

**AGENDA**  
**COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF PINCHER CREEK**  
**May 23, 2017**  
**1:00 pm**

A. ADOPTION OF AGENDA

B. DELEGATIONS

1. Blue Weed Blitz

- Email from Pincher Creek Watershed, dated May 15, 2017

C. MINUTES

1. Council Meeting Minutes

- Minutes of May 9, 2017

D. UNFINISHED BUSINESS

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

3. 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

E. CHIEF ADMINISTRATOR OFFICER'S (CAO) REPORTS

1. **Operations**

a) Agricultural Service Board – Policy C-AES-604 – Agricultural Pests

- Report from Director of Operations, dated May 17, 2017

b) Policy 307 – Dust Control

- Report from Director of Operations, dated May 17, 2017

c) Cold Mix Asphalt Resident Request Project

- Report from Director of Operations, dated May 17, 2017

d) Operations Report

- Report from Director of Operations, dated May 17, 2017
- Public Works Call Log
- Environmental Services Call Log

2. **Planning and Development**

a) Bylaw 1275-17 – Land Use Amendment – Wind Farm Industrial – Cowley Ridge

- Report from Director of Development and Community Services, dated May 15, 2017

3. **Finance**

a) Request for Penalty Forgiveness

- Letter from Barry Lodermeier, received May 15, 2017

4. **Municipal**

a) Alberta SouthWest Annual General Meeting

- Invitation from Alberta SouthWest, dated May 7, 2017

b) Capital Funding Request

- Letter from Pincher Creek Foundation, dated May 15, 2017

c) Bylaw 1276-17 – Procedure Bylaw

- Bylaw 1276-17 presented for consideration

d) Chief Administrative Officer's Report

- Report from Chief Administrative Officer, dated May 18, 2017
- Administration Call Log
- Enhanced Policing Report – April 2017

F. CORRESPONDENCE

1. **For Action**

- a) Request for Goods and Services  
- Letter from Heritage Acres, dated May 10, 2017

2. **For Information**

- a) Bill C-37  
- Letter from John Barlow, Member of Parliament
- b) Municipal Sustainability Initiative Funding  
- Letter from Alberta Municipal Affairs, dated May 1, 2017
- c) Discussion of Boundaries of AAMDC Districts  
- Letter from Alberta Association of Municipal Districts & Counties, dated May 4, 2017
- d) Regional Emergency Management Plan  
- Letter from Village of Cowley, dated May 3, 2017
- e) Alberta Recycling Management Authority's 2016 Progress Report  
- Letter from Alberta Recycling, dated April 21, 2017
- f) Honouring Outstanding Work in Your Community  
- Letter from Alberta Recreation and Parks Association
- g) 4-H District Achievement Day  
- Invitation from 4-H

G. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Councillor Quentin Stevick – Division 1

Councillor Fred Schoening – Division 2

Councillor Garry Marchuk – Division 3

Reeve Brian Hammond - Division 4

- Pincher Creek Emergency Services Commission
- Financial Statement – December 31, 2016

Councillor Terry Yagos – Division 5

- Crowsnest / Pincher Creek Landfill Association
- Minutes of April 26, 2017
- Recycling Appreciation Day
- Recycling Brochure

H. IN-CAMERA

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

I. NEW BUSINESS

J. ADJOURNMENT

**MDInfo**

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**From:** Christiane Bustard [REDACTED]  
**Sent:** Monday, May 15, 2017 9:15 AM  
**To:** MDInfo  
**Subject:** request to present at next council Mtng

Dear Reeve and council,

On behalf of the Pincher Creek Watershed group this letter is a request for us to present to council about our upcoming Blue Weed Blitz. Each year approximately 100+ volunteers collect the invasive Blueweed plant of the banks of the pincher creek. In previous Blue Weed Blitz over 300 bags were collected. We would like an opportunity to present to council what this event is all about and how successful it has been over the years. We are very excited to share what we have been able to accomplish and how this event is truly a prime example of the community caring for the creek!

If you have any questions please do not hesitate to contact me  
Regards,  
Christi Bustard  
[REDACTED]

**MINUTES**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**COUNCIL MEETING**  
**MAY 9, 2017**

8804

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

**PRESENT** Reeve Brian Hammond, Councillors Fred Schoening, and Garry Marchuk

**ABSENT** Councillors Quentin Stevick and Terry Yagos

**STAFF** Chief Administrative Officer Wendy Kay, Director of Operations Leo Reedyk, Director of Finance Janene Felker, 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 Garry Marchuk 17/213

Moved that the Council Agenda for May 9, 2017, be approved as presented.

Carried

**B. DELEGATIONS**

1. Heritage Acres Farm Museum

Mark Barker, with Heritage Acres Farm Museum, attended the Council meeting to provide an update on the projects occurring at the Heritage Acres Farm Museum.

A powerpoint presentation was shown.

The upcoming events, were discussed. The Horse Event is scheduled for June 10, the Annual Show is scheduled for August 4-6, the Fall Fair is scheduled for September 16, and the Christmas events are scheduled for December 1 and 2.

Mr. Barber thanked Council for their past support and contributions.

2. Canada 150 Fireworks

Marie Everts, Marketing, Events & Economic Development Officer with the Town of Pincher Creek, attended the Council meeting to request financial support for the July 1, 2017 Canada Day fireworks celebration.

A \$5,000 contribution was requested for the event.

The overall budget of the event was requested.

**C. MINUTES**

1. Council Meeting Minutes

Councillor Fred Schoening 17/214

Moved that the Council Meeting Minutes of April 25, 2017, be approved, as presented.

Carried

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek  
 May 9, 2017

D. UNFINISHED BUSINESS

1. Pincher Creek Chamber of Commerce Membership

Councillor Garry Marchuk 17/215

Moved that the following motion be placed on the table for discussion;

*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.*

And that this matter be postponed until the May 23, 2017 Council meeting.

2. Foothills Park

Councillor Garry Marchuk 17/216

Moved that the discussions regarding outhouses within Foothills Parks, be placed on the table for discussion:

Carried

Councillor Garry Marchuk 17/217

Moved that the MD of Pincher Creek purchase the two (2) outhouses for installation at the Foothills Park, with funding coming from Recreation – Contracted Services (Account No. 2-72-0-260-2260);

And that the MD staff remove the existing outhouses from Foothills Park;

And that, should the new outhouses require new paint, MD staff be directed to complete this project.

Carried

3. Patton Park

Councillor Garry Marchuk 17/218

Moved that the letter from the Patton Park Society, dated April 11, 2017, be received as information.

Carried

E. CHIEF ADMINISTRATOR OFFICER’S (CAO) REPORTS

1. Operations

a) Patton Park Sprinkler System Installation Project

Councillor Garry Marchuk 17/219

Moved that the report from the Director of Operations, dated April 28, 2017, regarding the Patton Park Sprinkler System Installation Project, 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 coming from the Public Reserve Trust Fund (Account No. 6-12-0-690-6690).

Carried

b) Corporate Health and Safety Policy – Annual Review

Councillor Fred Schoening 17/220

Moved 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.

Carried

c) Agricultural Service Board – Strategic and Operational Plan

Councillor Fred Schoening 17/221

Moved 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.

Carried

d) Beaver Mines Water and Wastewater Project Briefing

Councillor Fred Schoening 17/222

Moved that the Beaver Mines Water and Wastewater Project Briefing, dated May 3, 2017, be received for information.

Carried

e) Operations Report

Councillor Garry Marchuk 17/223

Moved that the Operations report from the Director of Operations, dated April 19, 2017 to May 3, 2017, be received as information.

Carried

2. Planning and Development

Nil

3. Finance

a) Transfer of Unrestricted Surplus

Councillor Fred Schoening 17/224

Moved 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

Carried

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek  
 May 9, 2017

b) Lexin Resources

Councillor Garry Marchuk 17/225

Moved 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 (Account No. 6-12-0-735-6735).

Carried

c) Statement of Cash Position

Councillor Fred Schoening 17/226

Moved that the Statement of Cash Position, for the month ending April 2017, be received as information.

Carried

4. Municipal

a) Fairview Cemetery Grand Opening

Councillor Fred Schoening 17/227

Moved that the letter from the Town of Pincher Creek, dated April 21, 2017, regarding the Grand Opening of the Columbarium at the Fairview Cemetery, be received as information.

Carried

b) CAO Report

Councillor Garry Marchuk 17/228

Moved that Council receive for information, the Chief Administrative Officer's report for the period of April 21 to May 4, 2017, as well as the Administration Call Log.

Carried

F. CORRESPONDENCE

1. Action

a) Village of Cowley

Councillor Fred Schoening 17/229

Moved that the letter from the Village of Cowley, received April 24, 2017, regarding Canada Day Celebrations, be received as information.

Carried

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek  
 May 9, 2017

b) Request for Assistance – Parking Lot Repair

Councillor Garry Marchuk 17/230

Moved that the letter from the Pincher Creek Community Hall Society, dated April 19, 2017, requesting assistance with the maintenance and repair of the Community Hall parking lot, be received as information.

Carried

c) Skateboard Park – Hamlet of Lundbreck

Councillor 17/231

Moved that the letter from Dennis Olson, dated April 24, 2017, regarding the Skateboard Park in the Hamlet of Lundbreck, be received as information.

Carried

d) Beaver Mines Water and Wastewater Project

Councillor Garry Marchuk 17/232

Moved that the letter from Cornell Van Ryk, received May 3, 2017, regarding the Beaver Mines Water and Wastewater Project, be received as information.

Carried

2. For Information Only

a) Warrant Reduction

Councillor Fred Schoening 17/233

Moved that the email from Alberta Rural Municipal Administrator's Association, dated April 24, 2017, regarding Warrant Reduction, be received as information.

Carried

b) Caregiver Readiness

Councillor Fred Schoening 17/234

Moved that the letter from Alberta Seniors and Housing, received April 28, 2017, regarding Caregiver Readiness, be received as information.

Carried

c) 2016 Municipal Emergency Plan

Councillor Fred Schoening 17/235

Moved that the letter from Town of Pincher Creek, dated April 13, 2017, regarding the 2016 Municipal Emergency Plan, be received as information.

Carried



Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek  
 May 9, 2017

d) TELUS Collaboration for Upcoming Municipal Road Move Season

Councillor Garry Marchuk 17/236

Moved that the letter to TELUS Communications, dated March 31, 2017, regarding the upcoming Municipal Road Move Season, be received as information.

Carried

G. COMMITTEE REPORTS

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
- Kudos to Public Works regarding the prompt response to the dumping of materials in the road right of ways

Councillor Garry Marchuk – Division 3

- Alberta SouthWest
- Bulletin May 2017
- Minutes of April 5, 2017
- Waterton Advisory Group

Reeve Brian Hammond - Division 4

- Mayors and Reeves
- Highway 3 Twinning Feasibility Study
- Marijuana Legislation
- New MGA – lack of details and proposed regulations

Councillor Terry Yagos – Division 5

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

Councillor Fred Schoening 17/237

Moved that the committee reports be received as information.

Carried

H. IN CAMERA

Councillor Garry Marchuk 17/238

Moved that Council and Staff move In-Camera, the time being 2:48 pm.

Carried

Councillor Garry Marchuk 17/239

Moved that Council and Staff move out of In-Camera, the time being 4:10 pm.

Carried

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek  
 May 9, 2017

I. NEW BUSINESS

a) Request to Close Road – SE 25-9-1 W5M

Councillor Fred Schoening 17/240

Moved that Council approve the request to temporarily close a portion of Road Plan No. 3299BZ.

Councillor Fred Schoening requested a recorded vote.

Councillor Garry Marchuk – Opposed  
 Councillor Fred Schoening – In Favour  
 Reeve Brian Hammond – Opposed  
 Motion Defeated

b) Land Matter

Councillor Garry Marchuk 17/241

Moved that the land matter, as discussed In-Camera, be postponed to the May 23, 2017 Council Meeting.

Carried

J. ADJOURNMENT

Councillor Garry Marchuk 17/242

Moved that Council adjourn the meeting, the time being 4:12 pm.

Carried

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REEVE

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CHIEF ADMINISTRATIVE OFFICER

**MDInfo**

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**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

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*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



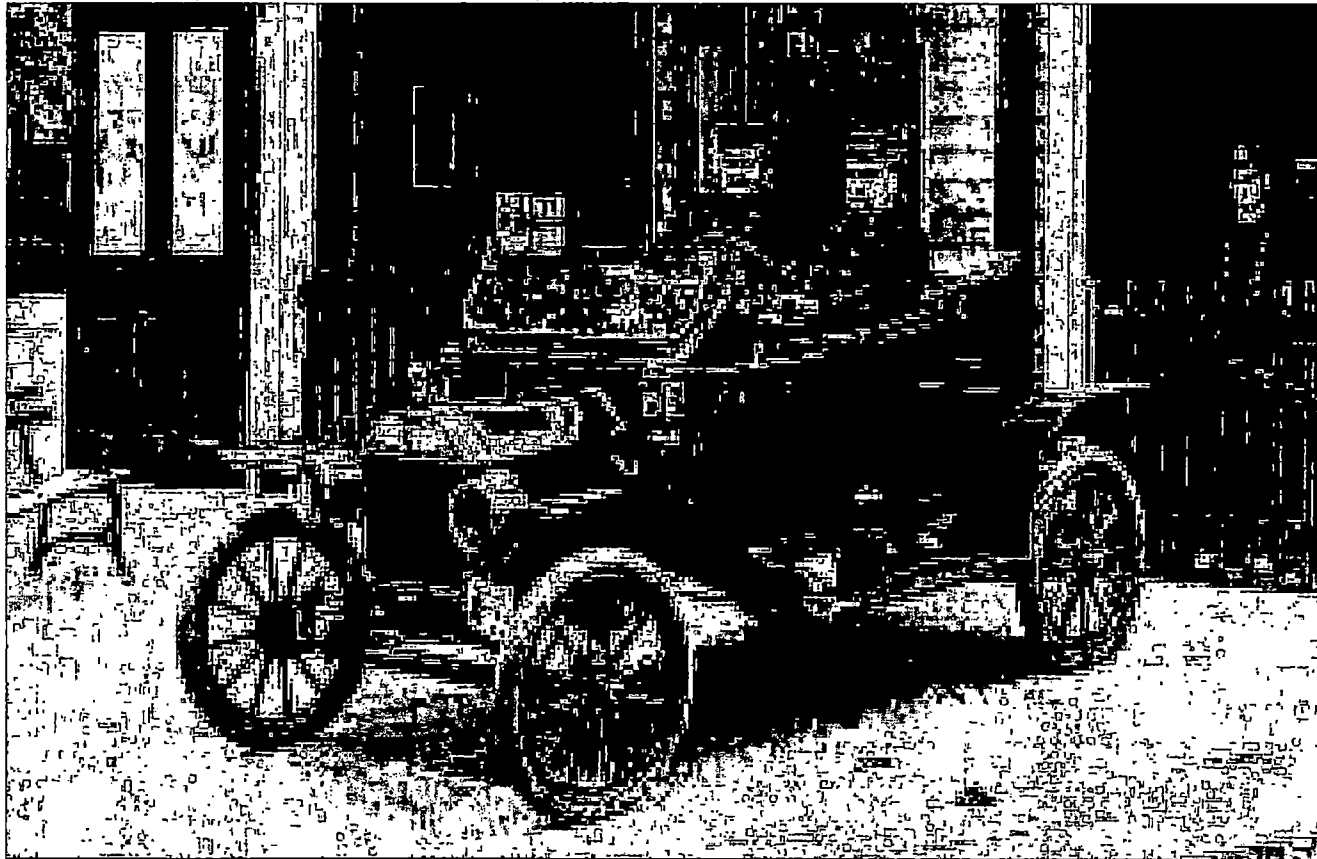
# Happy Farmer Tractor



# 1916 Buick McGlaughlin



# Model T – Police Car



# Main Display Building





# Harvest Centre



# Annual Show

August 4<sup>th</sup> to 6<sup>th</sup>

- 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
- 30<sup>th</sup> 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**

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**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](mailto:AdminExecAsst@mdpinchercreek.ab.ca)>  
**Subject:** Canada 150 Fireworks

Hi Tara,

We are planning fireworks for Canada's 150<sup>th</sup> on July 1<sup>st</sup>. I was hoping to come talk to the MD Council about the July 1<sup>st</sup> 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 9<sup>th</sup>? 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](http://www.PincherCreek.ca)  
[www.PincherCreek150.ca](http://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 1<sup>st</sup> for Canada's 150<sup>th</sup>! We are aiming to compliment the events happening at Kootenai Brown Pioneer Village on July 1<sup>st</sup> 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 1<sup>st</sup> 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](mailto:economic@pinchercreek.ca) [www.pinchercreek.ca](http://www.pinchercreek.ca)

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

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**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](http://www.PincherChamber.ca)  
email: [info@PincherChamber.ca](mailto:info@PincherChamber.ca)



On Mon, May 1, 2017 at 3:55 PM, Tara Cryderman <[AdminExecAsst@mdpincercreek.ab.ca](mailto: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](mailto: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 150<sup>th</sup> 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



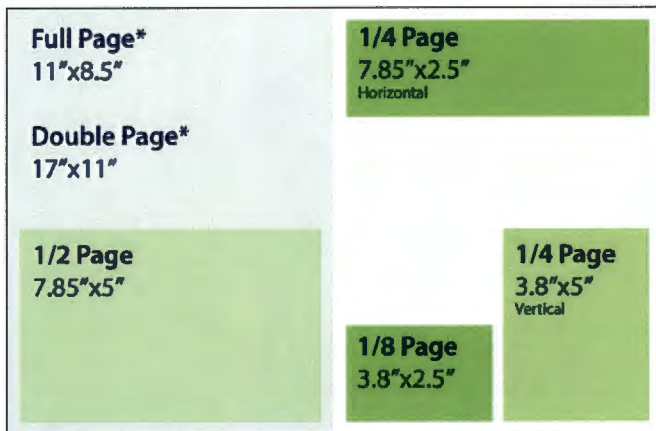
# PINCHER CREEK

& 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
<b>Full Page Premium**</b>	\$1,000	\$1,200
<b>Double Page</b>	\$1,500	\$1,700
<b>Full Page</b>	\$700	\$900
<b>1/2 Page</b>	\$450	\$650
<b>1/4 Page</b>	\$300	\$400
<b>1/8 Page</b>	\$200	\$300
<b>Listing (Free with ad purchase)</b>	\$0	\$75

## Schedule

March 31<sup>st</sup> - Ad Booking Deadline

April 7<sup>th</sup> - Payment Due

April 13<sup>th</sup> - Ad Graphics Due

May 5<sup>th</sup> - 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 13<sup>th</sup>. Proofs not approved by April 20<sup>th</sup> 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](mailto: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.



