

AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK
May 9, 2017
1:00 pm

A. ADOPTION OF AGENDA

B. DELEGATIONS

1. Heritage Acres Farm Museum
 - Email from Heritage Acres Farm Museum, dated April 10, 2017
2. Canada 150 Fireworks
 - Email from Town of Pincher Creek, dated May 4, 2017

C. MINUTES

1. Council Meeting Minutes
 - Minutes of April 25, 2017

D. UNFINISHED BUSINESS

1. Pincher Creek Chamber of Commerce Membership
 - 2015-2017 MD Financial Contributions
 - Membership Obligations, email from Chamber of Commerce, dated May 2, 2017
 - Membership Benefits information
2. Foothills Park
 - Email dated May 4, 2017
 - Email, dated April 19, 2017
 - Email, dated March 28, 2017
3. Patton Park
 - Letter from Patton Park Society, dated April 11, 2017

E. CHIEF ADMINISTRATOR OFFICER'S (CAO) REPORTS

1. **Operations**

- a) Patton Park Sprinkler System Installation Tender
 - Report from Director of Operations, dated April 28, 2017
- b) Corporate Health and Safety Policy – Annual Review
 - Report from Director of Operations, dated May 4, 2017
- c) Agricultural Service Board – Strategic and Operational Plan
 - Report from Director of Operations, dated May 4, 2017
- d) Beaver Mines Water and Wastewater Project Briefing
 - Dated May 3, 2017
- e) Operations Report
 - Report from Director of Operations, dated May 3, 2017
 - Public Works Call Log

2. **Planning and Development**

Nil

3. **Finance**

- a) Transfer of Unrestricted Surplus
 - Report from Director of Finance, dated May 1, 2017
- b) Lexin Resources
 - Report from Director of Finance, dated May 1, 2017
- c) Statement of Cash Position
 - For Month Ending April 2017

4. **Municipal**

- a) Fairview Cemetery Grand Opening
 - Letter from Town of Pincher Creek, dated April 21, 2017

- b) Chief Administrative Officer's Report
 - Report from Chief Administrative Officer, dated May 4, 2017
 - Administration Call Log

F. CORRESPONDENCE

1. For Action

- a) Village of Cowley – Canada Day Celebrations
 - Invitation from Village of Cowley, received April 24, 2017
- b) Request for Assistance – Parking Lot Repair
 - Letter from Pincher Creek Community Hall Society, dated April 19, 2017
- c) Skateboard Park – Hamlet of Lundbreck
 - Letter from Dennis Olson, dated April 24, 2017
- d) Beaver Mines Water and Wastewater Project
 - Letter from Cornell Van Ryk, received May 3, 2017

2. For Information

- a) Warrant Reduction
 - Email from Alberta Rural Municipal Administrator's Association, dated April 24, 2017
- b) Caregiver Readiness
 - Letter from Alberta Seniors and Housing, received April 28, 2017
- c) 2016 Municipal Emergency Plan
 - Letter from Town of Pincher Creek, dated April 13, 2017
- d) TELUS Collaboration for Upcoming Municipal Road Move Season
 - Letter to TELUS Communications, dated March 31, 2017

G. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Councillor Quentin Stevick – Division 1

- Waterton Front Internet Project
 - Email, dated May 2, 2017
- Chinook Arch Library Board Report
 - April 2017
- Oldman River Regional Services Commission
 - Minutes of February 16, 2017

Councillor Fred Schoening – Division 2

- Agricultural Service Board
 - Minutes of April 6, 2017

Councillor Garry Marchuk – Division 3

- Alberta SouthWest
 - Bulletin May 2017
 - Minutes of April 5, 2017

Reeve Brian Hammond - Division 4

Councillor Terry Yagos – Division 5

- Crowsnest / Pincher Creek Landfill Association
 - Minutes of March 15, 2017

H. IN-CAMERA

1. Land
2. Land
3. Legal
4. Labour
5. Legal

I. NEW BUSINESS

J. ADJOURNMENT

MDInfo

From: Mark Barber <heritageacresfarmmuseum@gmail.com>
Sent: Monday, April 10, 2017 3:16 PM
To: MDInfo
Subject: Heritage Acres Presentation - May 9th, 2017

Hi Tara:

Further to our conversation of today, I attempted to email the Powerpoint presentation that I will be using. However, the size of the file would not allow it to go through. I will drop off a memory stick to you in the next few days.

At this time I am not certain who, if anyone will be joining me.

The objective of the presentation is to thank the MD Council for their support and to provide them with a better understanding of our activities.

I appreciate your attention to this matter,

Mark

Mark Barber MBA
Executive Director
Heritage Acres Farm Museum
Box 2496
Pincher Creek, Alberta
TOK 1W0
Phone: 403-627-2082
Cell: 403-627-7514
Fax: 403-627-2085

HERITAGE
Acres
Farm Museum

HERITAGE

Acres

Farm Museum



Board of Directors

President – Ken Lewis

Past President – Rob Mitchell

Vice President – Michael Cousineau

Secretary – Diana Reed

Treasurer – Renita Lewis

Director – Betty Heppner

Director – Ken Harness

Director – Gerald Lewis

Director – George Mowat

Director – Bruce Baker

Director - Lorne Cooley

Director – Leonard McGlynn

Director – Bill Elton

Annual Show Chairperson – Sandra Reed

**Hillsview Ladies Chairperson – Debbie
Berg**

Policy Chairperson – Rick Bell

**Membership Chairperson – Maureen
Mitchell**



Lost Arts Centre

- Mandate: To research and preserve household routines of the past.



Wool Processing



Butter Making



Recent Projects

Zoeteman/ Vogelaar Barn



Zoeteman/ Vogelaar Barn



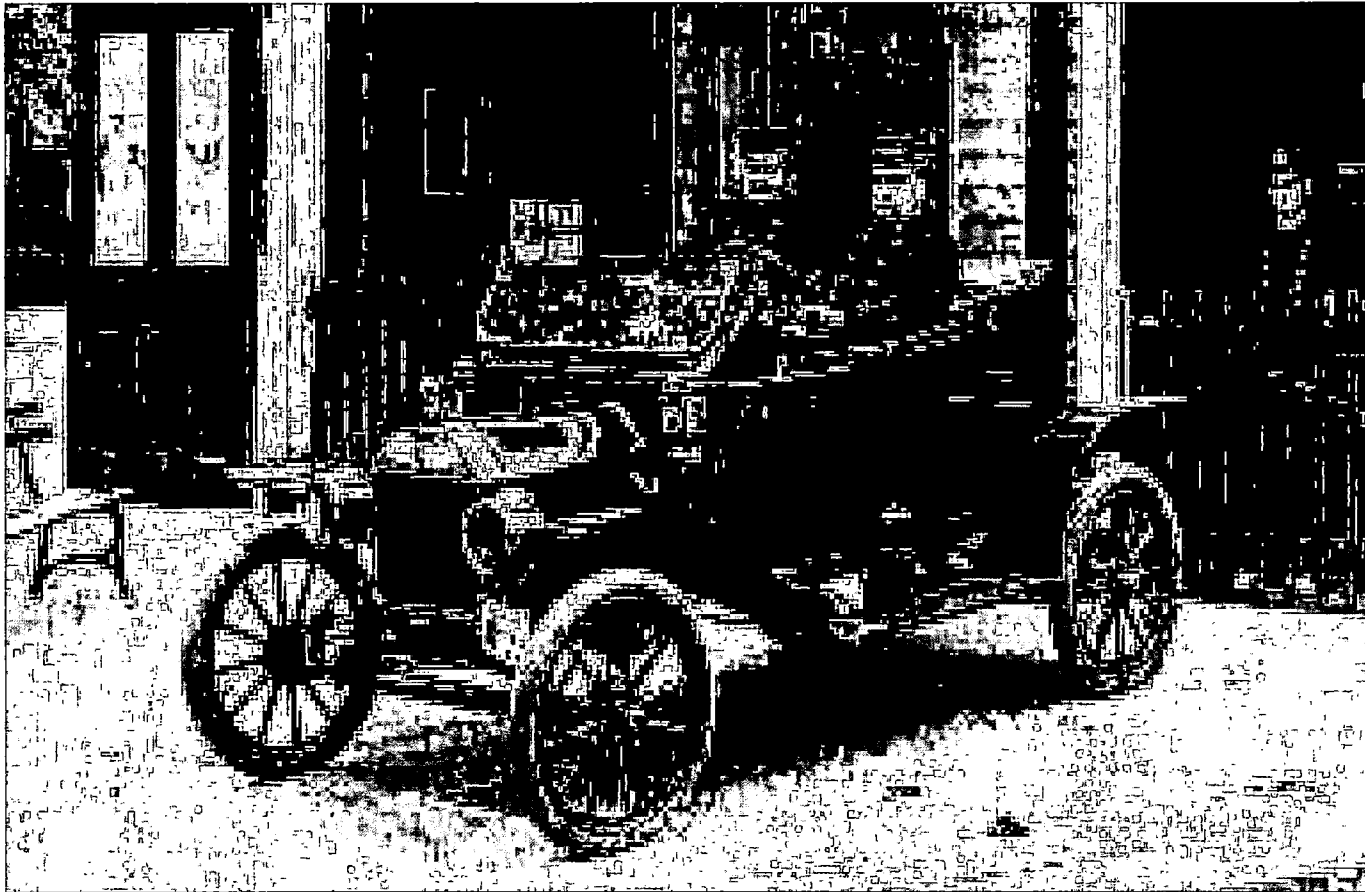
Happy Farmer Tractor



1916 Buick McGlaughlin



Model T – Police Car



Main Display Building





Harvest Centre



Annual Show

August 4th to 6th

- Tractor Pull
- Parade of Power
- Pancake Breakfast
- Threshing and field events
- Children's activities
- Grand opening of the Zoeteman/Vogelaar Barn
- IHC Chapter 38 Club
- 30th Anniversary



Annual Show

New This Year

- Music venues
- Saturday evening social



Garage

Sale

May 13th



Horse Event/ Chuck Wagon Supper

June 10 ?



Fall Fair – September 16th



Candle Light Church Service

December 1 – Evening



Breakfast With Santa – December 2





Tara Cryderman

Subject: FW: Canada 150 Fireworks
Attachments: Canada Day celebration request.MD4May17.docx

From: economic [<mailto:economic@pinchercreek.ca>]
Sent: Thursday, May 4, 2017 10:44 AM
To: Tara Cryderman <AdminExecAsst@mdpinchercreek.ab.ca>
Subject: Canada 150 Fireworks

Hi Tara,

We are planning fireworks for Canada's 150th on July 1st. I was hoping to come talk to the MD Council about the July 1st plan and see if they would like to contribute to the fun. (request will be \$5000 contribution)

Is there room for a 10min talk at the meeting on the 9th? If yes, how much pre-documentation does the MD Council like to have or do they prefer to talk about something and then have documentation?

Please point me in the right direction if you are not the correct person to ask.

Thanks!

Marie Everts

Marketing, Events & Economic Development Officer
Town of Pincher Creek
403 627 3156 ext 236
www.PincherCreek.ca
www.PincherCreek150.ca





May 4, 2017

Dear Reeve and Council,

As the events coordinator for the Town of Pincher Creek, I am helping to arrange an extra special July 1st for Canada's 150th! We are aiming to compliment the events happening at Kootenai Brown Pioneer Village on July 1st by ending the day with a bang, a fireworks bang!

We have engaged the Fireworks Factory to put on a display for Pincher Creek and area residents on July 1st at 11pm at the Agriculture Grounds field. As part of the evening, we will be having a DJ, potentially live music and we currently have an invitation out to organizations to see if they would like to add family fun events to the evening.

The Town applied for the Canada Celebrates grant in November 2016, we applied for \$39 800, we amended the application in January to \$27 300. We have received \$4000 from the Canada Heritage Canada Celebrates grant that will be used towards the event.

Everyone will be invited to attend the event and we are hoping not only have Town of Pincher Creek residents but MD residents as well to enjoy this special celebration.

I would be happy to share the full event budget for your review if you are interested in the disbursement of dollars. We would be pleased if the MD would consider contributing \$5000 to the event.

Please let me know if you have any specific questions I can assist with or you would like more details to assist in your decision.

Kind Regards,

Marie Everts
Marketing, Events & Economic Development Officer
Town of Pincher Creek



TOWN OF PINCHER CREEK
926 St. John Ave (Box 159) Pincher Creek, AB T0K 1W0
Phone 403 627 3156 Fax 403 627 4784
economic@pinchercreek.ca www.pinchercreek.ca

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
COUNCIL MEETING
APRIL 25, 2017

8799

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, April 25, 2017, in the Council Chambers of the Municipal District Building, Pincher Creek, Alberta.

PRESENT Reeve Brian Hammond, Councillors Terry Yagos, Fred Schoening, and Garry Marchuk

ABSENT Councillor Quentin Stevick

STAFF Chief Administrative Officer Wendy Kay, Director of Development and Community Services Roland Milligan, and Executive Assistant Tara Cryderman

Reeve Brian Hammond called the Council Meeting to order, the time being 1:00 pm.

A. ADOPTION OF AGENDA

Councillor Terry Yagos 17/192

Moved that the Council Agenda for April 25, 2017, be amended, the amendments as follows:

Addition to In-Camera – Personnel
 Addition to In-Camera – Personnel;

And that the agenda be approved as amended.

Carried

B. DELEGATIONS

(1) Patton Park Society

Kathy Rast, with Patton Park Society, attended the Council meeting to speak to the revitalization of Patton Park, located within the Hamlet of Lundbreck.

The Society is requesting funding for the irrigation installation.

Also requested is the replacement and repair of the dugouts.

Dugouts were discussed. An estimate of the dugout was requested from the Patton Park Society. This will be forthcoming.

The cost of the project was discussed.

C. MINUTES

(1) Council Meeting Minutes

Councillor Garry Marchuk 17/193

Moved that the Council Meeting Minutes of April 11, 2017, be approved, as presented.

Carried

D. UNFINISHED BUSINESS

(1) Outdoor Recreation Council of Alberta

Councillor Garry Marchuk 17/194

Moved that the presentation to Council, dated March 11, 2017 and the email from Outdoor Council of Canada, dated April 6, 2017, be received as information.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek
 April 25, 2017

(2) Pincher Creek Chamber of Commerce Membership

Councillor Terry Yagos 17/195

Moved that the Membership Benefits information, be received as information.

Motion Defeated

Councillor Garry Marchuk 17/196

Moved that the MD become a member of the Pincher Creek Chamber of Commerce;

And that the attendance of monthly meetings be determined at the Organizational Meeting.

Councillor Fred Schoening 17/197

Moved to postpone this item to the May 9, 2017 meeting, pending further information regarding the attendance of meetings, and the previous funding contributions to the Chamber of Commerce.

Carried

(3) Foothills Park

Councillor Fred Schoening 17/198

Moved that Motion 17/172, from April 11, 2017, being "*Moved that the email, dated March 28, 2017, regarding outhouses within Foothills Park, be tabled pending further information*", be further postponed until May 9, 2017.

Carried

E. CHIEF ADMINISTRATOR OFFICER'S (CAO) REPORTS

(1) Operations

a) Beaver Mines Water and Wastewater Project Briefing

Councillor Fred Schoening 17/199

Moved that the Beaver Mines Water and Wastewater Project Briefing, dated April 19, 2017, be received for information.

Carried

b) Operations Report

Councillor Terry Yagos 17/200

Moved that the Operations report from the Director of Operations, dated April 6, 2017 to April 19, 2017, be received as information.

Carried

(2) Planning and Development

Nil

(3) Finance

Nil

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek
 April 25, 2017

(4) Municipal

a) Regular Council Meeting – May 9, 2017

Councillors Terry Yagos and Quentin Stevick will be absent for the May 9, 2017 Council meeting, as they are participating in the Assessment Review Board Training. The May 9, 2017 Council meeting will proceed, as we will still have quorum.

b) CAO Report

Councillor Garry Marchuk 17/201

Moved that Council receive for information, the Chief Administrative Officer's report for the period of April 7, 2017 to April 20, 2017, as well as the Administration Call Log.

Carried

Councillor Garry Marchuk 17/202

Moved that the Enhanced Policing Report for the month of March, 2017, be received as information.

Carried

F. CORRESPONDENCE

1. Action

a) Request for Support – “Wear the Gear Month”

Councillor Fred Schoening 17/203

Moved that the letter from the Town of Pincher Creek, dated April 19, 2017, requesting funding support for the “Wear the Gear Month”, be received;

And that \$500 be donated to the event, with funding coming from Grants to Groups and Organizations (Account No. 2-74-0-770-2765).

Motion Defeated

b) 2017 Economic Impact Assessment

Councillor Garry Marchuk 17/204

Moved that the email from Alberta SouthWest, dated April 12, 2017, regarding the request for a Tourism and Recreation Economic Impact Assessment, be received;

And that Administration be directed to forward a letter to the Minister of Culture and Tourism requesting that a Tourism and Recreation Regional Economic Impact Assessment be commissioned for the region;

And that the Highway 6 corridor be included in this Assessment.

Carried

2. For Information Only

a) Low-Income Affordable Housing Project

Councillor Fred Schoening 17/205

Moved that the letter from Alberta Seniors and Housing, dated April 4, 2017, be received as information.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek
 April 25, 2017

b) Minister's Seniors Service Awards

Councillor Fred Schoening 17/206

Moved that the letter from Alberta Seniors and Housing, dated March 30, 2017, be received;

And that the MD nominate Doris Rowledge for her participation with the Pincher Creek Care Bears.

Carried

Councillor Terry Yagos 17/207

Moved that the following be received as information:

- a) Celebrate Public Works Week
 - Email from Alberta Public Works Association, dated April 6, 2017
- b) Castle Management Plan
 - Letter to Minister of Environment and Parks, dated April 12, 2017
- c) Economic Potential – Castle Area
 - Letter Tracy Latham, received April 18, 2017
- d) Crowsnest Pass Quad Squad News Release
 - News Release, dated April 6, 2017

Carried

G. COMMITTEE REPORTS

Councillor Quentin Stevick – Division 1

- Absent

Councillor Fred Schoening – Division 2

- Agricultural Service Board
- Minutes of March 3, 107
- Family and Community Support Services
- Draft Minutes of March 20, 2017
- Draft Minutes of April 18, 2017
- Kudos to Public Works

Councillor Garry Marchuk – Division 3

Reeve Brian Hammond - Division 4

Councillor Terry Yagos – Division 5

- Volunteer Appreciation Luncheon
- Tourism strategy

Councillor Garry Marchuk 17/208

Moved that the committee reports be received as information.

Carried

H. IN CAMERA

Councillor Terry Yagos 17/209

Moved that Council and Staff move In-Camera, the time being 1:51 pm.

Carried

Minutes
Regular Council Meeting
Municipal District of Pincher Creek
April 25, 2017

Councillor Garry Marchuk 17/210

Moved that Council and Staff move out of In-Camera, the time being 2:31 pm.

Carried

I. NEW BUSINESS

a) Foothills Canada 150 Medal

Councillor Fred Schoening 17/211

Moved that the letter from John Barlow, MP Foothills, regarding the Foothills Canada 150 Medal, be received as information.

Carried

J. ADJOURNMENT

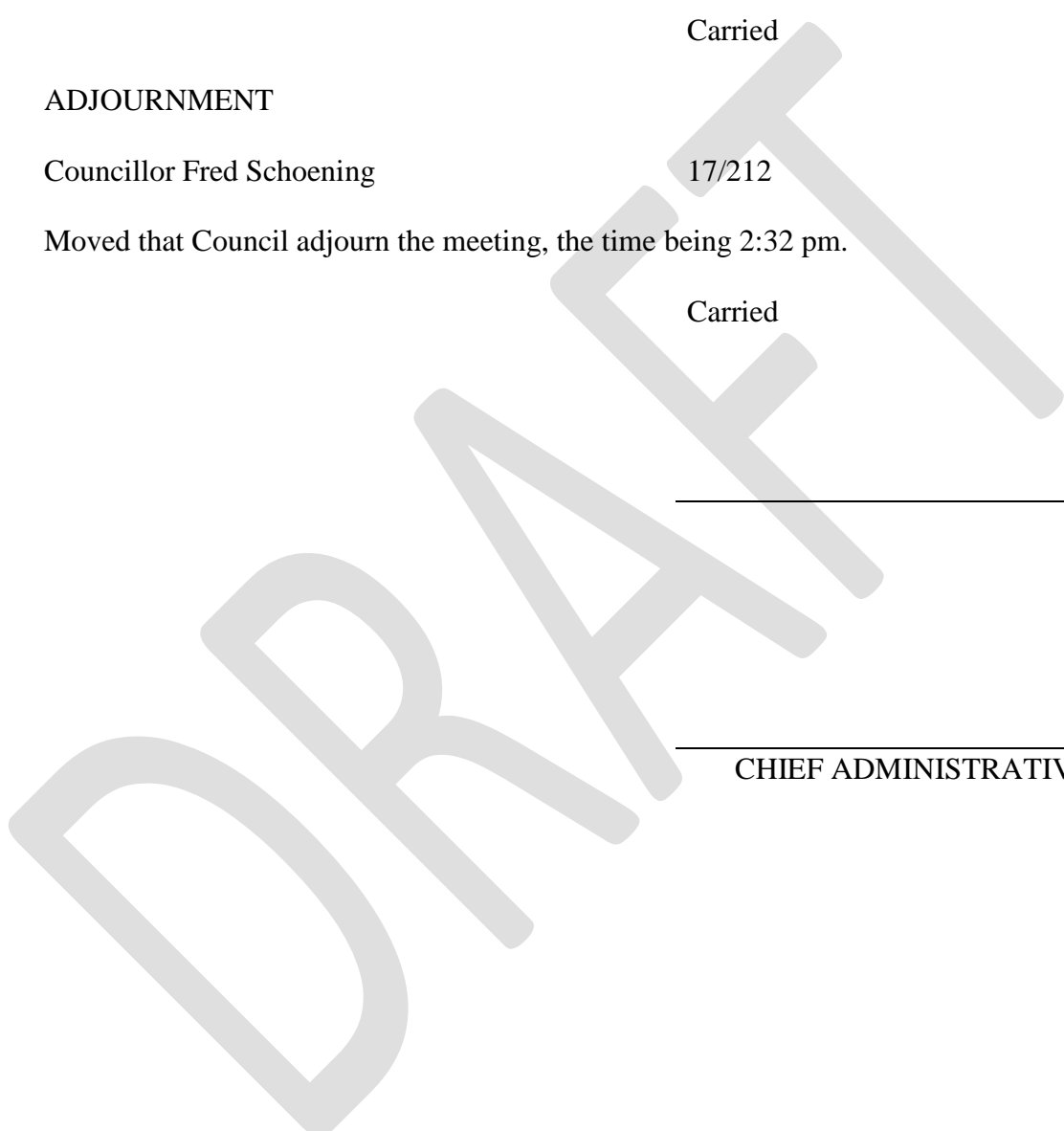
Councillor Fred Schoening 17/212

Moved that Council adjourn the meeting, the time being 2:32 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER



Pincher Creek & District Chamber of Commerce Contributions

2017

- Joint Funding \$4,200 (\$9,000 total)

2016

- Joint Funding \$3,500 (\$7,500 total)
- Awards of Excellence \$500

2015

- Joint Funding \$3,500 (\$7,500 total)
- Awards of Excellence \$30

Tara Cryderman

From: Pincher Chamber <info@pincherchamber.ca>
Sent: Tuesday, May 2, 2017 10:21 AM
To: Tara Cryderman
Subject: Re: Frequency of Meetings

Good morning Tara!

