

**AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK
FEBRUARY 13, 2018
1:00 pm**

A. ADOPTION OF AGENDA

B. DELEGATIONS

1. Municipal Heritage DU Ranchlands Log Cabin
 - Letter from DU Ranchlands Corporation
2. Request for Financial Support – Canada Day Fireworks 2018
 - Email from Town of Pincher Creek, dated February 8, 2018

C. MINUTES

1. Council Committee Meeting Minutes
 - January 23, 2018
2. Council Meeting Minutes
 - January 23, 2018

D. UNFINISHED BUSINESS

1. Pincher Creek Curling Club Update
 - Presentation Notes from January 23, 2018 and letter from Pincher Creek Curling Club, dated January 15, 2018
2. Grant Writer Task Group
 - Email dated January 16, 2018 with supporting documents, and email, with supporting documents, dated December 18, 2017

E. CHIEF ADMINISTRATOR OFFICER'S (CAO) REPORTS

1. Operations
 - a) Bobby Burns Fish Pond – 2017 Expenditures
 - Report from Director of Operations, dated February 2, 2018
 - b) Transfer of the Waldron Grazing Coop Gravel Pit
 - Report from Director of Operations, dated February 7, 2018
 - c) Operations Report
 - Report from Director of Operations, dated February 7, 2018
 - Public Works Call Log
2. Planning and Development
 - a) Planning Project Priorities List
 - Memorandum from Oldman River Regional Services Commission, dated February 8, 2018
3. Finance

Nil
4. Municipal
 - a) Invitation to Attend the 3 Rivers Rendezvous
 - Email from Pinch-O-Crow Creekers, dated January 12, 2018
 - b) Kilometric Rates
 - Report from Chief Administrative Officer, dated February 8, 2018
 - c) Chief Administrative Officer's Report
 - Report from Chief Administrative Officer, dated February 8, 2018
 - MD of Pincher Creek Enhanced Policing Monthly Report January 2018
 - Administration Call Log

F. CORRESPONDENCE

1. For Action

- a) Review of Curling Rink Design
 - Email from Town of Pincher Creek, dated February 8, 2018
- b) Recycle Depot Operations Agreement
 - Letter from Village of Cowley, dated January 18, 2018
- c) Recycle Depot Funding Agreement
 - Letter from Village of Cowley, dated January 18, 2018
- d) Invoice for Snow Clearing
 - Letter, with Invoice #001, from Eric Martin, dated January 18, 2018
 - Email from Public Works Superintendent, dated February 5, 2018
- e) Request for Supplies – Pioneer Cemetery
 - Letter from Brian Hall, received February 8, 2018

2. For Information

- a) Municipal Sustainability Initiative
 - Letter from Municipal Affairs, dated January 31, 2018
- b) Beaver Mines Wastewater Lagoon
 - Letter from Alberta Transportation, dated January 23, 2018
- c) Certificate of Recognition
 - Letter from Alberta Municipal Health and Safety Association, dated January 15, 2018
- d) Information about the need for transmission development in Southwestern Alberta
 - Letter from Alberta Electric System Operator, dated January 26, 2018
- e) Police Advisory Committee Notes
 - Notes, dated November 22, 2017
- f) Beaver Mines Wastewater Project
 - Email from Cornell Van Ryk, dated February 7, 2018
- g) Thank You Card
 - Thank you card from Livingstone Ski Academy and Pincher Creek Hockey Association

G. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Reeve Quentin Stevick – Division 1

Councillor Rick Lemire – Division 2

Councillor Bev Everts– Division 3
Oldman River Regional Services Commission
- Minutes of November 9, 2017

Councillor Brian Hammond - Division 4

Councillor Terry Yagos – Division 5
Crownsnest / Pincher Creek Landfill Association
- Minutes of November 8, 2017

H. IN-CAMERA

- 1. Land – Fire Break – FOIP Section 16
- 2. Land – Laneways – FOIP Section 24
- 3. Legal –Citizen Concern – FOIP Section 17

I. NEW BUSINESS

J. ADJOURNMENT

DU RANGLANDS CORPORATION

Dan & Carey McKim

January 23, 2018

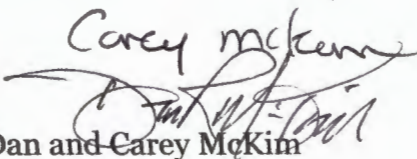
Re : Municipal Heritage DU Ranchlands Log Cabin
NE 14-8-3-5

Dear MD of Pincher Creek Councillors:

Dan and Carey McKim would like to meet with the MD of Pincher Creek Council to discuss the renewal of the three year contract between the MD of Pincher Creek and the DU Ranchlands Corporation. We would like to discuss the possibility of extending this contract to five years, to include years 2018 to 2022. We would also like to ask for a load of gravel along the descent to the Heritage Cabin. The present agreement from July 2008, 2011, and May 2015, waives the municipal portion of the property taxes on the Municipal Heritage Log Cabin and allows for the spreading of gravel on "an as needed basis."

Thank you for your consideration.

Sincerely,


Dan and Carey McKim

Tara Cryderman

From: economic <economic@pinchercreek.ca>
Sent: Thursday, February 8, 2018 11:04 AM
To: Tara Cryderman
Cc: Diane Stuckey
Subject: Fireworks Presentation to MD Council
Attachments: Fireworks as a tourism asset.pdf; Fireworks Survey Response.pdf; Canada Day 2018 Grant Budget_forRFD.pdf

Hi Tara,

I would like to attend a Council meeting to request financial support for fireworks from the MD in celebration of Canada Day 2018.

I have attached the following support documentation that can be used in the Council package if it is appropriate.
Fireworks Survey Response
Fireworks as a tourism asset
Draft Budget

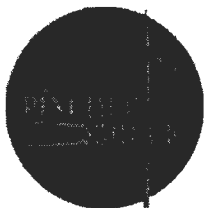
As seen in the attached budget the support request is for \$5000 from the MD of Pincher Creek.

Please let me know if you would like any further information and when it would work for me to attend a meeting.

Thank you!

Marie Everts

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



Expedition Management Consulting Tourism Asset Evaluation Tool[®]

Stakeholders may utilize the following 17 criteria as a tool to assist in determining which community assets (programs, events, facilities, attractions, natural features etc.) have the highest potential for tourism development. The criteria are not listed in a suggested order of priority as it is expected that each community will prioritize and weight each criterion in order to reflect local priorities.

Scoring Chart

0 = clearly does not meet the description

1 = somewhat meets the description

2 = clearly meets the description

3 = exceeds the description (new and innovative thinking is demonstrated)

Criteria	Description	Score
1. Attracts Day-Tippers	- The asset will attract tourists who visit during the day.	2
2. Attracts Overnighters	- The asset will attract tourists who stay overnight in the community.	3
3. Return on Investment	- The asset will produce a high return on investment (public and/or private).	0
4. Strategic Alignment	- Development of the asset aligns with the strategic intent and organizational strategy of stakeholders.	2
5. Human Resource Requirements	- Development of the asset will not put un-due stress on existing human resources. - The operator of the asset has a strong organizational structure that can support growth (e.g. leadership, business infrastructure, experience, management capacity).	3
6. Community Buy-In	- The community is open to sharing the asset with visitors. - The community is willing to promote the asset as a tourism product.	3
7. Community Impact	- The asset fosters the culture, health and development of the community by enhancing community spirit.	2
8. Partners	- The asset demonstrates commitment from a wide variety of partners (public and/or private).	2
9. Ability to Generate New Product	- The asset has a clear product development plan with identified mechanisms to develop new and complementary product on an annual basis.	1
10. Growth Potential	- The plan for the asset demonstrates strategies to achieve year over year growth in revenue, product and visitation.	2

86.6%
in favor

11. Market Demand	<ul style="list-style-type: none"> - The asset reaches identified target markets. - The asset plan demonstrates market demand through relevant indicators (e.g. visitation statistics, gap analysis, expressed demand, survey data, population projections, trends, etc.). - Limited competition exists relative to market demand (by geography, season, product offering, etc.). 	2
12. Market Reach	<ul style="list-style-type: none"> - The asset should have the potential to be promoted year-round to leverage the brand of the community. - The asset should have the potential to attract the attention of the media. 	2
13. Unique and Authentic	<ul style="list-style-type: none"> - Provides experience-based product. - Promotes an authentic experience that highlights what is unique and valuable about the community. - Product differentiates itself from the competition. 	3
14. Limited Environmental Impact	<ul style="list-style-type: none"> - The asset has minimal environmental impacts. - Further development of the asset would have minimal environmental impacts. 	2
15. Physical Infrastructure Requirements	<ul style="list-style-type: none"> - The asset plan should demonstrate that the community has the physical infrastructure in place to support development (e.g. roads, public facilities, accommodations, etc.). 	3
16. Logistics	<ul style="list-style-type: none"> - The asset plan has a sound logistical plan that will help ensure the execution of high quality experiences for visitors. - The asset plan identifies safety measures and minimizes risk to visitors and staff. 	3
17. Evaluation and Performance	<ul style="list-style-type: none"> - The asset plan articulates a process for regular evaluation/reporting and identifies clear performance measures. - The asset plan identifies a strategic approach for the future. 	2

Total Score: /51

Contact Information:

Justin Rousseau, Managing Director

✉ Justinh@expeditionconsulting.ca

☎ 780-266-7888

🌐 expeditionconsulting.ca

72.5%

34/51

Should the Town of Pincher Creek host Fireworks on Canada Day for 2018?