## MD OF PINCHER CREEK

MAY 17, 2017

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TO: Wendy Kay, Chief Administrative Officer  
FROM: Leo Reedyk, Director of Operations  
SUBJECT: Agricultural Service Board – Policy C-AES-604

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**1. Origin**

The Agricultural Service Board regularly reviews policy to confirm its currency. At their May 4, 2017 meeting, the Board reviewed proposed changes to the policy.

**2. Background:**

The current title of Policy 604 is “Problem Wildlife Policy”. Policy C-AES-604 is proposed to replace the existing policy. Although the policy deals with problem wildlife, there is an inference that the policy is for all wildlife. As Alberta Fish and Wildlife is responsible for bears, deer, wolves and cougars for example, it is recommended that the Policy be renamed to Agricultural Pest Policy.

The Agricultural Pest Policy will continue to deal with pests as identified in the Agricultural Pest Act that also includes clubroot, fusarium and grasshoppers for example.

The Agricultural Service Board reviewed the draft document and recommended that it be presented to Council for consideration.

**3. Recommendation:**

THAT the report from the Director of Operations, dated May 17, 2017 regarding the Agricultural Service Board – Policy C-AES-604 be received;

AND THAT Council adopt the Agricultural Service Board – Policy C-AES-604 as presented.

Respectfully Submitted,



Leo Reedyk

Attachments:

Reviewed by: Wendy Kay, Chief Administrative Officer *W. Kay* Date: *May 17, 2017*

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**TITLE: AGRICULTURAL PESTS POLICY**

Approved by Council

Date:

Revised by Council

Date:

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**Related Provincial Legislation:** *Alberta Agricultural Service Board Act*  
*Alberta Agricultural Pests Act*  
*Alberta Pest Control Products Act*

**Purpose:**

The Agricultural Service Board is committed to assisting residents with mitigating conflict with wildlife identified by the Alberta Agricultural Pests Act as *nuisance* or *pest* animals (conflict involving all other categories of wildlife will be assigned to Alberta Fish and Wildlife). Changes in management practices are favorable to discourage conflict with wildlife. When necessary and appropriate, other strategies for control will be implored. **Lethal toxins are a last resort and will be administered under the guidelines of the *Pest Control Products Act*.** AES Department Staff will acquire and maintain a Form 7 Certification.

**Coyote Management:**

AES Department staff, in cooperation with local Fish and Wildlife will investigate livestock losses or harassment.

AES Staff will:

- Provide information to residents on control of coyotes;
- When necessary, set or provide control devices, and document them as required by AAF;
- Implore Fish and Wildlife for all matters concerning large carnivores other than coyotes
- Assist residents with information and resources to mitigate large carnivore issues.
- Provide lethal toxicants only when deemed absolutely necessary.

**Pest Management:**

AES Staff will provide producers with information on minimizing the effects of Richardson's ground squirrels, pocket gophers, skunks, rats, beavers, badgers, certain nuisance birds, warbles, and other pests as outlined in the *Alberta Agricultural Pests Act*.

- Provide information for the control of Richardson's ground squirrels
- When necessary, and under the guidelines of the *Pest Control Products Act*, provide 2% liquid strychnine to producers dealing with an infestation of Richardson's ground squirrel
- Rental of skunk, raccoon, and pocket gopher traps;

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**TITLE: AGRICULTURAL PESTS POLICY**

Approved by Council

Date:

Revised by Council

Date:

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- Information given for problem wildlife control;
- Problem bird control strategies;
- Raccoon control methods;
- Spread awareness to watch for Norway rats;
- Monitor for warble infestations;
- Monitor land within the municipality for Fusarium Head Blight (*Fusarium graminearum*).

**Survey:**

AES Staff provide annual survey data to Agriculture & Agri-Food Canada and Alberta Agriculture and Forestry. These include Blackleg of Canola, clubroot, fusarium and insect pest inspections as well as grasshopper counts and others as they come up during the year.

**Awareness & Education:**

Accomplished through direct resident contact in the field, information meetings, the media, web site, newsletter, email distribution list, and by working with other community groups and stakeholders. The Agricultural and Environmental Services Department coordinates with AAF, Fish and Wildlife, Alberta Environment and Parks and other relevant stakeholders on problem wildlife education.

# MUNICIPAL DISTRICT OF PINCHER CREEK

## POLICY

604

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**TITLE:        PROBLEM WILDLIFE POLICY**

**Approved by Council:**

**Date: March 25, 1997**

**Revised by Council:**

**Date:**

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**Purpose:**

The Agricultural and Environmental Services Department is committed to providing area producers with a program of selected problem wildlife control. Administered by the Agricultural Fieldmen and Assistant Agricultural Fieldmen, the program involves consultation with producers on selected problem wildlife, and, if practical, recommendations to remedy the situation. The program runs with the assistance and cooperation of the Problem Wildlife Division of Alberta Agriculture and Rural Development (AARD) and Alberta Environment Sustainable Resource Development (AESRD).

**Wherever possible, our policy encourages changes in management practice to discourage the conflict with problem wildlife. Poisons are used rarely, and are administered under the guidelines of the *Pest Control Products Act*.**

**Predator Management:**

The Agricultural Fieldmen investigate livestock losses or harassment.

The Fieldmen will:

- Provide information to residents on control of coyotes;
- When necessary, set or provide control devices, and document them for reporting to AARD;
- When the Fieldmen perceives that the livestock predation has been caused by animals other than coyotes, they will turn the matter over to authorities from Alberta Environment and Sustainable Resource Development;
- Assist residents with program information to mitigate large carnivore issues.

**Pest Management:**

The Agricultural Fieldmen assist producers with advice on minimizing the effects of pocket gophers, skunks, rats, beavers, badgers, certain nuisance birds, warbles, and other pests as outlined in the *Alberta Agricultural Pests Act*.

- Rental of skunk, raccoon, and pocket gopher traps;
- information given for problem wildlife control;
- problem bird control strategies;
- raccoon control methods;
- spread awareness to watch for Norway rats;
- monitor for warble infestations;
- monitoring land within the municipality for Fusarium Head Blight (*Fusarium graminearum*).

**Survey:**

The Agricultural Fieldmen provide annual survey data to Agriculture & Agri-Food Canada and Alberta Agriculture Rural Development. These include Blackleg of Canola disease checks, Grasshopper counts (in each township of the M.D.) & others as they come up during the year.

**Awareness & Education:**

Accomplished through direct resident contact in the field, information meetings, the media, web site, newsletter, at the annual trade fair, and by working with schools. The Agricultural and Environmental Services Department coordinates with AARD and AESRD on problem wildlife education.

**Related Provincial Legislation:**

*Alberta Agricultural Service Board Act*

*Alberta Agricultural Pests Act*

*Alberta Pest Control Products Act*

## MD OF PINCHER CREEK

MAY 17, 2017

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TO: Wendy Kay, CAO  
FROM: Leo Reedyk, Director of Operations  
SUBJECT: POLICY 307 – DUST CONTROL

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**1. Origin**

Annually, Council reviews and updates Policy 307 – Dust Control and Schedule 307A to provide direction to Public Works as well as Policy C-FIN-27 Fees and Charges if required.

**2. Background:**

In 2017, the dust control program will be completed using two crews, one contracted and one made up of Public Works employees. The intent is to complete the program sooner to allow residents additional benefit from the dust control and allow Public Works additional time to complete other projects.

Council annually requests that Public Works apply Dust Control to roads that are considered by Council to be required without need for the resident to pay. These locations are approved by Council annually and are for a number of reasons including roads that access parks or locations where a high amount of traffic regularly travels, locations where inclines or traffic patterns generate wash board where the application of dust control product lessens the wash board and/or for other reasons.

It is recommended that Public Works proceed to apply dust suppression to roads in the MD with the intent of applying product to the Council approved list prior to doing private requests. This will ensure that the Council approved list is done with some haste.

Schedule “A” to Policy 307 should be amended. Alberta Parks should confirm they are looking to control the road surface prior to eliminating the segments from the program. Full cost recovery should be considered for all work done within the parks. The amendments include the possible addition or elimination of segments of road including:

- Roads that are within the Castle Parks;
  - Beaver Lake Road
  - Carbondale Linx Creek

- Castle Bridge;
- Castle Falls;
- O'Hagen Switch back
- Roads or segments where dust is being controlled by Cold Mix Asphalt;
  - Sections on Maycroft Road;
  - Sections on the Gladstone Valley Road
- Road segments where traffic patterns have change ie Jenkins hill as the gravel pit is no longer in operation.

The following is a breakdown of dust control activity and cost for 2016.

**2016 Revenue**

Private	23,050
Corporate	48,060
MSI Operating Grant	<u>54,245</u>
Total Collected for Dust Control	\$125,355

**2015 Costs**

Material	227,130
Equipment and Labour	158,430
Private Contractor	<u>170,670</u>
	\$556,230

MD Requested Applications	46.00 km
Privately Requested Applications	<u>19.20 km</u>
	65.20 km

Cost per km of Road	\$8,530
Cost per 100m of Road	\$853
Property Owner Charge per 100m	\$250
Corporate Charge per 100m	\$600

Residents looking to have dust suppression applied must fill out an agreement to purchase materials or service form prior to the dust suppression being applied. Residents and commercial entities have indicated that the cost for dust suppression is too high. The rate charged to residents in Policy C-FIN-27 Fees and Charges is at \$250.00 per 100 meters for residents and \$600.00 per 100 meters for commercial applications.

As the cost to apply dust suppression in 2015 was almost 25% lower than in 2016, and the commercial rate posted is lower than the cost to apply the product, Council may wish to consider an increase in the cost to resident and corporate requests.

**3. Recommendation # 1:**

THAT the report from the Director of Operations, dated May 17, 2017 regarding Policy 307 – Dust Control be received;

AND THAT Council approve the amendments to Policy 307 and Schedule 307A – Dust Control as presented;

AND FURTHER THAT Council approve the 2017 rate for dust control posted in Policy C-FIN-27, to remain the same at \$250.00 for residential and \$600.00 for commercial;

**Recommendation # 2:**

THAT the report from the Director of Operations, dated May 17, 2017 regarding Policy 307 – Dust Control be received;

AND THAT Council approve the amendments to Policy 307 and Schedule 307A – Dust Control as presented.

AND FURTHER THAT Council approve the 2017 rate charged for dust control as posted in Policy C-FIN-27, to be reduced to \$200.00 for residential and \$600.00 for commercial.

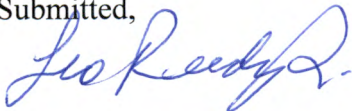
**Recommendation # 3:**

THAT the report from the Director of Operations, dated May 17, 2017 regarding Policy 307 – Dust Control be received;

AND THAT Council approve the amendments to Policy 307 and Schedule 307A – Dust Control as presented;

AND FURTHER THAT Council approve the 2017 rate charged for dust control as posted in Policy C-FIN-27, to be eliminated;

Respectfully Submitted,



Leo Reedyk

Attachments:

Reviewed by: Wendy Kay, Chief Administrative Officer *W. Kay* Date: *May 18, 2017*



**MUNICIPAL DISTRICT OF PINCHER CREEK**  
**POLICY**

**307**

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**TITLE:       DUST CONTROL**

**Approved by Council:**

**Date:** February 22, 2011

**Revised by Council:**

**Date:** May 24, 2016

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Upon request, the Municipal District of Pincher Creek No. 9 may apply dust control product on municipal roads, adjacent to a residence to suppress dust. No warranty is provided for dust control. The person requesting the service shall be charged a fee, as per Policy 5.3.2.1, each time the dust control product is applied on the road.

There are areas where, for safety and other reasons, the M.D. applies dust control product at their cost. These areas are included in Schedule "A" of this Policy, and are approved annually, by Council.

The MD will not apply dust suppression product to private property and will only apply dust suppression product for commercial entities with Council approval.

Dust suppression on roads using water only is at the discretion of the Public Works Superintendent.

Companies having a road use agreement will be required to control dust with water as and when required. The Public Works Superintendent will monitor their activities and dust levels.

Lignosulfonate is the primary dust control product of the MD and is the only product used on public roads within the MD by Public Works, alternate products approved for use include MG30 (magnesium) and Calcium Chloride.

Testing of new products will be conducted annually to determine if they provide a more durable surface, or are more cost effective.

Public Works will apply dust control to the Roads in Schedule "A" to Policy 307 as approved by Council prior to doing the MD's arterial roads, private requests and other areas to ensure the roads with the most traffic are done prior to lower use roads.

Residents who are looking to have their dust suppression done prior to the MD completing the roads identified in Schedule "A" can contract approved service providers to apply one of the

approved products. Prior to residential dust control being applied, the resident must fill out and sign an agreement to purchase materials or services form.

Approved service providers include:

- Grumpy's Landscaping Ltd.
- Sinnott Farm Services Ltd.

Schedule "A" to Policy 307

	Road Name	Location	Km's	Div
1	Beaver Lake Road	11-5-3-W5	0.10	5
2	Burmis Lake Road	12-7-3-W5	2.20	5
3	Burmis Mountain Hill	7-7-2-W5	0.50	5
4	Carbondale Lynx Creek Campground -Forestry	1-6-4-W5	0.30	3
5	Castle Bridge (Falls Road) - Forestry	21-5-3-W5	0.20	1F
6	Castle Falls Campground - Forestry	3-6-3-W5	0.25	1F
7	Castle River Rodeo Grounds	27-6-2-W5	1.40	3
8	Catonio Road Hill	24-7-2-W5	0.30	5
9	Christy Mines Road	5513 RR 1-1 South to the bridge at Pincher Creek Ranches Twp Rd 5-4	2.50	3
10	Crook Road on hill to prevent washboard	East from Hwy 6	0.50	2
11	Gerald Lewis	NW 32-7-29-W4	0.10	4
12	Gladstone Road	North End - NE 1-6-2-W5	0.40	3
13	Glen Road	Entire Road	2.10	5
14	Hochstein Hill	26-5-29-W4	1.00	2
15	South Landfill Road	SW 5-7-1-W5 - Intersection,	0.50	3
	South Landfill Road	SW 3-7-1-W5 - Residents	0.50	3
	South Landfill Road	SW 8-7-1-W5 - Gun Club	0.50	3
16	Sandeman (Subdivision traffic)	SW 6-8-29-W4 north of Hwy	1.50	4
17	Jenkins Road on hill to prevent wash boarding	NW 19-5-27-W4	0.60	Remove
18	Kerr Road	West of Hwy6	0.20	1
19	Kerr Road	East of Hwy 6	0.50	1
20	Lundbreck Falls Road	21-7-2-W5	1.10	5
21	Maycroft Road, 200 meters either side of residents approach plus 1km on corners and where safety can be improved	Twp Rd 10-0A	2.40	5
22	North Burmis Road	NE 25 & 36-7-3-W5	2.70	5
23	O'Hagen Switch Back - Forestry	28-5-23-W5	1.60	1F
24	Old Cook place	5-7-1-W5	0.30	3
25	Old Cook place (going north on road past Crayford's)	6-7-1-W5	0.10	3
26	Pincher Colony jug handle	27-6-30-W4	0.50	3
27	Summerview Road	11-7-29-W4	2.00	4
28	Talon Peak	13-7-3-W5	0.20	5
29	Upper Tennessee	36-7-30-W4	0.40	4
30	Waterton Colony Hill	3-4-28-W4	1.00	1
31	Willow Valley - Hwy 22	11-9-2-W5	0.20	5
32	Twp Rd East of Hwy 6	NW31-4-29-4	0.30	1
33	Twp Rd West of Hwy 6	NW31-4-29-4	0.20	1
34	Twp Rd 8-2 East of Hwy 785	SW18-8-28-4	0.30	4
35	Twp Rd 8-2 West of Hwy 785	NE12-8-29-4	0.20	4
36	RR 29-1 South of Hwy 785	NW24-7-29-4	0.20	4
37	RR 29-1 North of Hwy 785	SW25-7-29-4	0.30	4
38	Snake Trail North Hwy 510	SW2-8-1-5	0.20	4
39	Lank Bridge Hill	SW16-9-1-5	1.50	4
40	Old Airport Road west of Hwy 510	SW4-8-1-5	0.20	4
41	Ashvale Hill North of Hwy 510	NE36-7-30-4	0.90	4

Schedule "A" to Policy 307

	Road Name	Location	Km's	Div
42	Waldron Flats east of Hwy 22	SE12-10-2-5	0.40	5
43	Chapel Rock west of Hwy 22	NE34-8-2-5	0.20	5
44	Welsch Rd north of Hwy 510	NW33-7-29-4	0.20	4
45	Connelly Rd west of Hwy 22	SE3-8-2-5	0.20	5
46	Parker Rd East of Hwy 22	NE10-8-2-5	0.20	5
47	Lundbreck East Street		0.40	5
48	Tony Bruder Hill	W14-4-29-4	1.00	1
49	Twin Butte Rd east of Hwy 6	SW4-4-29-4	0.20	1
50	Alberta Ranch Rd west of Hwy 6	NE23-5-30-4	0.20	2
51	Jenkins Rd south of Hwy 507	NW35-5-28-4	0.20	2
52	Wood Avenue South of 3A to Reservoir	Lundbreck water tower	0.45	5
53	Miscellaneous PW discretion		7.00	
	Total		43.60	

M.D. OF PINCHER CREEK NO. 9

CORPORATE POLICY

C-FIN-27

FEES AND CHARGES

SCHEDULE 1

All Items GST Extra Except  
 \* GST Included  
 \*\* GST Exempt

Approved by Council

Date: August 25, 2015

Revised by Council

Date: October 11, 2016

Public Works

<b>Services</b>	Grader Work	Roads and Driveways Alberta Road Builders Rate plus 20% **
	Oil, Gas and Seismic Activities	Approaches \$200.00 each Pipeline Crossings \$200.00 each Seismic Approvals \$200.00 each Rig Moves – Pre Inspec. \$450.00 each Rig Moves – Post Inspec. \$450.00 each
	Snow Plowing	Up To 15 minutes \$80.00 ** Up To 30 minutes \$160.00 ** Full Hour Alberta Road Builders Rate plus 20% **
	Overweight / Over Dimension Permit Fee	\$22.50
<b>Products</b>	Dust Control	Individual Taxpayers \$250.00 per 100 Meters ** Commercial \$600.00 per 100 Meters **
	¾" Crushed Gravel	Taxpayer or Agent Cost Plus 20% Plus \$0.50 Yard if MD Loaded Non Taxpayer Council Resolution
	Pit Run Gravel	Taxpayer or Agent Cost Plus 20% Plus \$0.50 Yard if MD Loaded Non Taxpayer Council Resolution
	Water Standpipe	Cowley \$1.00 100 gallons ** Pincher Creek \$1.00 100 gallons **

## MD OF PINCHER CREEK

MAY 17, 2017

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TO: Wendy Kay, Chief Administrative Officer  
FROM: Leo Reedyk, Director of Operations  
SUBJECT: Cold Mix Asphalt Resident Request Project

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**1. Origin**

During budget deliberations for 2017, Council decided to test Cold Mix Asphalt as an option for residents who are looking for a longer term solution. Council committed to applying a total of up to 1 km of cold mix asphalt at a number of locations for residents who are prepared to pay the rate of \$1,000/100M.