Thank you for your email. The Chamber does not have any requirements from its members to attend our monthly board meetings. All members and public are invited to attend our meetings, which are held the 3rd Wednesday of the month at 5:30 pm. The only obligation we require of our members is that they communicate with us on what we could be doing more of, or better. I hope this helps in Council's decision.

Kindest regards,

Ola Crook
Chamber Administrator



Pincher Creek, Ab

phone: +1 (403) 627 5199
site: www.PincherChamber.ca
email: info@PincherChamber.ca



On Mon, May 1, 2017 at 3:55 PM, Tara Cryderman <AdminExecAsst@mdpincercreek.ab.ca> wrote:

Hello Ola,

Council postponed their decision regarding membership pending further information. One request was to determine if members are required to attend monthly meetings. Can you please provide some information regarding the obligations of your members?

Thanks.

Take care,

Tara

Tara Cryderman

Executive Assistant

P.O. Box 279

1037 Herron Avenue

Municipal District of Pincher Creek No. 9

Phone: 403.627.3130

Fax: 403.627.5070

Email: tcryderman@mdpincer creek.ab.ca

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PINCHER CREEK & DISTRICT

Save Money



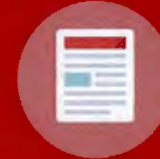
Be Heard



Be Seen



Be Informed



Member Benefits

Save Money:

Joint advertising
Collaborative marketing
Consistent e-newsletter
Member2Member Discounts (coming in 2017)

Be Heard:

A united voice for business

Be Seen:

Up to date information
Connect your business to other local businesses
Event information
Collaboration opportunities that make sense for your business

Be Informed:

Weekly updates to keep you in the know

Additional Member Benefits

Through the Alberta Chamber of Commerce:

Chambers of Commerce Group
Insurance
ATB Financial Merchant Discount Rates
Chambers Visa & Mastercard Processing
Payworks Payroll Service
Esso Fleet Discount Program
Recite Affinity Program
Pacrim Preferred Program
Husky/Mohawk Discount Program
Purolator Discount Program
Petro-Canada Discount Program
Adtel On-Hold Infopacs
TD Merchant Discount Rate
Monex Group Program
Johnson Inc. Home & Auto Insurance Program



MEMBERSHIP BENEFITS

PINCHER CREEK & DISTRICT CHAMBER of COMMERCE



2017 Events

- 25 January Mix & Mingle Hosted by Alberta Treasury Branch
- 15 March, Annual General Meeting
- 5 & 6 May, Pincher Creek & District Trade Show
- 14 June, Mix & Mingle
- 19 August, Pincher Creek Parade - Happy 150th Birthday Canada
- 20 October, Awards of Excellence
- 1 December, Countdown to Christmas

Membership Pricing:

All prices include a membership fee of \$12.25 to the Alberta Chamber of Commerce & GST.

- Non-profit Organization \$50.00
- Business with 1-2 employees \$75.00
- Businesses with 3-10 employees \$140.00
- Business with 11-50 employees \$265.00
- Businesses with over 51 employees \$385.00



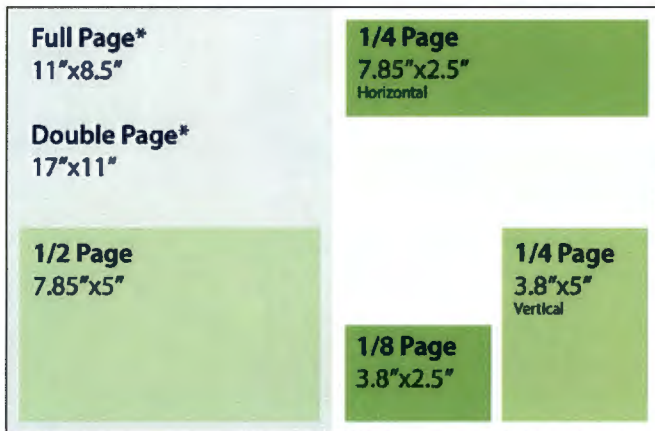
PINCHER CREEK

& DISTRICT

CHAMBER of COMMERCE

Visitor's Guide 2017 Rate Sheet

Ad Sizing



*Must Include 0.25" bleed on all sides

**Premium locations include inside front cover, facing inside front cover, back cover & inside back cover.

***Prices do not include GST

Visitor's Guide

Pincher Creek is seeing an increase in visitors and with the free access to National Parks, the Pincher Creek & District Chamber of Commerce foresees an additional rise in visitors entering Pincher Creek in 2017. To better help serve, capture and encourage visitors to stay a little longer the chamber is putting together a 2017 Visitors Guide. This guide will be distributed widely within the community, at points of interest and across the region. Additionally, the guide will be distributed across SW Alberta & SE British Columbia through a distribution company. You can expect to see this guide in multiple visitor stop points.

Initial distribution run will be 20,000 copies.

Guides will be released at the Pincher Creek & District Chamber of Commerce Trade Show. 5th & 6th May 2017.

Ad Rates 2017

Ad Size	Chamber Member Rate	Non-Member Rate
Full Page Premium**	\$1,000	\$1,200
Double Page	\$1,500	\$1,700
Full Page	\$700	\$900
1/2 Page	\$450	\$650
1/4 Page	\$300	\$400
1/8 Page	\$200	\$300
Listing (Free with ad purchase)	\$0	\$75

Schedule

March 31st - Ad Booking Deadline

April 7th - Payment Due

April 13th - Ad Graphics Due

May 5th - Visitor's Guides launch at the Pincher Creek Trade show.

Artwork Specifications

Artwork provided by advertisers should be based on the following sizes:

- Full page & Full Page Premium = 8.75"w x 11.25"h
- Double Page = 17.25"w x 11.25"h
- 1/2 page = 7.85"w x 5"h
- 1/4 page = 3.8"w x 5"h (vertical)
- 1/4 Page = 7.85"w x 2.5"h (horizontal)
- 1/8 Page = 3.8"w x 2.5"h

To ensure the highest quality print advertisements possible, please adhere to the following requirements.

We accept the following formats: Artwork must be provided digitally in AI, EPS, PDF, JPG, or TIF format at a minimum of 300dpi. We cannot accept Microsoft Word or Publisher files.

General Guidelines: To avoid production charges, your digital artwork dimensions must conform to our ad sizes, standards and specifications. It must be sent at 100% full physical print size at a resolution of 300 dpi.

Print Quality: While we always try to reproduce your ad exactly as designed, there are sometimes discrepancies in colour between the screen and printing process. This is a normal occurrence that is beyond our control. PC&DCC will get final decision with the design.

Terms & Conditions

Payment: Payment must be received in full before an ad is included in the Visitor's Guide.

Ad Proofs: Proofs for artwork created by our design company will be sent to the advertiser no later than April 13th. Proofs not approved by April 20th will be printed as is.

Design Assistance: If you need assistance with your ad, we are happy to help. The prices quoted include 15 minutes of design time. Additional design time will be charged at \$45/hour.

Booking Information

Complete the info below or connect with Ola 403-627-5199 or info@pincherchamber.ca

Business: _____

Contact Name: _____ **Phone:** _____

Email: _____

Ad Size: _____ **2nd Ad Size:** _____

Ad to be: (Supplied) (Built)

Proof Required: (Y) (N)

Authorizing Signature: _____ **Date:** _____

By signing, the advertiser agrees to the Specifications and Terms above.

Tara Cryderman

From: Leo Reedyk
Sent: Thursday, May 4, 2017 8:15 AM
To: Wendy Kay
Cc: Tara Cryderman
Subject: Foothills Park Washroom

I spoke with Diane McGlynn about the type and amount of activity at the park. She indicated that there was a lot of people at the Easter egg hunt a couple of weeks ago and that there are people there for long weekends, evening groups, camper bookings, 4H events and the occasional church event.

She also indicated that the activity runs from May to October typically with small groups but occasionally up to 30 people.

For Councils consideration.

L.J. (Leo) Reedyk, A.A.E.
Director of Operations
MD of Pincher Creek No. 9

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Tara Cryderman

From: Leo Reedyk
Sent: Thursday, April 20, 2017 8:26 AM
To: Tara Cryderman
Cc: Stu Weber
Subject: FW: Porti Potti Rental

Tara, for Council unfinished business.

In addition to the rental and cleaning cost noted below, Public Works has indicated the probable cost to remove the existing outhouses and install the used unit from Alberta Parks is estimated to be \$2500.

For Councils consideration.

L.J. (Leo) Reedyk, A.A.E.
Director of Operations
MD of Pincher Creek No. 9

From: Southwest Waste Management [mailto:keelan@southwestwaste.ca]
Sent: April 19, 2017 8:48 PM
To: Leo Reedyk <AdminDirOps@mdpincercreek.ab.ca>
Subject: Re: Porti Potti Rental

Sorry for the late reply. I charge 150 a month per toilet. That included weekly cleaning and stocking. Delivery is on top of that, should be \$50 for foothills park if I have the right park..

Thank You and have a Good Day
Keelan Unruh/President
South West Waste Management
Ph: (403)-627-3585
Cell: (403)-627-8844
Fax: (403)-904-1998
www.southwestwaste.ca

On Apr 18, 2017, at 10:55 AM, Leo Reedyk <AdminDirOps@mdpincercreek.ab.ca> wrote:

Good day Keelan.

Council is considering upgrading the washroom facilities at Foothills Park and have requested information on Porti Potti Rental and cleaning. What is your monthly rental charge on Porti Potti's and a per cleaning price?

Thanks in advance.

L.J. (Leo) Reedyk, A.A.E.
Director of Operations
MD of Pincher Creek No. 9

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Foothills Park

Leo Reedyk

From: Stu Weber
Sent: March 28, 2017 4:33 PM
To: Leo Reedyk
Cc: Jared Pitcher
Subject: RE: New message from "[REDACTED]"

I talked to Jim Boese. He wants \$2500 for an outhouse. That includes a tank and delivery. They are in good shape, needs a fresh coat of paint. We can talk about it at your earliest convenience.

Stu

-----Original Message-----

From: Leo Reedyk
Sent: March-28-17 10:31 AM
To: Stu Weber <PWSuperintendent@mdpincercreek.ab.ca>
Subject: FW: New message from "[REDACTED]" <[REDACTED]>

[REDACTED]. Apparently Jim Base is commissioned to lift the outhouses so Parks can replace them. Having not seen them I am not sure we want them or one. Any outhouse is better than what we have at Foothills Park.

Please look into this.

Leo

-----Original Message-----

From: Shaw Voicemail [mailto:voicemail@shaw.ca]
Sent: March 27, 2017 11:13 AM
To: Leo Reedyk <AdminDirOps@mdpincercreek.ab.ca>
Subject: New message from "[REDACTED]" <[REDACTED]>

Just wanted to let you know you were just left a 0:45 long message (number 10) in mailbox 507 from "[REDACTED]" [REDACTED], on Monday, March 27, 2017 at 11:12:39 AM, so you might want to check it when you get a chance.
Thanks!

April 11, 2017

Dear Mr. Hammond, Mr. Yagos, Mr. Marchuk, Mr. Stevick, Mr. Schoening, MD staff, Ladies and Gentlemen,

It is my pleasure to make this presentation on behalf of the Patton Park Society. The Patton Park Society was incorporated November 30, 2015 by concerned citizens of the MD. The purpose of this society was to revitalize the park so it could be used by the following stakeholders:

1. Students of Livingstone School for soccer, track and field, baseball, frisbee golf.
2. Citizens of Lundbreck and the surrounding area for walking, picnics, playing on the playground, skateboarding, horseshoes
3. Events such as "Corn Fest" where community gathers to enjoy various activities in the park.

Our hope is that the revitalization of the park will bring more people to our community and provide a space of beauty to enjoy with students, friends and family.

Currently, we are trying to raise \$30,000 in funds to assist with our goals and work in partnership with the MD to make continued improvements to the park. Since January 1 of this year we have raised close to \$10,000. We plan to use these funds to push the project into its next phase, which would be to extend the irrigation system to other areas of the park, repair the baseball diamonds and create picnic and garden areas. Approximately 2 years ago the grade 6 class of Livingstone School created plans for Patton Park and had the whole student body vote on which plan they liked the best. Those projects were presented to council at that time. The students continue to be interested in the progress of the park.

After many meetings the following priorities were established as "Phase 1" of the project.

1. Installation of a Playground (In Progress)
2. Installation of an extensive irrigation system (priority 1: track and field area)
3. M.D. to provide and haul the necessary top soil for the sports field from the stockpile adjacent to the Lundbreck lagoons.
4. Repair of Dugouts in the Baseball Diamonds (1 rebuilt, 1 new floor required)

The background work has been completed for the irrigation system. The area has been mapped by an architect and an irrigation plan with costs of materials and estimated labor has been completed. We are requesting funding from the MD to begin priority 1 irrigation installation as tendered. We would like this project to begin in May of 2017 and be completed by July 1, 2017 with top soiling and seeding to follow. Please note that the Patton Park Society volunteers are committed to screen, level and spread the topsoil and complete the seeding once the topsoil has been delivered. Finally, we would like to request the replacement and repair of the dugouts by August 1, 2017.

We are grateful for the partnership the MD has formed with us and the financial assistance you provided in the fall of 2016 for the playground and installation costs. We hope that you will find this project worthy of your assistance at this time.

Sincerely,

Kathy Rast (President, Patton Park Society)

MD OF PINCHER CREEK

APRIL 28, 2017

TO: Wendy Kay, CAO
FROM: Leo Reedyk, Director of Operations
SUBJECT: PATTON PARK SPRINKLER SYSTEM INSTALLATION TENDER

1. Origin:

A tender for the installation of sprinklers in the sports field at Patton Park closed on April 27, 2017. Four suppliers provided tenders for consideration.

2. Background:

Following the unsuccessful grant application for funds to proceed with the project, Council directed administration to tender the project to determine the probable cost for the project. It was determined that the project should be phased and that the sports field should be completed first.

A tender was developed based on design work completed by the Patton Park Society. The lowest cost tender, Scenic Landscaping Inc. was found to be compliant and capable to complete the work. Their bid was the lowest bid at \$49,281.00.

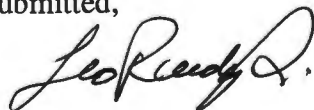
3. Recommendation:

THAT the report from the Director of Operations, dated April 28, 2017, regarding Patton Park Sprinkler System Installation Tender be received;

AND THAT Council authorize the Reeve and Chief Administrative Officer to sign the contract with Scenic Landscaping Inc. for the installation of a sprinkler system in the sports field at Patton Park, with funding of \$49,281 from the Public Reserve Trust Fund (6-12-0-690-6690).

Respectfully Submitted,

Leo Reedyk



Attachments

Reviewed by: Wendy Kay, Chief Administrative Officer

W. Kay

Date: *May 2, 2017*

Reserve Status Sheet

6-12-0-690-6690

Public Reserve Trust

May 2, 2017

Balance Start of Year	Opening Balance	179,135.47
Requested Amount	Patton Park Sprinkler System	(49,281.00)
Previous Approved Amount	Playground Equipment (August 23, 2016)	(20,904.00)
Proposed Balance as of May 2, 2017		108,950.47
2017 Budgeted Projects and Contributions		
Reductions from Reserve	Beaver Mines Walking Trail	(19,125.00)
	Annual Allocation	(7,500.00)
Projected Balance		82,325.47

MD OF PINCHER CREEK

MAY 4, 2017

TO: Wendy Kay, Chief Administrative Officer
FROM: Leo Reedyk, Director of Operations
SUBJECT: Corporate Health and Safety Policy – Annual Review

1. Origin

The Municipal District of Pincher Creek No. 9 has a proactive Occupational Health and Safety Program and is committed to the safety of employees, residents and the public.

2. Background:

Within the Municipal District's Occupational Health and Safety program, the guiding policy is the Municipality's Corporate Health and Safety Policy (attached). The Joint Worksite Health and Safety Committee discussed the annual review of the Policy at their monthly meeting. Changes were recommended for Council consideration that make the Policy more inclusive and that speak to the overall safety program rather than just the policy.

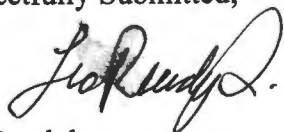
Council also reviews the policy on an annual basis to confirm it continues to meet the needs of the community.

3. Recommendation:

THAT the report from the Director of Operations, dated May 4, 2017 regarding the Corporate Health and Safety Policy – Annual Review be received;

AND THAT Council adopt the Corporate Health and Safety Policy as presented for the upcoming year.

Respectfully Submitted,



Leo Reedyk

Attachment: Corporate Health and Safety Policy

Reviewed by: Wendy Kay, Chief Administrative Officer *W. Kay* Date: *May 4, 2017*



CORPORATE HEALTH AND SAFETY POLICY

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Introduction

This Policy explains the Municipal District of Pincher Creek No. 9 (MD) commitment to health and safety and outlines roles and responsibilities of MD staff.

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Scope

This Policy applies to all MD staff.

The MD is committed to the establishment, maintenance and annual review of an active Health and Safety Program comprised of policies, procedures, standards, performance measurements and initiatives to ensure compliance with the *Alberta Occupational Health and Safety Act, Regulation and Code*; and intended to protect MD staff, volunteers, contractors, tenants, stakeholders, visitors and other users of MD facilities. The MD recognizes that health and safety is one of its core values and will continuously examine its operations to eliminate or minimize hazards to persons and property. Related processes will include incident reporting, safety-related training and the keeping of appropriate records.

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It is the responsibility of all MD staff to invest in their health and safety and the health and safety of others through training, understanding, vigilance and compliance with health and safety related programs, policies and standards applicable to their workplace. This responsibility extends to the prompt reporting of workplace hazards to their immediate supervisor. The MD confirms its commitment that no negative consequences will arise for any staff member or other individual making such a report.

Everyone who undertakes, or has the authority to direct how another person does work or performs a task, is under a legal duty to take reasonable steps to prevent bodily harm to that person, or any other person, arising from that work or task.

It is the responsibility of all employees to take all reasonable steps to prevent incidents and accidents. It is the responsibility of those in leadership roles to provide resources, training, and guidance whilst demonstrating a commitment, to the MD's Health and Safety Program through active participation in its initiatives, monitoring compliance with regulatory requirements and regularly reviewing related policies, procedures and performance measurements.

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The MD will partner with others in developing initiatives and enhancements to its Health and Safety Program, with a goal of continuous improvement to meet or exceed recognized industry standards and peer performance in all aspects of health and safety. The MD requires its agents, contractors, service providers and consultants to perform their services at a level and in a manner that meets or exceeds the requirements of this Policy and encourages its tenants and other stakeholders to do the same.

In addition to health and safety in the workplace, the MD recognizes the importance of and encourages safe practices in areas not directly related to the workplace. An all-encompassing health and safety culture is the foundation of responsible management and safe operations.

Inquiries

Please contact the Chief Administrative Officer (CAO) for further clarification of this policy.

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CAO: _____

MD OF PINCHER CREEK

MAY 4, 2017

TO: Wendy Kay, Chief Administrative Officer

FROM: Leo Reedyk, Director of Operations

SUBJECT: Agricultural Service Board – Strategic and Operational Plan

1. Origin

The Municipal District of Pincher Creek No. 9 has an Agricultural Service Board. As part of the Agricultural Service Board Grant Program, the municipality must provide a Strategic and Operational Plan to the Provincial Agriculture and Forestry Department.

2. Background:

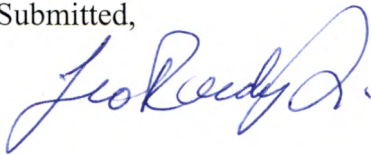
Administration compiled the Agricultural Service Board – Strategic and Operational Plan based on historical programs carried out following discussions and feedback from Council and the Agricultural Service Board. Changes to the document were also made to align with current provincial department names.

3. Recommendation:

THAT the report from the Director of Operations, dated May 4, 2017 regarding the Agricultural Service Board – Strategic and Operational Plan be received;

AND THAT Council adopt the Agricultural Service Board – Strategic and Operational Plan as presented.

