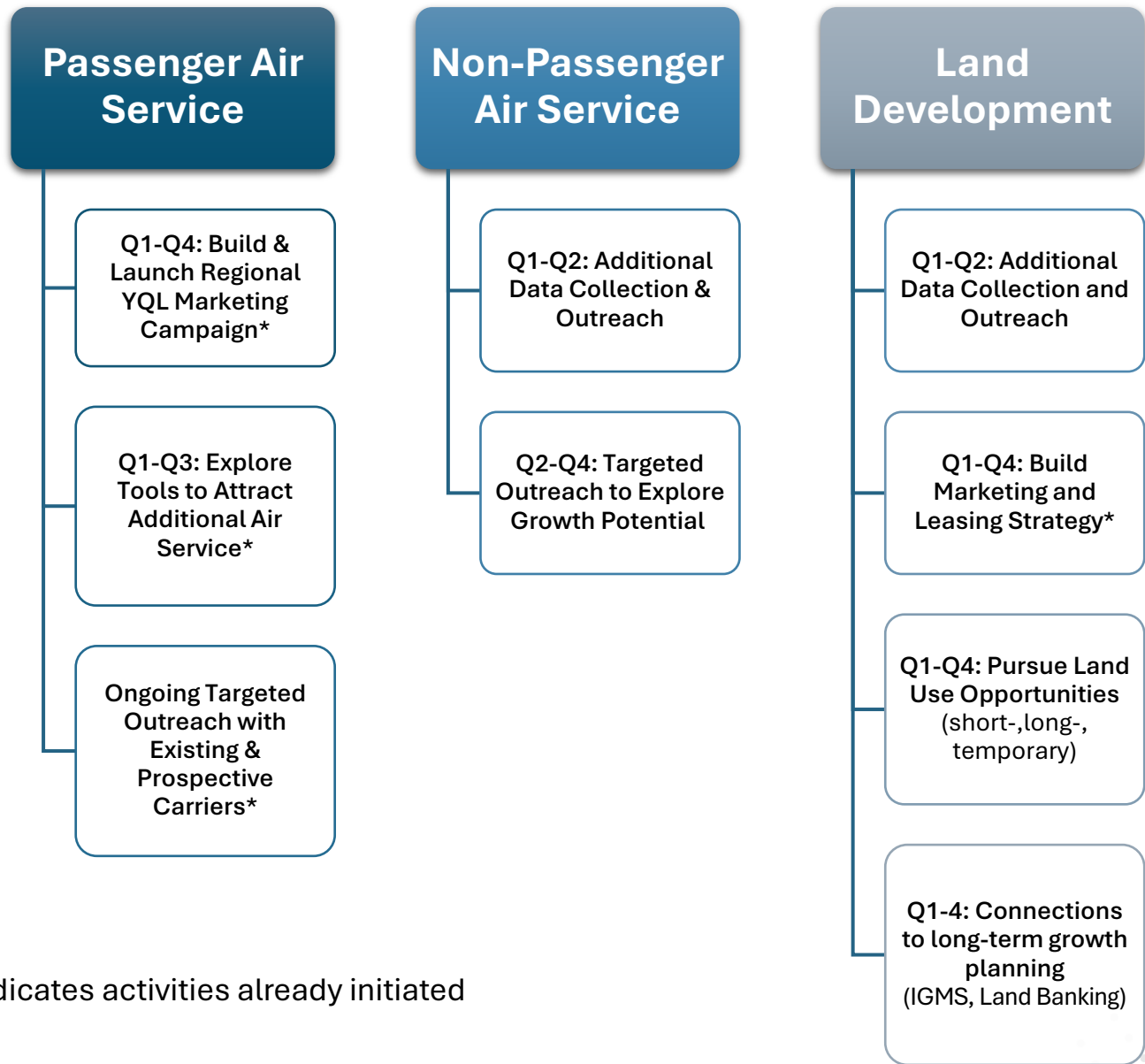


Impacts of Recent Service Changes

- **Passenger Traffic:**
Remains steady since the change
- **Reliability:**
Significant improvement, fewer cancellations and delays
- **Community Perception:**
There are still pervasive challenges based on previous service model and current scheduling

As quality improves, ridership is expected to rise

2026 Roadmap



* indicates activities already initiated

Monitoring & Evaluation

2026 success looks like:

- Marketing & sales strategy built, implemented, and monitored
- Alignment with Council's Economic Development Strategy & Advocacy Priorities
- Improved community awareness and perception
- Exploring new and strengthened partnerships

2026-2029 success looks like:

- Stabilize Reserve
- Grow Revenue (passenger, non-passenger, land revenue)
- Maintain Airport Viability - enhanced connectivity and fiscal sustainability
- Strong collaborative partnerships

What's next

- **Semi-annual check-in with Council**
- Continue to work with the Province
- Continue to engage industry experts, especially on passenger air service
- Launch regional marketing campaign to boost use of YQL's existing flight service



CITY OF
Lethbridge

ECONOMIC SPC REPORT

Date of Meeting March 12, 2026

Subject Targeted Redevelopment Incentive Policy Municipal Incentive –1200 Block 3 Avenue South

Submitted By Mayor Hyggen, Chair – Economic & Finance Standing Policy Committee

Recommendation of Economic & Finance Standing Policy Committee:

THAT Council:

Item #1
Deny the targeted redevelopment incentive application for the 1200 Block redevelopment on 3 Avenue South as there is currently no funding approved to support the application.

Vote:
6-2

Item #2
Put the Grant Stream of the TRIP program on hold, and no future applications are accepted until the policy has been reviewed and updated and funding has been allocated.

Vote:
8-0

Submitted By Crystal Scheit, Urban Revitalization Manager

Summary

The [Targeted Redevelopment Incentive Policy \(CC53\)](#) was approved by Council for the purpose of promoting new construction or major renovation of medium to large scale commercial, retail, and mixed-use building projects that generate significant and ongoing expansion to the assessment base in the downtown core.

An application for a significant redevelopment project on the 1200 Block on 3 Avenue South has been received and reviewed by Administration. The proposed project does meet all the eligibility criteria of the CC53 TRIP Policy. Although the property meets the eligibility requirements the City currently does not have approved allocated funding for the Grant Stream of the TRIP program and therefore is not recommending approval of the application.