Yes	104	86.6%
No	16	13.3%
No Responses	0	
Totals	120	100%

[View comments \(45\)](#)

This town never does anything very exciting for Canada day. It's about time they did. The show for the 100th anniversary was fantastic.
Would be awesome. It's a special day so why not end it up with a bang.
Brings the community together !
Hey we're awesome this year!!
It seems like a lot of money to spend every year. Don't get me wrong it was really amazing but maybe every ten years it can be done?
Loved them this year! Would love them again next year!
2017 Fireworks were awesome. Please do them again. . I had company down from Leduc and they said our fireworks rocked over there. We are were so impressed. Please keep celebrating our country. We have so much to be thankful for!! Thankyou.
I have loved the increase of town activities over the last couple of years! The more reasons for our community to gather together, the better! It's our spirit that attracts newcomers here and we need to take time to showcase what makes Pincher unique.
Fireworks are a fun way to get the community together in a safe fun way
Absolutely not! Fireworks terrify most animals! They run blind and end up getting lost, sometimes forever. Also they get hit by vehicles. So, so sad!
But they r very expective
What would it cost tax payers?
Wonderful to have this show to celebrate Canada dat
We loved them & I think it would be a great tradition!
I loved the community feel from watching on the Ridge. And they really were worth it. Long and lots of "show". Only do it if it'll be a knock-your-socks-off show. Otherwise save up for every other year?
Too expensive.
do it
do it
please do it
our lives are so short
the boom and the flash make me smile
please do it

<p>Depends how much it costs. It is nice to see, but if it costs a lot, we should be considering that. There are many ways the Town is spending money right now and I don't agree with some of them. Our taxes keep going up. Please be aware of unnecessary spending. Fireworks are a want, not a need.</p>
<p>Who does not enjoy Fireworks it is always great to go and watch</p>
<p>Great Family Event.</p>
<p>Absolutely!</p>
<p>Great community event for all ages</p>
<p>July is usually too dry. What about new years? Why not have a family fest new years bash? No one has to leave town then.</p>
<p>Fantastic event that brought the community together this year why not do it annually for the community!!!</p>
<p>They were spectacular last year, be a nice to have them every year. what a treat for the town</p>
<p>Fireworks are an awesome small town event and tradition!</p>
<p>We loved them last year! Our whole family went together. It was a great thing to do together!</p>
<p>As long as a grant could be obtained to do it.</p>
<p>Absolutely what a great way to finish celebrating our country's birthday It brings a sense of community</p>
<p>It is a great celebration of Canada and Pincher Creek. There was a buzz regarding the fireworks in 2017 creating excitement and pride. Thanks and I look forward to future celebrations!</p>
<p>Yes! Awesome show last year and loved all the vendors and activities. It's great having family friendly activities in town.</p>
<p>After having had fireworks for the 150th, I don't think that the cost of them makes them worthwhile to have again in 2018.</p>
<p>Depending on the cost, I would like to see that money go towards something more sustainable. Thanks!</p>
<p>They were very good last year!</p>
<p>They were amazing.</p>
<p>Would love to see more activities at the ag grounds, fair rides, local stalls, food trucks.</p>
<p>They were so fun and a great family event. Sponsorship is important though. Thanks!</p>
<p>From experience, I know it draws communities together in friendship and fellowship</p>
<p>Canada day fireworks is always an awesome way for the town to gather together. Anything that brings out community closer together is always a bonus.</p>
<p>Save the funds to do it only on special occasions</p>
<p>Waste of public money and they terrify pets.</p>
<p>It was wonderful for Canada 150 but I don't think it is necessary to spend those funds every year.</p>
<p>It was nice to be able to look forward to something this year and not have to drive out of town for it. Plus they were pretty good show :)</p>
<p>If it is possible to get another grant or donation. Not if the whole cost comes from tax revenue.</p>
<p>But only is not a fireban on</p>
<p>Absolutely there should be! Our family travels in from the crowsnest pass for Canada day celebrations!! Last year was a HUGE success!!</p>

Event Budget Template

EXPENSES				Notes
ITEM	#	AMOUNT	TOTAL	Notes
MC/DJ/Entertainment	1	\$950.00	950.00	
Port a Potties & supplies	10	\$125.00	1,250.00	
Pincher Creek EMS Donation	1	\$1,000.00	1,000.00	
Stage Rental	1	\$100.00	100.00	
Fireworks	1	\$12,000.00	12,000.00	
Advertising Echo	1	\$400.00	400.00	
Advertising Voice	1	\$400.00	400.00	
Advertising Real Country	1	\$400.00	400.00	
Advertising STB	1	\$400.00	400.00	
Facebook Advertising	1	\$100.00	100.00	
Ag Grounds Rental	1	\$300.00	300.00	
Mail Out	1	\$200.00	200.00	
Wages	0		0.00	
Misc	1	\$200.00	200.00	
Lights	1	\$700.00	700.00	
TOTAL			18,400.00	(Doesn't include Wages)

ToPC	7150
MD Request	5000
Grant request	6250
	18400



CANADA 150

**MINUTES
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK
JANUARY 23, 2018**

Present: Deputy Reeve Rick Lemire, Councillors Brian Hammond, Bev Everts and Terry Yagos
Absent: Reeve Quentin Stevick
Staff: CAO Wendy Kay, Director of Development and Community Services Roland Milligan, Director of Finance Janene Felker and Executive Assistant Tara Cryderman
Other: Chief Mountain Gas Delegation - Ron Schmidt, Greg Soop, Ed Janzen and Jim Welsch

Deputy Reeve Lemire called the meeting to order, the time being 9:03 am.

1. Approval of Agenda

Councillor Bev Everts

Moved that the agenda for January 23, 2018 be approved as presented.

Carried

2. Invitation to Attend 3 Rivers Rendezvous

Discussion occurred as to which Councillor wishes to attend this event.

This item will be placed on the February 13, 2018 agenda for a formal resolution.

3. Council Engagements

It was the consensus to host three (3) Coffee with Council sessions during 2018. These dates will be finalized shortly. Locations within Division 1, 3 and 4 will host these sessions. These will be clearly advertised.

Councillors Hammond, Yagos, Lemire, and Everts have indicated they will attend the AAMDC Fall Convention.

Beaver Mines Clean Up is the Saturday of the May Long Weekend.

Heritage Acres is a joint event between the MD and the Town.

Lundbreck Cornfest is scheduled for August 25, 2018.

Foothills BBQ is August 29, 2018.

The Pincher Creek Parade was discussed.

4. Advertisement Requirements

Consensus was that additional advertising will continue to occur.

Everything will be on the website, with mention on our Facebook and Twitter pages.

It was suggested that “Regulatory items” (Public Hearings, Discretionary Use Permits, etc.) will continue to be advertised in the Echo for historically consistent purposes. “Non regulatory items” (special events, upcoming events, employment opportunities, etc.) will be advertised in Shootin’ the Breeze and on the Pincher Creek Voice.

Perhaps a survey would be beneficial in determining the readership of MD ratepayers.

5. Chief Mountain Gas Delegation

Ron Schmidt, Greg Soop, Ed Janzen and Jim Welsch attended the meeting to introduce Chief Mountain Gas.

Their Powerpoint Presentation was shown.

The cost of natural gas, future projects for the organization, the purchase of their gas supply and the return to the members were all discussed.

The Summerview Gas Co-op was mentioned. Chief Mountain Gas requested that Bylaw No. 789 be reviewed, as changes are necessary.

6. Supporting Successful Meetings and Robert’s Rules of Order Demystified

There is no opportunity for this event at this time.

7. RCMP and PCES Regimental Community Charity Valentine’s Ball

The consensus was that, should Reeve Stevick wish to attend, one ticket would be purchased for him to attend on behalf of the MD.

8. Presentation to Canyon School Class

Councillors Lemire and Everts will attend on Monday, January 29, 2018.

9. Adjournment

Councillor Terry Yagos

Moved to adjourn the Council Committee Meeting, the time being 11:32 am.

Carried

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
COUNCIL MEETING
JANUARY 23, 2018

8918

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, January 23, 2018, in the Council Chambers of the Municipal District Building, Pincher Creek, Alberta.

PRESENT Deputy Reeve Rick Lemire, Councillors Brian Hammond, Terry Yagos, and Bev Everts

ABSENT Reeve Quentin Stevick

STAFF Chief Administrative Officer Wendy Kay, Public Works Superintendent Stu Weber, Director of Finance Janene Felker, Director of Development and Community Services Roland Milligan, and Executive Assistant Tara Cryderman

Deputy Reeve Rick Lemire called the Council Meeting to order, the time being 1:00 pm.

A. ADOPTION OF AGENDA

Councillor Bev Everts 18/030

Moved that the Council Agenda for January 23, 2018, be amended, the amendments as follows:

Addition to New Business 1. – Letter of Invitation – Kenow Fire;
 Addition to New Business 2. – Alberta Provincial Transportation Needs Assessment South Zone;

And that the agenda be approved, as amended.

Carried

B. DELEGATIONS

1. Pincher Creek Curling Club

Debbie Reed attended the meeting to provide Council with an update of the Curling Club.

The reasons why curling is important to the community was shared. The top ten benefits of curling was shared.

It was requested that the MD of Pincher Creek match the Town of Pincher Creek's financial contribution to the new Curling Facility. The amount of \$1.25 million dollars was mentioned. A grant has been applied for monies towards the facility. A successful grant could lower the requested contribution.

Updates of the proposed facility were mentioned.

2. Community Grant Writer

Page Murphy, attended the meeting to further discuss the proposal of a Community Grant Writer.

An update of the initiative was shared.

\$15,000 has been confirmed from organizations within the area for this initiative.

The Group has requested \$20,000 from the MD, with a three year funding commitment.

C. MINUTES

1. Council Committee Meeting Minutes

Councillor Terry Yagos 18/031

Moved that the Council Committee Meeting Minutes of January 9, 2018, be received as information.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek
 January 23, 2018

2. Council Meeting Minutes

Councillor Brian Hammond 18/032

Moved that the Council Meeting Minutes of January 9, 2018, be approved as presented.

Carried

D. UNFINISHED BUSINESS

1. Allied Arts Council of Pincher Creek Update

Councillor Bev Everts 18/033

Moved that the presentation notes of January 9, 2018 and the January 3, 2018 email from the Allied Arts Council of Pincher Creek, be received as information.

Carried

2. Beaver Mines Water and Wastewater Project

Councillor Brian Hammond 18/034

Moved that the presentation notes of January 9, 2018 and the email, dated January 3, 2018 from Cornell Van Ryk, be received as information.

Carried

E. CHIEF ADMINISTRATOR OFFICER'S (CAO) REPORTS

1. Operations

a) Public Works Call Log

Councillor Terry Yagos 18/035

Moved that the Public Works Call Log, as of January 17, 2018, be received as presented.

Carried

2. Planning and Development

Nil

3. Finance

a) 2018 Levies for Pincher Creek Emergency Services Commission

Councillor Terry Yagos 18/036

Moved that the report from the Director of Finance, dated January 12, 2018, regarding the 2018 Levies for Pincher Creek Emergency Services Commission be received;

And that the total of the 2018 operating and capital levies of \$525,778.07, from Pincher Creek Emergency Services Commission, be included in the 2018 mill rate bylaw.

Carried

b) Borrowing Bylaw No. 1283-18 – Operating Line of Credit

Councillor Brian Hammond 18/037

Moved that the report from Director of Finance, dated January 12, 2018, regarding Borrowing Bylaw No. 1283-18, be received;

And that Bylaw No. 1283-18, being the Borrowing Bylaw – Operating Line of Credit, be given first reading.

