



MINUTES of the **Regular Meeting** of the City Council held on **Tuesday, June 25, 2024** in City Council Chambers at 12:30 PM

**PRESENT:**

Mayor	Blaine Hyggen
Deputy Mayor	Jeff Carlson
Acting Mayor	Mark Campbell
Councillor	Belinda Crowson
Councillor	John Middleton-Hope
Councillor	Nick Paladino
Councillor	Ryan Parker
Councillor	Jenn Schmidt-Rempel

**ABSENT:**

Councillor	Rajko Dodic
------------	-------------

**OTHERS:**

City Clerk	Bonnie Hilford
Legislative Services Manager	Ryan Westerson
City Manager	Lloyd Brierley
Chief Financial Officer and Treasurer	Darrell Mathews
A/Director of Corporate Services	Rob Ulrich
Director of Infrastructure Services	Joel Sanchez
Director of Legal Services	Brian Loewen
A/Director of People and Partner Services	Kim Schaaf

**1. ROLL CALL:**

**2. CALL TO ORDER:**

2.1. Acknowledgment Statement  
.....

2.2. Recognitions

2.2.1 **Councillor Middleton-Hope, re: Coffees with Council, Jack Ady Cancer Centre Gift, Graduation Ceremonies, Victoria Park Neighbourhood Development Planning, University of Lethbridge Development Planning, MADD Awards, Fete de Saint Jean.**  
.....

2.2.2 **Councillor Crowson, re: Indigenous Peoples Day, Pride Fest and Pride Flag Raising, Dragon Boat Festival, Rock the Block at Westminster, Community Foundation, Nikka Yuko Japanese Garden Recognition, Medical Mercy Canada Donation, Rib Fest, Fort MacLeod 150**  
.....



- 
- 2.2.3 Councillor Paladino, re: Dragon Boat Festival  
.....
- 2.2.4 Acting Mayor Campbell, re: Stanley Cup Finals  
Lethbridge Connections, Pride Flag Raising,  
Metis Trail Flag Raising, Family in attendance  
.....
- 2.2.5 Deputy Mayor Carlson, re: Fleetwood Bawden  
Career Day, National Indigenous Peoples Day,  
Pride in the Park and Parade, Shoutout to  
Downtown Parks Crew, Metis Trail Flag  
Raising, Dragon Boats, Chevelles Performance,  
Canada Day 2024, Lethbridge Polytechnic  
.....
- 2.2.6 Councillor Schmidt-Rempel, re: Lethbridge  
Polytechnic, 6th Street Block Party  
.....
- 2.2.7 Mayor Hyggen, re: Manji Family Donation to  
Jack Ady Cancer Centre, Western Slam Tour  
Announcements, Edmonton Oilers Loss
- 

### **3. ADOPTION OF AGENDA:**

**Acting Mayor Campbell:**

BE IT RESOLVED THAT the Agenda of the Regular Meeting of City Council on June 25, 2024 be adopted **as amended, as follows:**

- Addition to Closed Agenda item 14.4 - Human Resources Matter (Verbal) (FOIP Section 24)

**Absent:** Councillor Dodic

**In Favour:** Mayor Hyggen, Deputy Mayor Carlson, Acting Mayor Campbell, Councillor Crowson, Councillor Middleton-Hope, Councillor Paladino, Councillor Parker, Councillor Schmidt-Rempel

----- **CARRIED**

---

### **4. CONSENT AGENDA:**

4.1. Confirmation of Minutes

4.1.1 City Council Minutes - 2024-06-11

4.2. Status of Directed Resolutions

4.2.1 Status of Directed Resolutions - 2024-06-25



**4.3. Committee Reports (SPC or BCC)**

**4.3.1 Recommendation of Economic and Finance Standing Policy Committee - Procurement Summary Reporting Harmonization**

**4.3.2 Recommendation of Economic and Finance Standing Policy Committee - Economic Development Lethbridge Annual Report**