Respectfully Submitted,



Leo Reedyk

Attachment: Agricultural Service Board – Strategic and Operational Plan

Reviewed by: Wendy Kay, Chief Administrative Officer *W. Kay* Date: *May 4, 2017*

2017 - 2019

Municipal District of Pincher Creek No. 9
Agricultural Service Board
Strategic and Operational Plan

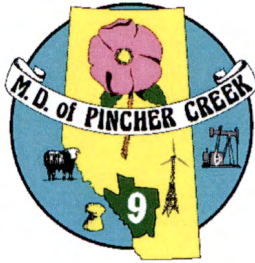




**Municipal District of Pincher Creek No. 9
Agricultural Service Board Strategic and Operational Plan
2017 – 2019**

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Municipal District of Pincher Creek No. 9 Agricultural Situation Statement 2017

The Municipal District of Pincher Creek is located in the south west corner of Alberta, and encompasses approximately 860, 500 acres. The total population, according to the 2016 Federal Census is 2,965 people which occupy 1,640 private dwellings. There are 342 farms in operation with 249,000 acres in crops, 2200 acres of summer fallow, 115,000 acres in tame or seeded pasture, 395,000 acres of native pasture (including grazing lease acres) and 22,000 acres of woodlands.

There continues to be an increase in the number of country-residential landowners mainly in the areas surrounding the Oldman Reservoir, Waterton Lakes National Park and the Burmis-Lundbreck Corridor. The Agricultural Service Board (ASB) is cognisant of the impacts of changes in land use, and promotes the conservation of productive agricultural lands and environmentally significant lands. The ASB's relationship with new residents is important as they are "stewards of their land" not unlike their more traditionally agricultural neighbours.

There are approximately 1,200 kilometres of roadway in the municipality. The ASB program is responsible for weed and brush control along these road right of ways, as well as 19 gravel pits, five hamlets and numerous municipal reserves. In addition to this, annual inspections are required on private, provincial and industrial managed lands within our region. This includes major river systems and their many tributaries. The watercourses pose a significant challenge due to them being a prolific weed source with limited accessibility. Control work is carried out as per contracts and memorandums of understanding as necessary.

Our ASB believes that invasive, non-native weeds are a significant and growing threat to agricultural production and ecological integrity within our district. Their presence on the landscape is often a result of management techniques that favour their introduction and proliferation. Additionally, high winds, prolific water drainage, wildlife and industrial and recreational traffic contribute to their introduction and spread. The ASB program employs an integrated approach to invasive weed issues within our district; focusing on prevention, early detection and rapid response to new and emerging weed infestations, and long term management and containment of existing weed infestations. Although our focus is to minimize the impact of weeds through awareness and education, we will employ the provisions afforded to us under the Alberta Weed Control Act as appropriate.

Soil types vary significantly across the municipality and soil erosion from wind and water continues to be a major challenge in the jurisdiction. Area producers have taken measures to reduce these problems considerably over the last two decades through adoption of conservation farming methods and sustainable range and water management techniques.

Our primary focus is to prevent erosion through awareness and education however we will use enforcement provisions afforded to us under the Alberta Soil Conservation Act when appropriate.

Rural pests and crop diseases are issues for municipal residents.

Our ASB will strive to educate and inform our residents on sustainable management strategies for agricultural/rural pests and diseases, employing the enforcement provisions afforded to us under the Alberta Agricultural Pests Act as appropriate.

The ASB is committed to providing high quality, relevant educational opportunities to our residents. Publication on leading edge innovations, best management practices and stewardship strategies are routinely disseminated through the Agricultural and Environmental Services Department office. In addition to this, the department continues to offer workshops, presentations and experiential learning opportunities on a wide variety of topics throughout the year.

Our goal is to provide opportunities to producers and landowners to enhance their awareness and knowledge of relevant issues impacting agricultural production. Our extension efforts are in place to achieve a sustainable, efficient and profitable agricultural community.



**Municipal District of Pincher Creek No. 9
Agricultural Service Board
Strategic and Operational Plan 2017 – 2019**

**VISION: Healthy and Productive Land and Water Resources for a Prosperous
Agricultural Community.**

MISSION:

The Agricultural Service Board of the Municipal District of Pincher Creek No. 9 is committed to sustainable agricultural practices, and protection of our agricultural and ecological resources through the support and promotion of leading edge agricultural practices and conservation strategies.

VALUES:

Economic and Ecological Health

The ASB will support our producers in achieving profitable agricultural production and long-term sustainability, while promoting the protection and enhancement of land and water resources to all residents and area visitors.

Continuing Education, Increasing Awareness and Knowledge Transfer

The ASB will strive to continually enrich the education of ASB members, department staff and our citizens in all aspects of ASB programming to improve the understanding of best management practices and land and water conservation strategies necessary to help achieve our vision.

Working Collaboratively through Effective Partnerships

The ASB will continue to encourage and engage participation of citizens, neighboring jurisdictions, private industry, other agricultural and environmental organizations and provincial and federal government departments to achieve our vision through sharing resources and cooperating on projects.

Fair and Equitable Treatment of Residents

The ASB is committed to strengthening relationships through positive interaction. We believe that all producers and residents are valuable and deserving of the highest quality of service. All residents will have access to our expertise and any necessary sanctions carried out by the ASB will be done so without prejudice.

GOALS:

- 1.) Develop and/or deliver effective and accountable programs to support and promote the viability and integrity of agriculture within the municipality.**
- 2.) Promote and encourage continuing educational opportunities for ASB members and department staff that support agricultural and environmental sustainability within the community.**
- 3.) Establish and maintain the MD of Pincher Creek as a priority resource for information and support regarding environmental stewardship, sustainable land use, conservation and best management practices for all residents.**
- 4.) Participate in inter-jurisdictional activities, programs and initiatives that support and promote the health and productivity of land and water resources.**
- 5.) Encourage and recognize excellence in actions and projects that demonstrate a commitment to agricultural and/or environmental sustainability.**
- 6.) Provide quality and leading edge materials and equipment for use by department staff and residents to enable them to carry out tasks and activities which support our vision.**

Goal 1.) Develop and/or deliver effective and accountable programs to support and promote the viability and integrity of agriculture within the municipality.

Strategies:

- Develop/deliver/facilitate programs that promote sustainable land and water use.
- Develop/deliver/facilitate programs that achieve effective management of weeds, agricultural pests and livestock diseases.

Action	Resources	Performance Measures/Targets
Soil Erosion Awareness and Prevention Enforcement of Soil Conservation Act	<ul style="list-style-type: none"> • ASM/EST appointed officers under Soil Conservation Act • ASB to provide guidance on enforcement 	<ul style="list-style-type: none"> • Reports on erosion events • Analysis of improvements post implementation of management practices
Enforcement of Agricultural Service Board Act	<ul style="list-style-type: none"> • ASM/EST appointed officers under Soil Conservation Act • ASB to provide recommendation to Council 	<ul style="list-style-type: none"> • Enforcement of provisions outlined by the ASB Act would be taken only as a last resort for mitigation • The objective would be to enter into a mutual agreement and supervise the remediation of lands
Alberta Agriculture and Forestry Crop Production, Weed, Pest, Disease and Climate Monitoring	<ul style="list-style-type: none"> • AES designated staff may assist with or carry out surveys • Cost shared through ASB grant 	<ul style="list-style-type: none"> • Assistance for local producers through federal or provincial disaster relief or other support programs when necessary • Provides a regional/provincial picture for ASB, producers, AAF staff to address issues
Empty Pesticide Container Collection Site Maintenance	<ul style="list-style-type: none"> • AES staff to ensure clean and well maintained site at the Pincher Creek airport and empty the collection trailer as needed • CleanFarms to inspect on a regular basis 	<ul style="list-style-type: none"> • Ensures containers are being properly disposed of • Can be measured by the amount of containers collected annually

Action	Resources	Performance Measures/Targets
Weed Control Act – Awareness and Enforcement	<ul style="list-style-type: none"> • ASM/EST appointed authorities under the provisions of the Alberta Weed Control Act • ASB to provide guidance on enforcement • Multi-media awareness campaigns and weed control workshops to target all landowners 	<ul style="list-style-type: none"> • Residents feel encouraged to work with the department in proactive, integrated weed management
Prohibited Noxious and Noxious Weed Management Program	<ul style="list-style-type: none"> • ASM – daily direction/supervision of crew • ASM to coordinate purchase of herbicides and equipment as necessary • ASM to oversee collection and management of GIS data and mapping • ASM to coordinate distribution of biocontrol agents • Crew to maintain supply of pre-mix herbicide for purchase by residents as per provincial criteria 	<ul style="list-style-type: none"> • Effective weed management on municipal lands including roadsides, gravel pits, environmental reserves and municipal and provincial watercourses • Maintain a comprehensive and up to date GIS data base of weed infestations in the municipality • Regular progress reports to be provided to DO and ASB
Roadside Brush Spraying – as required	<ul style="list-style-type: none"> • ASM and designated staff to collaborate with PW department 	<ul style="list-style-type: none"> • Alleviate problems associated with snow management and line of sight
Seed Cleaning Plant Inspections	<ul style="list-style-type: none"> • ASM to inspect, license and monitor local permanent and mobile seed cleaning plants 	<ul style="list-style-type: none"> • Promote the integrity of local seed cleaning efforts which is vital in managing weeds, pests and crop diseases

Action	Resources	Performance Measures/Targets
Agricultural Pests Act – Awareness and Enforcement	<ul style="list-style-type: none"> • ASM/EST appointed authorities under Agricultural Pests Act • ASM/EST maintain certification to distribute vertebrate toxicants • Multi-media awareness campaigns for all landowners on integrated pest management • ASB to provide guidance on enforcement 	<ul style="list-style-type: none"> • ASM to provide reports on pest inspections, infestation levels and any recommended enforcement actions • AES staff to assist residents in pest management
Animal Health Act Involvement	<ul style="list-style-type: none"> • Payment of expenses necessary to control livestock disease outbreaks in the municipality as outlined in the Animal Health Act 	<ul style="list-style-type: none"> • Highly irregular but there is always potential for outbreaks to occur
Program Administration, Budget, Strategic and Operational Plan, Legal Requirements and Safety	<ul style="list-style-type: none"> • AES Staff/Safety Officer(s)/DO/ASB 	<ul style="list-style-type: none"> • Effective, efficient, legal and safe administration of all ASB programs and staff

Goal 2.) Promote and encourage continuing educational opportunities for ASB members and department staff that support agricultural and environmental sustainability within the community.

Strategies:

- Obtain/maintain certification training for Agricultural Services Manager and Environmental Services Technician and other staff related to ASB programming.
- Encourage participation in workshop/conference opportunities for AES staff and ASB members related to ASB programming
- Subscribe to newsletters and periodicals that relate to ASB programming

Action	Resources	Performance Measures/Targets
Agricultural Services Manager, Environmental Services Technician and Seasonal Crew Certification Training	<ul style="list-style-type: none"> • Certification training offered through AAF, AAAF and other organizations • Health and Safety training offered in house or through local organizations 	<ul style="list-style-type: none"> • Maintain appropriate certification in pesticide application, sales and usage • A healthy and safe workplace which meets and exceeds regulated requirements • Improved technical expertise and professionalism of all staff
ASB Member and AES Staff Participation in ASB related conferences, meetings, workshops, tours, etc.	<ul style="list-style-type: none"> • ASB Members and AES Staff as relevant 	<ul style="list-style-type: none"> • Improved technical expertise, awareness and understanding of challenges, innovations and best management practices relating to ASB Programming • Improved professionalism • Obtain/maintain resources through networking
Relevant Organizational Memberships to Subscriptions and Periodicals	<ul style="list-style-type: none"> • Memberships and subscriptions 	<ul style="list-style-type: none"> • Improved technical expertise and professionalism • Remain current and involved in relevant issues

Goal 3.) Establish and maintain the MD of Pincher Creek as a priority resource for information and support regarding environmental stewardship, sustainable land use, conservation and best management practices for all residents.

Strategies:

- Utilize various forms of media to promote agricultural innovation, best management practices and conservation strategies.
- Deliver high quality educational opportunities to all residents to promote awareness of agricultural and environmental issues and transfer knowledge which will enable them to effectively manage their operations.

Action	Resources	Performance Measures/Targets
Distribute Relevant Information to Residents	<ul style="list-style-type: none"> • Online and hardcopy multi-media 	<ul style="list-style-type: none"> • Increase awareness of relevant agricultural and environmental issues
Develop/Deliver/Facilitate High Quality Information Sessions and Workshops	<ul style="list-style-type: none"> • In house planning and facilitation by EST • Relevant speakers and organizations 	<ul style="list-style-type: none"> • Increased awareness of agricultural and environmental issues in the community • Transfer of knowledge to producers to guide them in decision making processes and project implementation to increase overall efficiency and net profit

Goal 4.) Participate in inter-jurisdictional activities, programs and initiatives that support and promote the health and productivity of land and water resources.

Strategies:

- Encourage and maintain membership/active participation in relevant non-government organizations and committees.
- Cooperate with provincial and federal government departments whose mandates coincide with ours, and who represent opportunities for partnership.
- Collaborate with other municipal departments to improve overall function and cooperation of the organization.
- Cooperate with local stakeholder groups whose mandates represent opportunities for partnership.
- Cooperate with industry to connect their mandates with our vision.

Action	Resources	Performance Measures/Targets
Provide support to local resident-led initiatives such as watershed groups	<ul style="list-style-type: none"> • AES staff available to participate in meetings and provide technical consultation • In-kind contributions in the form of manpower and equipment • Financial contributions 	<ul style="list-style-type: none"> • Ensure groups remain active • Increased awareness of agricultural and environmental threats • Increase the uptake of BMP's and implementation of stewardship projects
Association of Alberta Agricultural Fieldmen (AAAF) - Provincial	<ul style="list-style-type: none"> • Paid membership of ASM and EST 	<ul style="list-style-type: none"> • Facilitation of a provincial rather than a local approach to relevant concerns and issues • Access to an immense resource and technical expertise • Increased awareness and understanding through involvement on committees
Association of Alberta Agricultural Fieldmen (AAAF) – South Region	<ul style="list-style-type: none"> • Paid membership of ASM and EST 	<ul style="list-style-type: none"> • Facilitation of a regional rather than local approach to relevant concerns and issues • Access to Southern Alberta expertise

Action	Resources	Performance Measures/Targets
SWACWMA	<ul style="list-style-type: none"> • AES staff to collaborate with associated agencies 	<ul style="list-style-type: none"> • Goal is to foster management continuity within south-west Alberta region
Alberta Invasive Species Council (AISC)	<ul style="list-style-type: none"> • AES staff to keep updated on AISC activities 	<ul style="list-style-type: none"> • Access to resources and materials • Involvement with bio-control monitoring and distribution program (formerly under Agriculture and Agri-Food Canada)
South West Invasive Managers (SWIM)	<ul style="list-style-type: none"> • AES staff involvement 	<ul style="list-style-type: none"> • Deliver annual invasive species workshop for land managers and stake holders • Foster cooperation and invasive management continuity in south west Alberta
Professional Vegetation Managers Association	<ul style="list-style-type: none"> • Paid membership 	<ul style="list-style-type: none"> • Access to expertise • Recognition of professionalism through PVMA <i>Industry Standards and Good Practices</i>
Outreach to and Support of Local Organizations	<ul style="list-style-type: none"> • AES staff maintain communications with groups such as Nature Conservancy of Canada (NCC), Castle-Crown Wilderness Coalition (CCWC), Pincher Creek and District Ag Society, 4-H, etc 	<ul style="list-style-type: none"> • Professional and cordial relationships that foster communication within the community • Opportunities for partnership

Action	Resources	Performance Measures/Targets
Intra-municipal Cooperation	<ul style="list-style-type: none"> • AES staff meet with staff from PW and Administration 	<ul style="list-style-type: none"> • Professional and cordial relationships that unite the efforts of the entire organization • Enhanced communication between departments • Increase awareness of issues of mutual concern
Inter-municipal Cooperation	<ul style="list-style-type: none"> • Communications between MD of Willow Creek, MD of Ranchland, Cardston County, MD of Crowsnest Pass, Piikani Nation, Kainai Nation, Town of Pincher Creek, Village of Cowley 	<ul style="list-style-type: none"> • Facilitate regional approach to mutual concerns • Foster regional management of land and water resources • Opportunities for partnership
Waterton Biosphere Reserve Association (WBRA)	<ul style="list-style-type: none"> • AES staff to report to WBRA on matters regarding the Deadstock Pick-Up and Removal Program including expenses, concerns and CFIA audits 	<ul style="list-style-type: none"> • Goal is to administer a program that effectively removes large carnivore attractants from the landscape and makes our communities and farmsteads safer for residents
Involvement with Federal and Provincial Government	<ul style="list-style-type: none"> • Waterton Lakes National Park • Alberta Agriculture and Forestry • Alberta Environment and Parks • Alberta Transportation • Agriculture and Agri-Food Canada 	<ul style="list-style-type: none"> • Completion of work as outlined in contracts in MOU's • Improved weed control on Provincial lands • Access to bio-control agents • Improved communication and opportunities for partnership

Action	Resources	Performance Measures/Targets
Involvement with Non-Government Organizations (NGOs)	<ul style="list-style-type: none"> • Cows and Fish • NCC • Oldman Watershed Council • SALTS • MultiSAR • ACA • FFGA • TUC 	<ul style="list-style-type: none"> • Opportunities for partnership • Secured funding for local projects and events • Access to expertise • Increased knowledge and awareness of activities
Involvement with Industry	<ul style="list-style-type: none"> • Shell Waterton Complex • TransCanada Pipelines • CPR • Dow Agro Sciences • TransAlta 	<ul style="list-style-type: none"> • Improved weed control and overall land and water stewardship on industry controlled lands • Opportunities for partnership and funding
ASB Key Contact	<ul style="list-style-type: none"> • Representative of AAF at regular and special ASB Meetings 	<ul style="list-style-type: none"> • Improved communications with the province • Access to relevant and timely information • Opportunities for partnership
ASB South Region Conference	<ul style="list-style-type: none"> • ASB members from across southern Alberta 	<ul style="list-style-type: none"> • Provide a regional forum for issues and concerns to be brought forward as ASB resolutions
ASB Provincial Conference	<ul style="list-style-type: none"> • ASB members from across the province 	<ul style="list-style-type: none"> • Provides forum and process for issues of provincial concern brought forward as ASB resolutions

Goal 5.) Encourage and recognize excellence in actions and projects that demonstrate a commitment to agricultural and/or environmental sustainability.

Strategies:

- Foster an atmosphere of excellence in ASB members and department staff.
- Provide incentive/recognition for creative, effective and efficient work.
- Challenge our partners and residents to assist the ASB achieve its vision and recognize those contributions privately or publicly where appropriate.

Action	Resources	Performance Measures/Targets
Recognize quality work of ASB members, staff, and supporters – may be verbally or in writing; personally or publicly if appropriate	<ul style="list-style-type: none"> • ASB members and all staff need to make this effort throughout the year 	<ul style="list-style-type: none"> • ASB culture of excellence • Improved morale within the organization and the community • Positive profile for the ASB program
BMO Farm Family Award Nomination	<ul style="list-style-type: none"> • ASB members to nominate and outstanding Farm Family to be recognized at the Calgary Stampede based on criteria of nomination • Representative from the ASB to accompany the family 	<ul style="list-style-type: none"> • Recognition of outstanding community participation of local producers • Positive profile for the ASB program
Summer Shop BBQ	<ul style="list-style-type: none"> • Staff to attend 	<ul style="list-style-type: none"> • Recognition of accomplishment during the summer season • Improved morale within the organization
MD Christmas Party	<ul style="list-style-type: none"> • ASB and all staff as available to attend 	<ul style="list-style-type: none"> • Improved morale within the organization • Improved sense of camaraderie • Recognition of achievements and outstanding contributions

Goal 6.) Provide quality and leading edge materials and equipment for use by department staff and residents to enable them to carry out tasks and activities which support our vision.

Strategies:

- Maintain modern, functional equipment and supplies for use by department staff.
- Maintain modern, functional equipment and supplies for purchase or use by our residents.

Action	Resources	Performance Measures/Targets
<p>Portable Livestock Equipment Rental</p> <ul style="list-style-type: none"> • Portable Panels and trailer • Cattle Squeeze • Loading Chute • Electronic Scale • Hydraulic Hoof-Trimming Table • Portable Off-Stream Solar Waterer • Ward Electric Fence System 	<ul style="list-style-type: none"> • Purchased through ASB Capital Equipment Budget • Parts and repairs acquired as necessary • AES staff to regularly inspect and maintain equipment • AES staff to arrange bookings with producers as outlined in Policy 605 – Livestock Industry Policy • PW Mechanic to routinely inspect equipment and maintain appropriate for travel on public roadways 	<ul style="list-style-type: none"> • Provide equipment to producers that is otherwise unavailable for rent in the area • Improve the safety and efficiency of producers unable to purchase equipment • Equipment is available in the event of a livestock emergency
<p>AES Crew Weed Control Equipment</p> <ul style="list-style-type: none"> • ¾ ton Trucks • Truck Mounted Sprayers • Roadside Boom Truck • Backpack Sprayers/Totes • ATV • UTV • All related Safety Equipment 	<ul style="list-style-type: none"> • AES Staff to ensure responsible use and maintenance of all equipment • PW Mechanic to service and repair equipment when necessary 	<ul style="list-style-type: none"> • Improved ability to control weeds on all lands necessary • Ability to access remote areas • Safe work and productive workplace

Action	Resources	Performance Measures/Targets
Rural Pest Management Equipment and Supplies <ul style="list-style-type: none"> • Gopher Control Toxicants • “Cheetah” asphyxiation machine • Live Skunk/Raccoon Traps 	<ul style="list-style-type: none"> • ASM to follow appropriate regulations for distribution of toxicants (2% liquid strychnine on grain) • AES staff to track usage of traps and ensure timely return 	<ul style="list-style-type: none"> • Improved control of rural pests
Cattle Drive Signs	<ul style="list-style-type: none"> • AES Staff to provide signs to producers as requested 	<ul style="list-style-type: none"> • Improved safety for producers and livestock on public roads



**Municipal District of Pincher Creek No. 9
Agricultural Service Board Membership Structure
(As of March, 2017)**

- 4 Agricultural Residents (voting) – as appointed by MD Council
- 2 Elected Councilors (voting)
- 1 Alberta Agriculture and Forestry Representative (advisory)
- 1 Director of Operations (advisory)
- 1 Agricultural Services Manager (advisory)
- 1 Environmental Services Technician (advisory)
- 1 Recording Secretary

The Board elects a chairperson from their membership annually following the organizational meeting of the MD Council in October or as needed. Agricultural resident members are appointed bi-annually or as needed.