Carried

Councillor Terry Yagos 18/038

Moved that Bylaw No. 1283-18, being the Borrowing Bylaw – Operating Line of Credit, be given second reading.

Carried

Councillor Bev Everts 18/039

Moved that Bylaw No. 1283-18, being the Borrowing Bylaw – Operating Line of Credit, be presented for third reading.

Carried Unanimously

Councillor Brian Hammond 18/040

Moved that Bylaw No. 1283-18, being the Borrowing Bylaw – Operating Line of Credit, be given third and final reading.

Carried

c) Statement of Cash Position and Cash Receipts – Taxes 2017

Councillor Bev Everts 18/041

Moved that the Statement of Cash Position, for the month ending December 2017, and the Cash Receipts – Taxes 2017, dated January 5, 2018, be received as information.

Carried

4. Municipal

a) Beaver Mines Fire Hall Lease

Councillor Brian Hammond 18/042

That the report from the Chief Administrative Officer, dated January 17, 2018, regarding Beaver Mines Fire Hall – Lease, be received;

And that Council authorize the Reeve and Chief Administrative Officer to sign the lease, for the Beaver Mines fire hall property, fire hall building, and washroom facility, at a cost of \$1.00 per year, and forward onto the Commission for their approval and signatures.

Carried

b) Governance Model Alternatives – Mr. George Cuff

Councillor Bev Everts 18/043

Moved that the report from the Chief Administrative Officer, dated January 17, 2018, regarding Governance Model Alternatives – Mr. George Cuff, be received;

And that this item be referred to the In-Camera meeting.

Carried

c) Chief Administrative Officer's Report

Councillor Brian Hammond 18/044

Moved that Council receive for information, the Chief Administrative Officer's report for January 5, 2018 to January 18, 2018, as well as the Administration Call Log.

Carried

F. CORRESPONDENCE

1. Action

a) Request for Snow Fence Costs

Councillor Bev Everts 18/045

Moved that the letter from Lynn Lievers, dated January 15, 2018, requesting the Snow Fence Costs, be received;

And that the request for snow fence costs reimbursement be denied;

And further that alternate options to upgrade Range Road 29-0, adjacent to their property, be provided to the landowners.

Carried

b) Notice of Application for Subdivision of Land

Councillor Brian Hammond 18/046

Moved that the notice from Oldman River Regional Services Commission, dated January 18, 2018, be received;

And that a response be provided to the Oldman River Regional Services Commission, advising that the MD of Pincher Creek No. 9 has no concerns with Subdivision Application No. 2018-0-008.

Carried

2. For Information

Councillor Brian Hammond 18/047

Moved that the following be received as information:

a) Gas Tax Funding Projects

- Letter from Alberta Municipal Affairs, dated December 19, 2017

b) Municipal Sustainability Initiative Project

- Letter from Alberta Municipal Affairs, dated January 2, 2018

c) Castle Area Servicing Study

- Letter from Environment and Parks, dated January 15, 2018

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek
 January 23, 2018

G. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Reeve Quentin Stevick – Division 1
 Absent

Councillor Rick Lemire – Division 2
 Curling Club Updated Siting Plan
 Pincher Creek Foundation

Councillor Bev Everts– Division 3
 Beaver Mines Community Association
 - Minutes of November 18, 2017
 Agricultural Service Board Meeting
 Castle Mountain Community Association

Councillor Brian Hammond - Division 4
 Pincher Creek Foundation

Councillor Terry Yagos – Division 5
 Agricultural Service Board Meeting

Councillor Terry Yagos 18/048

Moved that the committee reports be received as information.

Carried

RECESS

Councillor Terry Yagos 18/049

Moved that Council recess their meeting, the time being 3:13 pm.

Carried

Councillor Terry Yagos 18/050

Moved that the Council reconvene their meeting, the time being 3:25 pm.

Carried

H. IN CAMERA

Councillor Brian Hammond 18/051

Moved that Council and Staff move In-Camera, the time being 3:26 pm, to discuss the following issues:

1. Legal –Citizen Concern – FOIP Section 17
2. Legal – Contract – FOIP Section 27
3. Governance Model Alternatives – Mr. George Cuff
4. Labour – CAO Evaluation and Contract – FOIP Section 19

Carried

Councillor Terry Yagos 18/052

Moved that Council and Staff move out of In-Camera, the time being 5:52 pm.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek
 January 23, 2018

I. NEW BUSINESS

a) Kenow Fire Invitation Letter

Councillor Bev Everts 18/053

Moved that the Alberta Emergency Management Agency be invited to meet with the MD of Pincher Creek, to discuss any gaps their organization experienced, during the Kenow Fire event.

Carried

b) Alberta Provincial Transportation Needs Assessment South Zone

Councillor Brian Hammond will attend the Alberta Provincial Transportation Needs Assessment South Zone video conference, to be held February 7, 2018, at the Town of Pincher Creek Office.

c) Beaver Mines Wastewater Treatment Report Update

Councillor Bev Everts 18/054

Moved that Council rescind Resolution No. 18/008, related to Beaver Mines Wastewater Project, from the Minutes of January 9, 2018.

Carried

5. Governance Model Alternatives – Mr. George Cuff

Councillor Terry Yagos 18/055

Moved that the report from the Chief Administrative Officer, dated January 17, 2018, regarding Governance Model Alternatives – Mr. George Cuff, be received;

And that the MD obtain the services of Mr. George Cuff, as outlined as Option Two: Governance Audit, at a cost of \$40,000 plus expenses.

Carried

J. ADJOURNMENT

Councillor Terry Yagos 18/056

Moved that Council adjourn the meeting, the time being 6:05 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

Here are the Top 10 from Health Fitness Revolution and author of the book [ReSYNC Your Life by Samir Becic](#):

- **Aerobic fitness:** Working out in the cold can burn more calories, and since curling is played on ice and players are constantly competing and running back and forth trying to hit a goal, it will definitely increase your heart rate and improve the cardiovascular system.
- **Strengthens your muscles:** Sliding on the ice and being in a constant squatting position strengthens the calves, glutes and quadriceps. You can also get a good core workout by practicing curling and sweeping vigorously ahead of the stone.
- **Social interaction:** In many communities, curling clubs are among only a few recreational resources available. It becomes a place where they can talk with others, build friendships, and take leadership roles, increasing both their confidence and resiliency when coping with challenges.
- **Flexibility:** The team member who delivers the stone in a curling game often stays very low to the ice before pushing the stone. Staying this low to the ice requires a great deal of flexibility.
- **Speed:** Like any other sport, curling on ice also requires you to train to be faster. Players slide around the rink before a game to increase their speed.
- **Precision:** Curling requires precision. It has been nicknamed as “chess on ice” for the amount of strategy involved in winning a game. This is one of the reasons it is so popular among both players and spectators.
- **Stretching and toning legs:** Stretching and toning your legs is a way the players workout before playing the game. The stretching and toning not only helps with flexibility for the game but it also carries out in day-to-day activities.
- **Promotes weight-loss:** Sliding on ice burns a lot of calories, yet because you are playing on ice, you don't perspire as much. Curling requires a lot of skating back and forth, which burns calories.
- **It can be done by anyone, including the disabled:** Curling is a sport that can be enjoyed by everyone, no matter the age or ability. In fact, the Paralympic Games feature a Wheelchair Curling event.
- **Fun and interactive:** It is a sport for both men and women and is played by both adults and kids of all ages. Not only is it a great way to meet people who have the same interest in curling, but it can be a great networking medium. In addition, many people with depression turn towards curling because it's a fun and interactive sport that opens up their social realm.

In the article **written by Nathan Henley**, a **sports psychologist** who specializes in performance improvement and injury rehabilitation he made these additional points.

1. Curling can be enjoyed by just about anyone. Curling is a sport that can be enjoyed by men and women at any age. While it involves a certain level of physical fitness, one doesn't have to be an extreme athlete to play. It's even possible for someone in a wheelchair to participate in curling.

2. Curling is inexpensive. Compared to many other sports like golf or skiing, curling is relatively inexpensive to do. You don't need lots of expensive equipment and a curling club membership typically costs between \$100 to \$300 a year. Even gym memberships aren't that cheap these days.

3. Curlers come from all walks of life. Curling is one of the few sports that has such a diverse grassroots base. From farmers to businessmen, people from all walks of life participate in curling all over Canada. You won't find any pretentious elitism in this sport.

4. Curling is social. Like any team sport, curling involves a great deal of camaraderie between the four members of a curling team, as well as the teams they compete against. Joining a curling club in your local community allows you to meet people from all walks of life and socialize with them before and after games.

5. Curling requires precision. Rather than speed or power, curling is a sport that requires great skill and precision above all else. It has been nicknamed as "chess on ice" for the amount of strategy involved in winning a game. This is one of the reasons it is so popular among both players and spectators.

6. Curling is safe. Any injury caused by curling is certain to be a minor one. Slipping on the ice or tripping over a stone is nothing compared to tumbling down a ski hill or crashing a bobsled.

7. Curling is easy to learn and understand. Scoring in curling is simply based on points, not something subjective like technique or style. It is straightforward and easy to learn, which is why it's possible to join at any age and can be enjoyed by everyone.

From the US National Library of Medicine

Journal of Aging and Physical Activity

Authors [Rachael C. Stone](#), ¹[Zina Rakhamilova](#), ¹[William H. Gage](#) and [Joseph Baker](#) ¹

School of Kinesiology & Health Science, 4700 Keele Street, Toronto

- **Format:** Abstract
- **Send to**
- [J Aging Phys Act](#). 2017 Sep 27;1-28. doi: 10.1123/japa.2016-0279. [Epub ahead of print]

Curling for Confidence: Psychophysical Benefits of Curling for Older Adults.

[Stone RC](#)¹, [Rakhamilova Z](#)¹, [Gage WH](#)¹, [Baker J](#)¹.

[Author information](#)

Abstract

While physical activity is increasingly promoted for older adults, there is a paucity of sport promotion, which has distinct benefits from exercise and remains stereotypically associated with younger age. Curling is a moderately intense and safe sport that continues to gain popularity; however, no research has investigated psychophysical benefits of curling for older adults. The present study compares high-experience (20+ years; n=63) and low-experience (<20 years; n=53) curlers (aged 60+ years) with older adult non-curlers (n=44) on measures of daily functionality, balance confidence, and perceptions of the aging process. While no significant differences were found between high- and low-experience curlers, any level of experience reported significantly better functionality, physical confidence, and aging-attitudes compared to non-curlers ($p \leq 0.05$). Although further research is necessary, the results suggest that any level of curling experience can enhance older adult psychophysical well-being, and warrants consideration for physical activity promotion and falls prevention programs.