**2. Background:**

This program was relayed to residents in the winter 2016 newsletter. Response to the request generated six requests totaling 2.2km of road. Council could choose segments that total the 1km budgeted or fund the whole amount with the increase funded from the Road Reserve.

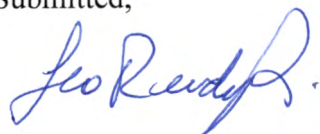
Requests range from 200M to 500M per location. As with the ongoing cold mix program, dust is minimized all year long and there is a reduction in ongoing gravel requirements for locations that have Cold Mix Asphalt applied.

**3. Recommendation:**

THAT the report from the Director of Operations, dated May 17, 2017 regarding the Cold Mix Asphalt Resident Request Project be received;

AND THAT Council provide direction on how to implement the program given the number of residents who requested participation.

Respectfully Submitted,



Leo Reedyk

Reviewed by: Wendy Kay, Chief Administrative Officer

W. Kay Date: May 18, 2017

## Director of Operations Report May 17, 2017

### **Operations Activity Includes:**

- May 4, Agricultural Service Board meeting;
- May 8, Seasonal and Summer staff start date;
- May 9, Council Meetings;
- May 10, Health and Safety Meeting;
- May 11, Emergency Operations Exercise;
- May 15-16, Municipal Management and Leadership training.

### **Agricultural and Environmental Services Activity Includes:**

- May 4, Agricultural Service Board Meeting;
- May 8, Orientation for new hires;
- May 9, 10, Safety training of summer students;
- May 10, Joint Health and Safety Meeting;
- May 10, Volker Stevin, vegetation control safety meeting, Fort McLeod;
- May 11, EMS Table Top Exercise;
- May 11, 12, ATV/UTV training;
- May 12, 13, Spray training, GIS training;
- May 15, Crop Report;
- May 16, Dow Agro Sciences Product and Stewardship Training;
- May 16, Environmental Farm Plan Workshop planning;
- May 18, Review completed Environmental Farm Plan;
- May 18, Weed ID training.

### **Public Works Activity Includes:**

- Gravel program started May 15<sup>th</sup>;
- Lundbreck cleanup;
- Texas gate inspection and maintenance;
- Hamlet maintenance;
- Crack sealing completed;
- Approach construction;
- Culvert repair.

### **Upcoming:**

- May 18, Alberta Waters Application Webinar
- May 23, Council meetings;
- May 31, Beaver Mines Water Supply Project meeting;
- June 7-8, Municipal Management and Leadership training.

**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.

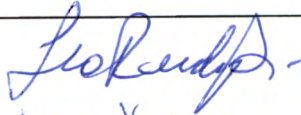
**Call Logs – attached.**

**Recommendation:**

That the Operations report for the period May 3, 2017 to May 18, 2017 be received as information.

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Prepared by: Leo Reedyk



Date: May 18, 2017

Reviewed by: Wendy Kay



Date: May 18, 2017

Submitted to: Council

Date: May 23, 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	Completed	2016-09-22	2017-05-12
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	Completed	2017-04-07	2017-05-10
872	Division 2	NW28 T5 R29 W4	Road needs attention (Grader) w/881	Stu Weber	Completed	2017-04-10	2017-05-09
876	Division 4	SW6 T8 R1 W5	Concerns about getting driveway graded	Stu Weber	To be assessed	2017-04-11	
879	Division 3	SE6 T7 R1 W5	Re putting an approach going into his field	Stu Weber	Completed	2017-04-18	2017-05-012

## PUBLIC WORKS

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
881			RR29-4 & TWP 5-4 Road Washout w/872	Stu Weber	Completed	2017-04-18	2017-05-09
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	
888	Division 5	SW33 T8 R2 W5	Off Chaple 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	
892	Division 2	SE22 T5 R29 W4	Questioning repairs to RR29-4 south of Turnbulls 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	Completed	2017-05-02	2017-05-03
894	Division 2		Tower Road & RR29-3 Needs repair	Tony Tuckwood	Completed	2017-05-02	2017-05-03
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	Completed	2017-04-27	2017-04-29
899	Division 3	NE34 T5 R2 W5	Fence requires fixing that was broken during snow removal across from Grumpy's Greenhouse also concerned about drainage in the area	Stu Weber	Work in Progress	2017-05-03	
900	Division 3	NW22 T6 R1 W5	Site 1221 TWP6-4 Road needs grading says road never gets done unless she calls	Henry Dykstra	Completed	2017-05-03	2017-05-04

PUBLIC WORKS

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
901	Division 1	SE21 T4 R29 W4	RQ to have driveway graded	Rod Nelson	Completed	2017-05-04	2017-05-08
902	Division 1	SW21 T4 R29 W4	RQ to have driveway graded up to & in front of the house	Rod Nelson	Completed	2017-05-08	2017-05-09
903	Division 2	NW8 T6 R28 W4	#6127 RR28-5 Lots of gravel in ditch & rough road	Tony Tuckwood	Completed	2017-05-08	2017-05-08
904	Division 3	NW6 T7 R1 W5	RQ to grade driveway	Henry Dykstra	Completed	2017-05-09	2017-05-10
905	Division 5	SE16 T10 R2 W5	#2313 TWP10-0A RQ to grade driveway	Dave Sekella	Work in Progress	2017-05-09	
906	Division 4	NE10 T8 R1 W5	East side off Snake trail Would like to put in an approach	Stu Weber	Work in Progress	2017-04-27	
907	Division 5	SE27 T7 R2 W5	#2219 Hwy 003A Road needs grading	Dave Sekella	Completed	2017-05-10	2017-05-12
908	Division 5	SW28 T7 R2 W5	#2322 Hwy 003A RQ to have driveway graded	Dave Sekella	Completed	2017-05-10	2017-05-12
909	Division 3	SW4 T6 R1 W4	Culvert and drainage problem N. Side of road	Stu Weber	Being investigated	2017-05-10	
910	Division 3	SE21 T6 R30 W4	RQ Driveway to be graded	Henry Dykstra	Work in Progress	2017-05-12	
911	Division 1	NE4 T5 R30 W4	#5032 RR 30-3 RQ to have driveway graded	Rod Nelson	Work in Progress	2017-05-12	
912	Division 3	NW15 T6 R30 W4	#30219 TWP 6-2A (L/O Ryan Halcrow) RQ driveway graded	Brent Gunderson	Completed	2017-05-12	2017-05-16
913	Division 2	NE16 T6 R29 W4	#6222 RR29-4 RQ to grade driveway	Tony Tuckwood	Completed	2017-05-15	2017-05-16



WORK ORDER	DIV. #	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
1	3	SW13-06-01-W5	Would like to use the off-stream watering system to water cattle away from the creek. The creek is rising and fencing is inadequate. Will draw from water source near his house to keep cattle on higher ground.	Lindsey	Producer can use the system as this is a priority situation. I have contacted the Waterton Biosphere to advise that it will not be available for the "Day on the Creek" - I have arranged Malcolm from Tecumseh Agriculture Products to fill in.	17-May-17	17-May-17
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							

## MD OF PINCHER CREEK

May 15, 2017

---

TO: Reeve and Council  
FROM: Roland Milligan  
SUBJECT: **Proposed Bylaw 1275-17 – TransAlta Corporation - Cowley Ridge Rezoning**

---

**1. Origin**

- TransAlta Corporation has submitted an application to amend Land Use Bylaw 1140-08, to allow for wind power development on the decommissioned portion of the Cowley Ridge wind farm site (Enclosure No. 1).

**2. Background**

- The Cowley Ridge Wind Farm was developed in the early 1990s.
- The development was comprised of 52 Kenetech 0.375 MW turbines originally, with an additional 5 turbines added in 1995. The total output for the site was 2.4 MW.
- The project has the distinction of being Canada's first commercial wind farm.
- The 57 turbine project operated for just over 23 years and was decommissioned in 2016. All the turbines were removed from the site.
- TransAlta would like to have the ability to repower the site.
- Since the original project was developed the MD has seen a large amount of development in the wind industry over the years.
- This development has required the MD to amend old and adopt new regulations regarding this development.
- The MD's new regulations require the project lands to be redesignated to Wind Farm Industrial – WFI prior to accepting a development permit for large scale utility size turbine development (Category 3 WECS).
- TransAlta is proposing to possibly repower the site with 5 to 7 larger turbines with a combined generation capacity up to 20 MW. Approximately the same as the previous 57 turbines.
- In order to begin the amendment process, Bylaw No. 1275-17 has been prepared for Council's consideration (Enclosure No. 3).

**Recommendation (s)**

- Moved that Council give first reading to Bylaw No. 1275-17, being a Bylaw to amend Bylaw No. 1140-08, being the Land Use Bylaw, and further;
- That Council, as required by and in accordance with the Municipal Government Act, schedule a Public Hearing for Bylaw No. 1275-17.

Respectfully Submitted,



Roland Milligan

Enclosure(s): 1) Application to Amend the Land Use Bylaw  
2) GIS Aerial of Area in Question  
3) Amending Bylaw No. 1275-17

Reviewed by: Wendy Kay, CAO



May 18, 2017



## Application to Amend MD of Pincher Creek Land Use Bylaw Rezoning Application – Cowley Ridge Windfarm

---

**Proponent:** TransAlta Corporation, Box 1900, Station "M", Calgary, AB T2P 2M1

**Affected Lands:** 6 Quarter Sections:

SW 9-7-1-W5M  
SE 8-7-1-W5M  
NW 4-7-1-W5M  
NE 4-7-1-W5M  
NE8 7-1-W5M  
SE 17-7-1-W5M

**Project:** Application to amend Land Use Bylaw 1140-08 to accommodate Cowley Ridge Windfarm Repowering

**Date Submitted:** April 12, 2017

### Background

---

TransAlta is seeking approval to redesignate the site of the former Cowley Ridge Wind Farm to Wind Farm Industrial (WFI) zoning under a proposed amendment to the Municipal District of Pincher Creek Land Use Bylaw for the purpose of repowering the wind farm with new technology.

As you know, Cowley Ridge holds a significant distinction for the wind energy industry in our country as the birthplace in 1993 of the first commercial scale wind farm in Canada. That first wind farm development was followed by broader recognition of the Pincher Creek area as a pioneering community for wind development in Alberta.

After a long and productive life of 23 years the Cowley Ridge Wind Farm was retired and dismantled in 2016. Recognizing the many positive attributes that this site holds from its desirable wind resource and environmental suitability to its close proximity to transmission access, TransAlta believes it is fitting to reinvest and repower this site with new technology to continue its legacy in providing clean, affordable and reliable wind power to Albertans. In doing so, and if approved, the Cowley Ridge Farm will mark yet another first in the evolution of wind energy development as the first wind farm to be repowered in Canada.

The Cowley Ridge Wind Farm originally consisted of 57, 0.375 Megawatt (MW) Kenetech KVS wind turbines with a total nameplate capacity of approximately 22 MW commissioned in two phases. The first phase was commissioned in 1993, and consisted of 52 turbines (19.5 MW) followed by the second phase addition of 5 turbines (1.88 MW commissioned in August, 1995).





**Project Plan**

---

This application to amend the Land Use Bylaw to rezone wind farm lands is confined to include only those quarter sections that hosted the former wind farm and does not encompass any expansions outside of that original area.

It is expected that the repowered site would host between 5 and 7 wind turbines with a total nameplate capacity of up to 20 MW netting close to the same generation as the former wind farm (22 MW with 57 turbines). Technology selection has not been confirmed at this time but would be identified in any subsequent Development Permit application.

We trust that this amendment proposal and rezoning request is in keeping with the MD of Pincher Creek objective to encourage the repowering of existing wind energy developments as highlighted in the Municipal Development Plan 1062-02 Section K (13). To the Pincher Creek community, a repowered site would give assurance of a continued tax revenue stream and would provide employment opportunities during both the construction and operations phases.

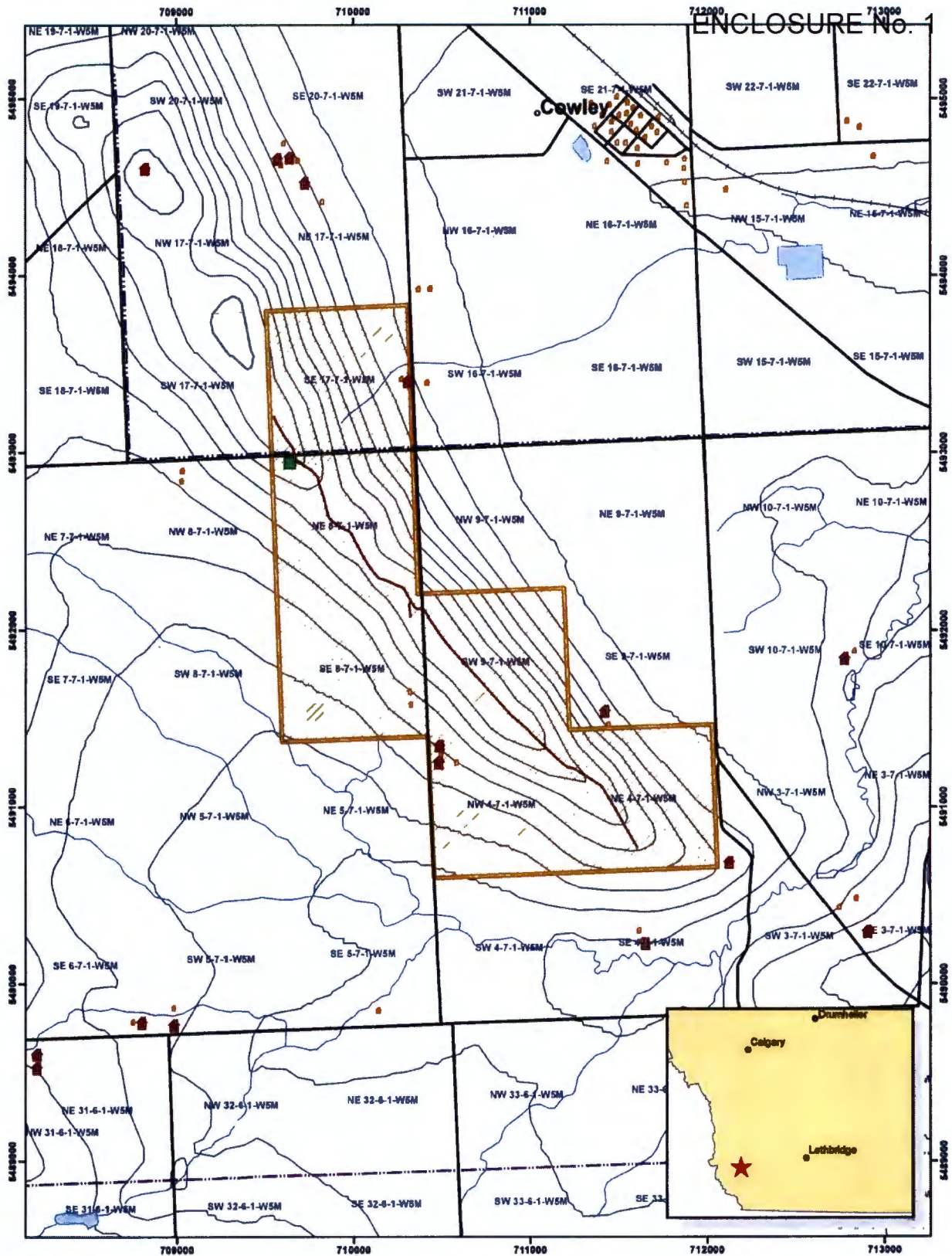
Work continues on various project attributes including finalizing a layout, additional environmental data collection and resource monitoring in preparation for the Development Permit application stage of the project should it be approved under this rezoning request.

**Landowners**

---

There are three (3) landowner parties whose host lands comprise the rezoning designation area. We are proud to report that the host landowner group has been fully supportive of the repowering of the Cowley Ridge Windfarm. Landowner acknowledgements and consents, title searches and corporate registry searches for these parcels accompany this application.

<b>Registered Landowner</b>	<b>Legal Description</b>	<b>Signatory</b>
Zoratti Properties Ltd.	SW9-7-1-W5M SE8-7-1-W5M NW4-7-1-W5M NE4-7-1-W5M	Berry Zoratti
WC Ranching Ltd.	NE8-7-1-W5M	Robert Wolbert
Duane and Lynne Decock	SE17-7-1-W5M	Duane and Lynne Decock



	<b>Rezoning Application</b>		<b>Legend</b> Project Boundary Substation receptors Cowley Access road Roads Railway Contours 10m Waterbody	
	Date: April 04, 2017 Projection: UTM Zone 11, NAD83 Source: NTDB 1:50,000, Alberta ATB data and TransAlta Created By: TransAlta Corporation - Simon Belanger Scale: 1:20,000	<b>Confidential</b>		

**Cowley Ridge**

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW

PERMIT FEE \$ 600.00

RECEIPT NO. \_\_\_\_\_

I/We hereby make application to amend the Land Use Bylaw.

Applicant: TransAlta Corporation

Address: 110 -12 Ave SW, Box 1900, Station M, Calgary, AB T2P 2M1 Telephone: 403-267-7376

Owner of Land (if different from above): Zoratti Properties Ltd.

Address: [REDACTED] Telephone: \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_

or Certificate of Title \_\_\_\_\_

Quarter SW 9 Township 7 Range 1 Meridian 5

**AMENDMENT PROPOSED:**

From: Agriculture-A

To: Wind Farm Industrial - WFI

**REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:**

In compliance with LUB 1140-08 requirements under Section 53.37 a redesignation application is required for the repowering the Cowley Ridge Wind Farm Project. Agricultural uses will continue.

I/We enclose \$ 600.00 being the application fee.

DATE: April, 2017

[Signature]  
Applicant Alla Zilberg, Business Development  
for TransAlta Corporation

[Signature]  
Registered Owner Zoratti Properties Ltd.

**Information on this application form will become part of a file which will be considered at a public meeting.**

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW

PERMIT FEE \$ 600.00

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Address: [REDACTED] Telephone: \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_

or Certificate of Title \_\_\_\_\_

Quarter SE 8 Township 7 Range 1 Meridian 5

**AMENDMENT PROPOSED:**

From: Agriculture-A

To: Wind Farm Industrial - WFI

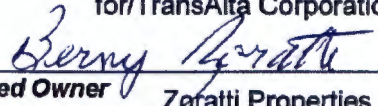
**REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:**

In compliance with LUB 1140-08 requirements under Section 53.37 a redesignation application is required for the repowering the Cowley Ridge Wind Farm Project. Agricultural uses will continue.