The grant-based incentive stream was selected due to challenges with multi-national tenants and the current way the TRIP incentive is structured. The grant will reflect a value equal to that of a municipal tax cancellation based on the municipal tax on the increased assessment value (incremental change) resulting from construction, NOT based on a full tax cancellation. The base value to calculate the incremental change was established at the pre-construction value of \$1,494,000.

With a building construction value estimated at \$6,500,000, the project would qualify for an incentive period of eight years with the maximum TRIP Policy incentive of \$2,000,000. Administration estimates the value of the incentive to be \$1,041,484 based on (\$130,185/year) over eight years. The actual value will be calculated when the redevelopment is complete, and the true post assessment value has been given by the City of Lethbridge Tax and Assessment department.

The municipal TRIP Policy incentive is equal to the municipal tax on the increased assessment value (incremental change) resulting from construction, NOT a full tax cancellation.

Recommendation(s)

The Economic Standing Policy Committee recommends that Council:

- 1. Deny the targeted redevelopment incentive application for the 1200 Block redevelopment on 3 Avenue South as there is currently no funding approved to support the application.
- 2. Put the Grant Stream of the TRIP program on hold, and no future applications are accepted until the policy has been reviewed and updated and funding has been allocated.

Financial

Administration to submit to Council a yearly report on the number of properties qualifying for tax cancellations and total municipal tax cancellations associated with CC53. A separate budget item has been established to show the municipal tax cancellations.

The estimated value of the TRIP Policy incentive based on information provided in the application and administrations projection is \$1,041,484 in one time funding.

The actual value will be calculated when the redevelopment is complete, and the true post assessment value has been given by the City of Lethbridge Tax and Assessment department.

Strategic Alignment

Economically Prosperous – actively encourage the development and diversification of the local economy.

Background and Prior Decisions

- Section 347 of the Municipal Government Act Grants City Council authority to cancel, reduce, refund or defer taxes.

Cancellation, reduction, refund, or deferral of taxes

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

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

(2) *A council may phase in a tax increase or decrease resulting from the preparation of any new assessment.*

- 2015 - Policy CC53 approved as part of a package of incentives to assist in Downtown revitalization
- 2017 – Policy CC53 amended to broaden scope of eligibility and lower the investment threshold.
- 2018 – Policy CC53 amended to address some additional barriers to successfully implementing the program as desired.
- May 13, 2019 – First cancellation approved by City Council for a significant medical office project at 608 5 Avenue South.
- November 2, 2020 – Administration presents an expanded development-based incentive program as part of economic recovery efforts for business owners and investors, including additional \$1M in funding for a new ‘grant’ stream for TRIP.
- March 23, 2021 – Three additional TRIP Policy incentives approved by City Council at 316 5 Street South, 704 4 Avenue South (grant-based stream), and 1244 3 Avenue South.
- June 15, 2021 – Grants and Incentives update provided to Economic SPC including status of approved and pending TRIP projects.
- June 15, 2022 – Grants and Incentives update provided to Economic SPC.
- October 11, 2022 – Six additional TRIP Policy incentives approved by City Council at 319 6 Street South, 321 8 Street South, 622 3 Avenue South, 507 6 Avenue South, 702 3 Avenue South, and 1004 1 Avenue South.

- July 11, 2023 – Two additional TRIP Policy incentives approved by City Council at 601 6 Avenue South and 411 3 Avenue South.
- October 3, 2023 – TRIP Policy incentive was approved by City Council at 311 8 Street South.
- February 27, 2024- TRIP Policy incentive was approved by City Council at 413 5 Street South.
- January 21, 2025- TRIP Policy incentives were approved by City Council at 524/528/532 13 Street South, 537, 539 & 543 13 Street South, 510 6 Avenue South and 605 5 Street South.
- July 2025- Remaining available incentive funding allocated to support the 'grant' stream funded project was fully expended

Engagement

Engagement with Administration (Assessment & Taxation, Finance, Solicitors Office), and the applicant.

Recommendation and Option(s) Analysis

The proposed application does **not** have approved funding to support the application. The proposed application **does** meet the following eligibility criteria of CC53:

- Project consists of either a new building construction or significant renovation construction with a minimum reported construction value of \$500,000.

Option 1 (Recommended)

- Economic SPC recommends that the Council deny the targeted redevelopment incentive application for the 1200 Block 3 Avenue South as there is currently no approved funding to support the application.
- Economic Standing Policy Committee recommends that Council put the Grant Stream of the TRIP program on hold, and no future applications are accepted until the policy has been reviewed and updated and funding has been allocated.

Option 2

- Economic SPC recommends that the Council approve the targeted redevelopment incentive application for the 1200 Block 3 Avenue South as the proposed redevelopment is in alignment with the intent of Policy CC53 and has a minimum construction value of \$500,000. A one-time payment will be made to the applicant based on actual post assessed value of the property once the redevelopment has been completed which is estimated at \$1,041,484. The calculation for the total can be found in attachment 1.
- Economic Standing Policy Committee recommends that Council put the Grant Stream of the TRIP program on hold, and no future applications are accepted until the policy has been reviewed and updated and funding has been allocated.

Community/Citizen

- If Option 2 is approved, this will require funding from the Municipal Revenue Stabilization Reserve (MRSR) which will impact funding for other municipal projects.

Risk

- TRIP/CC53 is an active policy of City Council and as such is actively promoted by administration and economic development partners as an available incentive program for revitalization projects.
- Approving projects that do not have an approved funding source may be a reputational risk and could allow for other applicants to come forward with similar requests

Corporate

- Application approval carries with it responsibilities for administration to ensure funding is available to support the application.

Attachment(s)

1. TRIP Incentive Project Overview – 1200 Block 3 Avenue South
2. Targeted Redevelopment Incentive Program Policy

Targeted Redevelopment Incentive Program (TRIP) Project Overview

Address:	1251 3 AVE S
Applicant:	Concept Investment Partners Ltd.
District:	Warehouse
Stream:	Grant Funded

	Base Year	Non-Res	Multi Family	Residential	Total
Base Assessment Value:	2025	1,494,000	-	-	1,494,000
Estimated Construction Value:		6,500,000	-	-	6,500,000
Estimated Post Construction Assessment Value:		7,500,000	-	-	7,500,000

Incentive Period:

Would construction proceed in the absence of TRIP?