KEYWORDS:

Older adults; Physical health; Psychological well-being; Self-efficacy; Sports; Stereotypes; Successful aging

PMID 28952847

DOI [10.1123/japa.2016-0279](#)

[Can J Nurs Res](#). 2011 Mar;43(1):60-78.

"I can't imagine my life without it!" Curling and health promotion: a photovoice study.

[Leipert BD](#)¹, [Plunkett R](#), [Meagher-Stewart D](#), [Scruby L](#), [Mair H](#), [Wamsley KB](#).

[Author information](#)

Abstract

The sport of curling is an important activity in rural Canada, with many female participants. The health of women in rural Canada is much compromised compared to that of their urban counterparts, yet little research has explored ways to promote the health of rural women. This study examined the influence of curling on the health of women in rural Canada. A sample of 15 women and girls aged 12 to 72 from 2 communities in southwestern Ontario took pictures, kept logbooks, and participated in 2 group sessions to discuss the influence of curling on their health. The findings reveal that curling facilitates social connections, enhances physical and mental health, and provides a valued and visible way to support rural life. Clearly, curling promotes the health and community life of rural women in significant ways. More support for curling in rural settings is needed, and additional research on the topic of curling and the health of rural women is indicated.

January 15, 2018

MD of Pincher Creek
Council Meeting January 23, 2017
Request for Delegation presentation.

Dear M.D. Council Members,

This letter is an update for council on the status of the Pincher Creek Curling Club.

I would like to thank the council for supporting the new plant. I will present a brief history to new councillors, give them opportunity to ask questions, give updates on meetings and how the new curling rink building project is progressing. It is my intention to discuss financial assistance regarding a new curling rink.

Thank you for your time and consideration in this matter.

Debbie Reed
Fundraising Chairperson
Building Committee Chairperson
Past President
Pincher Creek Curling Club

MDInfo

From: Page Murphy - Early Childhood Coalition <pcearlychildhood@gmail.com>
Sent: Tuesday, January 16, 2018 10:54 PM
To: MDInfo
Subject: Delegation - Grant Writer Task Group - January 23rd

Hello Tara,

Could the Grant Writer Task Group book in as a delegation for the upcoming Council Meeting in January 23rd?

We would like to provide Council with further Letters of Support and be available to answer further questions regarding this initiative.

Thank-you,

Page

Page Murphy
Coordinator
Pincher Creek & Area Early Childhood Coalition
Provincial Building - 782 Main Street - Room 220
FB@pcearlychildhood



Canyon Cubs Preschool



January 15, 2018

To Whom it May Concern,

I am writing on behalf of Canyon Cubs Preschool to express my support for the Community Grant Writer position that is currently being put forth by the Pincher Creek Development Initiative. I believe this position would be very beneficial to the community of Pincher Creek and our various community organizations.

Many projects taken on by these organizations require a large amount of volunteer hours and funds that are not readily available or are difficult to access. Having access to a community grant writer would allow organizations to partner with each other on similar projects in order to source more funds, streamlining the grant writing process and allowing volunteers to spend time on other endeavors.

Canyon Cubs Preschool is interested in working together with other members of the early childhood community to develop a more naturalized outdoor play space for the young children in our community. Few of our staff and volunteer members have the time or energy necessary to access the funds required for undertakings such as this. The skills and experience of a professional grant writer will increase our ability to attain our goals in a timely fashion so that we can meet the needs of our community.

On behalf of Canyon Cubs Preschool, I fully support the proposal to create a full-time community grant writer to assist our municipal bodies, charities, and non-profit organizations in order to succeed with our community-minded goals.

Sincerely,

Amanda Barrett
Director
Canyon Cubs Preschool

Pincher Creek and District



FCSS Family and Community
Support Services

Box 2841, Pincher Creek, Alberta, T0K 1W0 Telephone 403-627-3156 - fcss@pinchercreek.ca

December 22, 2017

Mayor and Councillors
Town of Pincher Creek
Box 159
Pincher Creek, Alberta
T0K 1W0

Reeve and Councillors
M.D. of Pincher Creek No. 9
Box 279
Pincher Creek, Alberta
T0K 1W0

Re: Support for an independent full-time community grant writer

Dear Mayor, Reeve and Councillors,

On December 18th, the Board of Directors of the Pincher Creek and District FCSS met with representatives of the local group who are promoting the hiring of a Community Grant Writer.

You are well aware that each year, Joint Council and FCSS funding pools are significantly oversubscribed, meaning that many community projects and initiatives remain underfunded or unfunded. Although both Councils and FCSS encourage diversification of funding sources, volunteer members within those organizations do not necessarily have the time or expertise to apply for new grants to make up shortfalls. The competitive grant writing process is difficult and time-consuming.

The "community grant writer" proposal being put forward by the Pincher Creek Development Initiative is aimed at building new resilience for our community. While the skills and experience of a professional grant writer will increase the ability of individual organizations to strengthen their programs and projects, the overarching impact must be seen to be beneficial to the greater community. In many cases, funds already received from Joint Council and FCSS can be leveraged against new grant applications. Using the services of a Community Grant Writer, many organizations will be able to multiply Joint Council and FCSS grant dollars. While some of this leveraging is already

occurring, the frequency will increase while the administrative load on our volunteers will shift to actual program delivery rather than grant writing.

Therefore, the Board of Pincher Creek and District FCSS supports the Community Grant Writer proposal in principle. We encourage Councils to give every consideration to assisting with the launch of this initiative.

Sincerely,

A handwritten signature in black ink, appearing to read 'David Green', with a stylized flourish at the end.

David Green
Coordinator, Pincher Creek and District FCSS

Cc/ FCSS Board of Directors



Métis Nation of Alberta Local Council Chinook 1880
782 Main St. Room 100
Box 672
Pincher Creek, AB. T0K 1W0
Phone: 403-627-1884

January 17, 2018

To whom it may concern,

Métis Nation of Alberta Association Local Council Chinook 1880 is a non-profit organization which is located in the Provincial Building in Pincher Creek, Alberta. The demographic area we serve is Crowsnest Pass and MD, Pincher Creek and MD, Waterton Lakes National Parks, Cardston and county, Fort Macleod, and Claresholm.

As you can imagine, serving an area this large requires funds to do so in a beneficial and supportive way. We have relied heavily on volunteers to seek out funding opportunities and prepare proposal applications, with limited resources and successful outcomes. We would greatly benefit the use of a Professional Grant Writer to help us reach our goals and do our work effectively. We are not alone. Many other non-profit and charitable organizations find themselves facing the same struggle.

Métis Nation of Alberta Association Local Council Chinook 1880 supports the efforts of the community and proposal to acquire a professional grant writer to ease the work load of volunteers who dedicate time and energy to their organization as well as ensure a greater success rate of obtaining funds.

Respectfully,

Gail McLenaghan
President

3rd January 2018

Re: Support for an independent full-time community grant writer

To Whom it May Concern,

I am writing to express my support for the Pincher Creek Development Initiative's proposal to bring a full-time community grant writer to Pincher Creek. I believe that this position will be of great benefit to the community service organizations in this community. Many of the projects our Chamber of Commerce is involved with, such as the rodeo parade, Christmas lights parades, tradeshow and awards nights require significant volunteer or paid hours, and it has taken years to collect the resources necessary to achieve our goals. Having a professional grant writer to source more funding opportunities, and to refine the grant request process, would dramatically reduce volunteer burnout and time constraints that so many organizations face.

This proposal by the Pincher Creek Development Initiative will build the kind of resilience necessary for our community - a community with growing opportunities but a shrinking grant pool to draw from. Each year Joint Council and FCSS are significantly oversubscribed, meaning that many of the projects and initiatives go unfunded. In addition, few of the volunteer members within our organization have the time or energy to dedicate to the competitive grant writing process. The skills and experience of a professional grant writer will increase our ability to attain our goals in a timely fashion so that we can meet the needs of our community.



PINCHER CREEK
& DISTRICT
CHAMBER of COMMERCE

On behalf of the Pincher Creek and District Chamber of Commerce I fully support the hiring of a full-time community grant writer to assist our municipal bodies, charities and non-profit organizations for grants research and application, so that we can all capitalize on our energy and potentials.

Sincerely,



Sam Schofield

President

January 8, 2018

**Colleen Casey-Cyr
Pincher Creek & Dist. Historical Society
Kootenai Brown Pioneer Village
1037 Bev McLachlin Drive, Box 1226
Pincher Creek, AB T0K 1W0**

Re: Support for an independent full-time community grant writer

To Whom it May Concern,

I am writing to express my support for the Pincher Creek Development Initiative's proposal to bring a full-time community grant writer to Pincher Creek. I believe that this position will be of great benefit to the community service organizations in this community. Many of the projects our community society is involved with, such as the reclamation of the Bank of Commerce/Turcott building and other historical maintenance or development, require significant volunteer or paid hours, and it has taken years to collect the resources necessary to achieve our goals. Having a professional grant writer to source more funding opportunities, and to refine the grant request process, would dramatically reduce volunteer burnout and time constraints that so many organizations face.

This proposal by the Pincher Creek Development Initiative will build the kind of resilience necessary for our community - a community with growing needs and opportunities but with a shrinking grant pool to draw from. Each year Joint Council and FCSS are significantly oversubscribed, meaning that many of the projects and initiatives in our community go unfunded. In addition, few of the volunteer members within our organization have the time or energy to dedicate to the competitive grant writing process. The skills and experience of a professional grant writer will increase our ability to attain our goals in a timely fashion so that we can meet the needs of our community.

On behalf of the Pincher Creek & Dist. Historical Society, I fully support the hiring of a full-time grant writer for the benefit of all community organizations in Pincher Creek and the surrounding area.

Sincerely,

A handwritten signature in black ink, appearing to read 'Colleen Casey-Cyr', with a stylized flourish at the end.

Colleen Casey - Cyr
President

Pincher Creek Family Centre

Box 478
Pincher Creek Alberta
T0K 1W0
403-627-5569

January 10, 2018

RE: Letter of support for full time community grant writer

To the Community Grant Writer Task Group,

I am writing on behalf of the Pincher Creek Family Centre board to express our strong support for our community's need for a grant writer. With rising costs, more organizations and groups are seeking increased funding measures. In having a professional grant writer, our community groups, such as the Pincher Creek Family Centre would have a better chance to both access and secure valuable programming funds.