Current Members of the Agricultural Service Board

John Lawson	Producer Member – Current ASB Chair
Martin Puch	Producer Member – Current ASB Vice-Chair
Frank Welsch	Producer Member
David Robbins	Producer Member
Fred Schoening	Council Member
Quentin Stevick	Council Member
Bradley Smith	Alberta Agriculture and Forestry (advisory)
Leo Reedyk	Director of Operations (advisory)
Shane Poulsen	Agricultural Services Manager (advisory)
Lindsey Davidson	Environmental Services Technician (advisory)
Jessica McClelland	Recording Secretary

Appendix A – Commonly Used Acronyms

AAAF	Association of Alberta Agricultural Fieldmen
AAF	Alberta Agriculture and Forestry
ACA	Alberta Conservation Association
AES	Agriculture and Environmental Services
AISC	Alberta Invasive Species Council
ASB	Agricultural Service Board
ASM	Agricultural Services Manager
CPR	Canadian Pacific Railway
DO	Director of Operations
EST	Environmental Services Technician
FFGA	Foothills Forage and Grazing Association
MOU	Memorandum of Understanding
NCC	Nature Conservancy of Canada
OWC	Oldman Watershed Council
PVMA	Professional Vegetation Managers Association
PW	Public Works
SALTS	Southern Alberta Land Trust Society
SWACWMA	South West Alberta Cooperative Weed Management Area
SWIM	South West Invasive Managers
TUC	Trout Unlimited Canada
WBRA	Waterton Biosphere Reserve Association
WLNP	Waterton Lakes National Park

Beaver Mines Water and Wastewater Project Briefing

May 3, 2017 updates in Bold

The Beaver Mines Water and Wastewater project is broken into three components for tracking and discussion purposes, water supply, water distribution and wastewater collection, and wastewater treatment.

Further capacity study is required following the Provincial Governments announcement of supplying water for Castle Parks and Castle Mountain Resort through the Regional Water System. **A meeting was held with Alberta Environment and Parks, Alberta Tourism, Alberta Transportation, MPE Engineering and the MD to discuss some of the technical issues associated with supplying water to Castle Parks and Castle Mountain Resort. Additional meetings are scheduled and the capacity report is due this summer.**

- 1) The water supply project includes water treatment plant upgrades, piping to the Hamlet including a booster pump station along the route, and a reservoir and re-chlorination unit.
 - a. Council has commissioned MPE Engineering to do the detailed design and tender of this project.
 - b. The project is in the detailed design phase in order to prepare a tender to go out in the spring of 2017.
 - c. MPE Engineering is doing a detailed survey of the Hamlet to confirm elevations of homes. A letter of introduction from the MD is being supplied to residents requesting the surveyors be allowed onto private property. Ongoing.
 - d. Negotiations with landowners is continuing and hopefully we will know later in March if a pipeline route easement has been confirmed. Ongoing.
 - e. Confirmation of the reservoir site layout is being finalized.
 - f. Construction for this component of the project is tentatively scheduled for completion in the spring of 2018.
 - g. Location of Booster Pump Station and land purchase negotiation initiated.

- 2) The water distribution and wastewater collection component of the project includes the installation of pipes in the Hamlet to connect residents to the water reservoir and to connect to the wastewater treatment force main.
 - a. Council has commissioned MPE Engineering to do the detailed design and tender of this project.
 - b. At project start up meeting with MPE Engineering, options that provided fire flow water capacity and gravity waste water collection for all sites were chosen. These options were also noted as preferred at meetings held with local residents.
 - c. The detailed design phase of the project is expected to take most of 2017 with the tender happening sometime in the winter of 2017/2018.
 - d. It is not expected to be constructed until 2018 or later, as in addition to being able to tie into the reservoir, connection to a wastewater system for residents requires, that a wastewater treatment system is operational as well.
 - e. Where required, easements for utility crossings on private land are being identified.

- 3) The wastewater treatment system component of the project includes a force main to the wastewater treatment lagoon system from the Hamlet.

Beaver Mines Water and Wastewater Project Briefing

- a. The Municipal District is awaiting word in the spring of 2017 on a grant application for this component of the project.
- b. Land negotiations for an easement for a wastewater force main are ongoing.
- c. Council has yet to commission detailed design of this component of the project.
- d. Council has requested additional information on the Mill Creek site access.
- e. Meetings with area residents were held to discuss preliminary details of the project and to listen to their concerns.
- f. A meeting to discuss access to the Mill Creek site was held with the local landowner and MPE engineering.

Director of Operations Report May 3, 2017

Operations Activity Includes:

- April 24-26, Municipal Management and Leadership training;
- April 27, Patton Park Sprinkler Tender Close;
- April 28, Pickup Truck Tender Close;
- May 2, Airport Committee meeting;
- May 2, Policy and Plans meeting;
- May 3, Castle Infrastructure meeting.

Agricultural and Environmental Services Activity Includes:

- April 19, Chipman Creek Project Planning Meeting;
- April 20, South West Invasive Managers forum;
- April 21, Field inspections (weeds, crops, erosion etc.)
- April 21, Volunteer Appreciation Luncheon;
- April 21, ASB Legislation and Administration Course;
- April 24, AES Departmental Meeting;
- April 27, Staff meeting;
- May 1, sprayers mounted on trucks;
- May 2, Fusarium and other crop pests
- May 2, Therriault Dam Inspection
- May 3, Richardson Ground Squirrels (RGS) in Lundbreck
- ASB Agenda/Package Prep – April 25 – 26
- May 1-3, New Hire Orientation and Safety Package;
- May 3, PW Safety Meeting.

Public Works Activity Includes:

- Daily Road Maintenance and graveling;
- Sign Maintenance (Installation and repairs);
- Repairing and maintaining Culverts and Texas Gates;
- Continuous improvements and implementing Safety procedures and structure;
- Fence repairs where necessary.

Upcoming:

- May 4, Agricultural Service Board meeting;
- May 8, Seasonal and Summer staff start date;
- May 8, Shell Waterton Advisory Group meeting;
- May 9, Council Meetings;
- May 10, Health and Safety Meeting;
- May 11, Emergency Operations Exercise.

Project Update:

- 2013 Disaster Recovery Projects
 - Satoris Road – Awaiting AEP approval for road realignment, work complete.

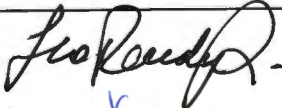

- Community Resilience Program
 - Regional Water System Intake Relocation – Pipeline to the edge of the reservoir is complete. Awaiting Regulatory approval for the intake tender in May.

- Capital Projects
 - Bridge File 468 and 75737 Projects pre-construction meeting held, contractor is on site (Todd Creek);
 - Beaver Mines Water Supply, detailed design and pipeline routing ongoing. Studying the impact on capacity with providing water to Castle Parks and Castle Mountain Resort;
 - Beaver Mines Water Distribution and Waste Water Collection, start up meeting held February 22, Community survey ongoing.

Call Logs – attached.

Recommendation:

That the Operations report for the period April 19, 2017 to May 3, 2017 be received as information.

Prepared by: Leo Reedyk		Date: May 3, 2017
Reviewed by: Wendy Kay		Date: May 4, 2017
Submitted to: Council		Date: May 9, 2017

PUBLIC WORKS

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
535	Beaver Mines		Tennis court upgrade	Stu Weber	Work in Progress	2016-08-29	
536	Division 3	SE6 T7 R1 W5	RQ to upgrade approach	Stu Weber	Work in Progress	2016-09-22	
538	Division 2	RR29-5	through the wetland/Settlement of soil on the westside has resulted in riprap subsiding and exposed soil will be subject to wave action	Stu Weber	Work in Progress	2016-10-04	
563	Division 1	NW32 T3 R29 W5	Culvert too short for the road/drove off the edge and damaged his vehicle	Bob Millar	Work in Progress	2016-11-16	
663	Division 2	RR30-2/Twp5-4	Culvert has a hole on top of it / needs fixing	Bob Millar	Work in Progress	2016-11-28	
670	Division 3	SW16 T6 R30 W4	RQ to have approach widened	Stu Weber	Work in Progress	2016-12-14	
674	Division 3	NE17 T6 R30 W4	Site 30332 TWP6-2A/Hole in the culvert	Bob Millar	Work in Progress	2016-12-08	
753	Division 1	TWP 3-0	Snow drifting issues/Some Brushing needs to be done when conditions allow	Stu Weber	Work in Progress	2017-01-31	
870	Division 4	NW25 T8 R30 W4	Cattle Guard plugged with gravel RR30-1A Last one before the reserve	Stu Weber	Work in Progress	2017-04-07	
872	Division 2	NW28 T5 R29 W4	Road needs attention (Grader) w/881	Stu Weber	Work in Progress	2017-04-10	
876	Division 4	SW6 T8 R1 W5	Concerns about getting driveway graded	Stu Weber	To be assessed	2017-04-11	
877	Division 1	NW9 T3 R29 W4	#3121 off Hwy 6 Memo RQ re gravel & grading driveway	Stu Weber	Completed	2017-04-11	2017-04-18
879	Division 3	SE6 T7 R1 W5	Re putting an approach going into his field	Stu Weber	Work in Progress	2017-04-18	
880	Beaver Mines		Fence Post needs repairing	Stu Weber	Completed	2017-04-18	2017-04-20
881	Division 2		RR29-4 & TWP 5-4 Road Washout w/872	Stu Weber	Work in Progress	2017-04-18	

PUBLIC WORKS

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
882	Division 5	SW16 T9 R2 W5	#2330 Twp9-2 TWP9-1A Regarding 2 cattle guards	Stu Weber	Completed	2017-04-18	2017-04-21
883	Division 1		Irate there has not been a speed sign on Spread Eagle Road off Hwy 6	Don Jackson	Completed	2017-04-18	2017-04-20
884	Division 5	SW26 T9 R3 W5	Would like road allowance road to be repaired Chapple Rock	Stu Weber	Work in Progress	2017-04-19	
885	Division 3	NW3 T7 R1 W5	#7019 RR1-3 MD road requires maintenance	Henry Dykstra	Completed	2017-04-20	2017-05-01
886	Division 4	NW29 T8 R1 W5	Fence flattened by snow & Gravel along road south of the landfill	Jared	Completed Memo to Leo re council	2017-04-21	2017-04-25
887	Division 1	Division 2	#3119 RR29-4 Broken cattle guard	Bob Millar	Completed	2017-04-24	2017-04-25
888	Division 5	SW33 T8 R2 W5	Off Chapple Rock would like driveway graded	Dave Skella	Work in Progress	2017-04-28	
889	Division 5	SE11 T9 R2 W5	Site 9115 Hwy 22 Would like Dave's opinion on what to do with driveway	Dave Skella	Work in Progress	2017-05-01	
890	Division 2		Toilet, Mattress, etc dumped in ditch Crook road RR5-4 & RR5-2 & TWP 5-5	Joe Jorgensen	Completed	2017-05-02	2017-05-03
891	Pincher Str.	534 Queen St.	Lots 11-20 Blk 7 Plan 1993N Gravel accumulated on Blvd needs cleanup	Joe Jorgensen	Completed	2017-05-01	2017-05-02
892	Division 2	SE22 T5 R29 W4	Questioning repairs to RR29-4 south of Turnbolls still a wood stave culvert	Stu Weber	Work in Progress	2017-05-01	
893	Division 2	SE28 T6 R29 W4	Tower Road & RR29-4 Needs repair	Tony Tuckwood	Work in Progress	2017-05-02	
894	Division 2		Tower Road & RR29-3 Needs repair	Tony Tuckwood	Work in Progress	2017-05-02	
895	Division 2	NW16 T6 R2 W4	#6223 ?? Gravel for driveway	Tony Tuckwood	Completed	2017-04-27	2017-04-28
896	Division 3	SW14 T5 R1 W5 SE15 T5 R1 W5	RQ Hour free driveway grading for each	Brent Gunderson	Work in Progress	2017-04-27	
897	Division 3		Culvert crossing/landfill road has dropped/need leveling will need asphalt	Stu Weber	Work in Progress Warning signs being posted	2017-05-02	
898	Division 2	SW3 T6 R29 W4	RR29-3 excessive gravel from winter maintenance on his side of the fence	Stu Weber	Work in Progress	2017-04-27	

May 1, 2017

TO: Wendy Kay, CAO
FROM: Janene Felker, Director of Finance
SUBJECT: **Transfer of Unrestricted Surplus**

1. Origin

After the completion of the audit for the year ending December 31, 2016, the MD has some unrestricted surplus that can be transferred into allocated reserves. A transfer of unrestricted surplus has not been done since 2013.

2. Background/Comment

At the end of 2016, the MD had \$2,193,092 in unrestricted surplus, see Attachment 1. A number of the MD's reserves are in need of additional funds to ensure future repairs and projects can be completed and funded by reserves. Attachment 2 includes the suggested reserves, amounts, and comments regarding the transfer.

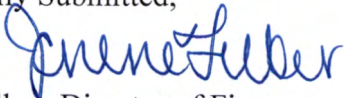
3. Recommendation

That the report from the Director of Finance, dated May 1, 2017, regarding the Transfer of Unrestricted Surplus be received;

And that the following reserve transfers be approved:

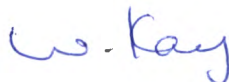
- Bridges
 - o Add \$1,200,000
- Wastewater Infrastructure
 - o Add \$300,000
- Water Infrastructure
 - o Add \$300,000
- Buildings
 - o Add \$200,000

Respectfully Submitted,



Janene Felker, Director of Finance

Reviewed By: Wendy Kay, CAO



Date: May 1, 2017

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
SCHEDULES TO THE CONSOLIDATED FINANCIAL STATEMENTS
For the year ended December 31, 2016

	Schedule of changes in accumulated surplus			Schedule 1	
	Unrestricted	Restricted	Equity in tangible capital assets	2016	2015
Balance, beginning of year	\$ 409,826	\$ 13,721,718	\$ 51,226,359	\$ 65,357,903	\$ 61,476,721
Excess (deficiency) of revenue over expenses	(775,846)	-	-	(775,846)	3,881,182
Unrestricted funds designated for future use	(271,696)	271,696	-	-	-
Restricted funds used for operations	(154,049)	154,049	-	-	-
Restricted funds used for tangible capital assets	-	(2,065,541)	2,065,541	-	-
Current year funds used for tangible capital assets	(524,919)	-	524,919	-	-
Disposal of tangible capital assets	728,772	-	(728,772)	-	-
Amortization of tangible capital assets	3,194,196	-	(3,194,196)	-	-
Long term debt repaid	(523,565)	-	523,565	-	-
Debt charges recoverable	110,373	-	(110,373)	-	-
Change in accumulated surplus	1,783,266	(1,639,796)	(919,316)	(775,846)	3,881,182
Balance, end of year	\$ 2,193,092	\$ 12,081,922	\$ 50,307,043	\$ 64,582,057	\$ 65,357,903

Reserve	Current Balance	Recommended Transfer	End Balance	Comments
Bridge Replacement	1,471,726	1,200,000	2,671,726	At current balance the reserve projected to run out of funds mid-2019.
Wastewater Infrastructure	515,297	300,000	815,297	With significant upcoming projects, funds are for these projects and the associated on going maintenance.
Water Infrastructure	1,075,190	300,000	1,375,190	With significant upcoming projects, funds are for these projects and the associated on going maintenance.
Buildings	0	<u>200,000</u>	200,000	Currently the reserve is zero funded. MD has many buildings that will need repair in future.
	Total Transfer	2,000,000		

May 1, 2017

TO: Wendy Kay, CAO
FROM: Janene Felker, Director of Finance
SUBJECT: Lexin Resources

1. Origin

On February 15, 2017 the Alberta government shut down Lexin Resources, a company with over 1,600 well sites, pipelines and facilities across Alberta; including the MD. In late April, the MD received an updated linear assessment from the Alberta government. Normally these updates are small and can be accommodated within budget, but this adjustment saw the reduction of all linear accounts owned by Lexin Resources to 0.

2. Background/Comment

The total loss in linear assessment is 4,397,140. This results in a total loss of revenue \$54,978.33 (municipal \$35,890.99, school \$17,288.24, foundation \$939.67, emergency services \$879.43). Due to the fact that the mill rate bylaw was already passed and notices already generated when this adjustment came to our attention, the funding for this lost revenue will have to come from reserves.

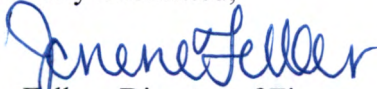
Lexin Resources also has a number of other properties in the MD, which our local assessor will be looking at in the next few weeks. The Company also hasn't paid their 2016 taxes, which amounts to \$132,684. These taxes will continue to be outstanding and Administration will attempt to collect these amounts through the bankruptcy proceedings.

3. Recommendation

That the report from the Director of Finance, dated May 1, 2017, regarding the Lexin Resources be received;

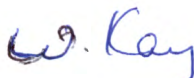
And that the lost taxation revenue of \$54,978.33 due to the Provincial linear reassessment of Lexin Resources be funded by a transfer from the Mill Rate Stabilization Reserve (6-12-0-735-6735).

Respectfully Submitted,



Janene Felker, Director of Finance

Reviewed By: Wendy Kay, CAO



Date: May 1, 2017

Reserve Status Sheet

6-12-0-735-6735

General Reserve - Mill Rate Stabilization

May 3, 2017

Balance Start of Year	Opening Balance	1,144,581.83
Requested Amount	Lexin Resources Assessment Cancellation	(54,978.33)
Previous Approved Amounts	Transfer for Required Taxation Revenue (April 11)	(114,463.00)
	Transfer from Reserve Closure (Feb 28)	508,162.52
	PCESC 2017 Capital Levy (Jan 24)	(129,260.00)
	Bemo Snow Stopper System (Sept 27, 2016)	(11,540.00)
	Projected Transfer to Balance 2017 Budget	<u>(134,000.00)</u>
Proposed Balance as of May 3, 2017		1,208,503.02

M.D. of Pincher Creek No. 9 Statement of Cash Position

E3c

Month Ending April 2017

BANK STATEMENT C.I.B.C.	April	March
General Accounts		
Bank Statement Balance	207,043.95	131,863.15
Deposits After Month end	335.00	3,717.90
Cash On Hand	600.00	600.00
Outstanding Cheques	(54,351.88)	(104,293.00)
Month End Cash Available	153,627.07	31,888.05

M.D.'S GENERAL LEDGER	April	March
Balance Forward from Previous Month	31,888.05	304,418.23
Revenue for the Month:		
Receipts for the Month	1,793,057.50	266,763.44
Interest for the Month	456.53	179.11
Transfer from Short Term Investments	556,324.40	1,150,000.00
Disbursements for the Month:		
Cheques Written	(331,720.11)	(492,651.47)
Payroll Direct Deposits and Withdrawals	(265,034.20)	(360,275.83)
Electronic Withdrawals - Utilities and VISA	(42,022.94)	(47,754.87)
Banking Transaction Fees	(490.16)	(666.67)
Requisition & Debenture Payments	0.00	(788,123.89)
Transfer to Short Term Investments	(1,588,832.00)	0.00
M.D.'s General Ledger Balance at Month End	153,627.07	31,888.05

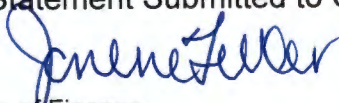
SHORT TERM INVESTMENTS - C.I.B.C.	April	March
General Account Operating Funds	89,682.23	588,808.11
MSI Capital Grant Advances	3,812,410.30	3,823,885.97
Public Reserve Trust Funds	181,542.89	181,404.23
Lottery Board Account	0.00	2,231.80
Tax Forfeiture Land Sales	3,551.41	3,548.70
Recycling Committee	30,619.45	30,596.06
Water Intake Advance	1,579,470.63	1,578,264.28
Water For Life Advance	358,097.72	308,722.19
Clean Water/Wastewater Advance	1,500,000.00	0.00
7,555,374.63	6,517,461.34	

LONG TERM INVESTMENTS	April	March	Annual Rate	Original	Original
Financial Institution	Market Value	Market Value	of Return	Investment	Investment
C.I.B.C. Wood Gundy - Bonds	8,743,789.00	8,688,140.00	2016	Date	Amount
			3.97%	Nov-88	1,255,915.75

COMMENTS

May Items of Note	Amount
Revenue In - Tax Revenue	1,000,000.00

This Statement Submitted to Council this 9th Day of May 2017.


Director of Finance



TOWN OF PINCHER CREEK

962 St. John Ave. (BOX 159), PINCHER CREEK, AB. T0K 1W0
PHONE: 403-627-3156 FAX: 403-627-4784
e-mail: reception@pinchercreek.ca
web page: www.pinchercreek.ca

*Council's Report
- CAO's Report*

E4a



April 21, 2017

Reeve and Council
Municipal District of Pincher Creek No. 9
Po Box 279
Pincher Creek, Alberta
T0K 1W0

RECEIVED

MAY 0 1 2017

M.D. OF PINCHER CREEK

Dear Sirs,

You are invited to attend the grand opening of the Fairview Cemetery columbarium. A short ceremony and ribbon cutting will take place at 10am on May 12th followed by a demonstration and social.

Ceremony Schedule

- 10:00am Opening remarks from Mayor Anderberg
Councillor Elliott remarks
- 10:15am Ribbon Cutting
Demonstration by Terry (there's room for you & friends!)
Social, coffee & snacks

We hope to see you on the 12th.