**4.4. Bylaws for 1st Reading**

**4.4.1 Bylaw 6442 – Land Use Bylaw Amendment re:1163 Abitibi Rd. W**

**4.4.2 Bylaw 6443 - Land Use Bylaw Amendment re: 925 15 Street South**

**4.4.3 Bylaw 6444 – Land Use Bylaw Amendment re: 3420 12 Avenue North**

**4.4.4 Bylaw 6446 – Statutory Plan Bylaw 5115 Amendment re: 921 and 925 19 Street South**

**4.4.5 Bylaw 6447 - Land Use Bylaw Amendment re: 921 and 925 19 Street South**

**Deputy Mayor Carlson:**

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

- City Council Meeting – 2024-06-11

FURTHER BE IT RESOLVED THAT Council receive for information the Status of Directed Resolutions; and

FURTHER BE IT RESOLVED THAT City Council approve the recommendations contained within the following Standing Policy Committee Reports:

**4.3.1 Recommendation of Economic and Finance Standing Policy Committee - Procurement Summary Reporting Harmonization**

BE IT RESOLVED THAT Council endorse the harmonization of the monthly procurement summary reporting with the guidelines stipulated in the Canadian Free Trade Agreement (CFTA).

**4.3.2 Recommendation of Economic and Finance Standing Policy Committee - Economic Development Lethbridge Annual Report**

- BE IT RESOLVED THAT City Council
  1. Accept the presentation and documents provided as information as per a requirement of the Memorandum of Understanding.



2. Amend Budget Initiative N-42, Economic Development Market Intelligence, of the 2023- 2026 Operating Budget as follows:
  - a. Include Rail Supply Chain Optimization Strategy, and Trade and Logistics Gap Analysis to the scope.
  - b. Remove Metro Economic Trends Report and GDP Reporting/Ranking from the scope; and
3. Adjust the City of Lethbridge funding amounts from 2025 \$79,000 and 2026 \$28,500 to the proposed amounts of 2025 \$102,500 and 2026 \$5,000.

**4.3.3 (14.2) Recommendation of Economic and Finance Standing Policy Committee Land Purchase #1 (FOIP Sections 23 and 24)**

BE IT RESOLVED THAT City Council approve the land purchase of approximately 215.80 square feet of 618 – 6 Avenue South, as provided on the attached confidential map, from Rosemary Anne Robertson Shannon, with the following sale terms:

- Purchase Price: \$3,000.00;
- Closing Date: July 31, 2024; and

**4.3.4 (14.3) Recommendation of Economic and Finance Standing Policy Committee - Land Purchase #2 (FOIP Sections 23 and 24)**

BE IT RESOLVED THAT City Council approve the land purchase of approximately 588.64 square feet of 410 Stafford Drive North, as provided on the attached confidential map, from ATCO Gas and Pipelines Ltd, with the following sale terms:

- Purchase Price: \$742.00;
- Closing Date: August 23, 2024; AN

FURTHER BE IT RESOLVED THAT City Council provide first reading to the following bylaws:

- Bylaw 6442 – Land Use Bylaw Amendment re:1163 Abitibi Rd. W;
- Bylaw 6443 - Land Use Bylaw Amendment re: 925 15 Street South;
- Bylaw 6444 – Land Use Bylaw Amendment re: 3420 12 Avenue North;
- Bylaw 6446 – Statutory Plan Bylaw 5115 Amendment re: 921 and 925 19 Street South; an
- Bylaw 6447 - Land Use Bylaw Amendment re: 921 and 925 19 Street South; and

FURTHER BE IT RESOLVED THAT City Council direct Administration to hold a Public Hearing on Tuesday, July 23, 2024, at 3:00 P.M. for the following Bylaws:

- Bylaw 6442 – Land Use Bylaw Amendment re:1163 Abitibi Rd. W;
- Bylaw 6443 - Land Use Bylaw Amendment re: 925 15 Street South;
- Bylaw 6444 – Land Use Bylaw Amendment re: 3420 12 Avenue North;
- Bylaw 6446 – Statutory Plan Bylaw 5115 Amendment re: 921 and 925 19 Street South; and
- Bylaw 6447 - Land Use Bylaw Amendment re: 921 and 925 19 Street South.