The Pincher Creek Family Centre relies greatly on grant funding to provide materials, staff income and expand programming for children and their families. In addition, with a limited number of staff, we rely heavily on volunteer support for most of our events. Access to a grant writer would mean beneficial resource sharing for our community (not for profit groups, municipal bodies etc.), increase program availability and expansion and improve the revitalization of the local economy.

We strongly encourage and support the work of this task group and thank you for your efforts.

Sincerely,

A handwritten signature in black ink that reads "A. Crook". The signature is fluid and cursive, with a large initial "A" and a long, sweeping underline.

Alexandra Crook

Secretary, Pincher Creek Family Centre Board





Pincher Creek & District Municipal Library
Box 2020,
Pincher Creek, AB. T0K 1W0

Tel.: (403) 627-3813 Fax: (403)627-2847 Email: help@pinchercreeklibrary.ca

January 11, 2018

To whom it may concern:

Re: support for an independent full-time community grant writer

I am writing to express my support for the proposal of the Pincher Creek Development Initiative to bring a full-time community grant writer to Pincher Creek. I believe this position will be of great benefit to the community.

As the library looks to the future one thing we know is that significant resources will have to be gathered if we hope to provide excellent library services and facilities. This proposal by the Pincher Creek Development Initiative to engage a professional grant writer will help all organizations in the community and an experienced, professional grant writer will increase our ability to attain our goals in a timely fashion so that we can meet the needs of our community.

On behalf of the Pincher Creek and District Municipal Library, I fully support the hiring of a full-time community grant writer to assist our municipal bodies, charities and non-profit organizations for grants research and application, so that we can all capitalize on our energy and potentials.

Sincerely,

Janice Day, Library Manager
Pincher Creek & District Municipal Library

I've been involved in community organizations here for most of my life, but on the periphery. Mostly through my mother, who regularly volunteered our services. We called it being volun-told. As often as I decorated for events or peddled 50-50 tickets, it wasn't until recently that I became involved in running any of these organizations. So much for the wiser part of "older and wiser". I am now on two boards: the Twin Butte Community Society and the Allied Arts Council. Both of them are fun, happening places, but both of them have challenges that I was completely unaware of.

Twin Butte Community Society will be breaking ground this spring on a new ADA compliant entrance and washroom. This is necessary for most publicly funded programs and to allow us to continue serving as a voting station for our community. This addition has been in the works for *thirteen* years. Thirteen.

The Allied Arts Council is housed in the Lebel Mansion, a fascinating structure rich with history and hidden corners. And staircases. Lots of staircases. We also have an empty elevator shaft that has been collecting dust and dead flies for the last ___ years for lack of funding. These are projects that should be slam dunks for big grants, the kind of grants that would make it happen in a matter months, but they've taken years. Kootenai Brown estimates that they spend 24 days a year writing and researching grants. That's nearly 5 weeks for uncertain returns. Since joining this project, I haven't spoken to a single organization that couldn't come up with ways to spend the entire Joint Council funding twice over in the next year.

That brings me to current funding solutions:

- FCSS and Joint Council
 - Over subscribed
- Shell (\$250,000 to \$50,000 and shrinking)
 - Gone in the foreseeable future
- Ind. asks of MD and Town Councils
 - Where does this money come from?
- Writing grants (which include asks from FCSS and Joint Council)
 - Huge time, expertise, and talent demands
 - Increases competition instead of collaboration
 - 60% of foundations and corporations have no online presence

Most of those options include an addition to your agenda packages. All of them are limited.

What is the solution?

The one that we have landed on is the position of a community grant writer. You have, in your packets, some information about a position that was established in Vulcan. This is as an example only, we aren't pitching for this individual, but I believe you can see the tremendous advantage her position gave Vulcan area. \$1.2M annually?! That's over 4x the pool from the Joint Council is able to leverage. That's a

roof on the Ag building that doesn't leak, an elevator in a dusty shaft, day care options for rural MD residents. That's a game changer.

A community grant-writer can:

- bring in substantial funds
- leverage existing funds to increase capacity
- create new partnerships between org
- access databases and software to get at that **60% funding** unavailable to amateurs
- bring in large infrastructure grants

What does this cost?

You should have in your packet our proposed funding model. Ideally, the position will be self-sustaining within three years, but we need help getting there. To get top talent, and therefore top return, the salary that Liza Dauber proposed anyway was way out of anyone's budget at \$90,000 a year. That just isn't feasible in a small community like this one, especially with no guaranteed return. There are other options besides a set salary. Some grant writers work entirely on commission, a percentage of the grants received, but this gives the writer very little incentive to work on small grants for small organizations like most of our CSOs. Our proposal is a middle ground, a guaranteed modest income in addition to a result based bonus and a fund to build sustainability into the position.

We are also working on developing a model for oversight of this position. There are concerns about any one entity having the sole ability to decide what the grant writer's priorities should be, so we propose a working group, a committee, made up of stakeholders, who will oversee the big picture, while the grant writer operates on a day to day basis much like a contractor. You will see in the MOU the model that Vulcan worked out. We hope to have something very similar.

None of what we have outlined is final, but we are asking that you, as the council, agree to join us at the negotiating table to work out a solution that benefits everyone.

The idea of a community grant writer has been bounced around before, in some circles, but the individual investment was always too much to justify the expense. What we are working on is a way to spread the risk in order to exponentially increase the benefits to the entire community.

MDInfo

From: Page Murphy - Early Childhood Coalition <pcearlychildhood@gmail.com>
Sent: Monday, December 18, 2017 12:35 PM
To: MDInfo
Subject: Delegation - Community Grant Writer

Hello Mrs. Kay,

If possible, our Task Group (Sam Schofield, James Ven Leeuwen, Claren Copp-Laroque and Page Murphy) would like to book a spot as a delegation at the next Council meeting to present on the development of a community grant writer position.

Warm Regards,

Page
Coordinator
Pincher Creek & Area Early Childhood Coalition
Provincial Building - 782 Main Street - Room 220
FB@pcearlychildhood

A Vibrant, Multi-Generational Community Needs a Sustainable Flow of Funds to Support its Energy

The Case for a Community Grant Writer

As community agencies and non-profits, we rely heavily on rapidly diminishing resources:

1. FCSS and Joint Council Funding
 - a. Each of these pools of funds is approximately \$250,000. They are over-subscribed each year.
2. Shell Canada Grants
 - a. Shell is pulling out of Pincher Creek. In the past they provided up to \$250,000 to the community. Today that is approximately \$50,000. 'Tomorrow' it will be zero.
3. Direct Asks of Town and MD
 - a. Town and MD have limited resources without raising taxes
4. Our In-House Talent and Time
 - a. Writing grants takes time and talent. Our success in securing a grant is directly related to our ability to find applicable grants to apply for and our writing ability.

We could...

1. Ask industry for more
2. Spread the FCSS and Joint Council funds more thinly so everyone gets a small piece of pie
3. Raise taxes to enable the MD and Town to give more
4. Each hire our own grant writer

OR

**Secure a long-term, sustainable funding model for the benefit of the community as a whole
Hire a Community Grant Writer**

What has happened to date? Based on the successes in other municipalities, the funding challenges we are experiencing now, and the funding challenges we anticipate in the future, we see good potential for our community to benefit from a community grant writer.

A small Grant Writer Task Group has formed to develop the administrative, governing and funding structure necessary to create a position for a grant writer. These people reflect the community as a whole who stand to benefit.

Who will the Grant Writer Work for? The grant writer needs to be accessible to all community members who wish to apply for a grant. Thus, we propose that this position be 'hosted' by an agency that operates at arm's length from government bodies over the first three years. SASCI (Southwest Alberta Sustainable Communities Initiative) or The Pincher Creek & District Chamber of Commerce may be possibilities. Such an agency will act as the administrative body for this position. We propose that a sub-group comprised of five - seven community members act as the governance body under the hosting agency's umbrella.

How will Pincher Creek & District benefit from a Community Grant Writer? Each grant program has its own criteria and rules. Every grant must be accounted for. The paperwork can be daunting for volunteers and takes more time than many volunteers have. In addition, the databases and software necessary to search for the majority of grants available are too expensive for most non-profit groups to buy; but, a Community Grant Writer is able to access sources that the average community organization volunteer cannot.

The Community Grant Writer will pro-actively engage with local community groups and organizations to seek opportunities to provide grant writing services to ratepayer groups. This service will include interviewing the group to determine the scope of the project they wish to pursue and the eligibility of the group and their project. She/he will also ensure that any grant prerequisites are met such as society incorporations, financial statements, previous grant reporting and other such matters are up to date, correct and included with the application.

While the Community Grant Writer helps with the writing of the grants, most of the 'grunt work' (incorporation, budgets, etc) will still fall upon each organization. Reporting on successful grants will also be their responsibility, but the grant writer will remain available to help them through the process.

A Community Grant Writer can provide seamless end-to-end grant application support to community organizations, reducing 'the ask' on public coffers and improving the chances of securing and leveraging the funds needed for resilience and growth.

Does working with the Community Grant Writer guarantee Funding? No. The Grants Writer will help organizations work through the process, and give tips to improve proposals, but there is never any guarantee that proposals will be successful.

Who Pays? There are several possibilities for the funding of this position that have been explored. At this time, we propose the following:

Year 1 – Year 3 (Community-Funded, Housed Under an Established Community Agency)

Base Salary = \$70K

Town \$20K

MD \$20K

FCSS/Shell Legacy Fund \$15K

Community Partners \$15K

PLUS Performance Top-Up and Reserve Funds

5% Fee on every grant earned, split between

- Bonus performance pay for grant-writer up to a set amount (e.g. 90K)
- Reinvestment in Position (reducing the annual contributions needed from Town, MD, FCSS and Community Partners in future years)

During the first three years the grant writer will assist the Volunteer Task Group with crafting requests to prospective donors for the creation of a 'Pincher Creek Community Development Foundation' and associated endowment funds (similar to the Community Foundation of Lethbridge and Southwestern Alberta). **After which, we recommend this position be transitioned to an endowment-funded model.**

**Prepared for Pincher Creek Adult Learning.
November 14, 2017**

Why employ a Community Grant Writer?

State of Play.

With the loss in recent years of vital infrastructure funding, municipalities are coming under increasing pressure to fund upgrades and repairs to their facilities, projects and programs themselves.

When funding was more reliable from the Provincial and Federal Governments, municipalities could afford to assist their neighbours with infrastructure upgrades, new programs and various projects, now it is becoming increasingly clear that we can no longer rely on higher level of governments to support us. The trend recently seems to be to take reliable 'per-capita' funding and roll it into more competitive type grants, where the better letter writer gets the money.