Kind Regards,

Operations Department
Town of Pincher Creek

Columbarium Grand Opening
May 12, 2017
10:00am
Fairview Cemetery



Town of Pincher Creek
reception@pinchercreek.ca 403 627 3156



TOWN OF PINCHER CREEK

926 St. John Ave (Box 159) Pincher Creek, AB T0K 1W0
Phone 403 627 3156 Fax 403 627 4784
reception@pinchercreek.ca www.pinchercreek.ca

CHIEF ADMINISTRATIVE OFFICER'S REPORT

April 21, 2017 to May 4, 2017

DISCUSSION:

- April 25, 2017 Policies and Plans
- April 25, 2017 Regular Council
- April 26, 2017 Castle Mountain
- April 27, 2017 EMS
- April 27, 2017 Inspection Interview
- April 28, 2017 Town Staff – Ag Society Roof
- May 2, 2017 Airport Committee
- May 2, 2017 Policies and Plans
- May 2, 2017 Subdivision Authority
- May 2, 2017 Municipal Planning Commission
- May 3, 2017 Oldman Dam – Stakeholder's Meeting

UPCOMING:

- May 9, 2017 Regular Council
- May 11, 2017 Tabletop Exercise
- May 12, 2017 Emergency Preparedness Week – Ranchland Mall
- May 16, 2017 Coffee with Council – Lundbreck
- May 20, 2017 Park Cleanup – Beaver Mines
- May 23, 2017 Policies and Plans
- May 23, 2017 Regular Council
- May 23, 2017 Public Meeting – Amendment to Animal Control Bylaw
- May 25, 2017 EMS

OTHER**RECOMMENDATION:**

That Council receive for information, the Chief Administrative Officer's report for the period of April 21, 2017 to May 4, 2017.

Prepared by: CAO, Wendy Kay Date: May 4, 2017

Presented to: Council Date: May 9, 2017

Administration Call Log

	Division	Location	Concern / Request	Assigned To	Action Taken	Request Date	Completion Date
76	3	NW 13-05-01-W5	Inquiring regarding permits for outdoor storage.	Roland	In discussions. Letter being sent to property owner. Registered letter was sent to the landowner. Received a letter from the landowner on February 14, 2017 with some enquiries. In the process of responding to the landowner's enquiries.	November 17, 2016	
79							
80							
81							
82							
83							
84							
85							

RECEIVED
F1a

APR 24 2017

M.D. OF PINCHER CREEK



Cowley Celebrates Canada's 150th Parade and Show & Shine



The **Village of Cowley** would like to invite you to attend
Canada Day Celebrations on Saturday, July 1st, 2017
on Railway Avenue in Cowley!

We invite you to participate in our **Classic Car Show and Shine** starting at 10 a.m. and our **Parade** which starts at 11 a.m. at the west end of Cowley.

Suggestions for parade entries include floats, classic cars, antique tractors, horse riders, clowns, children on bikes, or walk your pets!

Line up for parade at 10:30 a.m. at west end.

- * **Pancake breakfast** by the Cowley Lions Club
- * **Village Market** in the Cowley Hall 10 a.m. to 3 p.m.
- * **History Display** in Crystal Room of the Hall.
- * **Classic Car Show & Shine** starting at 10 a.m. with some cars entering parade.
- * **Parade** begins at 11 a.m.
- * **Barbecue lunch of burgers and hot dogs** following parade.
- * **Canada's 150th birthday cake!**
- * **Musicians, Singers, DJ, kid's street dancing**
- * **Games:** bocci ball, horseshoes, archery, 3-legged races, sack races, face painting, crib tournament, etc.

RED AND WHITE is the theme for Canada's 150th birthday!

Bring your family, bring your friends, bring your neighbors!

Everyone is welcome for a Day of Celebration!



*Council
Corresp - Action*

*Pincher Creek Community Center Hall Society
Box 1178*

287 Canyon Drive

RECEIVED

APR **F1b**

M.D. OF PINCHER CREEK

April 19, 2017

Dear Municipal # 9 Reeve and Council:

The Pincher Creek Community Center Hall Society is looking at your public works department to help us with a maintenance / repair to our parking lot. With the passage of time we are now noticing cracks that have had dirt and weed seeds blow into the said cracks causing the cracks to enlarge and weeds to grow. We have talked to an asphalt person and his recommendations were to have the cracks blown out of dirt and seeds and then filled with a rubbery tar mixture poured into the cracks to seal them. This mixture would be able to withstand the temperature changes and the movement of the asphalt.

We know this work cannot be done until the weather is much warmer for the tar to stick in the splits in the pavement.

Thank you for your consideration of this matter for the hall parking lot.

If you have any questions please call Mike Killoran, DonaLee Smith or Barbara Holtman.

Sincerely:

*Executive and Board Members of the
Pincher Creek Community Hall Society*

APR 24 2017

M.D. OF PINCHER CREEK

██████████
████████████████████
April 24, 2017

Wendy Kay
CAO
Municipal District of Pincher Creek #9
Pincher Creek, Ab. T0K 1W0

Wendy:

With the warm weather of spring, skateboarders are plentiful in the skateboard park in Lundbreck; with this proliferation of participants come the usual problems associated with the Park. If I may, I would like to suggest a few remedies for the usual problems.

- 1) As it is now – access to the park is traditionally from May to September. Well, skateboarders use the park starting in March and continuing into September; so even if the gates are locked, they go in. Illegally???. The season for gate access should be extended from March to October.
- 2) Locking of the access gate has no effect anymore as users easily climb through or over the fences. To stop this, the fence should be made so access is not so simple.
- 3) Because the access is so simple, the problem is already arising of persons using the park after hours (10 p.m. to 8 a.m.) This is very disruptive to nearby residences. As the facilities are made out of hollowed out plywood, the noise can be heard up to 2 blocks away, so late night skateboarding and parties are intolerable; which brings up the next point.
- 4) Enforcement of the rules. As you can see by the attached picture, the sign has been vandalized and, as such, makes parameters of behavior wide open for interpretation. Also, there needs to be clarification for legal reasons. There should be added, “trespassers after 10 p.m. may be prosecuted” Violators must realize that there are possible consequences for ignoring hours of use for they are breaking into a locked facility.
- 5) What are the procedures for enforcing the “hours –of-use”? Do the local law enforcement agencies know the parameters and would they lay charges as such? Should the person in charge of locking the facilities have a procedure to act upon if skateboarders will not leave the park upon lock-up time? What powers do local residents have in enforcing and assisting in regulations e.g. sign reads “no bicycles are permitted” yet bicycles are used there everyday!! Who enforces? What are the consequences?
- 6) Approximately 90% user vehicles are parking at the west end of Railway St. Sometimes there are 4 – 5 vehicles that block access to nearby residences and as there is no place to turn around, they back into residential driveways (just a matter of time until fences are “dented”). A sign should be placed on the fence stating “park users are encouraged to use the parking lot in the park”
- 7) There should be a committee of skateboarders and their parents that could assist in program development, advisory situations, and general housekeeping duties. The municipality could do a preliminary census of the users of the skateboard park, contact

the people, and parents of the users, and call a meeting to organize said committee. I would conjecture that nearly all problems associated with the skateboard park would disappear.

I would sincerely hope you would take my suggestions into consideration for the benefit of all.

Thank You for your considerations.

A handwritten signature in cursive script that reads "D. M. Olson".

Dennis M. Olson

- c.c. – Terry Yagos (councilor)
- Leo Reedyk (Municipal foreman)
- Lundbreck Citizens Committee
- RCMP – Crowsnest Detachment

L.A. SK8ERS PARK

Open 8AM - 10PM daily

*Need prosecution
warning*

CAUTION

- This facility is designed for skateboarding, roller blades & cooters (?)
- BICYCLES OR OTHER VEHICLES ARE PERMITTED
- Skatepark is not supervised. It is monitored for care & control of Activity. Be aware of young or inexperienced participants.
- HELMETS ARE MANDATORY
Use of safety equipment, including knee pads, elbow pads & wrist guards, is recommended.
- Skateboarding & inline skating are hazardous activities.
- The Hamlet of Lundbreck & the MD of Pincher Creek are not responsible for any loss, damage or injuries that may occur in the SkatePark.

USE AT YOUR OWN RISK

Gate post
sprung over so
hard to lock





SE corner so
wide open so
easy access
(even bikes
passed through)



✓ This S.E corner is wide open so easy to access (even bikes passed through!)





Top wires
bent over
for easy access
to ramp rail.

Wendy Kay & M.D. Council

I appeared before Council on March 28, 2017 with a request that Council revisit the decision to install a sewage treatment lagoon at the confluence of Mill Creek and the Castle River.

My request was supported with technical issues surrounding the current proposal and also with a viable low-cost alternative that had not been presented by the engineers. It seems that there is a potential to save between 3 and 5 million dollars as well as avoid the issues with the proposed treatment lagoon. This alternative warrants further study in my opinion and I'm frankly surprised there is no excitement to pursue this.

I had expected a yes/no response. Either I had made the case for further study or I had not. What I received was a very nice thank you letter and notification that my letter had been sent your contract engineering company for their consideration. Needless to say, after putting in the effort to study the current proposal and to research alternatives, I am disappointed and somewhat angered by this response.

I have had communication with both Leo Reedyk and Wendy Kay to get some clarity around what "for their consideration" means. I thank them for taking the time to try and give me some assurance that my issues will get attention in due time. Without a clear process or time-line, I am not satisfied that this is the case. The MD continues to spend funds (easements and sewer system survey) which may be wasted if another alternative is ultimately selected.

So, I once again ask Council to revisit the decision to construct a sewage lagoon at Mill Creek. Delegating this to an engineering company that has a vested interest in spending as much money as possible on a project is not what I expect from my elected representatives.

Cornell Van Ryk

Tara Cryderman

From: Wendy Kay
Sent: Wednesday, May 3, 2017 8:13 AM
To: Tara Cryderman
Subject: FW: Beaver Mines Water and Wastewater Project
Attachments: Revisit decision take 2.docx

Council – Correspondence - Action

From: Cornell Van Ryk [mailto:]
Sent: May 3, 2017 7:03 AM
To: Wendy Kay <wkay@mdpincercreek.ab.ca>
Subject: Re: Beaver Mines Water and Wastewater Project

Attached letter to Council. I think it is best if I do not speak to this letter at the Council Meeting as I have become far too critical of how this project is unfolding and my disappointment may be counter-productive. For example, I see people taking great pride in the “well thought out” regional water plan, only to find that we have spent a lot of money designing a water pipeline to Beaver Mines and are now doing REWORK to extend this pipeline to Castle Mountain.

Cornell Van Ryk

From: Wendy Kay
Sent: Tuesday, May 2, 2017 9:40 AM
To: Cornell Van Ryk
Cc: Leo Reedyk
Subject: RE: Beaver Mines Water and Wastewater Project

Mr. Van Ryk

Council will provide further direction once comments are received from our Engineers, on the information you have provided. Until such time as those comments are reviewed by Council, I don't believe they would provide a yes or no to your initial question.

I am hopeful that we will have something from our Engineers within a month's time. These comments will be placed on a Regular Council Agenda, which the public will have access to.

The lagoon at Mill Creek has been one of three options that have been identified for some time, long before August 2016. In August 2016, we were requested by the province to investigate the lagoon at Mill Creek, due to the potential that this option may be less of a cost, as opposed to the other two options.

Our Engineers are delegated any decision making powers. Recommendations are provided to Council, who ultimately have the final decision making powers.

Please be sure to monitor our agendas on our website, to see when this item is back for consideration.

Wendy

From: Cornell Van Ryk [redacted@m]
Sent: May 1, 2017 5:46 PM
To: Wendy Kay <wkay@mdpincercreek.ab.ca>
Subject: Re: Beaver Mines Water and Wastewater Project

Hello Wendy,

I still do not understand your process. I asked Council to revisit their decision and expected a yes/no response. Either I made the case to revisit the decision or I did not. What I got back was not a resolution in my mind.

“Although the resolution didn’t specifically provide direction, a resolution such as this, is followed up with a request to our Engineers to provide comment. We would expect to receive those comments in the near future.”

I’m left with a lot of questions. Who makes the request for comment? Will I see the request in the minutes of a Council meeting? When? What is the definition of “near future”? How is the public informed of these comments?

As far as addressing my concerns, I realize Councils have been discussing this issue since 1981 but as far as I can tell, the specific contentious issue of the lagoon at Mill Creek was only discussed between late Aug. and mid-Nov. of 2016, a period of some 2 1/2 months. This decision was clearly made in haste, to try to secure a grant to fund the wastewater treatment component of the project. I realize the MD does not have the technical expertise, nor did I request the MD to provide comment. I asked the MD to direct the Engineers to provide more information and study alternatives. What I see is Council delegating the decision to pursue other alternatives to the Engineers. This delegation does not provide proper oversight, in my opinion. The Engineers have a vested interest in spending as much money as possible as the fees for design and engineering are typically a percentage of the capital cost total.

If possible, please provide clarity around my questions regarding the comments from the Engineers. If you cannot provide any definite process and dates to bring closure to my original request, I would be pleased to address Council at the May 9 meeting to re-submit my request .

Cornell Van Ryk

From: [Wendy Kay](#)
Sent: Monday, May 1, 2017 3:54 PM
gCc: [Leo Reedyk](#)
Subject: FW: Beaver Mines Water and Wastewater Project

Mr. Van Ryk:

Further to your earlier email, we wish to provide the following.

Please note that Council’s since 1981, have been discussing servicing Beaver Mines with water and wastewater. During this time, there have been several reports prepared over the years.

Our Council, previous to the current Council, initiated the Regional Water System. The report at that time, identified Beaver Mines and Pincher Station, as next phases to the overall project. Beaver Mines as Phase 2.

If

Our Current Council has been dealing specifically with the Beaver Mines Water and Wastewater project since the middle of 2014. Since that time, Council has been involved in many discussions regarding the project, and have looked at several alternatives in providing water and wastewater to Beaver Mines. Please note that Council has received presentations directly related to various options for collection of wastewater.

Your presentation has been referred to our Engineers. Although the resolution didn't specifically provide direction, a resolution such as this, is followed up with a request to our Engineers to provide comment. We would expect to receive those comments in the near future.

The MD of Pincher of Creek does not have the expertise in-house to provide technical comments on a request such as the one you have made.

Hoping this clarifies some of your concerns.

Wendy Kay
Chief Administrative Officer
Municipal District of Pincher Creek No. 9
PO Box 279
Pincher Creek, AB T0K-1W0
Phone: 403-627-3130

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From: Cornell Van Ryk [REDACTED]
Sent: April 21, 2017 4:54 PM
To: Wendy Kay <wkay@mdpincercreek.ab.ca>
Subject: Beaver Mines Sewer Project.

I just received your letter regarding my presentation to Council on March 28, 2017 and am not pleased.

I appeared before Council with a request that the decision to install a sewage lagoon at Mill Creek be revisited. My request was based on the poor quality of the engineering study that lead to the decision. Council had not been appraised of the risks associated with the lagoon system and force main, nor were the operating costs or resident concerns of the alternatives presented, and it would seem that far more cost effective treatment alternatives have not been evaluated. The report was DRAFT, UNSIGNED and NOT STAMPED.

As I understand it, Council's response to my request was to forward my letter to MPE *for their consideration*. It appears no further instruction was given, simply forward the letter. I suppose I should be happy that a copy of my letter is in safe

keeping somewhere in a filing cabinet. I am, however, less than satisfied with the response. To be honest, I feel slighted. After the work I put into researching the project details and identifying alternatives, I expected the courtesy of a yes/no response. Either I made the case to revisit the decision or I did not.

I continue to feel strongly that the decision made by Council to construct a sewage lagoon at Mill Creek was based on poor information and a more detailed study should be performed. Furthermore, I feel that Council and Administration is not exercising due diligence by leaving it up to a consulting engineering company to decide if further study is warranted.

I have a very simple question...**Is it necessary to appear before Council once again to re-submit my request?**

Cornell Van Ryk

Tara Cryderman

Subject: FW: Warrant Reduction - coming into force May 1, 2017
Attachments: 09-2017 Warrant Reduction and e-Ticketing (Update).pdf

From: Wendy Kay
Sent: Monday, April 24, 2017 10:59 PM
To: Tara Cryderman <AdminExecAsst@mdpincercreek.ab.ca>
Subject: FW: Warrant Reduction - coming into force May 1, 2017

Council Correspondence – For Info

From: Irene Cooper [mailto:irenecooper@xplornet.ca]
Sent: April 24, 2017 5:43 PM
Please share with your Municipal Enforcement Officers.

Irene Cooper
Executive Director, ARMAA
Box 217
LaGlace AB T0H 2J0
780-831-4195
www.armaa.ca

----- Original Message -----

Subject: Warrant Reduction - coming into force May 1, 2017
Date: 2017-04-21 13:50
From: Rachel Melnychuk <Rachel.Melnichuk@gov.ab.ca>
To: "irenecooper@xplornet.ca" <irenecooper@xplornet.ca>

Hello Irene,

I received your name through Municipal Affairs as a potential link to municipal bylaw enforcement areas. I am looking for some assistance in communicating with municipal bylaw departments to notify their enforcement officers about an upcoming legislative change.

The new legislation and amendments will end the use of warrants to enforce minor, non-vehicle related provincial statute and municipal bylaw infractions and expand the scope and use of electronic ticketing. It comes into force May 1, 2017, and has implications for how municipal enforcement officers write tickets.

This information bulletin has been sent to all police services around Alberta, as well as all authorized employers of Alberta or Community Peace Officers. However, we want to be sure that affected municipal enforcement officers who may not have Peace Officer status under *the Peace Officer Act* are also aware of the new changes in law and process for municipal bylaw tickets. As a result, we have also sent this bulletin to the Alberta Municipal Enforcement Association.

Would you kindly disseminate the attached bulletin through your channels to municipalities as you see fit, so they can communicate this with their enforcement areas?

Many thanks and I would be happy to answer any questions you may have.

Regards,

Rachel

Rachel Melnychuk, MA

Tel 780.644.2787 | Cell 780.554.4802 | rachel.melnichuk@gov.ab.ca

Director of Policy, Planning, and Divisional Support

Public Security Division

Alberta Justice and Solicitor General

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BULLETIN

09-2017

April 20, 2017

To all Authorized Employers:

Re: Warrant Reduction and eTicketing Changes

This is an update to Bulletin 04-2017 dated February 21, 2017.

An Act to Modernize Enforcement of Provincial Offences and a new *Procedures Regulation* (AR 63/2017) come into force **May 1, 2017**.

The new legislation and amendments will end to the use of warrants to enforce minor, non-vehicle related provincial statute and municipal bylaw infractions and expand the scope and use of electronic ticketing, i.e. where law enforcement officers issue paper violation tickets but file the tickets with the court in electronic form.

The Act and the Regulation amend existing legislation to change ticketing procedures in Alberta as follows:

1. ***All*** provincial and municipal bylaw offences (both traffic and non-traffic) with a specified penalty of \$1,000 or less committed on or after May 1, 2017 must be charged using a Part 3, yellow Offence Notice, unless it is in the public interest to issue the defendant a Part 2, pink Summons.
 - If a Part 2 ticket is issued in the public interest, officers should note their rationale in the "Officer's Notes - Details" section of the violation ticket (back of Part 4 – Police Record). In the officer's absence, the notes can inform the court why issuing a Part 3 ticket was deemed inappropriate and assist in determining a proper disposition. .
2. Record the operator's licence number on the ticket whenever possible, even for non-traffic offences. In the event of non-payment of fines this will assist with matching the overdue fine to defendant's file in the motor vehicle database and triggering registry service restrictions.
3. Section 4 of the *Procedures Regulation* sets out the factors to be considered when determining if a Part 2, pink Summons (in the public interest) is to be issued. It includes a new factor. It also includes a new subsection (4) that affirms a peace officer's discretion

to use other measures that are appropriate instead of issuing a violation ticket (note, authorized employer policy may impact this).

4. If a Part 2 ticket is issued it must require the defendant to appear in Court (no voluntary payment option) unless
 - a. it was issued in the public interest because the defendant's operator's licence was an out-of-province one, or
 - b. the specified penalty is more than \$1,000.

When either of the two exceptions apply officers can provide the voluntary payment option. If a Part 2 ticket is issued with a voluntary payment option other than in these two exceptions, it will be quashed.

5. Section 25 of the *Provincial Offences Procedures Act* (POPA) is being amended to eliminate the requirement to have a Part 2 ticket sworn before a commissioner of oaths.
 - When a Part 2 ticket is completed and signed by a peace officer who believes on reasonable and probable grounds that an offence has been committed, it is deemed to have been made under oath.
 - For Part 2 tickets issued on or after May 1, 2017 there will be no requirement to have them sworn or affirmed before a commissioner for oaths.
 - Current stock of violation tickets can be used until supplies are exhausted.

The attached tables (Table 1- statutory amendments and Table 2 – regulatory amendments) include a breakdown of the specific changes to assist with interpretation of the new requirements.

Should you have any questions about interpretation or application of these changes, please contact Rob Anderson, Legal Counsel, Resolution and Court Administration Services, Justice and Solicitor General, at rob.anderson@gov.ab.ca.