I/We enclose \$ 600.00 being the application fee.

DATE: April, 2017

  
\_\_\_\_\_  
Applicant Alla Zilberg, Business Development  
for TransAlta Corporation

  
\_\_\_\_\_  
Registered Owner Zoratti Properties Ltd.

**Information on this application form will become part of a file which will be considered at a public meeting.**

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW

PERMIT FEE \$ 600.00

RECEIPT NO. \_\_\_\_\_

I/We hereby make application to amend the Land Use Bylaw.

**Applicant:** TransAlta Corporation

Address: 110 -12 Ave SW, Box 1900, Station M, Calgary, AB T2P 2M1 Telephone: 403-267-7376

**Owner of Land (if different from above):** Zoratti Properties Ltd.

Address: [REDACTED] Telephone: \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_

or Certificate of Title \_\_\_\_\_

Quarter NW4 Township 7 Range 1 Meridian 5

**AMENDMENT PROPOSED:**

From: Agriculture-A

To: Wind Farm Industrial - WFI

**REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:**

In compliance with LUB 1140-08 requirements under Section 53.37 a redesignation application is required for the repowering the Cowley Ridge Wind Farm Project. Agricultural uses will continue.

I/We enclose \$ 600.00 being the application fee.

DATE: April, 2017

[Signature]  
**Applicant** Alla Zilberg, Business Development  
for TransAlta Corporation

[Signature]  
**Registered Owner** Zoratti Properties Ltd.

**Information on this application form will become part of a file which will be considered at a public meeting.**

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW

PERMIT FEE \$ 600.00

RECEIPT NO. \_\_\_\_\_

I/We hereby make application to amend the Land Use Bylaw.

Applicant: TransAlta Corporation

Address: 110 -12 Ave SW, Box 1900, Station M, Calgary, AB T2P 2M1 Telephone: 403-267-7376

Owner of Land (if different from above): Zoratti Properties Ltd.

Address: [REDACTED] Telephone: \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_

or Certificate of Title \_\_\_\_\_

Quarter NE4 Township 7 Range 1 Meridian 5

**AMENDMENT PROPOSED:**

From: Agriculture-A

To: Wind Farm Industrial - WFI

**REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:**

In compliance with LUB 1140-08 requirements under Section 53.37 a redesignation application is required for the repowering the Cowley Ridge Wind Farm Project. Agricultural uses will continue.

I/We enclose \$ 600.00 being the application fee.

DATE: April, 2017

[Signature]  
Applicant Alla Zilberg, Business Development  
for/TransAlta Corporation

[Signature]  
Registered Owner Zoratti Properties Ltd.

Information on this application form will become part of a file which will be considered at a public meeting.

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW

PERMIT FEE \$ 600.00

RECEIPT NO. \_\_\_\_\_

I/We hereby make application to amend the Land Use Bylaw.

**Applicant:** TransAlta Corporation

**Address:** 110 -12 Ave SW, Box 1900, Station M, Calgary, AB T2P 2M1 Telephone: 403-267-7376

**Owner of Land (If different from above):** W.C. Ranching Ltd.

**Address:** [REDACTED] Telephone: 4 [REDACTED]

Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_

or Certificate of Title \_\_\_\_\_

Quarter NE 8 Township 7 Range 1 Meridian 5

**AMENDMENT PROPOSED:**

**From:** Agriculture-A

**To:** Wind Farm Industrial - WFI

**REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:**

In compliance with LUB 1140-08 requirements under Section 53.37 a redesignation application is required for the repowering the Cowley Ridge Wind Farm Project. Agricultural uses will continue.

I/We enclose \$ 600.00 being the application fee.

**DATE:** April, 2017

[Signature]  
**Applicant** Alta Zilberg, Business Development  
for TransAlta Corporation

[Signature]  
**Registered Owner** WC Ranching Ltd.

**Information on this application form will become part of a file which will be considered at a public meeting.**

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW

PERMIT FEE \$ 600.00

RECEIPT NO. \_\_\_\_\_

I/We hereby make application to amend the Land Use Bylaw.

**Applicant:** TransAlta Corporation

Address: 110 -12 Ave SW, Box 1900, Station M, Calgary, AB T2P 2M1 Telephone: 403-267-7376

**Owner of Land (if different from above):** Duane and Lynne Decock

Address: [REDACTED] Telephone: \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_  
or Certificate of Title \_\_\_\_\_

Quarter SE17 Township 7 Range 1 Meridian 5

**AMENDMENT PROPOSED:**

From: Agriculture-A

To: Wind Farm Industrial - WFI

**REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:**

In compliance with LUB 1140-08 requirements under Section 53.37 a redesignation application is required for the repowering the Cowley Ridge Wind Farm Project. Agricultural uses will continue.

I/We enclose \$ 600.00 being the application fee.

DATE: April, 2017

[Signature]  
**Applicant** Alla Zilberg, Business Development for/TransAlta Corporation

[Signature]  
**Registered Owner** Duane Decock / Lynne Decock

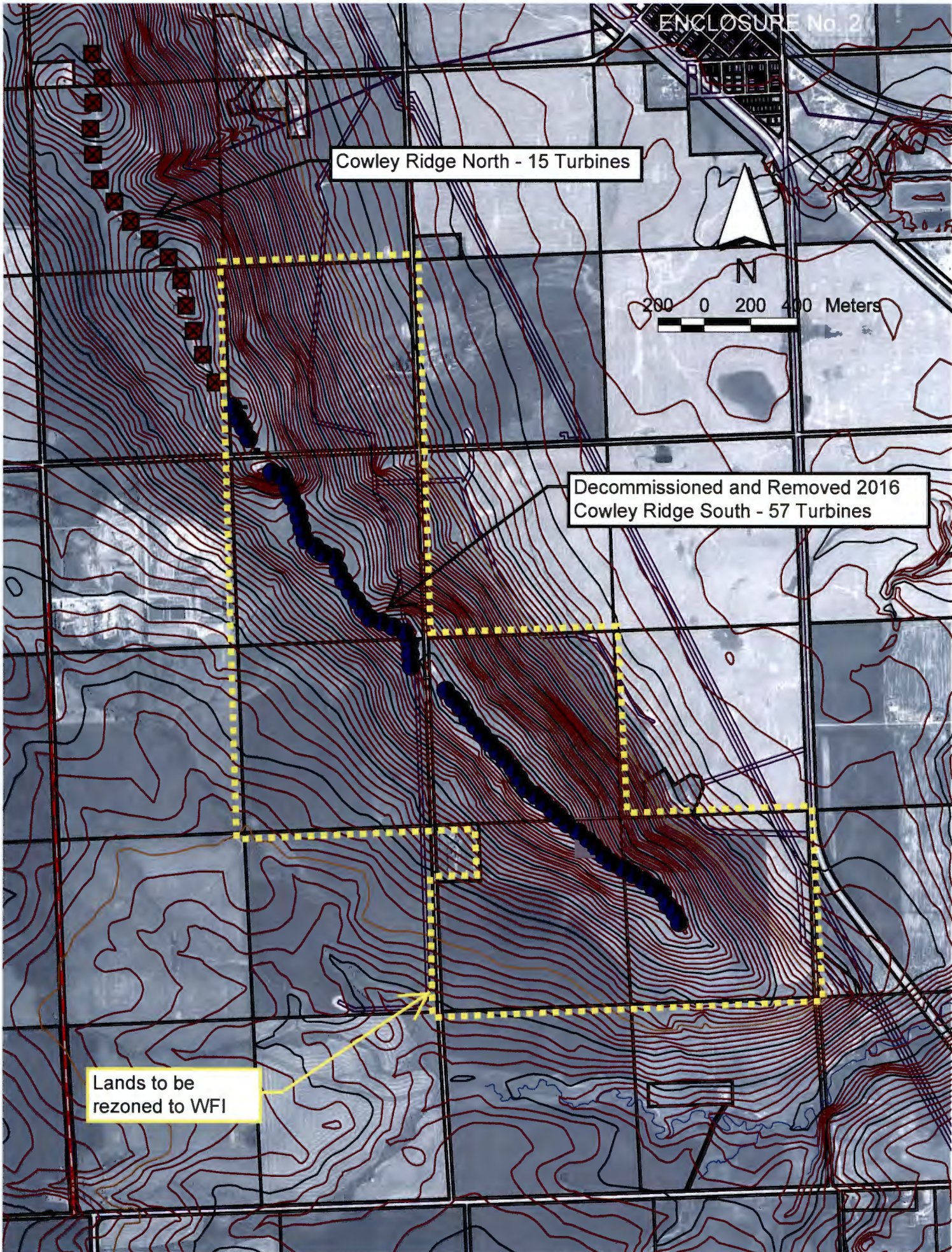
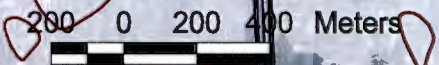
**Information on this application form will become part of a file which will be considered at a public meeting.**



Cowley Ridge North - 15 Turbines

Decommissioned and Removed 2016  
Cowley Ridge South - 57 Turbines

Lands to be rezoned to WFI



**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
BYLAW NO. 1275-17**

Being a bylaw of the Municipal District of Pincher Creek No. 9 in the Province of Alberta, to amend Bylaw No. 1140-08, being the Land Use Bylaw.

---

**WHEREAS** Section 639 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, provides that a municipality must pass a Land Use Bylaw; and

**WHEREAS** The Municipal District of Pincher Creek No. 9 is in receipt of a request to amend the land use designation of lands legally described as:

SE 17 7-1 W5M  
NE 8 7-1 W5M  
SE 8 7-1 W5M  
SW 9 7-1 W5M  
NW 4 7-1 W5M  
NE 4 7-1 W5M

And as shown on Schedule 'A' attached hereto, from "Agricultural - A" to "Wind Farm Industrial - WFI"; and

**WHEREAS** Council feels that the "Wind Farm Industrial - WFI" designation is appropriate for lands proposed for the use of wind farm development; and

**WHEREAS** The purpose of the proposed amendment is to allow for Category 3 Wind Energy Conversion System use;

**NOW THEREFORE**, under the authority and subject to the provisions of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Municipal District of Pincher Creek No. 9, in the Province of Alberta, duly assembled does hereby enact the following:

1. This bylaw shall be cited as "Land Use Bylaw Amendment No. 1275-17".
2. Amendments to Land Use Bylaw No. 1140-08 as per "Schedule A" attached.
3. This bylaw shall come into force and effect upon third and final passing thereof.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

A PUBLIC HEARING was held this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

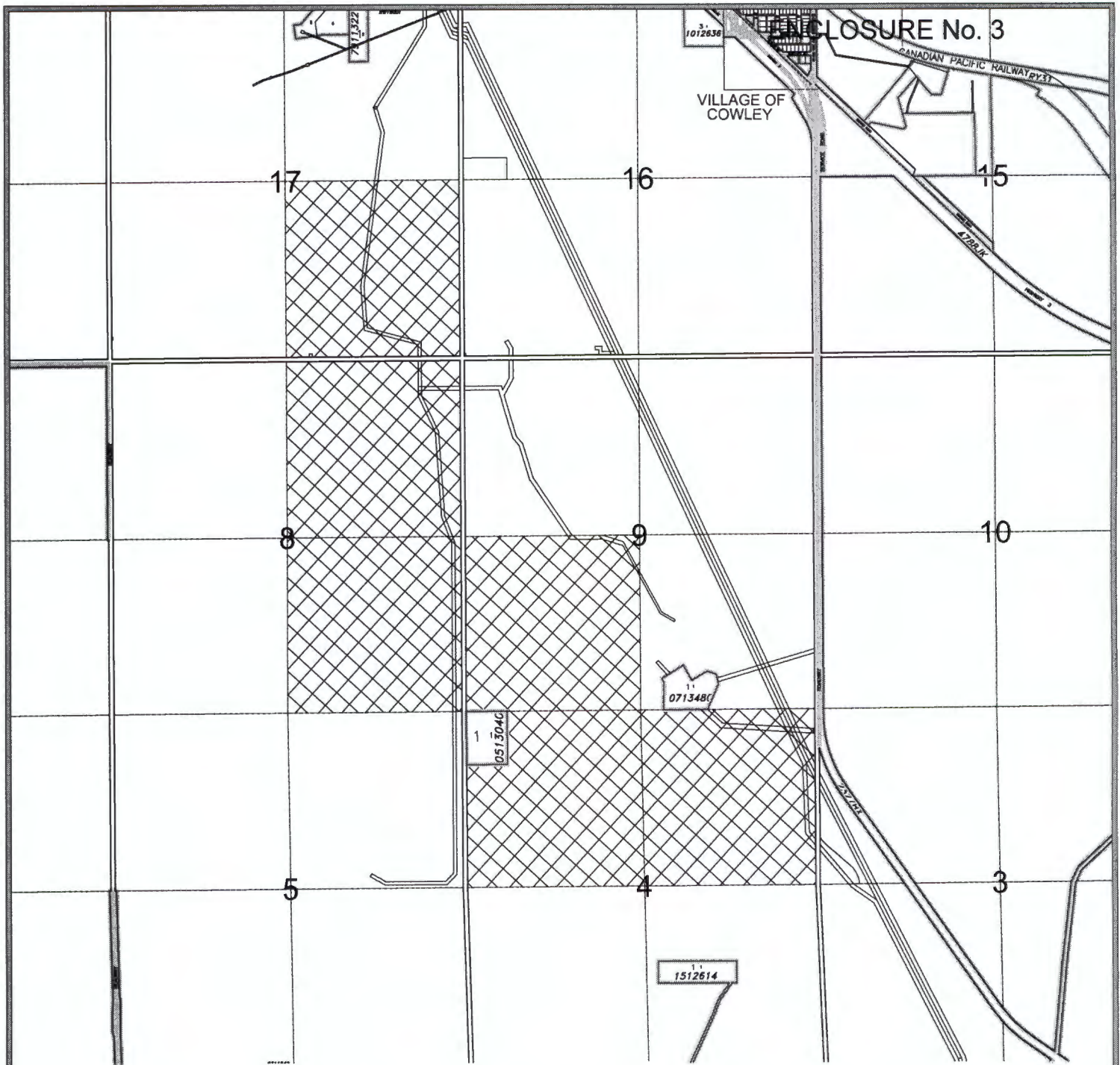
READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

READ a third time and finally PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
*Reeve – Brian Hammond*

\_\_\_\_\_  
*Chief Administrative Officer - Wendy Kay*

Attachment  
- "Schedule A"



**LAND USE DISTRICT REDESIGNATION  
SCHEDULE 'A'**

Bylaw #: 1275-17  
Date: \_\_\_\_\_



FROM: Agriculture 'A'  
TO: Wind Farm Industrial 'WFI'

N 1/2 SEC 4, SW 1/4 SEC 9, E 1/2 SEC 8 & SE 1/4 SEC 17  
ALL WITHIN TWP 7, RGE 1, W 5 M  
MUNICIPALITY: MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
DATE: APRIL 19, 2017



OLDMAN RIVER REGIONAL SERVICES COMMISSION



MAP PREPARED BY:  
OLDMAN RIVER REGIONAL SERVICES COMMISSION  
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8  
TEL. 403-329-1344

"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"

*Council*  
*- Finance Reports*

**RECEIVED**  
**E3a**

MAY 15 2017

M.D. OF PINCHER CREEK

Barry Lodermeier

[REDACTED]

MD of Pincher Creek #9  
PO Box 279  
1037 Herron Ave  
Pincher Creek AB. TOK-1W0

Dear Council

Over the past three years, I been struggling financially trying to make ends meet. Being employed by the Oil&Gas sector in Alberta has been difficult with all the ups and downs of oil prices. It has forced me into another trucking company, and I've been playing catch up ever since.

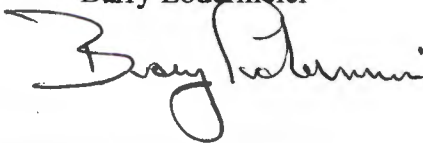
You may or may not have noticed I'm not around to collect my mail regularly as I'm gone for 2 to 3 months at a time, (several letters from Janene Felker) have collect in my mail box, and I've dropped off a cheque to pay for last year 2016, and this year 2017.

I don't mean to fall behind in my land taxes, I try to pay on time if I can, in the mean time I've received several penalties and would ask that you to dismiss the unfortunate late fees (2015,2016 - \$855.87 ). Thank you.

Also in the future please contact me by Email, and by mail.

Thank You

Barry Lodermeier



**Tara Cryderman**

---

**From:** Wendy Kay  
**Sent:** Monday, May 8, 2017 9:03 AM  
**To:** Tara Cryderman  
**Subject:** FW: YOU ARE INVITED: AlbertaSW AGM - Wednesday June 7, 2017 -Claresholm

**Importance:** High

Next Council Meeting  
My reports.

**From:** Bev Thornton [mailto:bev@albertasouthwest.com]  
**Sent:** May 7, 2017 7:04 PM  
**To:** Wendy Kay <wkay@mdpincercreek.ab.ca>; Garry Marchuk <CouncilDiv3@mdpincercreek.ab.ca>  
**Subject:** YOU ARE INVITED: AlbertaSW AGM - Wednesday June 7, 2017 -Claresholm  
**Importance:** High

Dear Wendy and Garry,  
We invite each of you and your guest to join us.  
Wendy, please extend this invitation to your Council.  
Thank you!

**On behalf of the Board of Directors of AlbertaSW,  
you are invited to attend  
Alberta SouthWest Regional Economic Development Alliance  
Annual General Meeting to be held at  
Putters Restaurant at the Bridges Golf Course, Hwy 2, Claresholm AB**

**Wednesday, June 7, 2017**  
**5:00pm Arrival/Networking/No host bar**  
**6:00pm Dinner**  
**Annual Meeting and Program to follow**  
*2017 marks 15 years of regional collaboration in Alberta SouthWest*

**Please RSVP by Wednesday May 24, 2016**  
**bev@albertasouthwest.com**

**Please contact me if you need more information!**

*Bev Thornton*  
*President, Economic Developers Alberta*  
*Executive Director*  
*Alberta SouthWest*  
*Regional Economic Development*  
*Box 1041, Pincher Creek AB T0K 1W0*  
*403-627-3373*  
[bev@albertasouthwest.com](mailto:bev@albertasouthwest.com)  
[www.albertasouthwest.com](http://www.albertasouthwest.com)  
[www.edaalberta.ca](http://www.edaalberta.ca)

Council  
CAO's Report



Crestview Lodge Canyon Manor Willow Cour **E4b**  
Canyon Cottages Family Social Housing

## Pincher Creek Foundation

"Providing Safe & Affordable Housing for Seniors for over 50 years"

**RECEIVED**

MAY 15 2017

M.D. OF PINCHER CREEK

May 15, 2017

Municipal District of Pincher Creek No. 9  
Box 279  
Pincher Creek, Alberta T0K 1W0  
Attention: Wendy Kay, CAO,

Re: Capital Funding request for Crestview Lodge

Dear Wendy, Reeve Hammond & Council,

Our New Lodge project is going very well and on schedule to be completed sometime in August or early September of this year.