The value of non-profits in a community is often under-appreciated. Where Tourism and Economic Development can bring people to your community it is the services that make them want to invest. I firmly believe that the pioneer spirit is still alive in Southern Alberta.

In years past we had to work together to get the cows in and stop them from freezing, we had to work and collaborate with our neighbours. Today is a little different, but by maximising our potential for funding through partnerships we can make great things happen, a community grant writer will work to maximise eligibility for all of your organizations.

Around 60% of Corporations and Foundations DO NOT have an online presence – they do this for a reason, that being they do not want the floods of applications that a web advertised competition brings. Having a professional Grant Writer within your community gets you a step further ahead than your competitors as they already have the contacts and relationships built with many funders and can get right to the heart of the proposal.

A Solution

Writing a successful grant proposal takes a great deal of knowledge, skill, and experience. While many organizations attempt to handle the grant writing process in-house with existing staff, an investment in a professional grant writer will pay off with more grants won and less distraction from the day-to-day work of your organization.

Inspired Approach

Grants Consulting
inspiredapproach@outlook.com
403-682-7421

Researching and writing grants takes time and finely honed research and writing skills, you may be fortunate enough to have someone within your organization that has had some success with grant writing especially if your organization has a long standing grants program. But for many non-profits that is not so, and it might make sense to hire a grant professional or consultant that has established relationships with many funders.

A Community Grant Writer will assist your partner municipalities and the non-profits within your region in many ways.

- Bringing the non-profits together to work strategically and collaboratively on projects to maximise their eligibility potential.
- Assess each funding opportunity's eligibility criteria and advise the organization accordingly.
- Assist the organization in planning for their funding goals.
- Researching opportunities and grant stacking possibilities to fully fund projects.
- Providing support through each step of the grant writing process (where required).
- For those organizations that prefer – provide mentoring for a staff person to take on a fund-development role.
- Understanding deadlines and communicating those to your non-profits. The job has to get done on time.
- An experienced grant writer will have a diverse experience, you get the benefit of that experience.
- Having a central person dealing with grants means that regardless of staff turnover at your non-profits there is someone who knows where the money came from, and when you are eligible to apply again.
- Ensuring that large capital projects are 'shovel ready' so that when funding becomes available they are ready to go.
- Community volunteers are often assigned the task of finding the funding required, these volunteers are often older, and not tech savvy. With the majority of grants being an 'online' process this is disconcerting to them. Your Grant Writer will facilitate this process.
- A good Community Grant Writer will know how to 'tell the story' of your community, they will be invested in your community building relationships with your non-profits and cultivating working relationships that achieve outstanding results.

Inspired Approach

Grants Consulting
inspiredapproach@outlook.com
403-682-7421

Conclusion

A community grant writer that is available to facilitate applications from a region will assist in your regions capacity building projects, firstly by bringing groups together to work collaboratively on priorities, and secondly by easing the reliance on ratepayers money directly funding projects through increased taxation.

Having a central person in your community that knows your organizations, their projects and goals and funding limitations is invaluable. To have a dedicated person that is actively looking at funding opportunities to pro-actively and strategically maximise every grant whether corporate, foundation, or municipal cannot be overlooked.

While it is not realistic to expect your grant writer to find grants to fund their own salary, it may be possible to find funding as a 'pilot project' that will cover the first year or two. In this time the value of your grant writer will be established with the grant writer collaborating on applications that will save your community money elsewhere. For example the new roof on the arena instead of being wholly or partly funded by your municipality will now be wholly funded by grants.

About me.

I have been working with non-profits and municipalities in Southern Alberta for more than 10 years. I am one of a handful of professional grant writers that specialise in grant writing services for rural communities.

While working on large multi-million dollar applications is exciting, I am fully committed to each and every proposal I write, whether it is funding for a new water plant, or a few hundred dollars for shoeboxes for seniors, each application is written with my personal investment.

Living on a small acreage east of Stavely I am ideally situated for this contract. I live with the love of my life and our many fur-kids.

I have volunteered grant writing services for the Stavely Agricultural Society, and have worked with many of the volunteers in Claresholm, and met many of the volunteers in Nanton through grant writing workshops I gave. So I feel as though I have a good handle on some of the projects that your communities have coming up.

Inspired Approach

Grants Consulting
 inspiredapproach@outlook.com
 403-682-7421

Highlights.

In the last three years I have been working on a contract basis out of the Vulcan Business Development Society. I was responsible for competitive grants for the 7 communities within Vulcan County, these being Vulcan County, the Town of Vulcan and the Villages of Arrowwood, Carmangay, Champion, Lomond and Milo, with a total regional population of 6,900 people.

In 2009 I worked on a successful proposal to Alberta Transportation’s Water for Life Grant for 12.5 million dollars, this project took place over 5 years and involved a new water line and water plant for the Town of Vulcan.

In recent years I have been able to secure funding for an ice-plant and renovations to the Vulcan Curling Club facility and also for Carmangay curling club, fully funded runway LED lighting for the Vulcan Airport, contributions to several pieces of fire fighting apparatus for the various fire associations, and was instrumental in securing funding for the Food Bank to move into a new building including all renovations.

I average around 1 million dollars per year for the communities I serve. It is a realistic expectation that this will increase as the population of the communities I serve increases.

Costing:

Income (per year)	
Community Group	\$30,000
Community Group	\$30,000
Community Group	\$30,000
Total	\$90,000

Expenses (per year)	
Retainer	\$15,000
Monthly payment.	\$60,000 (\$20,000 per partner – split into 3 \$1,666 each per month)
Meals	\$5,000
Mileage	\$10,000
Total	\$90,000

**Inspired
Approach**
Grants Consulting
inspiredapproach@outlook.com
403-682-7421

I look forward to hearing from you to discuss this proposal further.

Regards

Liza Dawber

403-682-7421 or email inspiredapproach@outlook.com

The \$1-million woman

Stephen Tipper
Editor

Liza Dawber is a rare breed in Alberta.

She's one of a half dozen or so employees in the province working for municipalities on writing grants for local municipalities.

Dawber, who previously worked out of Vulcan County's office across the street, is employed by Vulcan Business Development Society, which receives funding from local municipalities.

She told the *Advocate* recently she has averaged bringing in grant funding totalling \$1.2 million per year since she started.

Last year, the value of the grants she wrote totalled \$1.3 million.

"It was an OK year," she says of 2015.

Dawber ran into a "problem" last year — the NDP government's win in last May's election meant grant approvals weren't given out for four or five months while the new leadership got settled in.

But grant approvals did pick up by the end of the year, said Dawber.

"Considering we had a new government, it's not bad to beat my average," she said matter-of-factly.

Highlights from last year included funds for the renovation projects at Vulcan's old fire hall, benefitting the Vulcan Regional Food Bank — the food bank society hopes to move in this spring — and the Vulcan Municipal Library, \$25,000 for Vulcan Tourism Society for Vul-Con, \$83,000 for regional emergency services training, "lots of money" to

renovate the old fire hall in Carmangay, and funds for renovating Carmangay's curling club, said Dawber.

Most of the funds came from the provincial government, and the Community Foundation of Lethbridge and Southwest Alberta supported numerous county projects last year, she said.

Dawber did put in a few grant applications to the Canadian government's Canada 150 grant, but just one was approved, she said.

The Vulcan Legion was awarded \$10,000 for work on its mural, said Dawber. Work on that project is expected to take place this year.

This year, she's working with local municipalities on Municipal Affairs's recently announced Community Partnership grant.

The deadline for submissions is Feb. 5.

Dawber is working with the Village of Milo on funding for a new playground, Arrowwood on a spray park, Vulcan on upgrading the walking path, and the Vulcan Brand Innovation Team on a feasibility study for a discovery centre.

Asked what tips she would give when applying for grants, she said it's important for organizations to apply for grants that fit their strategic plan — and not bothering with ones that they happen to hear about.

Dawber has noticed a trend towards more positions towards her own, having seen a couple openings at municipalities lately.

"It's the best job ever," she enthused. "I'm a huge book nerd, and when you're able to see (Vulcan's library) expand and embrace technology more, that's a really awesome feeling."



Stephen Tipper Vulcan Advocate

Liza Dawber is one of a half dozen employees in the province working for municipalities writing grants. Over the years, she says she has averaged bringing in grant funding averaging \$1.2 million annually.

November 13th 2014

Grants Coordinator working out of VBDS

The Vulcan Business Development Society is excited to announce the addition to our team of Liza Dawber – Grants Coordinator. Liza was previously working out of the Vulcan County office where she has gained a wealth of experience working with our many hard working local community groups.

As a joint collaboration this position is being funded for a 3 year commitment through Vulcan County, the Town of Vulcan and the Vulcan Business Development Society. The Town and County Councils along with the VBDS Board are fully supportive of this initiative.

With an average of \$650,000 per year of additional funding to the community she is looking to build on these successes with a more accessible office at the VBDS building, this new position with VBDS will be concentrated on grants research and writing assistance.

Marilyn MacArthur, Economic Development officer stated that ‘The VBDS Board and myself are extremely pleased to be able to add the services of a professional grant writer to our portfolio. Having Liza working out of our offices means that she will be accessible to non-profit organizations and municipalities throughout Vulcan County. As funding from the Federal and Provincial governments becomes more competitive it is vitally important that we retain professional grant writing services for our community keeping us ahead of the game.’

VBDS assists the regions existing businesses as they grow in their quest for success, while encouraging new businesses to set up and soar with the potential of countless dynamic economic opportunities.

We provide the resources to support business, attract investment, create employment and encourage families, businesses and visitors to realize why there is no better place to be.

CONTACT: Marilyn MacArthur
Vulcan Business Development Society
403-485-3148

Pincher Creek and District



Box 2841, Pincher Creek, Alberta, T0K 1W0 Telephone 403-627-3156 - fcss@pinchercreek.ca

December 22, 2017

Mayor and Councillors
Town of Pincher Creek
Box 159
Pincher Creek, Alberta
T0K 1W0

Reeve and Councillors
M.D. of Pincher Creek No. 9
Box 279
Pincher Creek, Alberta
T0K 1W0

Re: Support for an independent full-time community grant writer

Dear Mayor, Reeve and Councillors,

On December 18th, the Board of Directors of the Pincher Creek and District FCSS met with representatives of the local group who are promoting the hiring of a Community Grant Writer.

You are well aware that each year, Joint Council and FCSS funding pools are significantly oversubscribed, meaning that many community projects and initiatives remain underfunded or unfunded. Although both Councils and FCSS encourage diversification of funding sources, volunteer members within those organizations do not necessarily have the time or expertise to apply for new grants to make up shortfalls. The competitive grant writing process is difficult and time-consuming.