Sincerely,

Tammy Spink
Manager, Peace Officer Program

Attachment

Table 1

Statutory amendments made by *An Act to Modernize Enforcement of Provincial Offences*, SA 2016, c – 11 (current provisions are in red and provisions coming into effect May 1, 2017 are in green)

Current	Change
<p>Section 7 of the Provincial Offences Procedure Act (POPA) provides the range of punishment if convicted of an offence (unless punishment is expressly provided for in other legislation). Subsection (2) provides:</p> <p>(2) Subject to any express provision in another enactment, if the imposition of a fine or the making of an order for the payment of money is authorized by an enactment but the enactment does not provide that imprisonment may be imposed in default of payment of the fine or compliance with the order, the Court may order that in default of payment of the fine or compliance with the order, as the case may be, the defendant shall be imprisoned for a period of not more than 6 months.</p>	<p>A new subsection (2.1) is being added to section 7. It provides:</p> <p>(2.1) In proceedings commenced under Part 2 pursuant to section 22(3), a justice sentencing a defendant convicted of an offence shall consider the ability of the defendant to pay a fine and, notwithstanding any provision to the contrary in any other enactment, may refuse to impose a period of imprisonment in default of payment of the fine where imprisonment would not serve the public interest.</p>
<p>Section 22 (2) and (3) of POPA provide that the procedures set out in Part 2 and Part 3 of the Act may be followed in respect of offences provided for in the regulations and If the regulations provide that proceedings with respect to an offence may be commenced under either Part 2 or Part 3, the proceedings must be commenced under Part 3 unless it is in the public interest to compel the defendant to appear before a justice in proceedings under Part 2.</p> <p>(2) If the regulations provide that proceedings with respect to an offence may be commenced under either Part 2 or Part 3, the proceedings shall be commenced under Part 3 unless it is in the public interest to compel the defendant to appear before a justice in proceedings under Part 2.</p> <p>(3) If the proceedings with respect to an offence referred to in subsection (2) are commenced under Part 2, the peace officer shall issue a summons in accordance with section 27(3).</p>	<p>Section 22 (2) and (3) of POPA are being amended to provide:</p> <p>(2) Where the procedure in the <i>Criminal Code</i> (Canada) for laying an information is not followed, the procedure set out in Part 2 must be followed with respect to offences specified in the regulations, and subject to subsection (3), the procedure set out in Part 3 must be followed with respect to offences for which a specified penalty of \$1000 or less, excluding any applicable surcharge, is provided for in the regulations.</p> <p>(3) If it is in the public interest to commence proceedings under Part 2 for an offence for which the specified penalty is \$1000 or less, excluding any applicable surcharge, the peace officer shall issue a summons in accordance with the regulations.</p>
<p>Section 25 of POPA provides what a Part 2 violation ticket must contain and how it must be completed and served. Subsection (2) provides:</p> <p>(2) The complaint part of the violation ticket shall be</p> <p>(a) sworn before a commissioner for oaths by a complainant who believes on reasonable and probable grounds that an offence has been committed, and</p> <p>(b) filed with a clerk prior to the initial appearance date indicated on the violation ticket.</p>	<p>Subsection 25(2) is being amended to provide:</p> <p>(2) The complaint part of the violation ticket</p> <p>(a) must be completed and signed by a complainant who believes on reasonable and probable grounds that an offence has been committed, and</p> <p>(b) must be filed with the clerk prior to the initial appearance date indicated on the violation ticket, and is deemed to have been made under oath.</p> <p>When new violation tickets are printed for the purposes of subsection (2),</p> <p>(a) the violation tickets previously printed may also be used until supplies of those previously printed tickets are exhausted, and</p>

	(b) there is no requirement for the complaint part of the previously printed violation tickets to be sworn before a commissioner for oaths.
<p>Section 27(3) of POPA provides where it is in the public interest to require a defendant to appear before a justice, a peace officer <u>may</u> issue a summons requiring the defendant to appear before a justice without the option of making a voluntary payment.</p> <p>(3) If it is in the public interest to compel the defendant to appear before a justice in proceedings under this Part, a peace officer may, if authorized by the regulations, issue a summons respecting any offence for which a voluntary payment may be made, requiring the defendant to appear before a justice on the initial appearance date without the alternative of making a voluntary payment.</p>	<p>Section 27(3) is being amended to provide:</p> <p>(3) Notwithstanding anything in the regulations or in a bylaw or ministerial order referred to in section 44 that authorizes a voluntary payment to be made in respect of an offence, if it is in the public interest to compel the defendant to appear before a justice in proceedings under this Part, a peace officer shall issue a summons requiring the defendant to appear before a justice on the initial appearance date without the alternative of making a voluntary payment.</p>
<p>Section 42 of POPA provides that the Lieutenant Governor in Council may make regulations respecting matters under the Act.</p> <p>42 The Lieutenant Governor in Council may make regulations</p> <p>(j) respecting the determination of the public interest under sections 22(2) and 27(3);</p>	<p>A new subsection (c.1) is being added to Section 42 and subsection (j) is being amended to provide:</p> <p>42 The Lieutenant Governor in Council may make regulations</p> <p>(c.1) respecting voluntary payments to be made and specified penalties to be imposed in respect of any offence for which proceedings may be commenced under Part 2;</p> <p>(j) respecting the determination of the public interest for the purposes of this Act.</p>
<p>Section 57 of the <i>Traffic Safety Act</i> provides that where a person has not paid a fine levied under the <i>Traffic Safety Act</i>, a bylaw under the <i>Traffic Safety Act</i>, an enactment or bylaw as prescribed by regulation, or any law in another jurisdiction that in the opinion of the Registrar deals with matters in that jurisdiction that are similar in nature to matters dealt with under the <i>Traffic Safety Act</i>, the Registrar may refuse to provide motor vehicle registry services to that person until the fine is paid.</p> <p>57 Notwithstanding anything in this Act, where a person has not paid a fine or penalty levied against that person under</p> <p>(a) this Act or a bylaw made under this Act,</p> <p>(b) any other enactment or bylaw as prescribed by regulation, or</p> <p>(c) any law in another jurisdiction that in the opinion of the Registrar deals with matters in that jurisdiction that are similar in nature to matters dealt with under this Act,</p>	<p>Section 57 is being amended to repeal (b) and amend (a) to provide:</p> <p>57 Notwithstanding anything in this Act, where a person has not paid a fine or penalty levied against that person under</p> <p>(a) any enactment or municipal bylaw, or any bylaw made under this Act, or</p> <p>(b) repealed;</p> <p>(c) any law in another jurisdiction that in the opinion of the Registrar deals with matters in that jurisdiction that are similar in nature to matters dealt with under this Act,</p> <p>the Registrar may,</p> <p>(d) in respect of that person, refuse to perform that function or service or to issue, renew or otherwise deal with any motor vehicle document or other document until the fine or penalty is paid, and</p>

the Registrar may,

(d) in respect of that person, refuse to perform that function or service or to issue, renew or otherwise deal with any motor vehicle document or other document until the fine or penalty is paid, and

(e) if authorized by regulation, refuse to register a vehicle in the name of the new owner if the ownership of a registered vehicle passes directly or through intermediary owners from the person who has not paid the fine or penalty to a person described by regulation.

(e) if authorized by regulation, refuse to register a vehicle in the name of the new owner if the ownership of a registered vehicle passes directly or through intermediary owners from the person who has not paid the fine or penalty to a person described by regulation.

Table 2
Regulatory amendments made by the new *Procedures Regulation* (AR 73/2017)
(current provisions are in red and provisions coming into force May 1, 2017 are in green)

Current	Change
<p>Section 2 provides proceedings may be commenced under Part 2 of the Act for a contravention of the following enactments: (The enactments that are listed are a number of provincial acts and regulations and any municipal bylaw).</p> <p>2 Proceedings may be commenced under Part 2 of the Act for a contravention of the following enactments:</p>	<p>Section 2 is being amended to provide:</p> <p>2 A violation ticket may be used in respect of an offence under the following enactments:</p>
<p>Section 3 provides when proceedings may be commenced under Part 3 of the act:</p> <p>3(1) Notwithstanding section 2, proceedings may be commenced under either Part 2 or Part 3 of the act for a contravention of a provision designated in Schedule 2 as one for which proceedings may be commenced in that manner.</p> <p>(2) Notwithstanding section 2, proceedings may be commenced under either Part 2 or Part 3 of the act for contravention of a municipal by-law made under the <i>Traffic Safety Act</i>.</p>	<p>A new subsection (3) is being added to section 3 and subsections (1) and (2) are being amended:</p> <p>3(1) Where a violation ticket is used, proceedings must be commenced under Part 2 of the Act in respect of an offence that</p> <p>(a) has no specified penalty, or</p> <p>(b) has a specified penalty of more than \$1000, excluding any applicable surcharge.</p> <p>(2) Subject to section 22(3) of the Act, proceedings must be commenced under Part 3 of the Act in respect of an offence that has a specified penalty of \$1000 or less, excluding any applicable surcharge.</p> <p>(3) If a person is issued a violation ticket in respect of an offence referred to in subsection (1)(b), that person may make a voluntary payment in accordance with the Act.</p>
<p>Section 4 sets out the factors a peace officer may consider in determining whether to issue a Part 2 ticket in the public interest.</p> <p>4(1) Without limiting the factors that may be considered in determining the public interest under section 22(2) or 27(3) of the Act, the following factors may be considered:</p> <p>(a) the seriousness of the nature or consequences of the offence;</p> <p>(b) the number of previous convictions and outstanding fines levied against the accused;</p> <p>(c) the number of outstanding proceedings commenced against the accused under either Part 2 or Part 3 of the Act.</p> <p>(2) A peace officer may, if it is in the public interest, issue a summons respecting any offence for which a voluntary payment may be made requiring the defendant to appear before a justice on the initial appearance date without the alternative of making a voluntary payment.</p>	<p>New subsections (1)(d), (3) and (4) are being added to section 4 and subsections (1) and (2) are being amended:</p> <p>4(1) In determining whether to issue a summons in the public interest under section 22(3) or 27(3) of the Act, a peace officer must consider the following factors:</p> <p>(a) the seriousness of the nature or consequences of the offence;</p> <p>(b) the number of previous convictions and outstanding fines levied against the defendant;</p> <p>(c) the number of outstanding proceedings commenced against the defendant under either Part 2 or Part 3 of the Act;</p> <p>(d) whether the defendant's operator's licence is an out-of-province operator's licence.</p> <p>(2) Subject to subsection (3), a peace officer shall, if the peace officer determines it is in the public interest, issue</p>

	<p>a summons respecting any offence for which a voluntary payment may be made requiring the defendant to appear before a justice on the initial appearance date without the alternative of making a voluntary payment.</p> <p>(3) Notwithstanding subsection (2), where the defendant has an out-of-province operator's licence, a peace officer may issue a summons that</p> <p>(a) gives the defendant the option of making a voluntary payment, and</p> <p>(b) does not require the defendant to appear before a justice on the initial appearance date to answer the summons if the defendant makes a voluntary payment in accordance with the Act.</p> <p>(4) Nothing in this section restricts a peace officer from exercising the peace officer's discretion to instead of issuing a violation ticket to a person for contravening an enactment, use other measures as are appropriate, given the circumstances of the person involved.</p>
<p>Section 5(1) provides when a voluntary payment may be made:</p> <p>5(1) If a person is issued a violation ticket for a contravention of a provision of an enactment listed in Schedule 2, that person may make a voluntary payment in accordance with the Act.</p>	<p>Section 5 (1) and (2) are being amended to provide:</p> <p>5(1) The specified penalty for a contravention of a provision of an Act or regulation is set out in the Schedule.</p> <p>(2) The specified penalty for a contravention of a provision of a bylaw or ministerial order under section 44 of the Act is set out in the bylaw or ministerial order.</p>
<p>Section 12(2) sets out those sections of the <i>Criminal Code</i> that are not applicable to proceedings commenced under Part 3 of the Act:</p> <p>(2) Sections 731, 732, 732.1, 732.2, 733, 734 and 736 of the <i>Criminal Code</i> (Canada) are not applicable to proceedings that are commenced under Part 3 of the Act.</p>	<p>Se12(2) is being amended to provide:</p> <p>(2) Sections 731, 732, 732.1, 732.2, 733 and 734 of the <i>Criminal Code</i> (Canada) are not applicable to proceedings that are commenced under Part 3 of the Act.</p>
<p>Section 13 sets out the elements that a violation tickets must contain and provides that they shall be in the form set out in Schedule 1 of the regulation:</p> <p>13(1) A violation ticket under Part 2 of the Act must contain at least the following elements:</p> <p>(a) the following heading:</p> <p>Province of Alberta</p> <p>(b) a reasonably clear description of the defendant to facilitate identification,</p> <p>(c) the offence with which the defendant is charged,</p> <p>(d) the date on which the offence is alleged to have occurred,</p>	<p>Section 13 is being amended to provide:</p> <p>13(1) A violation ticket under Part 2 of the Act must contain at least the following elements:</p> <p>(a) the following heading:</p> <p>Province of Alberta</p> <p>(b) a reasonably clear description of the defendant to facilitate identification;</p> <p>(c) the offence with which the defendant is charged;</p> <p>(d) the date on which the offence is alleged to have occurred;</p>

<p>(e) the place at or near which the offence is alleged to have occurred,</p> <p>(f) the manner in which the defendant may respond to the summons, and</p> <p>(g) the consequences to the defendant if the summons is not responded to by the date indicated.</p> <p>(2) A violation ticket under Part 3 of the Act must contain at least the following elements:</p> <p>(a) the following heading:</p> <p>Province of Alberta</p> <p>(b) a reasonably clear description of the defendant to facilitate identification,</p> <p>(c) the offence with which the defendant is charged,</p> <p>(d) the date on which the offence is alleged to have occurred,</p> <p>(e) the place at or near which the offence is alleged to have occurred,</p> <p>(f) the manner in which the defendant may respond to the offence notice, and</p> <p>(g) the consequences to the defendant if the offence notice is not responded to by the date indicated.</p> <p>(3) A violation ticket under Part 2 of the Act shall be in Form 1 of Schedule 1.</p> <p>(4) A violation ticket under Part 3 of the Act shall be in Form 2 or Form 3 of Schedule 1.</p>	<p>(e) the place at or near which the offence is alleged to have occurred;</p> <p>(f) the manner in which the defendant may respond to the summons;</p> <p>(g) the initial court appearance date and location;</p> <p>(h) the consequences to the defendant if the summons is not responded to by the date indicated.</p> <p>(2) A violation ticket under Part 3 of the Act must contain at least the following elements:</p> <p>(a) the following heading:</p> <p>Province of Alberta</p> <p>(b) a reasonably clear description of the defendant to facilitate identification;</p> <p>(c) the offence with which the defendant is charged;</p> <p>(d) the date on which the offence is alleged to have occurred;</p> <p>(e) the place at or near which the offence is alleged to have occurred;</p> <p>(f) the manner in which the defendant may respond to the offence notice;</p> <p>(g) the initial court appearance date and location;</p> <p>(h) the consequences to the defendant if the offence notice is not responded to by the date indicated.</p> <p>(3) A violation ticket under Part 2 of the Act shall be in a form approved by the Minister.</p> <p>(4) A violation ticket under Part 3 of the Act shall be in a form approved by the Minister.</p> <p>(5) A violation ticket under Part 2 or Part 3 of the Act must use the numbering convention set by the Minister.</p>
<p>New</p>	<p>A new section 14 is being added and will provide:</p> <p>14(1) The Court may use electronic violation tickets in carrying out the Court's functions in proceedings under Part 2 of the Act if</p> <p>(a) the complaint included in the electronic violation ticket</p> <p>(i) is endorsed in accordance with section 16 by the peace officer who issued the electronic violation ticket, and</p>

	<p>(ii) is filed with the Court in accordance with subsection (2),</p> <p style="text-align: center;">and</p> <p>(b) the information included in the electronic violation ticket cannot be altered after the electronic violation ticket has been transmitted to JOIN.</p> <p>(2) The complaint included in an electronic violation ticket is filed with the Court if</p> <p>(a) it has been transmitted to JOIN, and</p> <p>(b) the data necessary to display or print the complaint in a form approved by the Minister for any purpose under the Act has been stored in JOIN.</p>
<p>Section 13.1 provides when the court may use electronic violation tickets in carrying out the court's functions in proceedings under Part 3 of the Act.</p> <p>13.1(1) The Court may use electronic violation tickets in carrying out the Court's functions in proceedings under Part 3 of the Act if all of the following apply:</p> <p>(a) the defendant described in the electronic violation ticket is charged under section 160 of the <i>Traffic Safety Act</i> or the offence notice relates to an alleged parking violation;</p> <p>(b) the certificate of offence included in the electronic violation ticket</p> <p style="padding-left: 40px;">(i) contains the date that the offence notice was sent by ordinary mail to the defendant's address,</p> <p style="padding-left: 40px;">(ii) is endorsed in accordance with section 13.2 by the peace officer who issued the electronic violation ticket, and</p> <p style="padding-left: 40px;">(iii) is filed with the Court in accordance with subsection (2);</p> <p>(c) the information referred to in clause (b)(i) and in section 13(2) that is included in the electronic violation ticket cannot be altered after the electronic violation ticket has been transmitted to JOIN.</p> <p>(2) The certificate of offence included in an electronic violation ticket is filed with the Court if</p> <p>(a) it has been transmitted to JOIN, and</p> <p>(b) the data necessary to display or print the certificate of offence in Part 1 of Form 3 of Schedule 1 for any purpose under the Act has been stored in JOIN.</p>	<p>Section 13.1 is being renumbered as section 15 which will provide:</p> <p>15(1) Subject to subsection (2), the Court may use electronic violation tickets in carrying out the Court's functions in proceedings under Part 3 of the Act if</p> <p>(a) the certificate of offence included in the electronic violation ticket</p> <p style="padding-left: 40px;">(i) is endorsed in accordance with section 16 by the peace officer who issued the electronic violation ticket, and</p> <p style="padding-left: 40px;">(ii) is filed with the Court in accordance with subsection (3),</p> <p style="text-align: center;">and</p> <p>(b) the information included in the electronic violation ticket cannot be altered after the electronic violation ticket has been transmitted to JOIN.</p> <p>(2) If the defendant described in the electronic violation ticket is charged under section 160 of the <i>Traffic Safety Act</i> or the offence notice relates to an alleged parking violation, in addition to the requirements set out in subsection (1), the certificate of offence must contain the date that the offence notice was sent by ordinary mail to the defendant's address.</p> <p>(3) The certificate of offence included in an electronic violation ticket is filed with the Court if</p> <p>(a) it has been transmitted to JOIN, and</p> <p>(b) the data necessary to display or print the certificate of offence in a form approved by the Minister for any purpose under the Act has been stored in JOIN.</p>

Schedule 1 sets out the form of the violation ticket for use under Part 2 and Part 3 of the Act.	Schedule 1 is being deleted.
Schedule 2 sets out the specified penalties for offences under provincial Acts and Regulations.	Provisions in Schedule 2 that authorize a violation ticket to be issued under either Part 2 or Part 3 in respect of certain offences are being deleted.



ALBERTA
SENIORS AND HOUSING

*Office of the Minister
MLA, Edmonton-Riverview*

RECEIVED

APR 28 2017
F2b

M.D. OF PINCHER CREEK

*Council
Corresp - For Info*

AR 43016

Federal, Provincial and Territorial Ministers Responsible for Seniors resources
*Caregiver Readiness
Caregiving and Employment*

As Minister of Seniors and Housing, I am pleased to share a series of resources that have been developed by the Federal, Provincial and Territorial Ministers Responsible for Seniors Forum, to support Canadians providing care to older family members or friends.

At some point in our lives, almost all of us will need to provide support to someone we know. Many seniors, people with disabilities and those with health conditions rely on support from family, friends and neighbours to maintain their well-being. I am pleased that Alberta actively supported the development of these resources. I encourage you to share these within your organizations and with others who may support caregivers in their important roles.

The publications include:

- *Care Conversations – It's about you and the person you support*
- *Care Options – Choosing the best plan for you and the person you care for*
- *Balancing Work and Caregiving – Tips for employed caregivers*
- *Helping Employees Balance Work and Caregiving Responsibilities – Tips for employers*

These resources, as well as a Caregiver Readiness video, are available electronically on a new "Caring for Caregivers" web page on my ministry's website. Go to the "Awareness and Information" section at www.seniors-housing.alberta.ca.

The web page also includes an email address, seniorsinformation@gov.ab.ca, to request additional copies of the print resources that are included with this letter.

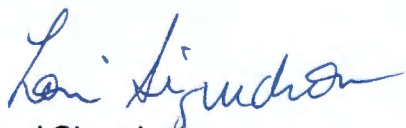
.../2

Page Two

The Federal, Provincial and Territorial Ministers Responsible for Seniors Forum is an intergovernmental body established to share information, discuss new and emerging issues related to seniors, and collaborate on key projects.

I hope you will find these informative resources to be beneficial.

Sincerely,

A handwritten signature in blue ink that reads "Lori Sigurdson". The signature is fluid and cursive, with the first name "Lori" being more prominent than the last name "Sigurdson".

Lori Sigurdson
Minister of Seniors and Housing

Attachments

- a) Caregiver Readiness factsheet: Care Conversations
- b) Caregiver Readiness factsheet: Care Options
- c) Balancing Work and Caregiving brochure
- d) Helping Employees Balance Work and Caregiving Responsibilities brochure

CARE OPTIONS

Choosing the best plan for you and the person you care for.



**At some point in your life,
you may need to provide support
to someone you know.**

Over 8 million Canadians currently care for someone they know and this number is expected to increase as a result of Canada's aging population. You will likely need to support someone you know who has a physical disability, a mental health challenge, a long-term illness or a degenerative disease. Caring for someone else often means juggling personal commitments, work, family time and care responsibilities.



It is never too early to start planning for your role as a caregiver. You may need to help a parent, child, partner, sibling, friend, neighbour or co-worker. This person will count on your presence and support as they face health and living challenges.



**Learn about your options,
plan your actions and get ready!**

Here is what you need to think about.



Learn how to support their health care.

Understand their health condition and care options. Help the person choose the best care plan to meet their needs by learning as much as you can about their physical and mental health, medical and treatment options and support needs.

 Know how to have a Care Conversation (Canada.ca/caregivers)

Provide encouragement. Living with a chronic or long-term condition can be a daily challenge. Help the person you care for eat healthy, be physically active, stay socially connected and follow their treatment plan.

 The Safe Living Guide—A Guide to Home Safety for Seniors (www.phac-aspc.gc.ca > search: safe living guide)

Know their care providers. Make a list of all care providers—name, contact information and caring role. Communicate and work with them.

 Note that there may be multiple health care professionals involved in the person's care.

 Don't forget the personalized services provided by home and community care providers.

Manage medications. Make a medication list and review it with a pharmacist to learn about each drug, their side effects and any counter-indications, how to store them and when to take them.

 Remember to include not only prescribed medications, but also over-the-counter medicines, vitamins, herbs and minerals.