Project Description: Repurpose entire site for new commercial buildings.

The 20 Year Picture - Financial Estimates

Year from Start of Incentive	Property Assessment w/o Redevelopment	Municipal Tax w/o Redevelopment	Property Assessment w/ Redevelopment	Municipal Tax w/ Redevelopment	Cancelled	Estimated Net Tax
0	1,494,000	\$ 32,063.16	-	\$ -	-	\$ 32,063.16
1	1,494,000	\$ 32,383.80	7,500,000	\$ 162,569.26	130,185.46	\$ 32,383.80
2	1,494,000	\$ 32,707.63	7,650,800	\$ 167,496.36	130,185.46	\$ 37,310.90
3	1,494,000	\$ 33,034.71	7,727,300	\$ 170,862.86	130,185.46	\$ 40,677.40
4	1,494,000	\$ 33,365.06	7,804,500	\$ 174,295.58	130,185.46	\$ 44,110.12
5	1,494,000	\$ 33,698.71	7,882,600	\$ 177,800.16	130,185.46	\$ 47,614.70
6	1,494,000	\$ 34,035.69	7,961,400	\$ 181,373.35	130,185.46	\$ 51,187.89
7	1,494,000	\$ 34,376.05	8,041,000	\$ 185,018.63	130,185.46	\$ 54,833.17
8	1,494,000	\$ 34,719.81	8,121,400	\$ 188,737.27	130,185.46	\$ 58,551.81
9	1,634,000	\$ 38,353.08	8,202,600	\$ 192,530.56	-	\$ 192,530.56
10	1,650,300	\$ 39,123.02	8,284,700	\$ 196,402.18	-	\$ 196,402.18
11	1,666,800	\$ 39,909.33	8,367,500	\$ 200,348.74	-	\$ 200,348.74
12	1,683,500	\$ 40,712.28	8,451,200	\$ 204,376.35	-	\$ 204,376.35
13	1,700,300	\$ 41,529.74	8,535,700	\$ 208,484.03	-	\$ 208,484.03
14	1,717,300	\$ 42,364.41	8,621,100	\$ 212,675.62	-	\$ 212,675.62
15	1,734,500	\$ 43,216.61	8,707,300	\$ 216,950.12	-	\$ 216,950.12
16	1,751,800	\$ 44,084.13	8,794,300	\$ 221,308.98	-	\$ 221,308.98
17	1,769,400	\$ 44,972.31	8,882,300	\$ 225,758.74	-	\$ 225,758.74
18	1,787,000	\$ 45,873.84	8,971,100	\$ 230,295.90	-	\$ 230,295.90
19	1,804,900	\$ 46,796.68	9,060,800	\$ 234,924.56	-	\$ 234,924.56
TOTALS		\$ 767,320.04		\$ 3,752,209.25	\$ 1,041,483.68	\$ 2,742,788.74

20 yr. Difference: \$ 1,943,405.53 Net tax with redevelopment over 20 years less tax without redevelopment.

Grant Payment is: \$1,041,483.68

IMPORTANT NOTE: ALL NUMBERS ARE ESTIMATES AS ASSESSED VALUE WILL NOT BE KNOWN UNTIL PROJECT COMPLETION, ASSESSMENT VALUES HAVE THE POTENTIAL TO CHANGE EVERY YEAR, AND TAX RATES ALSO CHANGE EVERY YEAR.

COUNCIL POLICY

TARGETED REDEVELOPMENT INCENTIVE PROGRAM



Policy Number:	CC-53
Approved by:	City Council
Effective Date:	October 19, 2020
Next Revision Date:	October 19, 2024
Policy Owner:	Opportunity Lethbridge

PURPOSE

The Council of the City of Lethbridge has a broad mandate to provide good government, develop and maintain a safe and viable community and supply desirable and/or necessary services to the community.

The purpose of this policy is to provide an incentive for targeted redevelopment projects by reducing the effect of an increase in municipal taxes attributable to the differential between the pre-renovation assessment and the post-renovation assessment.

DEFINITIONS

Term	Description
13 Street North	The area of the City of Lethbridge that includes all properties that front on 13 Street North between 1 Ave North and 9 Ave North.
Area Redevelopment Plan	A detailed long-range plan adopted by City Council as statutory plan by by-law that coordinated the conservation of older neighborhoods from unsympathetic development proposals, and sets out the policies for the redevelopment of vacant and underutilized parcels of land and buildings.
Brownfield Property	A property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.
Comprehensive Site Plan	A detailed plan that includes the surrounding area of the project of at least one-city block including but not limited to location of buildings and structures, building envelopes, setbacks, common areas, parking, landscaping, etc. Details are at the discretion of the City Manager or designate.
Downtown	The area of the City of Lethbridge bounded by the following: Stafford Drive on the east, 6 Avenue South to the south, the Crowsnest Trail to the north, and the Oldman River Valley top-of-bank setback line to the west.

COUNCIL POLICY

TARGET REDEVELOPMENT INCENTIVE PROGRAM



Warehouse District	The area of the City of Lethbridge bounded by the following: Stafford Drive to the west; 3 Avenue to the south (including all properties front on 3 Avenue); Mayor Magrath Drive to the east; and Crowsnest Trail to the north.
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POLICY STATEMENT

It is the policy of the City of Lethbridge to establish an incentive for targeted redevelopment projects located in Lethbridge’s Urban Core districts, and/or classified as a brownfield property. The incentive is offered as a tax cancellation OR grant based on the increase in municipal taxes attributable to the differential between the pre-renovation assessment and the post-renovation assessment.

APPLICATION INFORMATION

- a) Applicants must ensure that the application form is complete including required supporting documents. Additional requirements and/or supporting documents may be required on a case-by-case basis at the discretion of the City Manager or delegate based on the nature of the work proposed. Incomplete applications will be returned to applicant.
- b) Once an application is deemed complete by the City Manager or delegate, the application will be time stamped and application will be presented to City Council for approval.