The "community grant writer" proposal being put forward by the Pincher Creek Development Initiative is aimed at building new resilience for our community. While the skills and experience of a professional grant writer will increase the ability of individual organizations to strengthen their programs and projects, the overarching impact must be seen to be beneficial to the greater community. In many cases, funds already received from Joint Council and FCSS can be leveraged against new grant applications. Using the services of a Community Grant Writer, many organizations will be able to multiply Joint Council and FCSS grant dollars. While some of this leveraging is already

occurring, the frequency will increase while the administrative load on our volunteers will shift to actual program delivery rather than grant writing.

Therefore, the Board of Pincher Creek and District FCSS supports the Community Grant Writer proposal in principle. We encourage Councils to give every consideration to assisting with the launch of this initiative.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Green', with a stylized flourish at the end.

David Green
Coordinator, Pincher Creek and District FCSS

Cc/ FCSS Board of Directors

MD OF PINCHER CREEK

FEBRUARY 2, 2018

TO: Wendy Kay, CAO
FROM: Leo Reedyk, Director of Operations
SUBJECT: BOBBY BURNS FISH POND – 2017 EXPENDITURES

1. Origin:

The Bobby Burns Fish Pond is a place where seniors and persons with handicaps can go to fish without having to go down to the river bank. The park is managed and maintained by the Royal Canadian Legion Branch 43.

2. Background:

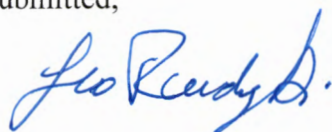
The Royal Canadian Legion Branch 43 provided an invoice for their costs for 2017. A storm event toppled trees and resulted in tree damage within the park that cost \$2,625.00 to clean up. As a result the park maintenance cost to the Royal Canadian Legion in 2017 was \$4,344.62, \$1,844.62 over the \$2,500.00 that the Municipal District budgeted.

3. Recommendation:

THAT the report from the Director of Operations, dated April 18, 2016 regarding the Bobby Burns Fish Pond – 2017 Expenditures be received;

AND THAT Council direct administration to pay the over expenditure of \$1,844.62 from Public Reserve Trust Fund (6-12-0-690-6690);

Respectfully Submitted,



Leo Reedyk

Attachments

Reviewed by: Wendy Kay, Chief Administrative Officer



Date:

February 5, 2018

Annual Fish Pond Costs

Date	Item	Amount
09/10/2017	PC Coop - Fish Food	\$303.96
05/31/17	Spring Cleanup	\$299.76
09/01/2017	Fence Repairs / Lawn Mower Maintenance	\$479.88
01/26/17	Gator Maintenance	\$100.13
04/12/2017	Building Maintenance	\$215.57
07/12/2017	Tree Trimming ; Safety Issue	\$2,625.00
11/27/17	Cleaning Supplies & Fuel	\$66.88
06/27/2017	Maintenance Expenses	\$253.44

Claim for 2017

\$4,344.62

Fish Pond Chairperson - Fred White
C/O Royal Canadian Legion Branch #43
Box 131
Pincher Creek, Ab
T0K 1W0



Jan 31/17.

Reserve Status Sheet

6-12-0-690-6690

Public Reserve Trust

February 2, 2018

Balance Start of Year	Opening Balance	98,786.42
Requested Amount	Bobby Burns Maintenance	(1,844.62)
Previous Approved Amount	Playground Equipment (August 23, 2016)	(13,627.28)
Proposed Balance as of February 2, 2018		83,314.52
2018 Budgeted Projects and Contributions		
Reductions from Reserve	Annual Allocation	(7,500.00)
Projected Balance		75,814.52

MD OF PINCHER CREEK

FEBRUARY 7, 2018

TO: Wendy Kay, CAO
FROM: Leo Reedyk, Director of Operations
SUBJECT: TRANSFER OF THE WALDRON GRAZING COOP GRAVEL PIT

1. Origin:

Alberta Transportation has approached the historical users of the Waldron Pit to determine if the pit can be transferred to another entity and to assign the reclamation liability for historical use.

2. Background:

Information was provided to Council at their May 2, 2017 Policy and Plans meeting to determine if Council was agreeable to have the pit transferred from Alberta Transportation to the Municipal District of Pincher Creek No. 9. Council requested additional information.

Attached are copies of the information previously provided as well as additional information from the Waldron Grazing Coop.

3. Recommendation:

THAT the report from the Director of Operations, dated February 7, 2018, regarding the Transfer of the Waldron Grazing Coop Gravel Pit be received;

AND THAT Council authorize the Reeve and Chief Administrative Officer to sign the transfer agreements with Alberta Transportation.

Respectfully Submitted,



Leo Reedyk

Attachments

Reviewed by: Wendy Kay, Chief Administrative Officer

W Kay

Date: *February 8, 2018*

MD OF PINCHER CREEK

APRIL 27, 2017

TO: Wendy Kay, CAO
FROM: Leo Reedyk, Director of Operations
SUBJECT: WALDRON GRAVEL PIT

1. Origin:

Alberta Transportation has approached the historical users of the Waldron Pit to determine if the pit can be transferred to another entity and to assign the reclamation liability for historical use.

2. Background:

A meeting was held October 30, 2014 to discuss the historical usage of the pit. Information provided indicated known usage of the pit and the relative percentage of reclamation liability.

Options for ownership were discussed and the option for the MD of Pincher Creek to take over the pit was finally brought forward given the location within the Municipality.

3. Discussion:

- Is Council interested in taking over the responsibility for the operation of the Waldron Gravel Pit?
- Is there additional information Council would need to make the decision?

Respectfully Submitted,



Leo Reedyk

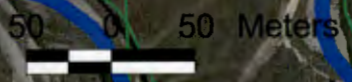
Attachments

Reviewed by: Wendy Kay, Chief Administrative Officer *W. Kay*

Date: *April 27/17*

All information depicted is subject to change, therefore the Municipal District Of Pincher Creek assumes no responsibility for discrepancies at time of use. Please note, average accuracy of the displayed data is: +/- 15m.
Imagery date: 2006
Cadastral Parcel date: January 2009

M5-R01-T010-S6-SE



CONSENT TO TRANSFER REGISTRATION 15972-03-02

ENVIRONMENTAL PROTECTION AND ENHANCEMENT ACT

WHEREAS the Director has issued Registration Number 15972-03-01 (the "Registration") to Alberta Transportation to undertake the activity described in the Registration.

AND WHEREAS Alberta Transportation, pursuant to section 75 of the *Environmental Protection and Enhancement Act* of Alberta, has requested the Director to consent to the transfer of the Registration to Municipal District of Pincher Creek No. 9.

NOW THEREFORE pursuant to section 11 of the *Approvals Procedure Regulation*, I, the Designated Director under the Act, consent to the transfer of the Registration from Alberta Transportation to Municipal District of Pincher Creek No. 9.

IN CONSIDERATION of the Designated Director consenting to the transfer of the Registration from Alberta Transportation to Municipal District of Pincher Creek No.9, Municipal District of Pincher Creek No. 9 covenants and agrees with the Designated Director to comply with and to be bound by all the terms of the Registration under the *Code of Practice for Pits* as if the Registration had been issued by the Director to Municipal District of Pincher Creek No. 9.

Alberta Transportation

Witness (if not under corporate seal)

Municipal District of Pincher Creek No. 9

Witness (if not under corporate seal)

Designated Director under the Act

Date

Summary of usage Waldron Ranches		m3	m3	m3	m3	for discussion. Bruce Blue Apr 3, 2017	
date	usage	RANCH PRIVATE SALES	MD WILLOW CREEK	MD Ranchland QTY	MD PINCHER QTY	AT QTY	comment
1960				4227			AT CRUSHED FOR ID WORK TO THE NORTH
1962				3225			AT CRUSHED
1964 FEB				5359			AT CRUSHED
1965	ID			765	???		AT CRUSHED TAGGED ON TO MD9 CRUSHING
1970						23170	AT CRUSHED
1980						15281	AT CRUSHED TO STOCKPILE DES6-6 SEE PLAN. 4-20 FOR HWY GRAVELLING NOTE MD PILE
1981	HWY 22:06_08				20000	8296	20000M3
1982	HWY22:06_08					10073	AT CRUSHED 4-20
1984	HWY22:02_04				9000	15108	DES 1-16. NOTE MD9-9000M3 S.P. ON SITE. Is it the 1981 MD pile reduced in size or a new pile?
1985						25500	AT CRUSHED
1985	HWY22:08					1437	AT CRUSHED DES6-80, INTERIM PYMT COMPLETED FEB 1987
1987	HWY22:08			26974		7671	SEE PLAN. AT CRUSHED DES2-40, 4-20 FOR ID
1988	HWY22:06_08					79272	AT CRUSHED DES2-25, DES2-16 GBC AND ASBC
1989	HWY 22:08					4390	AT CRUSHEDGBC/ASBC, INTERIM PYMT
1989	HWY22:08					128161	AT CRUSHEDGBC/ASBC,
1989	HWY 22:08					129192	AT CRUSHED GBC ASBC
1990	ID			20257	30000		PLAN UPDATE. AT CRUSHED. NOTE MD PILE 30000M3
1991	HWY22:08					5579	AT CRUSH INTERIM PYMT
1993	HWY22:08				???	100196	AT CRUSH AND 1HA RECLAIMED and 16.4 HA OPEN PIT
1995	HWY 22:06_08, HWY507					105600	AT CRUSH 4 MD/ID PILES ON SITE ON PLAN AND 1.5 HA RECLAIMED.
1995		11468					WALDRON CONFIRMED SALE (15000yd3) to ??
1996			4587				confirmed by MD (6000yd3)
1997					???		MD9 CONTRACT MENTIONED IN FILE
1998						26759	
1999			3822				confirmed by MD (5000yd3).
1999		15291		30582			waldron confirmed sale to Drain Bros
2006							PIT UPDATE. OFFERED ON 22:08 BUT NOT USED
2008						15291	COP PITS APPLICATION
2009				15291			COP PITS APPROVED
2013 JAN							5 YR REPORT SUBMITTED
2014		1529					WALDRON CONFIRM SALES (2000yd3) TO 3 RIVERS CONTRACTING OVER LAST 10-15 YEARS. Minor ranch use not determined.
2014				15291	19113		WALDRON PITRUN SALE TO DEGRAFF QTY NEEDED
TOTALS		28288	8409	121971	120163	658926	937757
% of total		3.0%	0.9%	13.0%	12.8%	70.3%	

Tara Cryderman

From: Bruce Blue <Bruce.Blue@gov.ab.ca>
Sent: Thursday, November 6, 2014 8:40 AM
To: ! CAO; ! CINDY; ! TREASURER
Subject: RE: Waldron Gravel Pit in MD #9 - east of Hwy 22

Thank you for the summary and initiating contact with the MD of Willow Creek.