 Instructions for the safe use of medications (Canada.ca > search: use of medications)

 Medication safety checklist (Canada.ca > search: medication safety)

Plan for care transitions. Care transitions from home to hospital, to a rehabilitation facility, a nursing home or long-term care home are critical to the person's recovery and quality of life. Know the discharge plan and care options.

 Is the person's home safe? If not, contact home care for an in-home assessment.





Be prepared for emergencies. Know who to contact and what to do in case of medical emergencies or unplanned events.

 Keep a list of emergency contacts and their information within reach.



 Your Emergency Preparedness Guide (Canada.ca > search: Emergency Preparedness Guide)

Learn how to improve their quality of life.





Explore home and community support options. Home care services may allow a person with special needs to stay at home as independently and as long as possible.

-  Consider seniors centres, support groups and programs of disease-specific organizations.
-  Consider day programs, meal delivery, transportation services and in-home supports.
-  Government of Canada benefits finder (Canada.ca/BenefitsFinder)
-  Provincial and territorial ministries/departments of health (Canada.ca > search: departments of health)






Maintain social contacts. Keeping in touch with friends and family and being socially connected can make a difference in how well the person copes with their health and living challenges.

-  Consider smartphones, computer software (*e.g. Skype*) and social networking sites.
-  Seniors: Active, engaged, informed (Canada.ca > search: Active Seniors)

Investigate housing options. Start to consider modifications to the person's or caregiver's existing home, assisted living and long-term care facilities.

-  Is the person's home safe? If not, contact home care for an in-home assessment.
-  Keep in mind that many housing options have waitlists and only some are publicly funded.
-  Canada Mortgage and Housing Corporation programs (www.cmhc-schl.gc.ca)
-  What every older Canadian should know about planning for their future housing needs (Canada.ca > search: planning for their future housing needs)

Explore financial options. Assess the person's financial situation, revenues and expenses, to understand how their budget can best meet their needs.

-  Speak to a financial advisor about retirement saving plans, a registered disability savings plan, high interest accounts, life insurance, caregiving insurance, employee benefits and government tax credits or income supplements.
-  Tips for working with a financial advisor (Canada.ca > search: financial advisor)
-  The benefits of being a senior (Canada.ca > search: benefits of being a senior)
-  Compassionate Care Benefit (Canada.ca > search: Compassionate Care Benefit)
-  Family Caregiver Amount tax credit (Canada.ca > search: family caregiver amount)

Learn how to maintain your own health and well-being.

Stay healthy. Eat a healthy and balanced diet, keep in contact with friends and family, exercise regularly, get enough sleep and make time for activities you enjoy.


Learn the signs of caregiver stress. Be aware of times when you are feeling anxious, having trouble sleeping, not eating properly or feeling unwell.

 Responding to Stressful Events: Self-Care for Caregivers (Canada.ca > search: Self-Care for Caregivers)

Ask for help. Reach out to friends, family and support services when you need them.

 **Resources.** Get information on federal, provincial and territorial resources for caregivers by visiting Canada.ca/Caregivers, by calling 1 800 0-Canada or TTY 1-800-926-9105, or by contacting your provincial or territorial government.

Caregiving can be a positive experience. Being prepared helps!

 Many caregivers find caring for someone to be rewarding and empowering. Positive experiences include a sense of pride for being able to give back, building deeper relationships, discovering new skills and finding increased meaning and purpose in your life.

 Don't be afraid to ask for help. Remember, you're not alone.

This document has been jointly prepared by the Forum of Federal/Provincial/Territorial (F/P/T) Ministers Responsible for Seniors. The Forum is an intergovernmental body established to share information, discuss new and emerging issues related to seniors, and work collaboratively on key projects.

Québec contributes to the Federal/Provincial/Territorial Seniors Forum by sharing expertise, information and best practices. However, it does not subscribe to, or take part in, integrated federal, provincial, and territorial approaches to seniors. The Government of Québec intends to fully assume its responsibilities for seniors in Québec.

You can download this publication by going online: publiccentre.esdc.gc.ca This document is available on demand in multiple formats by contacting 1 800 0-Canada (1-800-622-6232), teletypewriter (TTY), 1-800-926-9105.

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PDF

Cat. No.: Em12-16/2016E-PDF
ISBN: 978-0-660-05946-4

ESDC

Cat. No. : SSD-172-08-16E

In Alberta, to access an electronic version of this document or to order print copies please visit the *Caring for caregivers* page at www.seniors-housing.alberta.ca.

Other information about supports and services for seniors in Alberta is also available on the site.



CARE CONVERSATIONS

It's about you and the person you support.



At some point in your life, you may need to provide support to someone you know.

Over 8 million Canadians currently care for someone they know and this number is expected to increase as a result of Canada's aging population. You will likely need to support someone you know who has a physical disability, a mental health challenge, a long-term illness or a degenerative disease. Caring for someone else often means juggling personal commitments, work, family time and care responsibilities.

It is never too early to start planning for your role as a caregiver. You may need to help a parent, child, partner, sibling, friend, neighbour or co-worker. This person will count on your presence and support as they face health and living challenges.

By beginning Care Conversations now, you will be better prepared and able to plan for the future. Don't be afraid to talk about what-ifs. If you plan ahead, you're better prepared to react to a crisis.



Understand how caregiving can affect you

Be realistic. What are you prepared to do and not prepared to do? Note your own preferences and plan for your own future as well.

 Understand your abilities and limitations to support someone else.

 *Responding to Stressful Events: Self-Care for Caregivers* (www.phac.gc.ca > search: self-care)

 *Balancing work and caregiving* (www.chrc.gc.ca > search: guide to balancing work)

Know your resources. Being a caregiver can be challenging, but you don't have to do it alone. Build a caregiving support team and ask what support role each person is willing to play.

Understand your role in supporting the person's needs and wishes

Have an open and honest discussion. Start the conversations by sharing how you feel and why you think discussions are important. Ask how the person feels about their situation and the future.

 For the first conversation, set a time and place that is quiet, private and comfortable.

 Ask yourself: If complications arise, what would we require and what would we need to know?

Know the person's values and wishes. What does the person want today and in the future? Write their wishes down. There are legal documents to help protect the person wishes.

 Engage in Advance Care Planning and consider Powers of Attorney.

 Discuss legal options—who will make medical and financial decisions if the person is unable?

Identify costs associated with care options. Living with an episodic, chronic or long-term illness or disability can be costly. Assess the person's financial resources available for treatments, living arrangements and other care expenses.

 Budget Calculator (www.fcac.gc.ca > search: budget calculator)

 Canadian Retirement Income Calculator (Canada.ca > search: retirement income calculator)

Understand your role in their health care

Know about their health condition. Ask the health care team questions and get clear answers about the person's health condition, how the illness will progress and what physical and behavioural changes you can expect.

💡 Write down and prioritize questions for the person's doctor and other health care providers.

💡 Remember, your role may change as the person's health and needs change.

Share your information. Take notes and share your observations with the person's doctor and other health care providers (new symptoms or behaviours, injuries, emergency visits, effects of new drugs or treatments, etc.).

🔧 Learn about their Care Options. (Canada.ca/Caregivers)



Caregiving can be a positive experience. Being prepared helps!

Many caregivers find caring for someone to be rewarding and empowering. Positive experiences include a sense of pride for being able to give back, building deeper relationships, discovering new skills and finding increased meaning and purpose in your life.

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HOSPITAL





TOWN OF PINCHER CREEK

962 St. John Ave. (BOX 159), PINCHER CREEK, AB. T0K 1W0
PHONE: 403-627-3156 FAX: 403-627-4784
e-mail: reception@pinchercreek.ca
web page: www.pinchercreek.ca



Our File: 4.1.1

April 13, 2017

RECEIVED
APR 20 2017
M.D. OF PINCHER CREEK

M.D. of Pincher Creek #9
Box 279
Pincher Creek, AB
TOK 1W0
Attention Wendy Kay
Via wkay@mdpinchercreek.ab.ca

Re: 2016 Municipal Emergency Plan

Dear Wendy,

Please be advised that the Town of Pincher Creek passed the following resolution at their April 10, 2017 Regular meeting of Council;

That Council for the Town of Pincher Creek accept the 2016 Municipal Emergency Plan as presented, and requests the inclusion of community support personnel within the Emergency Operations Centre be forwarded to the Municipal District of Pincher Creek #9.

Trusting this information to be satisfactory however, should you have any questions or concerns, please contact our office.

Yours Truly,

Laurie Wilgosh LGA, CAO
Town of Pincher Creek

/lg



Council
Corresp - For Info

TELUS Communications
4831 - 51 F2d
Red Deer, Alberta
Canada T4N 2A6
telus.com
403 341 8331 Telephone
587 877 8175 Mobile
Theresa.Stevens@telus.com

March 31, 2017

Wendy Kay
Municipal District of Pincher Creek No. 9
PO Box 279
Pincher Creek Alberta T0K 1W0

RECEIVED
APR 20 2017
M.D. OF PINCHER CREEK

Dear Ms. Kay,

Re: TELUS Collaboration For Upcoming Municipal Road Move Season

Over the last three years, TELUS has experienced significant challenges caused by road moves during the construction season in which contractors cut critical infrastructure causing communications outages to residents all across Alberta. These preventable incidents resulted in loss of communications services which created industry challenges and safety concerns across the province. As a result, this year TELUS would like to engage earlier and more frequently in the municipal road move process in hopes of delivering on our Future Friendly brand promise, being easier to do business with, and reducing the number of cuts that occur during the busy summer season.

To deliver on this shared goal, I would like to formally request an overview of your upcoming municipal road moves and any other significant construction efforts planned for the 2017 construction season. This information can be submitted directly to TELUS engineering offices for prioritized support throughout the 2017 build season. This information will be held confidentially and leveraged to better support municipal workers and contractors throughout the construction season; allowing for faster cable locations, improved cable placement, and significantly increased reliability over the summer season.

Warm Regards,

Ms. Theresa Stevens
General Manager, Alberta South
TELUS Communications

C.C: Council

Tara Cryderman

From: Wendy Kay
Sent: Tuesday, May 2, 2017 1:36 PM
To: Tara Cryderman
Subject: Fwd: Waterton Front Internet Project

Sent from my iPhone

Begin forwarded message:

From: Quentin Stevick <CouncilDiv1@mdpincercreek.ab.ca>
Date: May 2, 2017 at 12:45:41 PM MDT
To: Wendy Kay <wkay@mdpincercreek.ab.ca>
Subject: FW: Waterton Front Internet Project

I am going over my e mails and am forwarding this to you.
Please place it on our next agenda so the others council can see it.
Thanks, Quentin

From: [REDACTED]
Sent: April-11-17 10:35 AM
To: Quentin Stevick <CouncilDiv1@mdpincercreek.ab.ca>
Cc: Brian Reeves <[REDACTED]> Bob Dyrda <[REDACTED]> Kris Jensen <[REDACTED].m>
Subject: Waterton Front Internet Project

Good Day Quentin,

My name is Jeff Burrows. I'm Contacting you to introduce our company Metaconex. We have been asked by the Waterton Community Broadband Network to design a Wireless Internet topology to better serve residence and businesses' in the Waterton/Belly River Corridor with a highly available internet service.

We are presently doing a similar design for Cardston County and have all the needed GIS data to perform RF prediction studies to all the registered dwelling.

Bob Dyrda suggested I make contact with the MD of Pincher Creek so I can co-ordinate my efforts while working in your backyard.

We are wondering if we can request a digital Land Ownership Map and some Generic GIS data for our design that would ideally include:

- Dwelling locations.
- MD Road allowances
- MD owned Land within the Waterton front, C/W Properties lines

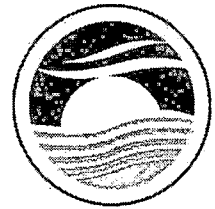
If you could forward my requests to the appropriate person I would be grateful.

Thanks for your help and support.

Best Regards,

Jeffrey Burrows
Construction Manager -
Wireless Operations
[REDACTED]

Sent from [Mail](#) for Windows.10



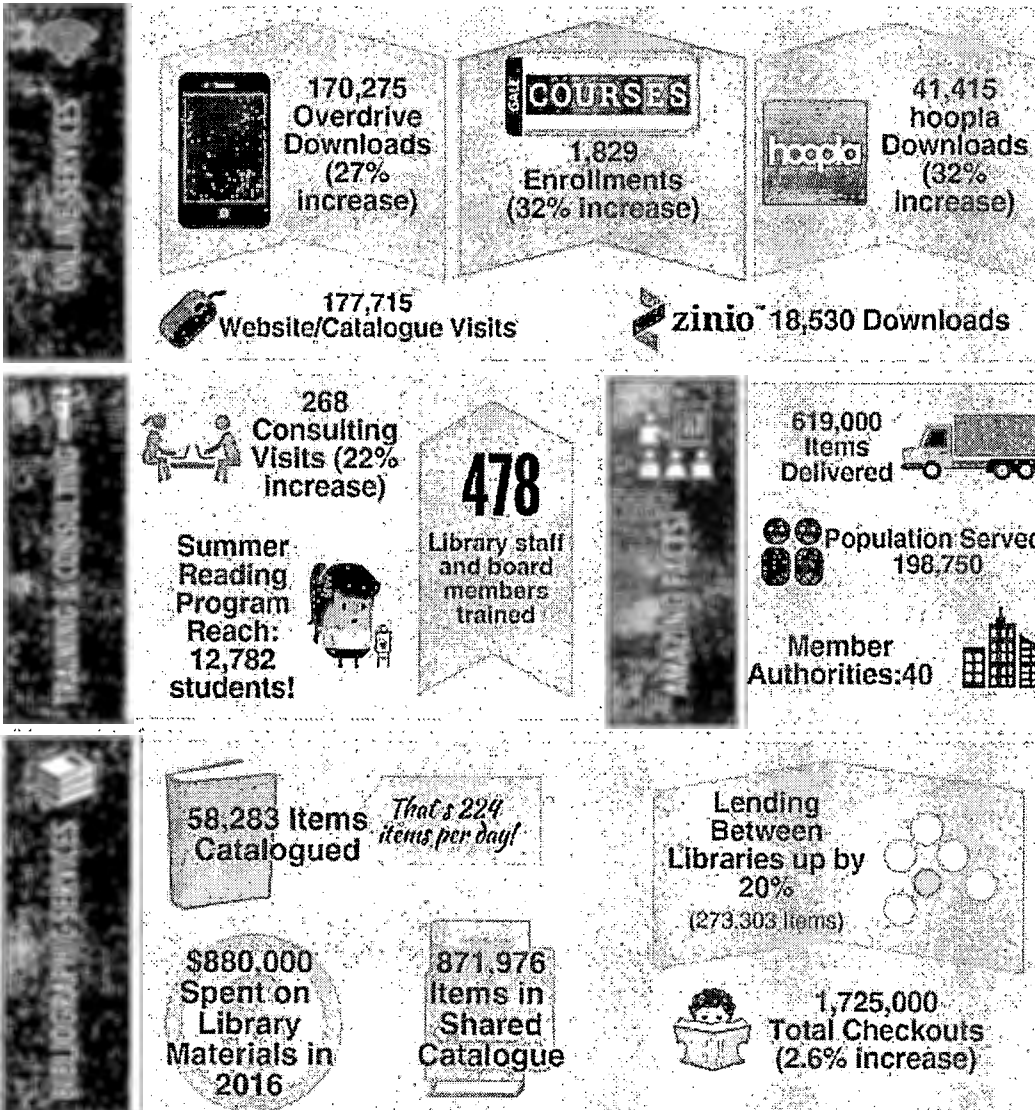
BOARD REPORT

VOL. 16 NO. 1 APRIL 2017

CHINOOK ARCH LIBRARY BOARD MEETING, APRIL 6, 2017

**Chinook Arch
Regional Library
System**

Annual Report Highlights for 2016



Chinook Arch Celebrates 25 Years of Library Service!

The Chinook Arch Regional Library System was inaugurated on April 2, 1992, with 22 municipal members. Since that time, it has grown to serve 39 municipalities and one school board, and now reaches almost every resident of southwestern Alberta!

The first system to network its member libraries, and the first to provide websites for its members, Chinook Arch continues to innovate in all areas of service delivery. In 2017, residents borrowed almost 300,000 from neighbouring libraries, and together invested almost \$900,000 in library collections that are shared across the Region. Residents have 24/7 access to online resources such as ebooks, online newspapers and magazines, streaming movies, and downloadable audiobooks. Chinook Arch will celebrate its 25th anniversary on June 15, 2017, at the HQ building. For more information contact Kerby Elfring at 403-380-1523 or kelfring@chinookarch.ca

Chinook Arch Receives Clean Audit Report

The Chinook Arch Library Board has received a clean audit report from its auditors, Newman Solutions of Vauxhall. At the April 6 meeting, Secretary-Treasurer Lloyd Kearl (Cardston County) presented the Audited Financial Statements. Chinook Arch finished the year in sound financial shape, with sufficient cash on hand and stable operating revenue and expenses.

In 2017, the Chinook Arch Library Board will be requesting quotes for auditor services for a period of 5 years.

Chinook Arch Quick Facts 2017:

Population served: 198,750
 Library Service Points: 35
 Municipalities: 39
 School Authority: 1
 Board Chair: Howard Paulsen, Stavelly
 CEO: Robin Hepher (rhepher@chinookarch.ca)

Board Members Present:

Barons	Ron Gorzitza
Town of Cardston	David Edmonds
Cardston County	Lloyd Kearl
Carmangay	Sheila Smidt
Claresholm	Kathy Davies
Coalhurst	Heather Caldwell
Crowsnest Pass	Doreen Glavin
Fort Macleod	Michael Dyck
Glenwood	Barb Michel
Granum	Zorah Harrison
City of Lethbridge	Gail Berkner
Lomond	Doug Logan
Nanton	Gordon Given
Picture Butte	Teresa Feist
Pincher Creek MD	Quentin Stevick
Raymond	Dustin Ralph
Stavely	Howard Paulsen (Chair)
Town of Taber	Laura Ross-Giroux
Taber MD	Ben Elfring
Town of Vulcan	Liz Hammond
Vulcan County	Marie Logan
Village of Warner	Colette Glynn
County of Warner	Philip Jensen
Willow Creek MD	Earl Hemmaway
Kainai Board of Education	Linda Weasel Head
Ministerial Appointment	Vic Mensch
LPL Resource Centre	Wendy Kalkan

Regrets:

Barnwell	Marg McCullough
Magrath	DeVar Dahl
Milk River	Donald Cody
Milo	Christopher Northcott

Absent:

Arrowwood	Janet Cockwill
Champion	Trevor Wagenvoort
Coaldale	Roger Hohm
Coutts	Tom Butler
Hill Spring	Jim Rowley
Lethbridge County	John Willms
Town of Pincher Creek	Lorne Jackson
Stirling	Jonathan Bikman
Vauxhall	Christie Sorensen

CHINOOK ARCH BOARD MEETING, APRIL 6, 2017**MEETING HIGHLIGHTS****Capital/Project Budget Approved**

The Board reviewed and approved the proposed capital/project budget for 2017. Plans include upgrades to the network backbone, including switches and storage. This will result in improved stability and network speed, as bottlenecks will be eliminated. Chinook Arch will also be implementing an online fine payment system that will allow patrons to pay overdue and lost item fees any time of the day or night. Finally, work will begin on raising funds for a "book van" that will deliver programs, books, DVDs, and more to under-served populations in the Region. It will also attend local events such as fairs and parades, registering patrons and spreading our excitement for reading!

The Board also approved the purchase of a new delivery van in 2017.

\$2.12 Million Building Grant Received!

Our persistent lobbying has paid off! Alberta's 2017 Capital Budget included \$10.7 million for upgrades to six library system headquarters. Chinook Arch will receive \$2.12 million to complete the building project it started last year. The Chinook Arch Library Board extends its thanks to Alberta Municipal Affairs for its support of library systems' capital needs. These funds will allow the System to complete much-needed upgrades without decimating its reserve funds.

Chinook Arch, Wrentham, and Kainai Annual Reports

The annual reports for these three libraries were reviewed and approved and will be submitted to the Public Library Services Branch of Alberta Municipal Affairs. Data from the reports are used to track trends in public library service in Alberta.

Policy Reviews

The following policies were revised and approved:

- Annual Vacation Policy
- Cheque Signing Policy

All Chinook Arch Board policies can be viewed on the website at <http://www.chinookarch.ca/content/library-board-policies>

Contact Us:

Chinook Arch Regional Library System
2902 7th Ave. N

Lethbridge, AB T1H 5C6 | 403-380-1500

www.chinookarch.ca | arch@chinookarch.ca



OLDMAN RIVER REGIONAL SERVICES COMMISSION

MINUTES - 2 (2017)

EXECUTIVE COMMITTEE MEETING

Thursday, February 16, 2017 at 7:00 p.m.

ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

EXECUTIVE COMMITTEE:

Gordon Wolstenholme - *Chair*
Henry Van Hierden - *Vice-Chair*
Don Anderberg
Jim Bester

Bill Chapman
Tom Rose
Barry Johnson (absent)

STAFF:

Lenze Kuiper – *Director*

AGENDA:

1. **Approval of Agenda** – February 16, 2017.....
2. **Approval of Minutes** – January 12, 2017.....(attachment)
3. **Business Arising from the Minutes**
4. **New Business**
 - (a) Provincial Funding Request(attachment)
 - (b) Canadian Census Information.....(attachment)
 - (c) Brownlee “Emerging Trends” De-brief.....
 - (d) Vehicle Replacement (Sale of Jeep).....
 - (e) CPAA Conference – in Red Deer May 1-3, 2017.....
 - (f) Subdivision Activity 2017.....(attachment)
 - (g) Fee For Service Update (handout)
5. **Accounts**
 - (a) Office Accounts –
 - (i) December 2016(attachment)
 - (ii) January 2017(attachment)
 - (b) Financial Statements – January 1 - December 31, 2016.....(attachment)
6. **Director’s Report**.....
7. **Executive Report**.....
8. **Adjournment**.....