As we near the end of the project we are now in need of the funding that was committed by the Municipalities. The total grant funds received from the Province to date are \$ 9,205,884.16. The maximum grant funding that we will receive from the Province is \$ 9,800,000.

Accordingly, we respectfully request that the MD of Pincher Creek No. 9 submit the agreed funding in the amount of \$ 1.3 million dollars to Pincher Creek Foundation, at your earliest convenience.

If you wish to arrange for a cheque presentation, jointly with the other Municipalities, please let me know.

Yours truly,

Millie Loeffler, Chief Administrative Officer

**PINCHER CREEK FOUNDATION**

c.c. Board of Directors, Pincher Creek Foundation



**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
BYLAW NO. 1276-17**

A Bylaw of the Municipal District of Pincher Creek No. 9 in the Province of Alberta, to deal with procedure and the transacting of business by the Council of the Municipal District of Pincher Creek No. 9

---

**WHEREAS** the *Municipal Government Act*, being Chapter M-26 Revised Statutes of Alberta, 2000, as amended from time to time, provides for the regulations of the proceedings of Council and Committees thereof, to provide for dealing with petitions, and submissions to Council;

**NOW THEREFORE**, the Council of the Municipal District of Pincher Creek No. 9, duly assembled, ENACTS AS FOLLOWS:

**1. THIS BYLAW MAY BE CITED AS “THE PROCEDURE BYLAW NO. 1276-17”.**

**2. DEFINITIONS AND INTERPRETATION:**

a. In this Bylaw:

- (1) “Acting Reeve” means the Councillor selected by the Council, pursuant to the provisions of Section 6, to preside at a regular meeting thereof in the absence or incapacity of both the Reeve and Deputy Reeve;
- (2) “Agenda” means the agenda for a Regular or Special Meeting of Council, prepared pursuant to Section 7;
- (3) “Bylaw” means a bylaw of the Municipal District Of Pincher Creek No. 9;
- (4) “Council” means the Reeve and Councillors of the MD, being elected pursuant to the provisions of the *Municipal Government Act*, whose term is unexpired, who have not resigned and who continue to be eligible to hold office as such under the terms of the *Municipal Government Act*;
- (5) “Councillors” means a Councillor of Council, duly elected and continue to hold office;
- (6) “Deputy Reeve” means the Councillor who is elected by Council, pursuant to the provisions of Section 6, to act as Reeve;
- (7) “MD” means the Corporation of the Municipal District of Pincher Creek No. 9 and where the context so requires, means the area included within the boundaries of the MD;
- (8) “New Business” means business dealing with a matter which has not been introduced at the same or previous meeting, and of which no notice has been given of the intention to present it;
- (9) “Quorum” means the majority:
  - (a) of the valid, subsisting Councillors of Council; or
  - (b) in the case of the Committee, Board or other organized and recognized group, unless the bylaw or resolution establishing such a body specifies a different quorum, the majority of the Councillors thereof determined.

b. Wherever this bylaw requires that a motion be made, a bylaw be passed or any other action be taken by a vote of Council, the requirements shall be interpreted as meaning such majority of the Councillors of Council who are present and voting on the matter.

### **3. APPLICATION OF BYLAW**

- a. This bylaw applies to:
  - (1) all Regular and Special Meeting of Councils; and
  - (2) the conduct of the meetings of all Committees of Council.

### **4. ORGANIZATIONAL MEETING OF COUNCIL**

- a. The Chief Administrative Officer shall fix the time and place for the first Organizational Meeting of Council following the general election. In other years, the Organizational Meeting shall be scheduled in accordance with the *Municipal Government Act*.
- b. At the commencement of the Organizational Meeting, the CAO shall call the meeting to order and shall preside over the meeting until the Council elects a person to be Reeve.
- c. Once elected, the Reeve shall preside over the meeting.
- d. All Committees, Boards and other bodies that Council is entitled to appoint, shall be reviewed annually at the time of the Organizational Meeting, as set by Statute.
- e. The business of Council at the Organizational Meeting shall be limited to the calling of the meeting, the administration of the Oath, and the introduction of new Councillors, the election of Reeve, Deputy Reeve, and the election of Councillors to act on Committees, Commissions, Boards and other bodies, on which Council is entitled to representation, and such other business as required by the *Municipal Government Act*.
- f. All meetings of Council shall be held in the Council Chambers of the MD Administration Building, unless Council directs otherwise.

### **5. PLACES, DATES AND TIME OF MEETINGS**

- a. Regular Council Meeting shall be held on the Second and Fourth Tuesday of every month, for all business of Council.
- b. Council may, at any Regular Meeting of Council, direct that:
  - (1) any Council meeting will be held on a day, other than the date on which it would fall due;
  - (2) any meeting of Council may commence at any time other than that set for such meeting in the Section, and;
  - (3) any Council meeting may be cancelled.
- c. Unless otherwise determined, Council meetings shall commence at 1:00 pm.
- d. All matters of business, which appear on the Council's agenda for a meeting and which have not been dealt with, shall be deemed to be postponed until the next regular meeting of Council (when a meeting has been adjourned).
- e. If it appears to the Reeve that any matter included in the agenda for a Council meeting, which were not disposed of by the meeting prior to the adjournment thereof are of an urgent nature, which requires action before the next Regular Meeting he/she shall call, pursuant to the provisions of the *Municipal Government Act*, a Special Meeting of Council to deal with such matters.
- f. A Special Meeting of Council may be called in accordance with the *Municipal Government Act*.

**6. DEPUTY REEVE AND ACTING REEVE**

- a. The Council, at its Organizational Meeting in each year, shall elect one of its' Councillors as Deputy Reeve.
- b. Council, may at any time, appoint one of its Councillors to be Acting Reeve in the absence or inability of the Reeve and the Deputy Reeve to act.
- c. The Deputy Reeve, at the request of the Reeve, may chair any meeting of Council.

**7. AGENDA FOR COUNCIL MEETINGS**

- a. The CAO, shall prepare an agenda which shall:
  - (1) list the items and order of business to be conducted at the meeting, as per Appendix "A", attached to, and forming part of this bylaw;
  - (2) include the minutes of any previous meeting or meetings for approval;
  - (3) list or contain any other matter or thing which Council may from time to time direct.
- b. The agenda shall be prepared digitally and in hard copy and made available, at the Administration Office and electronically by the end of the business day, the Thursday before the meeting for which it is prepared.
- c. Unless Council directs otherwise, no material will be accepted which has not been included in the agenda provided.

**8. COMMENCEMENT OF COUNCIL MEETING**

- a. If there are not sufficient Councillors assembled at any meeting, physically or electronically, to constitute a quorum within half an hour from the time of commencement of the meeting, the CAO shall record the names of all Councillors present at that time, and unless a Special Meeting is duly called in accordance with the *Municipal Government Act* in the meantime, Council shall be deemed to be adjourned until the next regular meeting.
- b. When Council is unable to meet for want of quorum, the agenda delivered for the proposed meeting shall be considered at the next Regular Meeting, prior to the consideration of the agenda for the subsequent meeting, or at a Special Meeting called for that purpose.
- c. If there is a quorum present at the time the meeting should be called to order, and the Reeve and Deputy Reeve are absent, the CAO shall call the meeting to order and shall call for an Acting Reeve to be chosen by resolution of those Councillors present.

**9. CONTROL AND CONDUCT OF COUNCIL MEETINGS**

- a. The Chairperson shall be responsible for the control of the meeting.
- b. When a Councillor or any individual wishes to speak at a Council meeting, he/she shall address the chair.
- c. When a Councillor or any individual is addressing the Council, he/she:
  - (1) shall not speak disrespectfully of Her Majesty the Queen, or her official representative of her government;
  - (2) shall not use offensive words in referring to any Councillor of the Council, any official, any employee of the MD, or public person;

- (3) shall not shout or immoderately raise his/her voice or use profane, vulgar or offensive language;
  - (4) shall not reflect on any past vote of Council except when moving to rescind it and when so doing, shall not reflect on the motives of the Councillors who voted for the motion, and;
  - (5) shall assume personal responsibility for any statement he/she quotes to Council, or upon request of Council, shall give the source of the information.
- d. No Councillor shall leave the Council Chambers after a question is put to vote until the vote is taken.
  - e. The Reeve may direct that any person in the audience who persistently creates a disturbance during a meeting may be removed.

## **10. PROCEEDINGS AT MEETINGS**

- a. Subject to the other provisions of this section, the order of business for a meeting shall be contained in the Agenda for the meeting.
- b. The order of business for a Regular Meeting of Council shall be determined with the adoption of the Agenda.
- c. The Reeve and Council, may by resolution, cause the meeting of Council to be recessed.

## **11. COMMUNICATIONS AND PETITIONS**

- a. Where a person wishes to bring any matter to the attention of Council, or have any matter considered by Council, the request shall:
  - (1) be written legibly;
  - (2) be signed by the correct name of the writer;
  - (3) contain the full mailing address of the writer;
  - (4) indicate if the writer wishes to address Council on the matter, or to answer questions in relation to the communication.
- b. A group of persons who wish to present to Council a petition on any matter within its jurisdiction may do so in accordance with the *Municipal Government Act*.
- c. When a communication intended for Council is received and a ruling is requested, the CAO shall:
  - (1) include it as an item on the Agenda for the next Regular Meeting of Council.

## **12. PERSONS WISHING TO ADDRESS COUNCIL**

- a. Person or persons wishing to address Council may only do so during the Delegation section of the Regular Council Agenda. During this time, Council will hear input and further clarification on a particular agenda item. Council will be provided the opportunity to ask questions of the delegation.
- b. Delegations will be allotted ten (10) minutes to speak to a particular agenda item.
- c. Delegations requiring additional time to that allotted have the opportunity to request further time from Council. Council may agree to provide additional time by way of a resolution, carried by the majority of Council Members present.

## **13. MOTIONS**

- a. The Reeve or presiding officer, may not put forth a motion.

- b. Every motion shall be stated clearly by the mover.
- c. After a motion has been moved, it is the property of Council and may not be withdrawn without the consent of the majority of Council.
- d. When a motion has been made and is being considered by Council, no Councillor may make any other motion, except:
  - (1) a motion to amend the main question, or an amendment to it, without changing the main intent;
  - (2) a motion to table the main question, to a time later in the same meeting;
  - (3) a motion to postpone the main question until another meeting date;
  - (4) a motion to adjourn the meeting.

**14. TABLING MOTION**

- a. A Councillor moving a motion to table any matter shall include in the tabling motion:
  - (1) the time at the present meeting in which the matter is to be considered;
  - (2) a reason that the matter is to be tabled.
- b. A motion to table a matter shall not be debated except as to the time when Council will again consider the motion.

**15. POSTPONEMENT MOTION**

- a. A matter which has been postponed to a particular date, shall not be again considered by Council before the date set except on a vote of two-thirds of the Councillors of Council present and voting on it.

**16. AMENDMENTS TO MOTIONS**

- a. No amendment shall be made to the following:
  - (1) a motion to table a question;
  - (2) a motion to postpone;
  - (3) a motion to adjourn a meeting.
- b. While a motion is under discussion by Council, a Councillor may not move:
  - (1) an amendment which does not relate to the subject matter of the main motion;
  - (2) an amendment directly contrary to the main motion.
- c. Where an amendment has been moved to a motion, which is under discussion, an amendment to the amendment may be moved, but no further amendment may be moved to the amendment or to the main motion, until after the amendment to the amendment is voted upon.
- d. A Councillor who moved a motion may not move an amendment to it.
- e. The Reeve or other presiding officer, shall not put the main motion under debate, until all amendments to it have been put forth and voted upon.
- f. When all amendments are voted upon, the Reeve or other presiding officer shall put the main motion incorporating therein any amendments already adopted.

**17. DEBATE ON AGENDA ITEM**

- a. Motions are to be placed on the table, prior to debate on the matter.
- b. The Reeve will determine the order in which Councillors are to speak.
- c. Councillors may speak more than once to any motion or question.

**18. VOTING ON MOTIONS**

- a. When a motion has been put to a vote, no Councillor shall debate further on the question, except to request that the motion be read aloud.
- b. When the Reeve or presiding officer is of the opinion that a motion is unacceptable, or contrary to the rules of procedure and privileges, he shall apprise immediately, the Councillors present.
- c. Unless disqualified from voting by reason of a direct or indirect pecuniary interest, the Reeve, when present and each Councillor shall vote on every motion before Council.
- d. If a Councillor refuses or fails to vote on an issue, he/she shall be deemed to have voted in the affirmative on the matter and shall be so recorded.
- e. No Councillor who is absent from the Council Chambers when the vote is put is entitled to vote.
- f. If any Councillor of the Council should call for a poll of the Councillors for a recorded vote prior to the vote being taken on a motion, the names of those who voted for and those who voted against the motion, shall be entered into the minutes.

**19. RECONSIDERING AND RESCINDING A MOTION**

- a. When a Councillor wishes to reconsider, alter or rescind any motion already passed when such matter does not appear on the Agenda, he/she shall bring the matter before Council.
- b. Any motion approved by Council may be rescinded by a motion of Council.

**20. MOTION TO ADJOURN**

- a. A Councillor may move a motion to adjourn the meeting at any time, except when:
  - (1) another Councillor is in possession of the floor;
  - (2) the Councillors are voting;
  - (3) a previous motion to adjourn has been defeated and no other intermediate proceedings have taken place.

**21. IN-CAMERA**

- a. Unless otherwise determined by Council, upon the passing of a motion that the Council go into In-Camera, the Reeve shall be the Chairperson thereof and shall:
  - (1) maintain order in the In-Camera meeting.
- b. The rules of order for the conduct of a meeting of Council shall apply to the In-Camera meeting.
- c. The In-Camera meeting has no power to pass any bylaw or resolution apart from the resolution necessary to revert back to an open meeting.

## **22. BYLAWS**

- a. The CAO is responsible for the preparation of bylaws. A draft bylaw will be presented for first reading.
- b. Where a bylaw is presented to Council for enactment, the CAO shall cause the number and short title of the bylaw to appear on the Agenda in the appropriate place.
- c. Every bylaw shall have three readings.
- d. A bylaw shall be introduced for first reading by specifying its number and short title.
- e. After a Councillor has made the motion for the first and before third reading of the bylaw, Council may:
  - (1) debate the substance of the bylaw; and
  - (2) propose and consider amendments to the bylaw.
- f. All amendments made to the bylaw are considered approved, once the bylaw receives third reading.
- g. A motion for third reading of a bylaw shall give the number and the short title of the bylaw.
- h. Unless the Councillors at a meeting unanimously agree, that a bylaw may be presented to Council for third reading, at the same meeting at which it has received two readings, the bylaw shall not be given more than two readings at one meeting.
- i. If a Council unanimously agrees that a bylaw may be presented for third reading at a meeting which it has received two readings, the third reading requires no greater majority or affirmative votes to pass the bylaw than if it had received a third reading at a subsequent meeting.
- j. After Council votes affirmatively for a third reading of a bylaw, it:
  - (1) becomes a municipal enactment of the MD; and
  - (2) is effective immediately, unless the bylaw provides otherwise.
- k. After passage, a bylaw shall be signed by the Reeve or Deputy Reeve, and the CAO, or Acting CAO.
- l. Where prescribed by provincial statute requiring a bylaw to be submitted to the electorate for voting, Council shall follow the requirements as set out in the relevant statutes. After it has received its first reading by Council, it shall not again be debated in Council before the electorate has voted on it.

## **23. COMMITTEES**

- a. The Reeve is a member of all Council committees and all bodies to which Council has the right to appoint members under the MGA;
- b. The CAO is a non-voting ex-officio member of all Committees.

## **24. OTHER**

- a. When any matter relating to proceedings in Council or in the Committees thereof arises, which is not covered by a provision of this bylaw, the matter shall be decided by a reference to the current edition of Robert's Rules of Order.
- b. If there is a conflict or inconsistency between this bylaw or other legislation, the bylaw is of no effect to the extent of the inconsistency. (MGA, Sec 13).

c. Bylaw Nos. 1139-08, 1186-09, 1194-10, and 1212-11 are all repealed at third and final reading of this bylaw

READ A FIRST TIME THIS \_\_\_\_\_ day of \_\_\_\_\_, 2017

READ A SECOND TIME THIS \_\_\_\_\_ day of \_\_\_\_\_, 2017

READ A THIRD TIME THIS \_\_\_\_\_ day of \_\_\_\_\_, 2017

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



**AGENDA**  
**COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF PINCHER CREEK**  
**Date**  
**Time**

- A. ADOPTION OF AGENDA
- B. DELEGATIONS
  - 1. Name of Organization
    - Correspondence from Organization
- C. MINUTES
  - 1. Council Meeting Minutes
    - Minutes of Council Meeting
- D. UNFINISHED BUSINESS
  - 1. Item
    - Correspondence / Documents / Report
- E. CHIEF ADMINISTRATOR OFFICER'S (CAO) REPORTS
  - 1. **Operations**
    - a) Name of Report
      - Report from Staff Member with date of report
  - 2. **Planning and Development**
    - a) Name of Report
      - Report from Staff Member with date of report
  - 3. **Finance**
    - a) Name of Report
      - Report from Staff Member with date of report
  - 4. **Municipal**
    - a) Name of Report
      - Report from Staff Member with date of report
- F. CORRESPONDENCE
  - 1. **For Action**
    - a) Subject Matter
      - Letter, with date
  - 2. **For Information**
    - a) Subject Matter
      - Letter, with date

Appendix "A"  
Bylaw No. 1276-17 – Procedure Bylaw

G. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Division 1

Division 2

Division 3

Division 4

Division 5

H. IN-CAMERA  
- Legal, Land, Labour

I. NEW BUSINESS

J. ADJOURNMENT

## CHIEF ADMINISTRATIVE OFFICER'S REPORT

May 5, 2017 to May 18, 2017

**DISCUSSION:**

- May 9, 2017 Regular Council
- May 11, 2017 Tabletop Exercise
- May 16, 2017 Coffee with Council – Lundbreck

**UPCOMING:**

- 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
- June 6, 2017 Subdivision Authority
- June 6, 2017 Municipal Planning Commission
- June 13, 2017 Policies and Plans
- June 13, 2017 Regular Council
- June 14, 2017 Returning Officer Training – Lethbridge
- June 20, 2017 Airport Committee
- June 22, 2017 EMS
- June 27, 2017 Policies and Plans
- June 27, 2017 Regular Council

**OTHER**

- Emergency Social Services Plan

**RECOMMENDATION:**

That Council receive for information, the Chief Administrative Officer's report for the period of May 5, 2017 to May 18, 2017.