ELIGIBILITY CRITERIA

In order to qualify for funding under this policy, a project shall be subject to the following criteria:

- a) Qualified projects shall include developing, redeveloping, or renovating residential/commercial lands and buildings that are:
 - i. Located within one of Lethbridge’s urban core districts including Downtown, Warehouse District, or 13 Street North as defined; and/or
 - ii. Classified as a brownfield property.
- b) Projects shall consist of either new building construction or significant renovation construction in accordance with the following table:

Table 1: Incentive Table

COUNCIL POLICY

TARGET REDEVELOPMENT INCENTIVE PROGRAM



Verified Minimum Construction Value	Incentive Period	Maximum Annual Municipal Incentive	Maximum Total Municipal Incentive
\$500,000 - \$999,999	5 years	\$60,000	\$300,000
\$ 1,000,000 - \$3,999,999	6 years	\$83,333.33	\$500,000
\$4,000,000 - \$5,999,999	7 years	\$128,571.43	\$900,000
\$6,000,000 - \$7,999,999	8 years	\$159,375.00	\$1,275,000
\$8,000,000 - \$9,999,999	9 years	\$222,222.22	\$2,000,000
\$10,000,000 - \$11,999,999	10 years	\$250,000.00	\$2,500,000
\$12,000,000+	11 years	\$363,636.36	\$4,000,000

- c) Projects funded through the Targeted Redevelopment Program are eligible to access other City of Lethbridge incentives, however total combined City incentive funding for a project shall not exceed the total maximums outlined in Table 1, based on which incentive period they qualify for under. This condition is void 10 years after incentive period is complete.
- i. Example 1: If Project A is eligible for a 5 year incentive of \$30,000 annually (\$150,000 total), the project would be eligible for up to *\$150,000 in other incentive program funding*
 - ii. Example 2: If Project B is eligible for a 5 year incentive of \$60,000 annually (\$300,000 total), the project will have reached its maximums and would not be eligible for any additional incentive program funding.

RESPONSIBILITIES

City Council must:

- a. Approve the Targeted Redevelopment Incentive Program Policy;
- b. Approve the appropriate budget for the incentive program;
- c. Receive and approve/deny individual applications including appropriate funding source and level of funding;
- d. Review and evaluate the program outcomes

City Manager or delegate must:

- a. Coordinate policy administration, application and reporting processes;
- b. Identify funding source and establish a separate budget item in each year's budget to show the municipal tax cancellations and grants approved under this policy.

Applicant must:

- a. Have an ownership interest in the property to be constructed;
- b. Submit an application to City Manager or designate including construction cost budget;

COUNCIL POLICY

TARGET REDEVELOPMENT INCENTIVE PROGRAM



- c. Submit actual construction costs to City Manager or designate no later than January 31 of the year in which the incentive commences.

PROCEDURES

- a. The value of the incentive is based on the increase in municipal taxes attributable to the differential between the pre-renovation assessment and the post-renovation assessment in alignment with Table 1.
- b. The incentive will be offered in two streams, which must be identified in the application prior to project approval.
 - I. Stream A: For projects where ownership will be retained through application, construction, and incentive period. The incentive is offered as a municipal tax cancellation and only the registered owner(s) at the time of commencement of the project are eligible for the tax cancellation. If the subject property is subdivided by a registered plan, the municipal tax cancellation shall cease.
 - II. Stream B: For projects where ownership will be subdivided by registered plan, set up as a condominium with multiple owners or where registered ownership is planned to change during development or incentive period. The incentive is offered as a grant. If project transfers ownership, the initial registered owner(s) are afforded the opportunity for a limited assignment of the grant under the terms of the program to the initial purchases of each unit within a project. The assignment of the grant shall not apply to any subsequent sale of unit(s).
- c. The incentive period for an eligible property will commence on the first full tax year after the building has been approved for occupancy and shall cease at the end of applicable term.
- d. The incentive calculation is only applicable to the municipal portion of the tax, not to requisitioning bodies and special charges including BIA levies. Further, supplementary assessment and supplementary taxation of new improvements and excluded from any incentive calculations.
- e. Projects are required to be in compliance with the relevant City of Lethbridge statutory and non-statutory plans, bylaws, policies, permits, and approvals. If in an area where an approved Are Redevelopment Plan (ARP) is not in place, a comprehensive site plan must be provided with application

COUNCIL POLICY

TARGET REDEVELOPMENT INCENTIVE PROGRAM



- f. To be eligible, a property must not be in arrears in taxes, municipal utilities or any other municipal charge at any point during pre-construction, construction, or post-construction within the incentive period. Prior to any grant-based payment all municipal charges outlines must be paid in full.
- g. Projects(s) must commence no longer than two years following approval of the incentive of the incentive will be cancelled. The two-year period may be extended by the City Council at its absolute discretion
- h. Approval of the grant application is at the absolute discretion of the City and subject to the availability of funds. Should there be inadequate funding to meet demand, applications will be held in a queue and processed in chronological order as funding becomes available
- i. The City may terminate the grant at any time, if the applicant/owner breaches or does not fully satisfy any of the obligations and conditions of this policy, as determined by the City.
- j. In the event that the Property Owner does not meet the obligations of this policy, the incentive is void in its entirety.

POLICY REVIEW

This policy shall be reviewed by city council, once per term, as stipulated in *CC1 Policy Development, Implementation, And Evaluation*. The policy or associated procedures may be reviewed sooner if required due to changes in the business or risk environment.

SUPPORTING REFERENCES AND RESOURCES

- Municipal Government Act, RSA 2000 Chapter M-26
- Heart of Our City Master Plan
- Integrated Community Sustainability Plan/Municipal Development Plan
- Heritage Management Plan

REVISION HISTORY

Review Date	Description
Mar. 16, 2015	New Policy (Targeted Redevelopment Incentive Policy)

COUNCIL POLICY

TARGET REDEVELOPMENT INCENTIVE PROGRAM



Jul. 31, 2017	Revised to expand criteria, lower the minimum construction value, increase the total municipal tax cancellation benefit to \$4 million, and lower the minimum 3 storey requirement to 2 FAR
Aug. 20, 2018	Revised to change 2.0 FAR requirements to be a requirement for a minimum height of 2 storeys and to provide clarity on the procedure of incremental tax cancellation
Oct. 19, 2020	Revised to expand areas of eligible areas and brownfield sites; addition of lower construction value; ability to stack multiple grants

Moved by: Acting Mayor Crowson

OFFICIAL BUSINESS MOTION

Advocacy on Behalf of Lethbridge Residents related to the Assured Income for the Severely Handicapped Act and Alberta Disability Assistance Program