CHAIR GORDON WOLSTENHOLME CALLED THE MEETING TO ORDER AT 7:05 P.M.

1. APPROVAL OF AGENDA

Moved by: Tom Rose

THAT the Executive Committee approve the agenda, as presented.

CARRIED

2. APPROVAL OF MINUTES

Moved by: Henry Van Hierden

THAT the Executive Committee approve the minutes of January 12, 2017, as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

- None.

4. NEW BUSINESS

(a) Provincial Funding Request

- A draft letter to the Minister of Municipal Affairs based on a template from the five planning agencies funding request package was reviewed. The letter is written on behalf of our member municipalities requesting yearly funding for the Commission to support our ongoing efforts, and we believe that our request meets the objective of the provincial government “to improve the viability and long-term sustainability of municipalities by providing support for regional collaboration and capacity building”. Like the Capital Region Board and Calgary Regional Partnership, who currently receive 3,000,000 each in yearly funding from the Province, our Commission:
 - facilitates regional cooperation and coordination of long-range planning and decision making to ensure a prosperous and sustainable future;
 - provides a venue for our municipalities to think strategically and to unite on priorities to ensure the full potential and the highest quality of life possible for residents;
 - works together to solve issues through inter-municipal collaboration, stimulate new thinking, leverage economies of scale and proactively address our future together;
 - offers regional Geographic Information Systems, growth management and planning.
- Suggestions to simplify and refocus the letter will be incorporated and forwarded to Committee members for feedback prior to its signature by the Chair. The Director will also obtain a copy of the AAMD&C resolution regarding funding for ORRSC.

Moved by: Jim Bester

THAT the Director amend the draft letter to the Minister of Municipal Affairs regarding yearly funding and forward it to Executive Committee members for feedback prior to its signature by the Chair.

CARRIED

(b) Canadian Census Information

- The Globe and Mail article entitled “*Big Canadian cities see ‘urban spread’ while rural communities wane*” was attached to the agenda for information. The first results of the 2016 census are being released which reveal that more than one third of all Canadians (35.5 percent) live in the three largest census metropolitan areas of Toronto, Montreal and Vancouver. Calgary and Edmonton grew faster than usual and Lethbridge also experienced good growth.
- The population and dwelling counts released by Statistics Canada are the first sets of data to be released from the 2016 census. There will be six more releases between now and late November covering more detailed information such as breakdowns based on age and sex, households, income, immigration, education and language. ORRSC staff will be crunching the numbers when they become available; we use the figures from Municipal Affairs for calculations and projections.

Moved by: Bill Chapman

THAT the Executive Committee accept The Globe and Mail article, as information. **CARRIED**

(c) Brownlee “Emerging Trends” De-brief

- Director Lenze Kuiper reported on the Brownlee “Emerging Trends” seminar in Calgary he attended on February 9, 2017. Some of the topics discussed include:
 - Modernized MGA and requirements for MDPs, IDPs, etc.
 - Intermunicipal Collaborative Frameworks (ICFs)
 - Municipalities will be required to post all their policies online
 - New requirement that subdivision applications be deemed complete within 20 days
 - SDAB training for members and secretary similar to Assessment Review Boards
 - First Nations consultation
 - Various case law examples

Moved by: Don Anderberg

THAT the Executive Committee accept the Emerging Trends De-brief, as information. **CARRIED**

(d) Vehicle Replacement (Sale of Jeep)

- The office 2014 Jeep Patriot Sport has reached approximately 103,000 km and we are seeking authorization to sell it privately, if possible, rather than trade it in. Black book value is approximately \$12,000 - \$15,000 (depending on condition and options).

Moved by: Tom Rose

THAT the Executive Committee authorize administration to advertise the 2014 Jeep Patriot Sport for sale for maximum return.

CARRIED

(e) CPAA Conference – in Red Deer May 1-3, 2017

- Five Executive Committee members expressed interest in attending the 2017 CPAA Conference in Red Deer on May 1-3 on behalf of ORRSC (Gordon Wolstenholme, Henry Van Hierden, Jim Bester, Tom Rose and Bill Chapman).

Moved by: Don Anderberg

THAT the Executive Committee allow any Executive member who wishes, to attend the CPAA Conference in Red Deer on May 1-3, 2017, at the expense of ORRSC. **CARRIED**

(f) Subdivision Activity 2017

- A total of \$19,762.50 in subdivision revenue was received in the month of January 2017 (14 new applications).

Moved by: Henry Van Hierden

THAT the Executive Committee accept the Subdivision Activity 2017, as information. **CARRIED**

(g) Fee For Service Update

- The Fee For Service 2017 (updated February 2017) was reviewed.

Moved by: Henry Van Hierden

THAT the Executive Committee accept the Fee For Service Update, as information. **CARRIED**

5. ACCOUNTS

(a) Office Accounts –

(i) December 2016

5150	Staff Mileage	S. Harty (May - December)	\$ 52.00
5320	General Office Supplies	S. Harty (May - December)	8.00
5150	Staff Mileage	S. Johnson	49.50
5320	General Office Supplies	S. Johnson	96.63
4140	Approval Fees	Brown Okamura	2,100.00
5310	Telephone	Bell Mobility	755.45
5320	General Office Supplies	Desjardin Card Services	111.01
5380	Printing & Printing Supplies	Desjardin Card Services	808.40
5320	General Office Supplies	Purolator Courier	14.27
5320	General Office Supplies	Total Office Plus	81.11
5330	Dues & Subscriptions	APPI	1,100.14
5380	Printing & Printing Supplies	Total Office Plus	83.94
5390	Graphic & Drafting Supplies	Purolator Courier	36.71
5430	Aerial Photos & Maps	M.D. of Taber	200.00
5480	Recruitment & Relocation	Ian MacDougall	1,585.11
5570	Equipment Repairs & Maintenance	Pitney Bowes	119.98
5580	Equipment & Furniture Rental	Pitney Bowes	297.13
5590	Equipment Repairs & Purchases	Telinks Canada	105.00
1160	GST Receivable	GST Receivable	153.67
		TOTAL	<u>\$7,758.05</u>

(ii) January 2017

5150	Staff Mileage	D. Horvath	\$ 150.00
2040	Accounts Payable	Digitex	3,300.00
2040	Accounts Payable	Reiter Computer	350.00
2040	Accounts Payable	AMDSP	1,765.00
2040	Accounts Payable	Lethbridge Mobile Shredding	40.75
2040	Accounts Payable	Wild Rose Horticultural	320.00
2040	Accounts Payable	Madison Ave Business Services	544.96
2040	Accounts Payable	Minister of Finance	82.00
2040	Accounts Payable	Lethbridge Herald	770.64
5280	Janitorial Services	Madison Ave Business Services	475.00
5285	Building Maintenance	Wild Rose Horticultural	480.00
5310	Telephone	Shaw Business	494.65
5310	Telephone	Shaw Business	494.65
5310	Telephone	Bell Mobility	605.00
5310	Telephone	DRC Communication	180.00
5320	General Office Supplies	Purolator Courier	27.91
5320	General Office Supplies	Purolator Courier	26.70
5330	Dues & Subscriptions	ADOA	100.00
5330	Dues & Subscriptions	CPAA	250.00
5380	Printing & Printing Supplies	Peak Vocational Services	90.00
5380	Printing & Printing Supplies	Lethbridge Mobile Shredding	23.00
5390	Graphic & Drafting Supplies	Supreme Basics	232.32
5390	Graphic & Drafting Supplies	Paramount Printers	110.00
5430	Aerial Photos & Maps	M.D. of Willow Creek	200.00
5440	Land Titles Office	Minister of Finance	238.00
5460	Public Relations	The Engravers	60.00
5470	Computer Software	ESRI Canada	3,565.00
5470	Computer Software	Whipcord	7,784.40
5470	Computer Software	Safe Software	1,720.00
5490	Consultants	MPE Engineering	1,916.94
5500	Subdivision Notification	Postmedia	174.00
5500	Subdivision Notification	Lethbridge Herald	309.68
5510	Insurance	AMSC Insurance	10,932.28
5570	Equipment Repairs & Maintenance	Reiter Computer	50.00
5570	Equipment Repairs & Maintenance	Xerox	941.90
5590	Equipment Repairs & Purchases	Reiter Computer	2,056.80
1160	GST Receivable	GST Receivable	1,360.73
		TOTAL	<u>\$42,222.31</u>

Moved by: Jim Bester

THAT the Executive Committee approve the Office Accounts of December 2016 (\$7,758.05) and January 2017 (\$42,222.31), as presented. CARRIED

(b) Financial Statements – January 1 - December 31, 2016

Moved by: Don Anderberg

THAT the Executive Committee approve the unaudited financial statements for January 1 - December 31, 2016, as presented. **CARRIED**

Moved by: Tom Rose

THAT the Executive Committee allocate \$25,000 to the Operating Reserve Fund and \$25,000 to the Capital Reserve Fund. **CARRIED**

6. DIRECTOR'S REPORT

- The Director reported on his activities since the last Executive Committee meeting.

7. EXECUTIVE REPORT

- Committee members reported on various projects and activities in their respective municipalities.

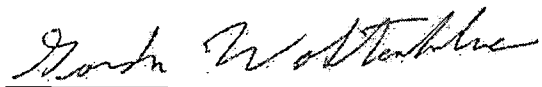
8. ADJOURNMENT

Moved by: Jim Bester

THAT we adjourn the regular meeting of the Executive Committee of the Oldman River Regional Services Commission at 8:50 p.m. until **Thursday, April 13, 2017 at 7:00 p.m.** **CARRIED**

/bj

CHAIR:



Meeting Minutes
of the
Agricultural Service Board – Municipal District of Pincher Creek No. 9
April 6, 2017 – MD Council Chambers

Present: Chairperson John Lawson, Vice Chair Martin Puch, Councillor Quentin Stevick, Councillor Fred Schoening, Members David Robbins and Frank Welsch

Also Present: Director of Operations Leo Reedyk, Agricultural Services Manager Shane Poulsen, Environmental Services Technician Lindsey Davidson, ASB Key Contact Bradley Smith and Receptionist Jessica McClelland

Chairperson John Lawson called the meeting to order at 9:30 am

A. ADOPTION OF AGENDA

Frank Welsch 17/035

Moved that the agenda be approved as amended to include:

New Business

- 1) Field Trip
- 2) Beavers
- 3) Tuberculosis in Cattle
- 4) Castle Crown Wilderness Coalition

Carried

B. ADOPTION OF MINUTES

Martin Puch 17/036

Moved that the minutes of March 3, 2017, be amended to change the word “provided” to “provide” in resolution 17/031;

AND THAT the minutes of March 3, 2017 be approved as amended.

Carried

C. ASB KEY CONTACT REPORT

David Robbins 17/037

Moved that the oral report for ASB Key Contact, Bradley Smith, be received as information.

Carried

D. UNFINISHED BUSINESS

(1) 2017-2019 Draft Strategic and Operational Plan

Councillor Schoening 17/040

Moved that the Draft 2017-2019 Strategic and Operational Plan be presented to Council as amended.

Carried

(2) Livestock Industry Policy 605

E. INVASIVE SPECIES/PESTS

Frank Welsch 17/041

Moved that the following invasive species/pests discussion be accepted as information

- (1) Scentless Chamomile Presentation
- (2) New Boating Rules - Waterton Lakes National Park
- (3) Weeds in Southwest Alberta: New Research Findings

Carried

F. AGRICULTURAL AND ENVIRONMENTAL SERVICES REPORT

Councillor Schoening 17/042

Moved to accept the Agricultural and Environmental Services Departmental Report, for March 2017, as information.

Carried

G. CORRESPONDENCE

- 1) ACTION REQUIRED
- 2) FOR INFORMATION

a) Farm and Ranch Workplace Legislation

Councillor Schoening 17/043

Moved that the Farm and Ranch Workplace Legislation report be received as information.

Carried

d) 2017 ASB Summer Tour

Councillor Schoening 17/044

Moved that the Agricultural Service Board allocate \$1000 cap per registrant, with a maximum of 2, to attend the 2017 ASB Summer Tour.

Carried

Frank Welsch 17/045

Moved that the following be accepted as information;

- b) Deadstock Pickup and Removal Program
- c) "Day on the Creek" - May 24, 2017 Invitation

Carried

G. NEW BUSINESS

Frank Welsch 17/046

Moved that the following oral reports be received as information;

- a) Field trip
- b) Beavers
- c) Tuberculosis in cattle
- d) Castle Crown Wilderness Coalition

Carried

H. NEXT MEETING

The next Agricultural Service Board meeting will be held, May 4, 2017, at 9:30 am.

I. ADJOURNMENT

Councillor Stevick 17/04

Moved to adjourn the meeting, the time being 12:16 pm.

Carried

ASB Chairperson

ASB Secretary

Alberta SouthWest Bulletin May 2017

Regional Economic Development Alliance (REDA) Update

Canada's Sesquicentennial, Waterton National Park and Alberta SouthWest

- Summer is getting closer and this will be a very special one.
- With free entry to Canada's National Parks, Waterton is trying to predict and prepare for a further increase in visitation, and collaborating with the AlbertaSW communities to develop strategies and communication plans to ensure that visitors have a great experience.
- Plans include providing an inventory of regional information that lists locations, attractions and events that may be similar to what can be experienced in the Park.
- With this inventory of ideas, Parks staff will better be able to offer alternatives, help alleviate some stress in the park and build awareness of other great things to do in the region.

Further conversation and solutions for Waterton Springs Campground

- Minister Shannon Phillips has responded to the Alberta SouthWest inquiry regarding the future of the Waterton Springs Campground. As this amenity is owned by the Nature Conservancy, the province will play a role in creating some options for future operations.
- Thank you to all our communities who wrote letters and helped draw attention to this important issue.

Tourism Development Strategy for the Castle

- Alberta Culture and Tourism is in the process of conducting extensive community consultations with municipal staff and councillors and community stakeholders. The discussion is positive and the department staff feel they are gaining very valuable insight. It was expressed that there is no preconceived plan, that it is all about listening and learning and making the best possible plan for a 21st century destination development strategy.
- As part of this process, AlbertaSW has requested that a "tourism and recreation economic impact assessment" be part of the research. By looking at current and projected economic facts, we gain perspective and understanding of important information to support decision-making.

Southern Alberta alternative Energy Partnership (SAAEP)

- SouthGrow, Economic Development Lethbridge and AlbertaSW continue to work on the "Powering Opportunity" project to review, update and revitalize the SAAEP research and industry contacts.
- The project has submitted an interim report to Economic Development and Trade and is awaiting the second disbursement of project funds.
- An updated version of www.saaep.ca is in final stages of completion.

UPCOMING!

- **SAAEP Energy Mixer** Friday May 26, 2017, 5-8pm Western Bank Lounge, Enmax Centre, Lethbridge. This will be an opportunity for our businesses and communities to network with others who are interested in southern Alberta's growing renewable energy sector.



Sustainival, the world's first green carnival is coming to Lethbridge! From Friday May 26 to Sunday May 28 the event will feature exhilarating games, attractions and carnival rides powered by renewable energy! This unique carnival provides an experiential public education platform that celebrates energy literacy, sustainability, and clean-technologies.
<https://sustainival.com/>



Alberta SouthWest Box 1041 Pincher Creek AB T0K 1W0
 403-627-3373 or 1-888-627-3373
 bev@albertasouthwest.com
 bob@albertasouthwest.com

**Alberta SouthWest Regional Alliance
Alberta SouthWest Regional Alliance
Minutes of the Board of Directors Meeting**

Wednesday April 5, 2017 – Frank Slide Interpretive Centre, Crowsnest Pass



Board Representatives

Lloyd Kearl, Cardston County
Jordan Koch, Glenwood
Blair Painter, Crowsnest Pass
Garry Marchuk, MD Pincher Creek
Lorne Jackson, Pincher Creek
Bill Peavoy, Cardston
Maryanne Sandberg, MD Willow Creek
Dennis Gillespie, Stavely
John Connor, Granum
Warren Mickels, Cowley
Brent Feyter, Fort Macleod
Shelley Ford, Claresholm

Crowsnest Pass Council

Shar Cartwright
Dean Ward
Lorrie O'Brien, CAO

Guests and Resource Staff

Christa Peters, Frank Slide
Monica Field, Frank Slide
Cathy Pisony, Frank Slide
Maria Martinez, Waterton Lakes
Leah Wack, Lethbridge College
John Jacobson, Lethbridge College
Clara Yagos, LRSD
Bev Thornton, Executive Director, AlbertaSW
Bob Dyrda, Project Lead, AlbertaSW
Micah Feyter

1. Call to Order
Chair Lloyd Kearl called the meeting to order.
2. Approval of Agenda
Moved by Maryanne Sandberg THAT the agenda be approved as presented.
Carried. [2017-04-524]
3. Approval of Minutes
Moved by Bill Peavoy THAT the minutes of March 1, 2017 be approved as presented.
Carried. [2017-04-525]
4. Approval of Cheque Register
Moved by Warren Mickels THAT cheques #2172-#2185 be approved as presented.
Carried. [2017-04-526]
5. SAAEP "Powering Opportunity"
TerrapinGeo responded to questions arising from presentation.
Moved by Lorne Jackson that this be accepted as information.
Carried. [2017-04-527]
6. Letter to Ministries re: request for tourism economic impact assessment
Discussion of letter send by ID#4 Waterton Lakes.
Moved by Blair Painter THAT AlbertaSW send a letter supporting the Waterton request emphasizing that the new development impacts the entire region and that the region is willing to be included and to assist with the process
Carried. [2017-04-528]
Suggestion that staff from Culture and Tourism be invited to the next board meeting to bring information about the envisioned plan and process and discuss how our region can best support achieving the desired outcomes.

7. 13 WAYS pilot project idea

13 Ways Inc is developing an app to support communities in assessing their strengths and challenges in terms of the 13 criteria in the book. AlbertaSW has been asked if any communities are willing to assist with testing the initial version. A benefit may be opportunity to purchase the final product at a discount. Bev will follow up and suggest that one village, one town and one rural municipality be chosen to participate for first tests, and subsequently be expanded as appropriate.

8. Priorities for 2017-2019

Proposed projects for REDA CARES funds were reviewed. This is a 2-year plan, and proposed projects can be moved ahead or delayed to accommodate transitions related to the upcoming municipal elections, potential change in board representatives and so on.

Note: If needed, AlbertaSW could consider devoting some resources to getting started on an impact assessment.

9. Project Lead Report

Accepted as information.

10. Executive Director Report

Accepted as information.

11. Board and guest updates

Note: As communities will be planning special events for Canada's Sesquicentennial, it was suggested that AlbertaSW design a way to list all the events upcoming in the region and make that easily accessible to encourage attending events in the region.

12. Upcoming Board Meetings and Events

April 6, 2017 - CRTC Commissioner

May 3, 2017 - Waterton

June 7, 2017 - AGM - Claresholm

13. Adjournment

Moved by Blair Painter THAT the meeting be adjourned.
Carried. [2017-04-529]

Chair

Approved May 3, 2017

Secretary/Treasurer

CNPC Landfill Board Minutes March 15, 2017

**THE CROWSNEST/PINCHER CREEK LANDFILL ASSOCIATION
MINUTES
March 15, 2017**

The regular meeting of The Crowsnest/Pincher Creek Landfill Association was held on Wednesday, March 15, 2017 at 10:10 a.m. at the Landfill administration office.

Present: Terry Yagos, Municipal District of Pincher Creek #9
Dean Ward, Municipality of Crowsnest Pass
Dave Filipuzzi, Municipality of Crowsnest Pass
Shar Cartwright, Municipality of Crowsnest Pass
Garry Hackler, Village of Cowley
Lorne Jackson, Town of Pincher Creek
Emile Saindon, Landfill Manager
Jean Waldner, Office Administrator

AGENDA

Shar Cartwright

Moved the agenda be adopted with addition of 6 c, Alberta Parks Waste Contract

Carried. 03.15.17-913

MINUTES

Dean Ward

Moved the minutes of February 15, 2017 be adopted as circulated

Carried. 03.15.17-914

MANAGER'S REPORT

1. MSW volumes have stayed steady.
2. Some local drilling activity also waiting for an approval for salt impacted soils for our Industrial cell.
3. Recycling building utilization is increasing each week. We have processed all the back log of fridges and appliances.
4. Wind fence and catch fence repairs being done and working on placement of fences to control windy events.
5. Salvage of materials on going in the new building.
6. Working on getting equipment checked over and ready for spring.
7. Staff have been busy trying to get spring run off to stay away from our buildings and work areas.

Dean Ward

Moved that the Manager's report be accepted for information.

Carried. 03.15.17-915

FINANCIAL REPORT

The Income Statement and Balance sheet to February 9, 2017 were reviewed.

Shar Cartwright

Moved that the financial reports be accepted for information. Carried. 03.15.17-916

DONATION REQUESTS

A Donation request from the Crowsnest Indoor Playground for their healthy snack program.

Shar Cartwright

Moved \$200.00 be donated towards their healthy snack program. Carried. 03.15.17-917

A Donation request from the Livingstone Ski Academy to go towards program expenses

Lorne Jackson

Moved \$500.00 be donated to the Livingstone Ski Academy toward program expenses. Carried. 03.15.17-918

ALBERTA PARKS CONTRACT

Emile mentioned Alberta parks are looking for companies to bid on their bin waste pick up contract. This contract would cover a radius from the Racehorse to Chain lakes campgrounds, from May – October of each year. Emile is looking into what the requirements of this contract are.

Shar Cartwright

Moved this inquiry be accepted as information. Carried. 03.15.17-919

Correspondence:

Thank you card was distributed from the Village of Cowley / Playground Committee.

Tabled Items

Next meeting dates: - 2017 Moved back to 9:00 a.m.


April 26, 2017	September 20, 2017
May 17, 2017	October 18, 2017
June 21, 2017	November 15, 2017
July 19, 2017	December 13, 2017
August 16, 2017	

ADJOURNMENT

Garry Hackler

Moved the meeting adjourn at 10:40 a.m.

Carried. 03.15.17-920


CHAIRMAN


SECRETARY