**Absent:** Councillor Dodic

**In Favour:** Mayor Hyggen, Deputy Mayor Carlson, Acting Mayor Campbell, Councillor Crowson, Councillor Middleton-Hope, Councillor Paladino, Councillor Parker, Councillor Schmidt-Rempel

----- **CARRIED**

---

## **5. PRESENTATIONS:**

---

## **6. OFFICIAL BUSINESS:**

### **6.1. Succession Planning for Council**

#### **Deputy Mayor Carlson:**

**WHEREAS** providing good governance requires the creation of sound policies, practices, and procedures; and

**WHEREAS** succession planning, crisis management, future planning, and planning in general should be top of mind for any organization; and

**WHEREAS** some of the above mentioned are noted in the [Procedure Bylaw](#), which will require amendments due to [Bill 20](#) and already scheduled to come to Council in Q4; and

**WHEREAS** other Alberta municipalities such as Calgary, Edmonton, Strathcona County and the Rural Municipality of Wood Buffalo provide benefits, pension plans, and/or severance allowance to their elected officials:

**NOW THEREFORE, BE IT RESOLVED THAT** Council refer **this item to Administration to report to the July Governance Standing Policy Committee meeting with initial materials and policy examples to guide the** creation of a 'succession planning policy' for municipal elected officials, for consideration at Council no later than Q4 2024; and

**FURTHER, BE IT RESOLVED THAT** such policy consider planning for the occurrence that the Mayor, or any Councillor, should they be unable to carry out their duties, or complete their term of office, either after a by-election is deemed unnecessary or until a by-election can be held; and

**FURTHER, BE IT RESOLVED THAT** such policy consider such things as:

1. Duties of the remaining councillors;
2. Remuneration;
3. Selection of Mayor, Deputy Mayor, Acting Mayor; and
4. Any other applicable considerations; and

**FURTHER, BE IT RESOLVED THAT** a 'transition allowance' for all members of council be considered as either part of this policy, or as a separate policy.



**Absent:** Councillor Dodic

**In Favour:** Mayor Hyggen, Deputy Mayor Carlson, Acting Mayor Campbell, Councillor Crowson, Councillor Middleton-Hope, Councillor Paladino, Councillor Parker, Councillor Schmidt-Rempel

----- **CARRIED**

.....

**7. BYLAWS:**

**7.1. Bylaws for 2nd and 3rd Reading**

**7.1.1 Recommendation of Governance Standing Policy Committee - Bylaw 6448 - A Bylaw to Amend Bylaw 6099 (City Manager Bylaw)**

**Councillor Crowson:**

BE IT RESOLVED THAT Bylaw 6448 - A Bylaw to Amend Bylaw 6099 (City Manager Bylaw), be given Second reading.

**Absent:** Councillor Dodic

**In Favour:** Mayor Hyggen, Deputy Mayor Carlson, Acting Mayor Campbell, Councillor Crowson, Councillor Middleton-Hope, Councillor Paladino, Councillor Parker, Councillor Schmidt-Rempel

----- **CARRIED**

.....

**Councillor Crowson:**

BE IT RESOLVED THAT Bylaw 6448 - A Bylaw to Amend Bylaw 6099 (City Manager Bylaw), be given Third reading, and the Mayor and City Clerk be authorized to sign and seal the same.

**Absent:** Councillor Dodic

**In Favour:** Mayor Hyggen, Deputy Mayor Carlson, Acting Mayor Campbell, Councillor Crowson, Councillor Middleton-Hope, Councillor Paladino, Councillor Parker, Councillor Schmidt-Rempel

----- **CARRIED**

.....