6.1

WHEREAS, the municipality of Lethbridge supports community well-being, and has a vested interest in ensuring that individuals with disabilities receive adequate financial support from other orders of government that lifts the recipients out of poverty and does not create new barriers to pursuing employment, and

WHEREAS residents of Lethbridge are concerned about the amendments to the AISH act that were legislated with the passing of Bill 12, primarily around lack of definitions about employability, the fact that there is no right to appeal placement on ACAP (Alberta Disability Assistance Program) and that benefits can be changed "by regulation" while regulations have not yet been created, and

WHEREAS persons with disabilities and disability advocates have noted that there was a lack of meaningful consultation:

THEREFORE, BE IT RESOLVED THAT That the Mayor, on behalf of City Council, advocate to the Government of Alberta to immediately pause implementation of the recent changes to the *Assured Income for the Severely Handicapped Act* and Alberta Disability Assistance program; and further, that the Government of Alberta undertake meaningful, accessible consultation with persons with disabilities, advocacy organizations, and community partners; and finally, that the Province publicly report on the social and economic impacts of these changes prior to moving forward.

From: [REDACTED]
To: [120 City Clerk Mailbox](#)
Subject: [External] Attention: City Council
Date: Friday, February 13, 2026 9:48:39 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To Whom it May Concern:

As parent and guardian of two disabled adults who are going to be severely negatively impacted by the proposed transfer to ADAP, PLEASE do everything you possibly can to advocate for my children and all the other individuals or their guardians who are being forced to prove all over again at great cost of time and emotional well-being that they need the full support of AISH vs the limitations of ADAP.

The way this change is being carried out is cruel. I have always told my kids that decisions should never be made about them without them. But that's exactly what this provincial government is doing. They have not heard the voices of those who will be impacted by their changes. Please request that the changes be postponed until the disabled community themselves can be consulted. Speak up for those who can't speak for themselves.

Please.

Erica Schaaf
Parent, Guardian, and Concerned Community Member

From: [REDACTED]
To: [120 City Clerk Mailbox](#)
Subject: [External] Attention: City Council
Date: Tuesday, February 17, 2026 9:11:50 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear city council,

I would like to share some thoughts regarding the motion to ask our provincial government to delay the implementation of ADAP. My brother is a 25-year-old with an intellectual disability, and a resident of Lethbridge. His transition from childhood and school supports into adulthood did not go smoothly - our mother passed away when he was 19, and we didn't realize right away how big of a role her support played in his ability to function in daily life. In her absence, he floundered.

All of this to say, it has taken us as a family until this past year to finally begin applying for the supports he needs to be successful and live a fulfilling life. We moved to Alberta from another province 4 years ago, so we were unfamiliar with what supports were available or what the process looked like. To say it is complicated would be an understatement! I believe I speak for many families of people with disabilities when I say that it is very hard to navigate all the applications associated with AISH, PDD funding, the Disability Tax Credit, the Canada Disability Benefit, guardianship, trusteeship, etc. We have faced complications and delays on numerous fronts and at times the process has been very discouraging. We had to look outside of Lethbridge to find a family doctor for him who was willing to fill out the medical forms. Several family members, including myself, have been putting in several hours every week for the last 7 months trying to get my brother the help he needs, and we are still nowhere near done.

One of my concerns with the implementation of ADAP is that it will add to the complexity of getting help that people with disabilities desperately need. I worry that the government of Alberta will look for any excuse to place people on ADAP rather than AISH, and that those affected won't have the resources to get the support they actually need. My brother is lucky - he lives with me and as such hasn't faced eviction or food insecurity as a result of his inability to work. He would not be able to seek help on his own. I fear for the members of our community who do not have a support system to lean on. I struggle to understand how anyone can live on the income provided by AISH in our current economic environment, and I fear for those who will be wrongfully automatically moved to ADAP and have to make do with \$200/month less than they currently receive.

Another big concern I have is that the ADAP program makes the assumption that those who are considered medically "able to work" are actually able to find and keep jobs. Before my brother's psych-ed evaluation, we believed him able to work and he and I put in great efforts to find employment for him. We put out dozens if not hundreds of applications, he had several interviews, he did an employability program designed to help young people connect with employers to get jobs, all to no avail. Lethbridge lacks employers willing to hire people with disabilities and allow supports to be in place so that they can keep their jobs despite challenges associated with their special needs.

I could also go on about the inevitable mental health crisis that will affect this already

vulnerable population when they are suddenly expected to find employment to survive, a nearly impossible task.

I actually believe ADAP could become a really positive support for those who need it. The principle behind the idea is a good one - allowing people with disabilities to earn more of their own income before it affects their benefits. However, the implementation is troublesome. The government of Alberta needs to take the time to consider these complexities and get more input from families like mine, or they run the risk of doing a lot of harm.

Thank you so much for reading, and for your thoughtful consideration.

Sincerely,

A solid black rectangular redaction box covering the signature area.

From: [REDACTED]
To: [Al Beeber](#); [Mark Campbell](#); [Belinda Crowson](#); [Rajko Dodic](#); [Rufa Doria](#); [Ryan Parker](#); [Jenn Schmidt-Rempel](#); [Ryan Wolfe](#); [Blaine Hyggen](#)
Cc: [120 City Clerk Mailbox](#)
Subject: [External] Feb.24 - ATTENTION: City Council re Notice of Motion (Feb.24; Item 15.1) re: AISH/ADAP
Date: Friday, February 13, 2026 2:19:03 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

A community is judged by how it treats its most vulnerable citizens.

I am writing to encourage all members of City Council to vote in favour of the Motion coming forward for vote at the February 24 Council meeting (Item 15.1). The Motion in question is moved by Belinda Crowson and speaks to "Advocacy on Behalf of Lethbridge Residents related to the Assured Income for the Severely Handicapped Act [AISH] and the Alberta Disability Assistance Program [ADAP]". As a city, as a community, we need to stand up and make sure we are advocating for ALL our citizens.

This change from AISH to ADAP for those relegated, through no fault of their own, to living on the most minimal of income support is unconscionable. The proposed changes provide no clear definitions of what constitutes employability. There are no appeal processes for ADAP placement. The benefits are so very easily changed by regulation rather than legislation where debate is required and representation can be made. If the provincial government had only consulted with those affected, their caregivers, and those involved in facilitating the disabled population in our community, some of these issues may have been worked through. But the government did not do that.