---

Prepared by: CAO, Wendy Kay Date: May 18, 2017

Presented to: Council Date: May 23, 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		NW 35-05-30-W5	Industrial use of building. Blowing Materials	Roland		May 19, 2017	
80	5	SW 18-07-02-W5	RV's/Trailers Permanently located on PTN. Of SW 18-07-02 W5 Entrance to Villa Vega. Questions on Restrictive and use of Land.	Roland		May 19, 2017	
81							
82							
83							
84							
85							

**MD OF PINCHER CREEK ENHANCED POLICING  
MONTHLY REPORT April 2017**

Cst. Annie Starzynski  
RCMP Pincher Creek

Shifts worked :19

**Monthly Traffic Ticket Summary**

**MD Hamlet Patrols**

Speeding	48
Stop Sign Violations	1
Administrative Violations	5
Equipment Violations	1
Other	1
Warnings Given	62

Beaver Mines: 8  
Lundbreck:9  
Castle Mountain: 2  
Twin Butte: 6

**Monthly Total:**

**Distance Driven:** 1582 KM

**Number of Violation Tickets Issued:** 56

**Violation ticket location:**

Beaver Mines:4  
Hwy 3/6/507:31  
Hwy 22: 21

**Public Meetings/Events/Training:**

Fentanyl presentation Lundbreck Hall.

COP meeting

Landfill check stop. Education about tarping, and unsafe load. Spoke with 38 persons. 12 warning givens. Well received by community members. Citizen on patrol volunteer for the event.

Lundbreck citizen counsel (April with Wendy KAY).

Patrol / speed enforcement on the Maycroft bridge construction area.

Presentation at senior center about fraud (22 persons present).

Traffic enforcement operation in conjunction with Crowsnest RCMP -Hwy 22 March long week end.

**HERITAGE**  
Acres  
*Farm Museum*

*Council  
Corresp - Action*

RECEIVED F1a

MAY 16 2017

M.D. OF PINCHER CREEK

May 10, 2017

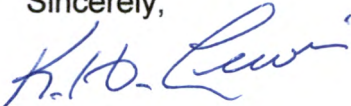
Reeve Brian Hammond and Council  
MD of Pincher Creek  
Box 279  
Pincher Creek, Alberta  
T0K 1W0

Dear Reeve Hammond and Council:

We are writing to request the provision of 200 yards of gravel. The gravel will be used to supplement our show areas and to provide a gravel base around our new barn. Further, we are requesting the provision of a water truck and driver for dust control during our annual show on August 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup>.

We would also like to thank you and the Municipality of Pincher Creek for your continuing support. It is this kind of support that allows our Museum to preserve and share our heritage with our current and future generations.

Sincerely,



Ken Lewis  
President  
Old Man River Antique Equipment and Threshing Club

**Heritage Acres**  
Box 2496  
Pincher Creek, Alberta  
T0K 1W0

Phone: 403-627-2082

Council  
Corresp-For Info



HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

*John Barlow*  
Member of Parliament  
Foothills

RECEIVED **F2a**

MAY 04 2017  
M.D. OF PINCHER CREEK

Municipal District of Pincher Creek  
Box 279  
Pincher Creek, AB  
T0L 1W0

April 27, 2017

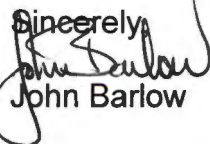
Dear Reeve Hammond and Council,

Thank you for your letter to Minister Philpott on the issue of Bill C-37. I appreciate you taking the time to discuss the issue, send a letter and you cc'd me on the letter.

As I have said, this is not whether or not a municipality supports safe injection sites or not, but I believe you should be included in the consultation process.

Bill C-37 has been read a third time and passed by the House of Commons and is now in the Senate where it has been referred to the Standing Committee on Health. The Committee Report was presented with amendments back to the Senate on April 13 and is awaiting further debate in the Senate. If it passes with amendments in the Senate, it will return to the House for further debate and a vote to accept or reject the Bill with amendments.

Your voice on this issue is important and I encourage you to stay involved with the issue because it has a high possibility of having a large impact on your community.

Sincerely,  
  
John Barlow

*Ottawa*

Room 310, Justice Building, Ottawa, Ontario K1A 0A6  
Tel.: 613-995-8471 Fax.: 613-996-9770  
John.Barlow@parl.gc.ca



*Constituency Office*

PO Box 5448, 109 4th Ave., High River, Alberta, T1V 1M5  
Tel.: 403-603-3665 Fax: 403-603-3669  
John.Barlow.C1@parl.gc.ca





ALBERTA  
MUNICIPAL AFFAIRS

Office of the Minister  
MLA, Leduc-Beaumont

*Council  
Corresp - For Info*  
**RECEIVED**  
MAY 05 2017 **F2b**  
M.D. OF PINCHER CREEK

AR88963

May 1, 2017

Reeve Brian Hammond  
Municipal District of Pincher Creek  
PO Box 279  
Pincher Creek AB T0K 1W0

Dear Reeve Hammond,

Our government is committed to making life better for Albertans, and that means we need strong communities with the infrastructure and services that help deliver a high quality of life. We are also committed to working with you, our municipal partners, to ensure that happens.

Municipalities will continue to receive Municipal Sustainability Initiative (MSI) funding for the next two years, while we talk about the future of the program and ways we can support priority infrastructure in Alberta's communities.

In order to continue the flow of funding, an amending MSI Memorandum of Agreement will be sent to the Chief Administrative Officer of your municipality formally extending the program.

I look forward to continuing to work with you to support essential infrastructure for your residents.

Sincerely,

Hon. Shaye Anderson  
Minister of Municipal Affairs

cc: Wendy Kay, Chief Administrative Officer, Municipal District of Pincher Creek



Council  
Corresp - For Info

RECEIVED

MAY 15 2017

M.D. OF PIN **F2c**



Partners in Advocacy & Business

May 4, 2017

Mayors, Reeves and CAOs – AAMDC Members

Dear mayor, reeve, or CAO,

**Re: Discussion on Boundaries of AAMDC Districts**

As you may recall, at the AAMDC Spring 2017 Convention, members endorsed nine recommendations made by the AAMDC Board Governance Review Committee intended to strengthen the governance of the AAMDC. Among the nine recommendations was the following:

*Recommendation 7: Facilitate further discussions with AAMDC members located on a district boundary that believe they may be better served by membership in a different district on the possibility of a district switch.*

Currently, the AAMDC Board of Directors is empowered to adjust district boundaries as they see fit. Historically, such changes have typically been initiated by an interested member municipality, who writes to the Board requesting a change of district with a supporting rationale.

During their research, the Board Governance Review Committee identified several members who were interested in possibly switching districts, but were unaware of the process, and were reluctant to ask due to the risk of creating unnecessary tension with other members in their current district.

For this reason, the Board would like to fulfill the above recommendation by clarifying that any request for a district shift should come directly to the AAMDC President in the form of a letter stating the reason for the request and perceived impacts on the requesting municipality and municipal neighbours. The AAMDC Board will then discuss the request amongst themselves and with the requesting member, and consider the members' rationale for making the request, impacts on the current district, impacts on the potential receiving district, impacts on the membership overall, and any other factors they deem relevant when making their decision. The board has the discretion to approve or reject such requests as they see fit and the recommendation above does not change this.

Although the recommendation specifies members located on "a district boundary," in the interests of fairness and transparency, this letter has been sent to all AAMDC members.

Sincerely,

Al Kemmere

President

Council  
Corresp - For Info



## VILLAGE OF COWLEY

518 Railway Avenue

Box 40, Cowley, Alberta T0K 0P0

Phone: 403.628.3808 Fax: 403.628.2807 E-mail: [vilocow@shaw.ca](mailto:vilocow@shaw.ca)

**RECEIVED**

MAY 08 2017

M.D. OF PII **F2d**

May 3, 2017

Reeve and Council  
MD of Pincher Creek  
Box 279  
Pincher Creek, AB  
T0K 1W0

Dear Reeve and Council,

This is to advise that Council at their council meeting on April 25, 2017, discussed and passed a motion to approve the draft of the Regional Emergency Management Plan for the Municipal District of Pincher Creek; Town of Pincher Creek; and the Village of Cowley as presented.

Sincerely,

Cindy Cornish, CAO  
Village of Cowley

cc. Town of Pincher Creek

*Council  
Corresp - For Info*

DELIVERED BY MAIL

F2e

April 21, 2017

Wendy Kay, Chief Administrative Officer  
Municipal District of Pincher Creek No. 9  
PO Box 279  
Pincher Creek, AB T0K 1W0

**RECEIVED**

MAY 12 2017

M.D. OF PINCHER CREEK

Dear Ms. Kay:

Please find enclosed Alberta Recycling Management Authority's 2016 Progress Report regarding the Electronics, Paint and Tire Recycling Programs.

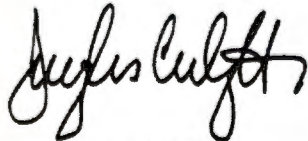
We would be pleased to send additional copies if for example your town office has a display rack in the reception area where promotional/educational material is made available to residents and businesses.

The Progress Report is comprised of three separate pages highlighting the Recycling Programs along with a one-page overview of Alberta Recycling. It is intended to provide user-friendly information, photos and statistics, with emphasis on what is happening in Alberta communities related to the Programs.

Since the inception of the Programs, Albertans have recycled 7.7 million TVs and computer products, 17.6 million litres of paint and 100 million tires, a significant milestone of which this province can be particularly proud. At the frontline of this success are the municipal landfills, transfer stations and recycling depots that residents count on to recycle their end-of-life products. Municipalities, First Nations and Métis Settlements are an important partner in these programs, establishing a combined total of 454 electronics, paint and tire collection areas that make it as convenient as possible for Albertans to recycle.

For additional copies, please contact our Public Information Manager, Elizabeth Gray, at 780-990-1111, toll-free at 1-888-999-8762 or by e-mail at [info@albertarecycling.ca](mailto:info@albertarecycling.ca)

Sincerely,



Doug Wright, CEO

Enclosure



electronics



paint



tires

May 1, 2017

Reeve Hammond and Councillors  
Municipal District of Pincher Creek No. 9  
PO Box 279  
Pincher Creek, AB T0K 1W0

RECEIVED

MAY 05 2017

M.D. OF PINCHER CREEK

Alberta  
Recreation & Parks  
Association

Council  
Corresp - For Info



Dear Reeve Hammond and Members of Council;

**Subject: Alberta Recreation and Parks Association and the Government of Alberta  
Honour Outstanding Work in your Community**

The Alberta Recreation and Parks Association (ARPA), alongside the Government of Alberta, are pleased to present a variety of awards that celebrate leadership and excellence in the province's recreation and parks sector.

Award recipients will be honoured in front of 500 delegates at the President's Awards Banquet on Saturday, October 28, 2017, as the concluding event of our annual Conference and Energize Workshop, held at the Fairmont Chateau Lake Louise. We believe this formal recognition inspires Albertans to further outstanding work, and we ask that you consider nominating deserving members of your community for one of the following prestigious awards.

The Lieutenant Governor's Leadership for Active Communities Award program honours the achievements of groups and individuals who are leading their communities to increase citizen participation in active living, recreation, and sport, resulting in healthier people and communities. This year, the program is presenting the Outstanding Community Leader Award, the Community Leader of Tomorrow Award and the Corporate Community Leader Award. The Lieutenant Governor will be in attendance at the President's Awards Banquet to present these three awards.

The Government of Alberta's Recreation Volunteer Recognition Awards acknowledge volunteers who have made significant contributions to recreation development at the community level.

The Alberta Recreation and Parks Association's A.V. Pettigrew Award honours communities or organizations that have made a significant impact on improving the quality of life of their citizens through recreation and parks.

Please visit the ARPA website at [www.arpaonline.ca/awards/main](http://www.arpaonline.ca/awards/main) to view more details on any of the above awards and to submit a digital nomination form.

We look forward to hearing about and recognizing the devoted individuals and groups working to improve your community, our province and the lives of Albertans.

Yours sincerely,

Susan Laurin  
President

11759 Groat Road NW • Edmonton • Alberta • T5M 3K6

ph: 780-415-1745 • fax: 780-451-7915 • [arpa@arpaonline.ca](mailto:arpa@arpaonline.ca) • [www.arpaonline.ca](http://www.arpaonline.ca)

**4-H Market Steer project buyer's info**

After the 4-H achievement day show events are all through, 4-H members who have raised an animal for market projects, take these animals around the ring to be auctioned off for slaughter. The purchasing company, individual, or your representative (order buyer 2017— Bryan Mackenzie 403-627-8266 available to bid on your behalf for those that can't make it to the sale), bids on the animal of their choice, and if successful, pays the per pound dollars to the Pincher Creek and District 4H Beef Committee. This money then goes to the 4H member whose animal you have purchased. Congratulations on your purchase and thank you for supporting 4-H!

Buyers now have a couple of options what to do with the Animal:

1. The buyer then can either have that animal slaughtered for their own use all you have to do is choose your abattoir and decide on how you want your meat packaged! We have some of the best abattoirs right close by: Back Country Butchering 403-628-2686, Pincher Creek Meats 403-627-3655, Bear Butchering 403-628-3680

2. Buyer may send it "on the rail" to the slaughter house (Cargill) at that days "rail" price and the buyer will then receive a cheque back at "rail" price from the 4H Beef Committee. Selling an animal "On the rail" means you will be paid a price per pound on the weight of the carcass. This weight is typically close to 60 % of live weight.

If you have any questions feel free to contact us!

Thank you for your interest!

Curtis Sinnott	Jim Lynch-Staunton	Bryan Mackenzie
Foothills Beef	Timber Trails Beef	District Beef Committee
Club Leader	Club Leader	Chairman
403-627-8466	403-627-6770	403-627-8266



**CANADA**

*YOU ARE INVITED ...*

FOOTHILLS 4-H BEEF & SHEEP CLUB  
&  
TIMBER TRAILS 4-H BEEF & SHEEP CLUB

**DISTRICT ACHIEVEMENT DAY**

Monday, May 29, 2017

Horseshoe Pavilion  
Pincher Creek, AB

**Foothills Beef Club:**

Cayde Clark  
Bruce Kirby  
Sarah Kirby  
Deloy Mackenzie  
Erica Mackenzie  
Justin Schoening  
Madeline Schoening  
Cadence Sinnott  
Lincoln Sinnott  
Nelz Vance  
Ellie Stauffer  
Coulson Stauffer  
Kassie Wells  
Alex Lemyre  
Tom Welsch  
Kate Zoratti  
Chaz Vance  
Daxz Vance  
Leader: Curtis Sinnott

**Timber Trails Club:**

Morgan Dingreville  
Hailey Grove  
Gus Halibert  
Addy Halibert  
Danielle Hann  
Megan Hurst  
Mathias Lynch-Staunton  
Sophie Lynch-Staunton  
Brady Rast  
Julia Kasper  
Paige Rast  
Anthony Yagos  
Sara Yagos  
Leader: Jim Lynch-Staunton

**CLEAVERS (6-8 years olds)**

Caleb Clark  
Lochlan Stauffer  
Lander Hurst  
Rowan Mackenzie  
Isabella Mackenzie  
Emerson Sinnott

Leaders: Shelley Clark & Kimberly Hurst

**Schedule of Events:**

12:00 pm Opening Ceremonies  
12:30 p.m Cleaver Projects  
1:00 p.m. Female, Steer & Market Lamb Show  
5:00 p.m. Supper  
6:00 p.m. Awards  
6:45 p.m. Crowning of the DISTRICT  
Grand and Reserve Grand Champion Steers  
7:00 p.m. Sale of Market Steers and Market Lambs

Stop by during the day to see all that we have accomplished.  
We would enjoy the opportunity to show you our projects.

Plan on staying for a delicious Alberta Beef supper. Enjoy the excitement of the auction sale as the 4-H members showcase their Projects.

**\*\* NEW 2017 Rod Wendorff from Windy Ridge Ultrasound Inc. will be in attendance to evaluate and score each steer for carcass quality and measurements!**

***"Learn to do  
by doing"***

Please see back of this invitation for more information on options for supporting by purchasing a 4H animal!



# 360° REVIEW

Annual insights to make your business better

**Pincher Creek Emergency Services Commission**  
December 31, 2016

Dear Board of Directors:

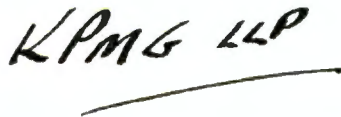
We have prepared this report to assist you with your review of the financial statements and the carrying out of your oversight role. We are here to help you. We encourage you to ask us for more information on any of the matters covered in this report and beyond.

Our discussion is focused on the following key areas:

- Audit findings

We appreciate the assistance of management and staff in conducting our work. We hope this year-end report is of assistance to you as you carry out your agenda, and we look forward to discussing our findings and answering your questions at the upcoming meeting.

Yours very truly,



Chartered Professional Accountants



## I. Audit findings

### Status

As of the date of this report, we have completed the audit of the financial statements, with the exception of certain remaining procedures which include:

- completing our discussions with those charged with governance
- obtaining evidence of the Board approval of the financial statements
- completion of subsequent event review procedures
- receipt of signed management representation letter

### Our responsibilities

- Our responsibilities in carrying out our audit, as well as management's responsibilities, are set out in the engagement letter dated Friday, July 01, 2016.

### Materiality

- We determine materiality in order to plan and perform the audit and to evaluate the effects of identified misstatements on the audit and of any uncorrected misstatements on the financial statements;
- For the current year, materiality of \$35,000 has been determined.
- We will communicate uncorrected misstatements to you, other than those that are clearly trivial.
- Should uncorrected misstatements remain, in accordance with professional standards, we will:
  - request that all uncorrected misstatements be corrected.
  - communicate the effect that uncorrected misstatements, individually or in aggregate, may have on our audit opinion.

### Annual inquiries related to risk of fraud

- Canadian Auditing Standards require that we ask you the following questions in connection with your oversight of management's process for identifying and responding to the risks for fraud.
  - How do you provide effective oversight of management's process for identifying and responding to fraud risks, including programs and controls to prevent, detect, and deter fraud?
  - Are you aware of any instances of actual, suspected or alleged fraud, including misconduct of unethical behavior related to financial reporting or misappropriation of assets? If so, how have the allegations been addressed?

### Significant financial reporting risks

There were no significant financial reporting risks identified during our audit planning.

## I. Audit findings (continued)

### Significant audit, accounting and reporting matters

#### Significant qualitative aspects of accounting practices

- Significant accounting policies included in the financial statements are consistent from a year-to-year basis and are as disclosed in the notes to the financial statements.
- Effective July 1, 2016 the Commission continued operations of the Pincher Creek Emergency Services, a Committee of participating municipal bodies. The Committee ceased operations as at this date.

#### Significant disclosures

- Significant disclosures included in the financial statements are consistent with prior year.