**7.1.2 Recommendation of Governance Standing Policy Committee - Bylaw 6431 - A Bylaw of the City of Lethbridge to Amend the City Manager Bylaw (Bylaw 6099) and City Clerk Bylaw (Bylaw 4783)**

**Councillor Crowson:**

BE IT RESOLVED THAT Bylaw 6431 - A Bylaw of the City of Lethbridge to Amend the City Manager Bylaw (Bylaw 6099) and City Clerk Bylaw (Bylaw 4783), be given Second reading.

**Absent:** Councillor Dodic

**In Favour:** Mayor Hyggen, Deputy Mayor Carlson, Acting Mayor Campbell, Councillor Crowson, Councillor Middleton-Hope, Councillor Paladino, Councillor Parker, Councillor Schmidt-Rempel

----- **CARRIED**

.....

**Councillor Crowson:**

BE IT RESOLVED THAT Bylaw 6431 - A Bylaw of the City of Lethbridge to Amend the City Manager Bylaw (Bylaw 6099) and City Clerk Bylaw (Bylaw 4783), be given Third reading, and the Mayor and City Clerk be authorized to sign and seal the same.

**Absent:** Councillor Dodic

**In Favour:** Mayor Hyggen, Deputy Mayor Carlson, Acting Mayor Campbell, Councillor Crowson, Councillor Middleton-Hope, Councillor Paladino, Councillor Parker, Councillor Schmidt-Rempel

----- **CARRIED**

.....

**8. COMMITTEE SUBMISSIONS:**

**8.1. Standing Policy Committees**

**8.1.1 Recommendation of Economic and Finance Standing Policy Committee - Galbraith Elementary School Modernization**

**Deputy Mayor Carlson:**

BE IT RESOLVED THAT City Council amend the current Capital Improvement Program (2022-2031) to allocate \$1,200,000 of one-time funding in 2026 from the \$10M of funding that was held for future projects and identify the funding source as the Major Capital Project Reserve (MCPR), to upsize the Galbraith school gymnasium to a 'middle-school' sized gymnasium, and that City funding is to be contingent upon:



1. A commitment from the Lethbridge School Division to provide a minimum of two nights (averaged over the school year) per week of community access and as per the terms of the Joint Use agreement; and
2. A written commitment of funding from the Government of Alberta.

FURTHER BE IT RESOLVED THAT City Council authorize the Mayor to provide a letter of commitment for the funding, with the aforementioned conditions.

**Absent:** Councillor Dodic

**In Favour:** Mayor Hyggen, Deputy Mayor Carlson, Acting Mayor Campbell, Councillor Crowson, Councillor Middleton-Hope, Councillor Paladino, Councillor Parker, Councillor Schmidt-Rempel

----- **CARRIED**

**9. ADMINISTRATION PRESENTATIONS:**

**9.1. Transit Review**

**Deputy Mayor Carlson:**

BE IT RESOLVED THAT we do now enter a Closed Meeting at 1:50 p.m. to discuss confidential matters with respect to item 9.1(14.1) and 14.4 as per Sections 23 (Local Public Body Confidences), 24 (Advice from Officials), and 25 (Harmful to Economic and Other Interests of a Public Body) of the *Freedom of Information and Protection of Privacy Act*.

**Absent:** Councillor Dodic

**In Favour:** Mayor Hyggen, Deputy Mayor Carlson, Acting Mayor Campbell, Councillor Crowson, Councillor Middleton-Hope, Councillor Paladino, Councillor Parker, Councillor Schmidt-Rempel

----- **CARRIED**

.....

**Councillor Schmidt-Rempel:**

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

**Absent:** Councillor Dodic

**In Favour:** Mayor Hyggen, Deputy Mayor Carlson, Acting Mayor Campbell, Councillor Crowson, Councillor Middleton-Hope, Councillor Paladino, Councillor Parker, Councillor Schmidt-Rempel

----- **CARRIED**

.....