Already we have those members of our community reliant on AISH wondering how to balance paying for simple necessities. A top-down imposed transfer of these folks from AISH to ADAP combined with the withholding of the Canada Disability Benefit (\$200) is simply not fair to those struggling to make ends meet. Lethbridge already has a houseless problem. Our food banks are oversubscribed. This change is very likely to add to these issues and other related ones that Lethbridge is already trying to cope with.

I have two friends, each of them the parent of an adult disabled child. One of these children is low-functioning and absolutely unable to work given his multiple disabilities. The other may be able to work ... maybe ... depending on the task. However, it is not clear who decides on whether a disabled individual is able to work, what they are capable of working at, and/or whether there will even be work available that they are able to do. My friends are stressed out. There is only so much more they can do to help and they shoulder a heavy burden already.

Change without involving those most affected is bad change with a high probability of failing those who need our support most. Again, I encourage all of you to vote in favour of the Motion and as a City Council, to advocate, on our collective behalf, for our most vulnerable citizens.

Thank you,
Leona Jacobs

From: [REDACTED]
To: [120 City Clerk Mailbox](mailto:120_City_Clerk_Mailbox@assembly.ab.ca)
Cc: Lethbridge.West@assembly.ab.ca
Subject: [External] Attention: City Council and Rob Miyashiro
Date: Monday, February 16, 2026 3:49:52 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello.

I love my city and I love my life. I want to keep loving both, however, facing the future with ADAP will be very trying.

I am a 63 year old female who has been on AISH for over 30 years. I have a blood disorder (Factor V Leiden) that was triggered during my pregnancy when I gave birth to a premie baby at 26 weeks gestation - 260gms (she's now 33!). I suffered with 7 deep vein thrombosis (blood clots) in 28 months. I also have Coeliac Disease and was the first person diagnosed with this in Western Canada in 1974. I also have A-Fib (heart issue) and the start of Osteoporosis. I deal with migraines and daily edema from the blood pooling in my legs. My health situation will not get better. Enough about my health...

The reason I am so concerned about how ADAP will affect me is that, besides taking away any money that I need to live on, my working situation will be possibly terminated.

Here is my concern - I work part-time and seasonally. Every year I work for the STARS Lottery for 8 weeks at 2 days/week. I also work for all the Elections - Municipal, Bi-Elections, Provincial, and Federal in the Office (over 14 years of work). These hours vary depending on the year. The way AISH worked well was they would look at my taxes for the year and split my earnings over the entire 12 months. I was allowed to keep all the money. I was also able to work at my health's discretion. I would rest and take care of my legs as needed. This will probably be taken away from me.

I really want to stay on AISH another 2 years until I'm 65 when I have to leave due to Old Age Security.

This new ADAP program will help no one as everyone on AISH has already had to be medically screened. I have had various specialists and GP's attest to my circumstances. I have been denied the Canada Disability Tax Credit (I do not fit their criteria) and the Canada Disability Benefit (you have to be already approved by the Canada Disability Tax Credit).

I'm trying my best - I would love to challenge any and all elected officials to try and live on the AISH benefit, and ADAP will NOT help our employment situation - some of us are already working as much as we can but with ADAP, we will lose money, benefits, etc.

Thank you for listening, please help if you can. AISH recipients need your voice.

Sincerely,

- Colette Lemire

Sent from my Bell Samsung device over Canada's largest network.

From: [REDACTED]
To: [120 City Clerk Mailbox](#)
Cc: [Lethbridge-East](#); chelsey@inclusionlethbridge.org
Subject: [External] Re: Motion by Acting Mayor Crowson to Advocate to the Province in Regard to Bill 12
Date: Wednesday, February 11, 2026 4:17:31 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Council:

As a citizen of Lethbridge, I would like to make known that I support any Motion from Lethbridge City Council advocating to the provincial government on behalf of citizens affected by Bill 12 changes in regard to AISH/ADAP.

Discussion and consultation between the UCP government and affected groups was not done in any significant or meaningful way. I can speculate on the reason for this Bill, but this message is about the elected officials of our city doing the right thing for their most vulnerable citizens.

Please send a strong message to the provincial UCP government that Lethbridge stands opposed to the current Bill 12 without meaningful consultation. This city supports and looks after each other.

Thank you for your time and consideration.

Donna Stevenson, BSW (retired)
Lethbridge-East

[REDACTED]

From: [REDACTED]
To: [120 City Clerk Mailbox](#)
Subject: [External] AISH opinion
Date: Thursday, February 12, 2026 9:28:56 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear whom it may concern.

I would like my opinion/concerns to be heard in regard to the proposed AISH changes to the ADAP program in July 2026. #1 I just got approved for AISH this month, and I was denied the first time and now I will have to RE apply. That's unfair.

I guess all of us have to prove that they can't work all over again. I have Multiple Sclerosis, and my symptoms change from day to day(bad to worse). If I'm denied AISH and left on ADAP I'm losing \$200 a month which affects my affordability, which is already extremely impacted. Even if they didn't claw back that \$200 on ADAP then it would be the same income... no other province pulls the CDB from their disabled.

There isn't even information about the ADAP program, all rumours. Like one of them, if your denied for AISH there's NO appeals. If you get denied AISH, will they require us to work on ADAP in order to receive benefits?!

I'm so horrified that if I'm denied AISH, and they expect me to work to get benefits, that I won't get benefits due to my inability to work.

I have been on Long Term Disability since 2022! I am 26 years old, and my LTD ends July of 2027, so I'm royally screwed financially if ADAP requires you to work and I'm unable to work but denied for AISH.

The AISH people don't even have a clue what ADAP will look like. This causes such stress that of course can worsen my disease and or cause new or worsening symptoms. Please support us disabled in cancelling the ADAP program and sticking to AISH. I'm so scared only the bed ridden and deathly ill people will be approved for AISH cuz it will save them so much money, even though you don't have to be bed ridden or deathly ill to be unable to work!

Thank you for reading my message, and I look forward to hearing back from you, and the outcome of the city council meeting!

Get [Outlook for iOS](#)

Dear Members of Council,

I am writing to you today as a resident of Lethbridge, and also as a person with a disability or family member/advocate of a person with a disability who is directly impacted by AISH. These proposed changes are not abstract policy discussions for us — they affect our ability to live with dignity, stability, and hope in this community.