## I. Audit findings (continued)

### Misstatements

#### *Identification of misstatements*

Misstatements identified during the audit have been categorized as follows:

#### *Uncorrected misstatements*

Professional standards require that we request of management and those charged with governance that all uncorrected misstatements be corrected. We have made this request of management. However, management has decided not to correct these misstatements and represented to us that the uncorrected misstatements individually and in the aggregate are, in their judgement, not material to the financial statements.

We concur with management's representation. Accordingly, the uncorrected misstatements have no effect on our audit report

Refer to Management's representation in the Appendices for all uncorrected audit misstatements.

#### *Corrected misstatements*

Refer to Management's representation in the Appendices for all corrected audit misstatements, including disclosures.

## I. Audit findings (continued)

### Performance improvement observations

As indicated during our audit plan, we would communicate opportunities for improvements in financial, accounting or operational processes should we become aware of them during our audit. During the course of our audit, we become aware of such opportunities and have discussed them with management and provided our recommendations for performance improvement.

The following is a synopsis of these performance improvement opportunities and our recommendations:

#### Perceived and/or actual conflict of interest

- Management has established processes and policies for the review and approval of payroll increases for all employees. Payroll increases for the Fire Chief are reviewed and approved by the Board. During our audit we noted an instance where the payroll of an employee related to management was approved by management.

#### Performance improvement

- Policies should be put in place to address potential instances of perceived or actual conflict of interest.

#### Recommendation

- We recommend that a conflict of interest policy be established and/or enhanced to address instances of perceived or actual conflict of interest. Further, we recommend that where potential conflict of interest exists, all payroll and human resource matters are addressed by the Board and/or its delegate.

#### Segregation of duties

- As is common with many small organizations, it is often difficult to achieve adequate segregation of duties on incompatible functions. Due to staffing limitations, accounting functions including initiating transactions, approving transactions, posting and settling transactions are often performed by the same individual.

#### Performance improvement

- While compensating controls, such as comparison to budgets, dual signing authorities and monthly review of financial information may assist in meeting your governance responsibilities, they do not eliminate this overriding weakness in your system. There is also no formal review process of general journal entries due to the staffing limitations.

#### Recommendation

- We recommend that you ensure that proper review procedures exist to compensate for the lack of segregation of duties.

## II. Other items & appendices

- A. Audit and accounting
  - Management representation letter

PINCHER CREEK EMERGENCY SERVICES COMMISSION  
P.O. BOX 1086  
PINCHER CREEK, ALBERTA T0K 1W0

KPMG LLP  
500 Lethbridge Centre Tower  
400-4th Avenue South  
Lethbridge, AB T1J 4E1  
Canada

March 01, 1900

Ladies and Gentlemen:

We are writing at your request to confirm our understanding that your audit was for the purpose of expressing an opinion on the financial statements (hereinafter referred to as "financial statements") of Pincher Creek Emergency Services Commission ("the Entity") as at and for the period ended December 31, 2016.

**GENERAL:**

We confirm that the representations we make in this letter are in accordance with the definitions as set out in **Attachment I** to this letter.

We also confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

**RESPONSIBILITIES:**

- 1) We have fulfilled our responsibilities, as set out in the terms of the engagement letter dated July 1, 2016, for:
  - a) the preparation and fair presentation of the financial statements and believe that these financial statements have been prepared and present fairly in accordance with the relevant financial reporting framework
  - b) providing you with all relevant information, such as all financial records and related data, including the names of all related parties and information regarding all relationships and transactions with related parties, and complete minutes of meetings, or summaries of actions of recent meetings for which minutes have not yet been prepared, of shareholders, board of directors and committees of the board of directors that may affect the financial statements, and access to such relevant information
  - c) such internal control as management determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. Management also acknowledges and understands that they are responsible for the design, implementation and maintenance of internal control to prevent and detect fraud.
  - d) ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements

**INTERNAL CONTROL OVER FINANCIAL REPORTING:**

- 2) We have communicated to you all deficiencies in the design and implementation or maintenance of internal control over financial reporting of which management is aware.

**FRAUD & NON-COMPLIANCE WITH LAWS AND REGULATIONS:**

- 3) We have disclosed to you:
  - a) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud
  - b) all information in relation to fraud or suspected fraud that we are aware of and that affects the Entity and involves: management, employees who have significant roles in internal control, or others, where the fraud could have a material effect on the financial statements
  - c) all information in relation to allegations of fraud, or suspected fraud, affecting the Entity's financial statements, communicated by employees, former employees, analysts, regulators, or others
  - d) all known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements, whose effects should be considered when preparing financial statements
  - e) all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements.

**SUBSEQUENT EVENTS:**

- 4) All events subsequent to the date of the financial statements and for which the relevant financial reporting framework requires adjustment or disclosure in the financial statements have been adjusted or disclosed.

**RELATED PARTIES:**

- 5) We have disclosed to you the identity of the Entity's related parties.
- 6) We have disclosed to you all the related party relationships and transactions/balances of which we are aware.
- 7) All related party relationships and transactions/balances have been appropriately accounted for and disclosed in accordance with the relevant financial reporting framework.

**ESTIMATES:**

- 8) Measurement methods and significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

**MISSTATEMENTS:**

- 9) The effects of the uncorrected misstatements described in Attachment II are immaterial, both individually and in the aggregate, to the financial statements as a whole.
- 10) We approve the corrected misstatements identified by you during the audit described in Attachment II.

**NON-SEC REGISTRANTS OR NON-REPORTING ISSUERS:**

- 11) We confirm that the Entity is not a Canadian reporting issuer (as defined under any applicable Canadian securities act) and is not a United States Securities and Exchange Commission ("SEC") Issuer (as defined by the Sarbanes-Oxley Act of 2002). We also confirm that the financial statements of the Entity will not be included in the consolidated financial statements of a Canadian reporting issuer audited by KPMG or an SEC Issuer audited by any member of the KPMG organization.

Page 9

Yours very truly,

---

By: Mr. Dave Cox, Fire Chief

cc: Audit Committee



## Attachment I – Definitions

### MATERIALITY

Certain representations in this letter are described as being limited to matters that are material. Misstatements, including omissions, are considered to be material if they, individually or in the aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements. Judgments about materiality are made in light of surrounding circumstances, and are affected by the size or nature of a misstatement, or a combination of both.

### FRAUD & ERROR

Fraudulent financial reporting involves intentional misstatements including omissions of amounts or disclosures in financial statements to deceive financial statement users.

Misappropriation of assets involves the theft of an entity's assets. It is often accompanied by false or misleading records or documents in order to conceal the fact that the assets are missing or have been pledged without proper authorization.

An error is an unintentional misstatement in financial statements, including the omission of an amount or a disclosure.

### RELATED PARTIES

In accordance with Public Sector Accounting Standards *related party* is defined as:

- Related parties exist when one party has the ability to exercise, directly or indirectly, control, joint control or significant influence over the other. Two or more parties are related when they are subject to common control, joint control or common significant influence. Related parties also include management and immediate family members (see paragraph 3840.04).

In accordance with Public Sector Accounting Standards a *related party transaction* is defined as:

- A related party transaction is a transfer of economic resources or obligations between related parties, or the provision of services by one party to a related party, regardless of whether any consideration is exchanged. The parties to the transaction are related prior to the transaction. When the relationship arises as a result of the transaction, the transaction is not one between related parties.

Financial Statements of

**PINCHER CREEK  
EMERGENCY SERVICES  
COMMISSION**

Six months ended December 31, 2016

## **Management's Responsibility for Financial Reporting**

Pincher Creek Emergency Services Commission's (the "Commission") management is responsible for the preparation, accuracy, objectivity, and integrity of the accompanying financial statements and the notes thereto. Management believes that the financial statements present fairly the Commission's financial position as at December 31, 2016 and the results of its operations for the six month period then ended.

The financial statements have been prepared in accordance with Canadian public sector accounting standards. Financial statements are not precise, since they include certain amounts based on estimates and judgments. Such amounts have been determined on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintained a system of internal controls to produce reliable information to meet reporting requirements. The system is designed to provide management with reasonable assurance that transactions are properly authorized, reliable financial records are maintained, and assets are properly accounted for and safeguarded.

The Board of Directors (the "Board") is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial statements. The Board fulfills these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Board is also responsible for recommending the appointment of the Commission's external auditors.

The financial statements have been audited by the independent firm of KPMG LLP, Chartered Professional Accountants. Their report to the Board, stating the scope of their examination and opinion on the financial statements, follows.

---

Date

## INDEPENDENT AUDITORS' REPORT

To the Board of Directors of Pincher Creek Emergency Services Commission

We have audited the accompanying financial statements of Pincher Creek Emergency Services Commission (the "Commission"), which comprise the statement of financial position as at December 31, 2016, the statements of operations, changes in net financial assets and cash flows for the period then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### *Opinion*

In our opinion, the financial statements present fairly, in all material respects, the financial position of Pincher Creek Emergency Services Commission as at December 31, 2016, and its results of operations and its cash flows for the period then ended in accordance with Canadian public sector accounting standards.

*Other Matter*

Effective July 1, 2016 the Commission continued operations of Pincher Creek Emergency Services (the "Committee"), a committee established by the participating municipalities. The Committee ceased operations at this date.

Chartered Professional Accountants

Lethbridge, Canada

DRAFT

# PINCHER CREEK EMERGENCY SERVICES COMMISSION

Statement of Financial Position

	December 31, 2016
<b>Financial Assets:</b>	
Cash and short-term investments	\$ 858,564
Trade and other receivables (note 3)	189,806
	<u>1,048,370</u>
<b>Financial Liabilities:</b>	
Accounts payable and accrued liabilities	92,871
Net financial assets	<u>955,499</u>
<b>Non-Financial Assets:</b>	
Prepaid expenses	3,567
Tangible capital assets (note 4)	991,208
	<u>994,775</u>
<b>Accumulated surplus (note 5)</b>	<b>\$ 1,950,274</b>

See accompanying notes to financial statements.

# PINCHER CREEK EMERGENCY SERVICES

## Statement of Operations

	Ambulance	Fire	Six month period ended December 31, 2016	Budget (note 8)
<b>Revenue:</b>				
Service revenue	\$ 79,839	\$ 91,970	\$ 171,809	\$ 74,236
Alberta Health Services	705,788	--	705,788	674,664
Other	1,152	3,729	4,881	(10,663)
Loss on disposal of tangible capital assets	(2,616)	--	(2,616)	--
	784,163	95,699	879,862	738,237
<b>Expenses:</b>				
Administration	8,012	7,064	15,076	6,676
Bank charges and interest	3,694	1,904	5,598	10,901
Salaries, wages and benefits	785,425	174,195	959,620	673,277
Building expenses and utilities	9,000	4,827	13,827	38,203
Equipment parts, repairs and insurance	19,319	26,368	45,687	74,766
Supplies	31,396	34,477	65,873	82,818
Office expenses	10,057	13,517	23,574	15,931
Licenses and memberships	--	1,477	1,477	4,458
Staff and community (recovery)	(60)	2,806	2,746	1,526
Dispatch services	--	5,642	5,642	7,161
Travel and subsistence	--	166	166	1,773
Training (recovery)	(93)	18,152	18,059	45,734
Bad debts (recovery)	11,077	45,235	56,312	(15,172)
Commission	--	7,884	7,884	24,115
Quality assurance	--	--	--	1,237
Sponsorship	--	--	--	5,000
Other occupancy costs (recovery)	33,250	(33,250)	--	--
Amortization	48,794	33,923	82,717	19,522
	959,871	344,387	1,304,258	997,926
<b>Other revenue:</b>				
Municipal levies	--	231,750	231,750	231,750
<b>Deficiency of revenue over expenses</b>	<b>\$ (175,708)</b>	<b>\$ (16,938)</b>	<b>\$ (192,646)</b>	<b>\$ (27,939)</b>
Accumulated surplus transferred, beginning of period (note 9)			2,142,920	2,142,920
<b>Accumulated surplus, end of period</b>			<b>\$ 1,950,274</b>	<b>\$ 2,114,981</b>

See accompanying notes to financial statements.

# PINCHER CREEK EMERGENCY SERVICES COMMISSION

## Statement of Changes in Net Financial Assets

	Budget	Six month period ended December 31, 2016
Deficiency of revenue over expenses	\$ (27,939)	\$ (192,646)
Acquisition of tangible capital assets	-	(204,418)
Amortization of tangible capital assets	19,522	82,717
Loss on sale of tangible capital assets	-	2,616
Proceeds on disposal of tangible capital assets	-	1,500
Acquisition of prepaid expenses	-	(3,567)
<b>Change in net financial assets</b>	<b>(8,417)</b>	<b>(313,798)</b>
Net financial assets transferred, beginning of period (note 9)	1,269,297	1,269,297
<b>Net financial assets, end of period</b>	<b>\$ 1,260,880</b>	<b>\$ 955,499</b>

See accompanying notes to financial statements.



# PINCHER CREEK EMERGENCY SERVICES COMMISSION

## Statement of Cash Flows

Cash provided by (used in):

**Operating activities:**

Deficiency of revenue over expenses	\$ (192,646)
Items not involving cash:	
Amortization of tangible capital assets	82,717
Loss on disposal of tangible capital assets	2,616
Changes in non-cash operating assets and liabilities:	
Trade and other receivables	10,554
Prepaid expenses	(3,567)
Accounts payable and accrued liabilities	(84,659)
Deferred revenue	(231,750)
	<u>(416,735)</u>

**Capital activities:**

Acquisition of tangible capital assets	(204,418)
Proceeds on disposal of tangible capital assets	1,500
	<u>(202,918)</u>

**Investing activities:**

Decrease in investments	295,236
Decrease in cash	(324,417)
Cash transferred, beginning of period (note 9)	1,182,981
Cash, end of period	<u>\$ 858,564</u>

See accompanying notes to financial statements.

# PINCHER CREEK EMERGENCY SERVICES COMMISSION

Notes to Financial Statements

Period ended December 31, 2016

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Pincher Creek Emergency Services Commission (the "Commission") is an organization charged with the mandate to provide fire protection, ambulance and other emergency services to the residents and visitors of the Pincher Creek area. The Commission is exempt from income tax under Section 149 of the Canadian Income Tax Act.

The Commission commenced active operations on July 1, 2016.

## 1. Significant accounting policies:

The financial statements of the Commission are the representations of management prepared in accordance with Canadian Public Sector Accounting Standards. Significant aspects of the accounting policies adopted by the Commission are as follows:

### (a) Reporting entity:

The financial statements reflect the assets, liabilities, revenue and expenses, changes in accumulated surplus and change in financial position of the reporting entity. The reporting entity comprises all the organizations that are accountable for the administration of their financial affairs and resources to the Board of Directors and are owned or controlled by the Commission including ambulance and fire.

Inter-departmental transactions and balances have been eliminated.

### (b) Basis of accounting:

The financial statements are prepared using the accrual basis of accounting. Revenue is recorded when it is earned and measurable. Expenses are recognized in the period the goods and services are acquired and a liability is incurred or transfers are due.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

### (c) Cash and cash equivalents:

Cash and cash equivalents include cash on hand and short-term deposits which are highly liquid with original maturities of less than three months from the date of acquisition.

# PINCHER CREEK EMERGENCY SERVICES COMMISSION

Notes to Financial Statements (continued)

Period ended December 31, 2016

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## 1. Significant accounting policies (continued):

### (d) Investments:

Investments are recorded at amortized cost. Investment premiums and discounts are amortized over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

### (e) Revenue recognition:

#### (i) Government transfers:

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met and reasonable estimates of the amounts can be determined.

#### (ii) Service revenue:

The Commission recognizes service revenue when dispatch calls are received, collection of the relevant receivable is probable, persuasive evidence of an arrangement exists and the amount is fixed or determinable.

#### (iii) Investment income:

The Commission recognizes investment income when earned.

### (f) Contaminated sites liability:

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring. No contaminated sites have been identified.

# PINCHER CREEK EMERGENCY SERVICES COMMISSION

Notes to Financial Statements (continued)

Period ended December 31, 2016

## 1. Significant accounting policies (continued):

### (g) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations.

#### i. Tangible capital assets:

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

Assets	Years
Machinery and equipment	10 - 20
Vehicles	5 - 20

#### ii. Contribution of tangible capital assets:

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

#### iii. Asset impairment:

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Commission's ability to provide goods and services, or when the value of the future economic benefits associated with the tangible capital asset are less than their book value. The net write downs are accounted for as an expense.

### (h) Use of estimates:

The preparation of the financial statements in conformity with public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Significant items subject to such estimates and assumptions include the carrying amounts of tangible capital assets and the provision for impairment of trade and other receivables. Actual results could differ from those estimates.

# PINCHER CREEK EMERGENCY SERVICES COMMISSION

Notes to Financial Statements (continued)

Period ended December 31, 2016

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## 2. Recent accounting pronouncements:

The following summarizes the upcoming changes to the Public Sector Accounting Standards by the Public Sector Accounting Standards Board (PSAB). In 2017, the Commission will continue to assess the impact and prepare for the adoption of these standards. While the timing of standard adoption can vary, certain standards must be adopted concurrently.

### (a) PS 1201- Financial Statement Presentation:

The implementation of this standard requires a new statement of re-measurement gains and losses separate from the statement of operations. This new statement will include the unrealized gains and losses arising from the re-measurement of financial instruments and items denominated in foreign currency. This standard is effective for fiscal years beginning on or after April 1, 2019.

### (b) PS 3450- Financial Instruments:

This section establishes recognition, measurement, and disclosure requirements for derivative and non-derivative instruments. The standard requires fair value measurements of derivative instruments and equity instruments; all other financial instruments can be measured at either cost or fair value depending upon elections made by the government. Unrealized gains and losses will be presented on the new statement of re-measurement gains and losses arising from the adoption of PS 1201. There will also be a requirement to disclose the nature and extent of risks arising from financial instruments and clarification is given for the de-recognition of financial liabilities. As the Commission does not invest in derivatives or equity instruments based on its investment policy, it is anticipated that the adoption of this standard will have a minimal impact on the Commission. This standard is effective for fiscal years beginning on or after April 1, 2019.

### (c) PS 2601 - Foreign Currency Translation:

This section establishes guidance on the recognition, measurement, presentation and disclosure of assets and liabilities denominated in foreign currencies. The section requires monetary assets and liabilities, denominated in a foreign currency and non-monetary items valued at fair value, denominated in a foreign currency to be adjusted to reflect the exchange rates in effect at the financial statement date. The resulting unrealized gains and losses are to be presented in the new statement of re-measurement gains and losses. This standard is effective for fiscal years beginning on or after April 1, 2019.