**Councillor Middleton-Hope:**

BE IT RESOLVED THAT City Council receive the Transit Review presentation as information; and

FURTHER BE IT RESOLVED THAT City Council direct Administration to reinvest annual surpluses within the Transit and Access-a-Ride approved 2023 – 2026 Operating Budget back into operations to enhance Transit (fixed route) and Access-a-Ride services in Lethbridge; and

FURTHER BE IT RESOLVED THAT City Council direct that the closed meeting discussions with respect to the Transit Review remain confidential pursuant to Sections 23 (Local Public Body Confidences), 24 (Advice from Officials), and 25 (Harmful to Economic and Other Interests of a Public Body) of the *Freedom of Information and Protection of Privacy Act*.

***A confidential distribution was received in Closed Session and retained for the Confidential Corporate Record.***

**Absent:** Councillor Dodic

**In Favour:** Mayor Hyggen, Deputy Mayor Carlson, Acting Mayor Campbell, Councillor Crowson, Councillor Middleton-Hope, Councillor Paladino, Councillor Parker, Councillor Schmidt-Rempel

----- CARRIED

**10. ADMINISTRATION SUBMISSIONS:**

**11. ADMINISTRATIVE INQUIRIES AND RESPONSES:**

11.1. Water Transmission Pipes

**12. CITY COUNCIL UPDATES:**

12.1 Councillor Schmidt-Rempel, re: Female Municipal Elected Officials event and speakers

.....

12.2 Deputy Mayor Carlson, re: Meetings with BILD Lethbridge and circulation of notes with Council

.....

12.3 Mayor Hyggen, re: Housing Starts conversation with BILD Lethbridge

.....



- 
- 12.4 Councillor Middleton-Hope, re: Safety and Social Standing Policy Committee update - Lethbridge Police Service presentation
- 

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

---

**14. CONFIDENTIAL REPORTS:**

**14.1. Transit Review (FOIP Sections 23, 24 and 25)**

*(City Manager, City Clerk, Legislative Services Manager, Director of Infrastructure Services, A/Director of Corporate Services, Director of Legal Services, Director of Community Services, Chief Financial Officer and Treasurer, A/Director of People and Partner Services, Labour Relations Manager, General Manager – Transportation, Risk and Controls Manager, Risk and Controls Analyst, Team Lead – Business Partners )*

**Refer to item 9.1.**

**14.2. Recommendation of Economic and Finance Standing Policy Committee - Land Purchase #1 (FOIP Sections 23 and 24)**

**Refer to Item 4.3.3**

**14.3. Recommendation of Economic and Finance Standing Policy Committee - Land Purchase #2 (FOIP Sections 23 and 24)**

**Refer to Item 4.3.3**

**14.4 Human Resources Matter (Verbal) (FOIP Section 24)**

*(City Clerk)*

**Councillor Crowson:**

BE IT RESOLVED THAT City Council authorize the Mayor to proceed with the confidential recommendations received in closed session, and return to a future closed meeting of City Council; and

BE IT RESOLVED THAT City Council direct that the closed meeting discussions with respect to the Human Resources Matter (Verbal) remain confidential pursuant to Section 24 (Advice from Officials) of the *Freedom of Information and Protection of Privacy Act*.

**Absent:** Councillor Dodic

**In Favour:** Mayor Hyggen, Deputy Mayor Carlson, Acting Mayor Campbell, Councillor Crowson, Councillor Middleton-Hope, Councillor Paladino, Councillor Parker, Councillor Schmidt-Rempel

----- **CARRIED**

---



---

**15. CITY COUNCIL NOTICES OF MOTION:**

---

**16. ADJOURNMENT:**

*Mayor Hyggen declared the meeting adjourned at 3:31 p.m.*

---

Mayor

---

City Clerk