In recent weeks, members of our community have met with some of you to discuss the anticipated impacts of Bill 12 and the creation of the Alberta Disability Assistance Program (ADAP). As someone living this reality every day, I want to share how deeply concerning these changes are for families like mine.

Bill 12 amends the AISH Act in ways that raise serious concerns, including:

- The removal of the legislated basic living allowance amount and the cost-of-living indexing mechanism
- Amounts of living allowances based on regulations
- Two-tiered approach to funding eligibility based on “disability that impedes employment” or “disability that substantially impedes employment”
- Automatic transfers from AISH to ADAP without a right to appeal
- Increased administrative and medical burdens placed on individuals who must reapply

While we have heard that current recipients will maintain the 2026 AISH rate until December 31, 2027, new applicants after July 1, 2026 are expected to receive \$1,740 per month. At the same time, employment exemptions will decrease. For many individuals with disabilities who are trying to work and contribute to their communities, this means they may actually be worse off for trying.

For families like mine, \$200 per month is not a small adjustment — it can mean the difference between paying rent or falling behind, between affording certain medications or going without, between stability and crisis. Individuals who rely on AISH are already living well below the poverty line in Lethbridge. Any reduction in income or flexibility will have ripple effects across our city.

These changes will not only impact individuals — they will increase pressure on:

- Municipal social service networks
- Local health care providers
- Food banks and emergency supports
- Affordable and supportive housing supply
- Homelessness prevention efforts

When people with disabilities are pushed further into poverty, the entire community feels the impact. We are especially concerned that these changes are moving forward without

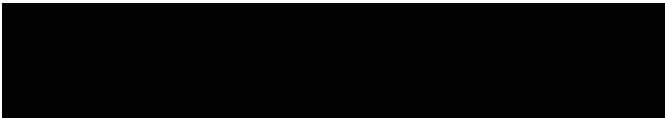
meaningful consultation with the disability community. Decisions about us are being made without us.

With a motion slated for the February 24 City Council meeting calling on the Province to pause implementation and engage in meaningful consultation, I respectfully ask you to consider what this means for your constituents — for your neighbours — for families like mine.

I urge you to consider this motion to advocate for us and for our community, that will be negatively impacted. Please use your vote to advocate for a pause, for meaningful consultation, and for a system that does not push people with disabilities further into poverty.

Thank you for your time, your leadership, and your commitment to the people of Lethbridge.

Sincerely,

A large black rectangular redaction box covering the signature of Mark Dieser.

Mark Dieser

A black rectangular redaction box covering the address of Mark Dieser.

Lethbridge AB

From: [REDACTED]
To: [120 City Clerk Mailbox](#)
Subject: [External] Attention: City Council
Date: Saturday, February 14, 2026 7:58:10 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

As a citizen of Lethbridge who cares about people and people with disabilities and the well-being of its city residents, I ask that city council support and advocate for concerns regarding the changes to Aish under Bill 12.

- lack of clear definitions around employability
- no appeal rights for ADAP placement
- benefit amounts that may be changed by regulation
- limited consultation with the disability community

I ask the City Council to advocate for your citizens to the Government of Alberta to pause implementation of these changes, engage in meaningful consultation with persons with disabilities and publicly report on the social and economic impacts moving forward.

Regards,

Mary Lynn Nikles

Moved by: **Councillor Wolfe**

OFFICIAL BUSINESS MOTION

Options to mitigate 2027 budget pressures for Lethbridge tax and rate payers

6.2

WHEREAS Council is committed to delivering high quality municipal services while maintaining fiscal responsibility and stewardship of public funds; and

WHEREAS Council is committed to balancing the costs of municipal services with the need to meet service level standards; and

WHEREAS targeted, time-bound constraints on the operational costs of municipal programs and services can help mitigate budget and tax pressures on municipal taxpayers; and

WHEREAS anticipated impacts on the City's financial position include reduced funding from other orders of government, prior Council decisions, and ongoing inflationary pressures; and

WHEREAS the 2027 Operating Budget deliberations are currently scheduled for June 10 and 11, 2026;

THEREFORE BE IT RESOLVED THAT Council direct the City Manager to return to the April 14, 2026 meeting of Council with options to achieve one-time operational cost savings in 2026, along with an analysis of the impacts on service levels, to the extent possible; and

FURTHER, BE IT RESOLVED THAT Council direct the City Manager to identify options for cost reductions or revenue increases to reduce the 2027 Operating Budget base funding by 1.75% (approximately \$3.6 million) of the tax-funded portion of the 2026 Operating Budget, and to

provide, where possible, an analysis of the associated service-level impacts for consideration during the 2027 Operating Budget deliberations; and

FURTHER BE IT RESOLVED THAT Council request that the Lethbridge Utilities, Grant-funded and Fee-for-Service-funded partners, the Lethbridge Police Commission, and the Lethbridge Public Library Board similarly examine options for ongoing cost savings or revenue increases and provide, to the extent possible, an analysis of the impacts on their respective service levels; and

FURTHER BE IT RESOLVED THAT Council request that the Lethbridge Utilities, Grant-funded and Fee-for-Service-funded partners, the Lethbridge Police Commission and the Lethbridge Library Board return to Council with those options and associated impacts for Council's consideration and bring forward one-time and ongoing reduction initiatives during the 2027 Operating Budget deliberation; and

FURTHER BE IT RESOLVED THAT Council adjust the timeline for the 2027 Operating Budget deliberations to November 16–20, 2026.



City Council Report

February 24, 2026

Community Services-2026-0009

Encampment Response – Clean Sweep Program Request for Additional Vehicle Funding

Name Andrew Malcolm, General Manager, Community Social Development

Department Community Services

Summary

- The Encampment Strategy provides the guiding framework for a coordinated response between City Administration and Lethbridge Police Service, balancing the dignity and safety of vulnerable residents with the need to maintain public health, order, and clean, accessible public spaces.
- As part of this approach, the Clean Sweep Program (CSP) is a City-funded, externally operated service that plays a critical role in community cleanliness, debris removal and encampment-related waste management system.
- This report presents a time-sensitive request for Council approval to reallocate up to \$125,000 within the existing one-time 2023-2026 encampment response funding to support the purchase of two vehicles for the CSP, as the expenditure falls outside existing budget approval it requires approval under Section 248 of the Municipal Government Act (MGA).
- The City of Lethbridge is no longer able to provide surplus vehicles to CSP as it has in past years, and the program is currently operating with an end-of-life vehicle requiring urgent replacement, as well as lacking a vehicle with appropriate towing capacity for the trailer required in encampment-related tasks. This funding is required to ensure reliable equipment and continued delivery of this essential service.