# PINCHER CREEK EMERGENCY SERVICES COMMISSION

Notes to Financial Statements (continued)

Period ended December 31, 2016

## 2. Recent accounting pronouncements (continued):

### (d) PS 3041 - Portfolio Investments:

This section removes the distinction between temporary and portfolio investments and provides additional guidance on recognition, measurement, presentation and disclosure of these types of investments. Upon adoption of this section and PS 3450, PS 3040 - Portfolio Investments will no longer be applicable. This standard is effective for fiscal years beginning on or after April 1, 2019.

### (e) PS 2200 - Related Party Disclosures:

This section provides guidance on the definition of a related party and establishes the disclosure requirements for transactions between related parties. This standard is effective for fiscal years beginning on or after April 1, 2017.

### (f) PS 3320 - Contingent Assets:

This section provides a general application standard providing guidance on the definition and disclosures standards related to contingent assets. It is noted that specific types of contingent assets are excluded from this standard. This standard is effective for fiscal years beginning on or after April 1, 2017.

### (g) PS 3380 - Contractual Rights:

This section provides guidance on the disclosure of contractual rights, including their nature, extent and timing. This section is effective for fiscal years beginning on or after April 1, 2017.

## 3. Trade and other receivables:

	2016
Other government	\$ 127,450
Individuals	110,003
	237,453
Allowance for doubtful accounts	(47,647)
	\$ 189,806

# PINCHER CREEK EMERGENCY SERVICES COMMISSION

Notes to Financial Statements (continued)

Period ended December 31, 2016

## 4. Tangible capital assets:

Cost	July 1, 2016	Additions	Disposals	December 31, 2016
<b>Machinery and equipment</b>				
Ambulance	\$ -	\$ 65,548	\$ (4,116)	\$ 61,432
Fire	-	28,092	-	28,092
Rescue	-	14,026	-	14,026
<b>Vehicles</b>				
Ambulance	-	368,242	-	368,242
Fire	-	570,744	-	570,744
Rescue	-	31,389	-	31,389
<b>Total</b>	<b>\$ -</b>	<b>\$ 1,078,041</b>	<b>\$ (4,116)</b>	<b>\$ 1,073,925</b>
<b>Accumulated amortization</b>				
	July 1, 2016	Disposals	Amortization	December 31, 2016
<b>Machinery and equipment</b>				
Ambulance	\$ -	\$ -	\$ 3,233	\$ 3,233
Fire	-	-	4,693	4,693
Rescue	-	-	2,153	2,153
<b>Vehicles</b>				
Ambulance	-	-	45,561	45,561
Fire	-	-	24,224	24,224
Rescue	-	-	2,853	2,853
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 82,717</b>	<b>\$ 82,717</b>
<b>Net book value</b>				<b>December 31, 2016</b>
<b>Machinery and equipment</b>				
Ambulance			\$	58,199
Fire				23,399
Rescue				11,873
<b>Vehicles</b>				
Ambulance				322,681
Fire				546,520
Rescue				28,536
<b>Total</b>			<b>\$</b>	<b>991,208</b>

# PINCHER CREEK EMERGENCY SERVICES COMMISSION

Notes to Financial Statements (continued)

Period ended December 31, 2016

5. Accumulated surplus:

	Unrestricted surplus	Equity in tangible capital assets	Restricted surplus (reserves)	Total December 31, 2016
Balance transferred, beginning of period (note 9)	\$ 541,860	\$ 873,623	\$ 727,437	\$ 2,142,920
Excess of revenue over expenses	(192,646)	-	-	(192,646)
Transfer to reserves	(40,762)	-	40,762	-
Amortization of tangible capital assets	82,717	(82,717)	-	-
Acquisition of tangible capital assets	(204,418)	204,418	-	-
Loss on disposal of tangible capital assets	2,616	(2,616)	-	-
Proceeds on disposal of tangible capital assets	1,500	(1,500)	-	-
	\$ 190,867	\$ 991,208	\$ 768,199	\$ 1,950,274
				December 31, 2016
Tangible capital assets			\$ 1,073,925	
Accumulated amortization			(82,717)	
			\$ 991,208	

*- capital*



# PINCHER CREEK EMERGENCY SERVICES COMMISSION

Notes to Financial Statements (continued)

Period ended December 31, 2016

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**6. Alberta Health Services:**

Alberta Health Services provides funding to the Commission for Emergency Medical Services ("EMS") and Inter-facility Transfer ("IFT") services. The current funding agreement expires on September 30, 2018.

**7. Related party transactions:**

During the period, the Commission entered into a number of transactions with the Municipal District of Pincher Creek (the "MD") and the Town of Pincher Creek (the "Town"). Municipal levy payments of \$306,962 and \$156,538 were received from the MD and the Town, respectively, in the six month period ended June 30, 2016 by the Committee. Total levies recognized as revenue in the period was \$231,750, which was previously included in deferred revenue.

Included in trade and other receivables is \$nil (2015 - \$7,200) due from the MD. During the period, the Commission reported revenue for fire calls aggregating \$36,600 (2015 - \$51,300) from the MD and \$2,400 (2015 - \$13,397) from the Town on behalf of services provided to the respective municipality's residents.

These transactions were in the normal course of operations and were recorded at the amounts agreed upon between the related parties.

The MD and the Town have provided the Commission the use of the land and building. These assets are not the property of the Commission and as such are not reflected in these financial statements. The Commission is dependent upon the continued support of the MD and the Town for its operations.

# PINCHER CREEK EMERGENCY SERVICES COMMISSION

Notes to Financial Statements (continued)

Period ended December 31, 2016

## 8. Budget information:

The budget information presented in these financial statements is based upon the 2016 budget approved by the Board of Directors on January 28, 2016 and any subsequent budget amendments. Effective September 22, 2016, the Board of Directors passed a motion to adopt the remaining budget passed by the Committee on January 28, 2016. Adjustments to budgeted values were required to provide comparative budget values based on the full accrual basis of accounting. The following chart reconciles the approved budget with the budget information presented in these statements.

	Budget for the year	Portion of budget applied to the Committee	Budget for the period
<b>Revenue:</b>			
Approved budget	\$ 1,724,326	\$ 952,839	\$ 771,487
<b>Adjustments:</b>			
Internal charges (recoveries)	(66,500)	(33,250)	(33,250)
	1,657,826	919,589	738,237
Municipal levies	463,500	231,750	231,750
<b>Total budget revenue</b>	<b>2,121,326</b>	<b>1,151,339</b>	<b>969,987</b>
<b>Expenses:</b>			
Approved budget	2,179,326	1,140,150	1,039,176
<b>Adjustments:</b>			
Internal charges (recoveries)	(66,500)	(33,250)	(33,250)
Transfers to reserves	(16,000)	(8,000)	(8,000)
<b>Total budget expense</b>	<b>\$ 2,096,826</b>	<b>\$ 1,098,900</b>	<b>\$ 997,926</b>

# PINCHER CREEK EMERGENCY SERVICES COMMISSION

Notes to Financial Statements (continued)

Period ended December 31, 2016

## 9. Transfer of assets:

On July 1, 2016 the Commission assumed the assets net of liabilities of the Committee. The assets acquired and liabilities assumed are as follows:

Financial assets:	
Cash and short-terms investments	\$ 1,182,981
Trade and other receivables	200,547
Investments	295,049
	1,678,577
Financial liabilities:	
Accounts payable and accrued liabilities	177,530
Deferred revenue	231,750
	409,280
Net financial assets	\$ 1,269,297
Non-financial assets:	
Tangible capital assets	873,623
Accumulated surplus	\$ 2,142,920
Accumulated surplus is comprised of:	
Unrestricted surplus	\$ 541,860
Restricted surplus (reserves)	727,437
Equity in tangible capital assets	873,623
	\$ 2,142,920

# PINCHER CREEK EMERGENCY SERVICES COMMISSION

Notes to Financial Statements (continued)

Period ended December 31, 2016

## 10. Debt limits

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by the Alberta Regulation 255/00 for the Commission be disclosed as follows:

Total debt limit	\$ 1,667,418
Total debt	-
Unused debt limit	\$ 1,667,418
Debt servicing limit	\$ 277,903
Debt servicing	-
Unused debt servicing limit	\$ 277,903

The debt limit is calculated at 1.5 times revenue of the Commission (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify commissions that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

## 11. Approval of financial statements:

These financial statements have been approved by the Board of Directors and Management.

Financial Information of

**PINCHER CREEK  
EMERGENCY SERVICES  
COMMISSION  
- AMBULANCE OPERATIONS**

Year ended December 31, 2016

## INDEPENDENT AUDITORS' REPORT

To the Board of Directors of Pincher Creek Emergency Services Commission

We have audited the accompanying financial information of the Pincher Creek Emergency Services Commission (the "Commission") Ambulance Operations, which comprise the schedule of revenues and expenditures for the year ended December 31, 2016, and notes, comprising a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of this financial information in accordance with the EMS Ground Ambulance Service Agreement between Alberta Health Services and the Town of Pincher Creek and the Municipal District of Pincher Creek No. 9 ("the EMS Ground Service Agreement") dated October 1, 2013, and for such internal control as management determines is necessary to enable the preparation of financial information that is free from material misstatement, whether due to fraud or error.

### *Auditors' Responsibility*

Our responsibility is to express an opinion on this financial information based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial information is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial information. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial information, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial information in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial information.

We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

### *Opinion*

In our opinion, the financial information presents fairly, in all material respects, the revenue and expenditures of the Pincher Creek Emergency Services Commission – Ambulance Operations for the year ended December 31, 2016 in accordance with the EMS Ground Service Agreement.

### *Restriction on Use*

Our report is intended solely for Pincher Creek Emergency Services Commission and Alberta Health Services in accordance with the EMS Ground Service Agreement and should not be used by any other parties.

Chartered Professional Accountants

Lethbridge, Canada

# PINCHER CREEK EMERGENCY SERVICES COMMISSION

Schedule of Revenues and Expenditures – Ambulance Operations

	Six month period ended June 30, 2016	Six month period ended December 31, 2016	Total
<b>Revenue:</b>			
Service revenue	\$ 88,715	\$ 79,839	\$ 168,554
Alberta Health Services	698,162	705,788	1,403,950
Other (loss)	30	(1,464)	(1,434)
	<u>786,907</u>	<u>784,163</u>	<u>1,571,070</u>
<b>Expenditures:</b>			
Training and development (recovery)	9,496	(153)	9,343
Bad debts	13,572	11,077	24,649
Bank charges and interest	1,992	3,694	5,686
Professional fees	9,464	6,741	16,205
Supplies, drugs, oxygen	18,372	19,856	38,228
Quality assurance	4,889	-	4,889
Uniforms	6,102	1,271	7,373
Occupancy costs	42,250	42,250	84,500
Maintenance, oil, and tires	5,846	10,532	16,378
Fleet communication	5,137	3,221	8,358
Fuel	11,583	11,540	23,123
Insurance	3,250	5,566	8,816
Office	12,951	10,058	23,009
Salaries and Benefits	699,234	785,424	1,484,658
Amortization	36,643	48,794	85,437
	<u>880,781</u>	<u>959,871</u>	<u>1,840,652</u>
<b>Deficiency of revenue over expenses</b>	<b>\$ (93,874)</b>	<b>\$ (175,708)</b>	<b>\$ (269,582)</b>

See accompanying notes to financial information

# **PINCHER CREEK EMERGENCY SERVICES COMMISSION**

Notes to Financial Information – Ambulance Operations

Year ended December 31, 2016

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Pincher Creek Emergency Services Commission (the "Commission") is an organization charged with the mandate to provide fire protection, ambulance, and other emergency services to the residents and visitors of the Pincher Creek area. The Commission is exempt from income tax under Section 149 of the Canadian Income Tax Act.

The Commission commenced active operations on July 1, 2016.

**1. Significant accounting policies:**

The financial information of Pincher Creek Emergency Services Commission – Ambulance Operations are the representations of management prepared in accordance with the EMS Ground Ambulance Service Agreement between Alberta Health Services and the Town of Pincher Creek and the Municipal District of Pincher Creek No. 9 dated October 1, 2013.



CNPC Landfill Board Minutes April 26, 2017

**THE CROWSNEST/PINCHER CREEK LANDFILL ASSOCIATION  
MINUTES  
April 26, 2017**

The regular meeting of The Crowsnest/Pincher Creek Landfill Association was held on Wednesday, April 26, 2017 at 9:00 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  
Lorne Jackson, Town of Pincher Creek  
Emile Saindon, Landfill Manager  
Jean Waldner, Office Administrator

**AGENDA**

Dean Ward

Moved the agenda be adopted as presented Carried. 04.26.17-921

**MINUTES**

Lorne Jackson

Moved the minutes of March 15, 2017 be adopted as circulated Carried. 04.26.17-922

**MANAGER'S REPORT**

1. MSW volumes have increased slightly with spring clean ups.
2. Industrial cell has been steady with several drilling pads in the area.
3. Working on spring clean up around the site and leachate pumping.
4. Working on roads and drainage ditches as weather permits.
5. Signed a 1 year contract with Parks Canada for Waterton Park waste pick up and disposal. Expansion of services over the next few months.
6. Several projects are currently being bid and we should here of the results soon.  
(Devon site, Teck, Alberta Gov)

Shar Cartwright

Moved that the Manager's report be accepted for information. Carried. 04.26.17-923

**FINANCIAL REPORT**

The Income Statement and Balance sheet to April 20, 2017 were reviewed.

Dean Ward

Moved that the financial reports be accepted for information. Carried. 04.26.17-924

**IN CAMERA**

Shar Cartwright

Moved the board meeting go in camera at 9:15 am  
Issues discussed and documented. Carried. 04.26.17-925

Dean Ward

Moved the board meeting go out of camera at 9:20 am Carried. 04.26.17-926

**DONATION REQUESTS**

A Donation request from the Crowsnest Community Choir for their Music in the Mountains fundraiser.

Dean Ward

Moved \$300.00 be donated towards their Music in the Mountains fundraiser  
Carried. 04.26.17-927

A Donation request from the Royal Canadian Legion #7 towards their open house and British supper night.

Dean Ward

Moved \$300.00 be donated toward their open house and British supper night.  
Carried. 04.26.17-928

A Donation request from the Bellecrest Community Association for a purchase of tent for their 2017 Bellecrest days community event.

Shar Cartwright

Moved \$400.00 be donated towards purchase of a new tent. Carried. 04.26.17-929

**Correspondence:**

Thank you cards were distributed from Metis Nation of Albert, Pincher Spray Park, Crowsnest Literacy Foundation, and The Compassionate Friends.

**Tabled Items**

**Next meeting dates:** - 2017 9:00 am

May 17, 2017 September 20, 2017

June 21, 2017 October 18, 2017

July 19, 2017 November 15, 2017

August 16, 2017 December 13, 2017

**ADJOURNMENT**

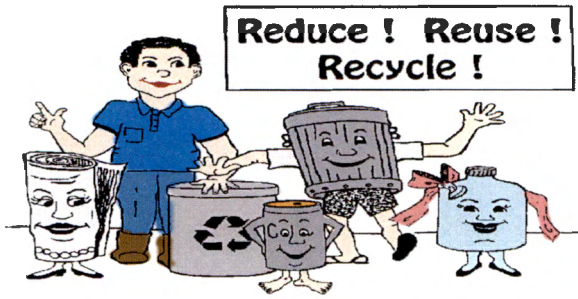
Dave Filipuzzi

Moved the meeting adjourn at 9:35 a.m.

Carried. 04.26.17-930

  
\_\_\_\_\_  
CHAIRMAN

  
\_\_\_\_\_  
SECRETARY



## **RECYCLING APPRECIATION DAY**

**THE CROWNSNEST/PINCHER CREEK LANDFILL**

**WELCOMES EVERYONE TO**

**COME OUT TO SEE OUR NEW ECO RECYCLING STATION**

**BRING ALL YOUR RECYCLABLE ITEMS & HOUSEHOLD HAZARDOUS WASTE**

**JUNE 10<sup>TH</sup>, 2017 8:00 AM – 5:00 PM**

**HAMBURGERS AND HOTDOGS WILL BE SERVED FROM**

**11:00 AM – 2:00 PM**

**CHECK OUT WHAT CAN BE RECYCLED AT OUR NEW REUSE CENTER WHERE YOU CAN  
DROP OFF OR PICKUP GENTLY USED ITEMS**



## ECO RECYCLING STATION

### E-WASTE

Televisions - Computers - Monitors  
Printers - Laptops - Keyboards  
Speakers - Mouse  
(All other electronics go to the metal)

### USED OIL - ANTIFREEZE

Used motor oil **MUST NOT** contain any foreign substances.

### OIL CONTAINERS

### COOKING OIL

### USED OIL FILTERS

Metal Oil Filters only

### BATTERIES

### HOUSEHOLD HAZARDOUS WASTES

### PAINT

Paint - Stain - Spray cans  
(empty or full)

### CARDBOARD

Flattened - Dry  
**NO** Waxed Cardboard

### PLASTICS

**NO** Styrofoam - **NO** Metal

### PAPER

Newspaper - Magazines - Catalogues  
Shredded Paper (left in bags)  
**NO** Hardcover Books

### PROPANE TANKS

### FLUORESCENT LIGHT BULBS

## OUTSIDE AREA

### BINS

#### **Shingles**

Asphalt Shingles

#### **Tires - all sizes**

#### **Metal -**

Bicycles - BBQ's - Pipe - Culverts  
Culverts - Farm Equipment  
Lawnmowers - Motors

*All fluids must be removed and fuel tank purged & punctured*

Wire & Cable

**Barrels - must be open on one end & purged**

#### **Wood**

Tree stumps - Branches  
Timbers - Boards  
Creosote or Preserved Wood

#### **Household Waste**

Food Waste  
Furniture  
Paper - Cardboard - Plastics  
Small Plastic Electrical Appliances  
Glass - Ceramics  
Construction/Demolition Debris

### APPLIANCES

Washers - Dryers - Stoves - Microwaves  
Freon Units

*There is a **\$20.00** charge for refrigerators, freezers, air conditioners and anything that contains Freon.*

**CHILDREN AND PETS ARE NOT ALLOWED OUT OF THE VEHICLES**



## OTHER AREAS

**ASHES** (cold) -In designated drop off

### CHEMICAL SHED

Pesticide and herbicide containers  
(Triple rinsed and cut)

Bale Twine bagged in clear plastic bags  
(East side of Chemical Shed)

### MSW LANDFILL

Commercial Loads  
Dump Trailers  
Dead Animals (except cattle)  
Silage Bags  
Untreated Grain Dust

## PROHIBITED WASTES

The following wastes **will not** be accepted:  
Liquids (including water)  
Toxic Hazardous Waste  
Cattle Carcasses

### HOURS

Monday thru Saturday  
8:00 am - 5:00 pm

**CLOSED:** SUNDAYS & HOLIDAYS

**For more information:**

PHONE 403-628-3849

FAX 403 628-2258

[www.crowsnestpincherlandfill.com](http://www.crowsnestpincherlandfill.com)