Recommendation(s)

That City Council amend the existing approval for one-time encampment response funding to reallocate up to \$125,000 to facilitate the purchase of two vehicles required to operate the Clean Sweep Program, with conditions as outlined in this report.

Financial

There is no additional impact on taxation from this reallocation request. The proposed expenditure remains within the overall 2023-2026 one-time encampment response budget, however the purchasing of additional vehicles for a contracted third-party service provider was

not in the initial approval. Therefore, under MGA Section 248, we need an approved budget or resolution from Council to proceed.

The total cost, up to \$125,000 will be provided to the current contracted third-party service provider through a grant agreement and city administration oversight. A grant agreement will include:

- Clear maintenance expectations
- Insurance and operational requirements
- A clause requiring vehicles to return to the City if the current contracted third-party service provider ceases to operate the CSP due to competitive procurement or organizational decision

Background and Prior Decisions

Background and Prior Decisions

- The CSP is a City-funded, externally operated service that plays a critical role in community cleanliness, debris removal, and encampment-related waste management system.
- The CSP has historically operated using surplus City fleet vehicles provided through the disposal/donation process; these were not City-retained assets and did not require Council expenditure approval.
- Fleet Services has changed their fleet practices in recent years, meaning CSP can no longer rely on surplus vehicles for operations.
- The proposed vehicle replacement is intended to include:
 - Vehicle 1: Immediate replacement for an end-of-life vehicle used daily
 - Vehicle 2: A properly sized vehicle for hauling and trailer towing
- June 19, 2025, City Council approves the adjustment of the Encampment Strategy update from bi-monthly to quarterly.
- May 14, 2024, City Council approves recommended amendments to the Encampment Strategy.
- May 16, 2023, City Council adopts the Encampment Strategy.
- April 18, 2023, City Council approves funding of \$500,000 per year, for 2023-2026 and \$250,000 one-time for 2023 from the Municipal Revenue Stabilization Reserve (MRSR) for the implementation of the strategy.
- November 18, 2022, Council approved the 2023-2026 Operating Budget which allocated \$260,000 for years 2024-2026 for outreach services.

Engagement

Community Social Development (CSD) continues regular engagement with the Lethbridge Police Service, internal departments, and the Interagency Encampment Response Team (IERT) to ensure alignment between operational needs, program delivery, and encampment system coordination.

Recommendation and Option(s) Analysis

- **Recommended Option:**

Approve up to \$125,000 for Administration to facilitate the purchase of two vehicles required to support the Clean Sweep Program (CSP). Funding will be sourced from the existing onetime encampment allocation, which remains underspent due to lower startup expenditures when the Encampment Response Team first became operational. This approval will ensure CSP has reliable equipment to maintain service delivery, protect City interests through a structured grant agreement, and comply with Municipal Government Act (MGA) requirements for expenditure authority.

- **Alternative Option:**

Decline the funding reallocation request. This would put the CSP and overall encampment response efforts into a high-risk situation that may, at an unknown time ultimately result in reduced operational capacity for CSP and potential service interruptions for community encampment response.

Attachment(s)

1. N/A

Link(s)

1. [Encampment Strategy](#) As approved on May 14, 2024
2. [June 19, 2025](#) Regular Meeting of the City Council
3. [April 18, 2023](#) Regular Meeting of the City Council
4. [November 18, 2022](#) Regular Meeting of the City Council



CITY OF
Lethbridge

**CITY COUNCIL INQUIRY AND
ADMINISTRATIVE RESPONSE**

Submitted By: Belinda Crowson

Date Submitted: February 24, 2026

Subject: Compliance with Access to Information Act (ATIA) and Protection of Privacy Act (POPA)

Respondent: Click or tap here to enter text.

Meeting Date: Click or tap to enter a date.

Council Inquiry:	<p>On 11 June 2025, the Freedom of Information and Protection of Privacy Act (FOIP) was replaced by two separate pieces of legislation: The Access to Information Act (ATIA) and the Protection of Privacy Act (POPA).</p> <p>A one-year grace period was given to allow municipal bodies, such as the City of Lethbridge, to update our privacy practices to comply with the new acts. Are we on track to be compliant with the new Acts by 11 June 2026?</p> <p>As I understand it, ensuring we are compliant may require new training, reviewing contracts, auditing data collection practices, ensuring downloadable (and other) documents are updated, and more. Will all of this be done by June 2026?</p>
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Administrative Response:	<p><i>A response will be provided at the March 10, 2026 meeting of City Council.</i></p>
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CITY OF
Lethbridge

COUNCIL UPDATES REPORT

DATE OF MEETING: February 24, 2026

SUBMITTED BY: Belinda Crowson

MEETINGS & EVENTS ATTENDED

Inter-City Forum on Social Policy, Feb 12

BILD Meeting, Feb 19

Destination Professional Day – Tourism Lethbridge, Feb 19

National Climate Caucus, Feb 20

UPCOMING MEETINGS & EVENTS

Resilience Builders Network Information Session – Emergency Preparedness Week,
Feb 24

Community Futures Board Meeting, Feb 25

Alberta Counsel online presentation on Budget, Feb 27

Alberta Municipalities Budget presentation, Feb 27

Coldest Night of the Year, Feb 28

Provincial Budget Debrief with Minister Neudorf, March 5

Rotary Ag Scholarship Dinner, March 5

GPMS School Tour, March 6

Women's Day Breakfast, March 9

OTHER UPDATES

PROFESSIONAL DEVELOPMENT & CONFERENCES

Elected Officials Online Course (Municipal Elected Leaders Certificate) (Feb & Mar 2026)

- Budgeting & Finance

Community Futures Leadership Institute, online courses (Feb 2026)

- Community Economic Development
- Financial Management of a Non-Profit
- Community Futures Lending
- Strategic Loan Fund Management
- Cultural Awareness