I would add that unless the various users can provide proof that their agreement to purchase included payment for reclamation, then there would be an obligation owing to the landowner for reclamation.

The most recent operations require the plan update to confirm that mining has not gone outside of the approved mining boundary and to assist with the calculation of reclamation responsibility. AT submitted the last 5 year report. The next 5 year report is due before Jan 6 2019.

Bruce Blue
Aggregates Administrator
Operations and Plans Branch

 Alberta Government

Transportation | Divisional Services
2nd Flr., 4999-98 Ave, Edmonton, AB T6B 2X3
Tel: (780) 415-1389 Cel: (780) 918-5681

From: Greg Brkich [mailto:cao@ranchland66.com]
Sent: Wednesday, November 05, 2014 4:32 PM
To: ! CINDY; ! TREASURER
Cc: Bruce Blue
Subject: Waldron Gravel Pit in MD #9 - east of Hwy 22

Good Day ladies;

On October 30 my foreman, Bill Oulton and I met with Leo Reedyk, and Stu Weber of MD of Pincher Creek, Mark Burles representing the Waldron Grazing Co-op, and Bruce Blue of Alberta Transportation to discuss the development plan of the Waldron gravel pit located in the MD of Pincher Creek just north of the Oldman River and just east of Hwy 22.

Bruce Blue
Aggregates Administrator
Operations and Plans Branch

 Alberta Government

Transportation | Divisional Services
2nd Flr., 4999-98 Ave, Edmonton, AB T6B 2X3
Tel: (780) 415-1389 Cel: (780) 918-5681

The agenda was:

Agenda

- 1 review of quantities mined and years operated by all parties.
- 2 Responsibility to update plans from last project
- 3 process to transfer code of practice, security deposit calc.

Basically what I gleaned from the conversation was that because the pit is over a certain area (12 acres I believe) it had to be registered years ago under the Environmental Protection and Enhancement Act, and an activities plan has to be updated and filed with Alberta Environment every five years.

The five years is coming up for renewal soon. A.T. has been the registration holder of the pit operations since the Act came into existence. A.T. does not want to be the registration holder of this pit anymore, A.T. either wants the Waldron, Ranchland, Pincher Creek, individually or in any combination of the three to be the new registration holder, and be responsible under the said Act.

A.T. will either carry out their percentage share of the reclamation liability work, or if reclamation is not possible, or appropriate at this time, they will, over multiple budget years, give the new registration holder(s) the money to hold in trust to carry out the reclamation when the appropriate time comes, and then A.T. will not have anything to do with this pit any longer.

So you are probably wondering why I'm telling you all this. Well there are 2 reasons.

1. If you refer to the attachment; it is a development plan of the pit in question; the plan was done on August 27, 2008; in the stockpile summary it indicates that stockpile no. 9 supposedly belongs to the M.D. of Willow Creek. It was not a very large stockpile as of that date, and there still is a stockpile existing in that generally area that could be stockpile no. 9. **So on behalf of all who were at the meeting do you have anything in your gravel inventory records indicating that you still have gravel inventory in this pit?** If not then the Waldron will probably declare stockpile no. 9 as their own and sell it to either Pincher Creek or us just to start "cleaning up the pit" because with all of these little piles sitting around there isn't a significant enough area to consider any partial reclaim work. If you are declaring that you still have a stockpile in this pit, then you are more than likely going to be asked by the new registration holder(s) to haul it out next year, or sell in to Pincher Creek or us.
2. Reclamation liability – Mr. Blue would like to know how much gravel the M.D. of Willow Creek has hauled out of this pit in total. If the quantity is significant the M.D. of Willow Creek will more than likely be asked to pay their percentage share to the new registration holder(s) to hold in trust to carry out the eventual reclamation liability work. I have to go back in my records as well to verify what Ranchland has hauled out. Luckily I only have to go back as far as 1995 because A.T. already has the information from when the Ranchland area was an Improvement District.

I told Mr. Blue that because I knew you both that I would make this initial contact with you; your more than welcome to contact Mr. Blue yourselves if you want to discuss this issue with him.

Bruce - if I have said anything in this email that isn't accurate or descriptive enough please feel free to correct me in a reply to all.

Cheers,

Greg Brkich

C.A.O.

M.D. of Ranchland No. 66

P.O. Box 1060

Nanton, Alberta

T0L 1R0

Ph: 403-646-3131

Fax: 403-646-3141

File Number: NW6,SW7-10-1-5

November 5, 2014

Waldron Grazing Cooperative Limited
Stavely, Alberta
mburles@live.ca

Dear Mark Burles:

Thank you for taking the time to meet with the MD of Pincher, MD of Ranchlands and myself to discuss gravel usage and who should hold the Code of Practice for Pits for the gravel pit on your property.

As requested, I have attached some notes from the meeting and approximate costs for your board meeting.

Yours truly,



Bruce Blue
Aggregates Administrator

/
Enc

Information from meeting:

- Transportation is interested in reducing its share of liability for pit reclamation and transferring COP pits
- Past Expenses by AT.
 - Testing pit, drafting sieve analysis- Cost Thousands
 - 2008 Apply for COP pits (previous approval and updates) \$10000
 - 2013- 5 year update to ESRD \$900 when combined with other work in the area.
- Continued use of pit has resulted in all AT testing East of road being mined (loss of testing investment)
- Current mine plan does not allow mining further south unless more testing is done and a revised COP –pits is submitted- Cost \$5-10,000
- MD of Willow Creek to be contacted to confirm if they paid for reclamation or if they also have liability based in their agreement.
- Need to also determine when Drain brothers. MD willow creek will remove piles or sell to MD to facilitate reclamation hopefully in next 5 years
- Share of reclamation to be based on quantity used by each. Not all quantities are likely known

Options:

1. Waldron Takes over COP pits.
 - a. Must provide security deposit to AESRD approx. \$17,000/ha for all disturbance plus area to be mined in next 5 years. Must obtain cash or letter of guarantee from all users including their share for private sales.
 - i. At would initially provide a letter of guarantee and would convert to a cash deposit within 5 years.
 - b. Every 5 years, Must update plans and security estimate and submit to ESRD. Cost is about \$2000 as a stand-alone project.
 - c. Must ensure all operators are following the plan for mining in the COP-Pits
 - d. Ranch must hire equipment and engineering to undertake reclamation.
 - e. Ranch to apply for reclamation certificate \$300 fee plus \$3000 for soils assessment by qualified professional.
 - f. Security deposit may only be refunded after the lands have been reclaimed. So you need capital to undertake the work.
 - g. A reclamation estimate is required now in order for each user to provide their share of the reclamation security deposit to Alberta Environment.
2. MD Pincher and Ranchland take over COP pits
 - a. AT and Ranch must arrange to pay for their share of reclamation
 - b. No security is required by ESRD
 - c. Ranch and MD's need a memorandum of understanding (or changes to current royalty agreements) to clarify if future private sales will be allowed by Waldron or if the MD's will control all operations and sales.
3. MD Pincher takes sole control of pit and COP- pits.
4. MD/Waldron jointly held
 - a. We did not discuss this option at length as I am not sure if there was any interest

- b. Has same concerns over who controls operations and directs mining and covers administrative costs.

Tara Cryderman

From: Bruce Blue <Bruce.Blue@gov.ab.ca>
Sent: Thursday, November 6, 2014 3:41 PM
To: 'Mark Burles'; CAO; Stu Weber
Subject: RE: Waldron Ranches updated usage list
Attachments: aggregate usage summary_waldron ranch nov6..pdf

I found my other notes on usages. the numbers should be closely reviewed by all parties.
Please replace the previously sent list with the one attached.
Thanks.
Bruce

From: Bruce Blue
Sent: Thursday, November 06, 2014 10:28 AM
To: 'Mark Burles'
Cc: 'cao@ranchland66.com'; Stu Weber
Subject: RE: Waldron Ranches Code of Practice for pits additional information

Enclosed please find the following:

- cover letter and summary of the meeting and estimated costs
- COP- Pits
- summary of pit usage (which still requires finalizing because I misplaced some of the numbers for the MD usage.)

Please call if you have any questions.

Bruce Blue
Aggregates Administrator
Operations and Plans Branch

 Alberta Government

Transportation | Divisional Services
2nd Flr., 4999-98 Ave, Edmonton, AB T6B 2X3
Tel: (780) 415-1389 Cel: (780) 918-5681

From: Mark Burles | [a\]](#)
Sent: Wednesday, November 05, 2014 7:20 AM
To: Bruce Blue
Subject: RE: Waldron Ranches Code of Practice for pits

Our board meeting is going to be on the 11th so could you please send me the information on gravel pit Reclamation costs and surveying that would have to be done. Thank you Mark Burles

From: Bruce.Blue@gov.ab.ca
To: mburles@live.ca
Subject: FW: Waldron Ranches Code of Practice for pits
Date: Mon, 20 Oct 2014 20:10:44 +0000

As we discussed, this email is to confirm the meeting on October 30 at 2pm. MD Ranchland administration building.(by Chain Lakes Provincial Park entrance)

Agenda

- 1 review of quantites mined and years operated by all parties.
- 2 Responsibility to update plans from last project
- 3 process to transfer code of practice, security deposit calc.

Bruce Blue
Aggregates Administrator
Operations and Plans Branch

 Alberta Government

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<http://511.alberta.ca/ab/en.html>

<https://twitter.com/511Alberta>

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Summary of usage Waldron Ranches							for discussion. Bruce Blue Oct 24, 2014
date	usage	RANCH PRIVATE SALES	MD WILLOW CREEK	MD Ranchland QTY	MD PINCHER QTY	AT QTY	comment
1960				4227			AT CRUSHED FOR ID WORK TO THE NORTH
1962				3225			AT CRUSHED
1964 FEB				5359			AT CRUSHED
1965	ID			765	???		AT CRUSHED TAGGED ON TO MD9 CRUSHING
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1980						15281	AT CRUSHED TO STOCKPILE DES6-6
1981	HWY 22:06_08					20000	8296 SEE PLAN. 4-20 FOR HWY GRAVELLING NOTE MD PILE
1982	HWY22:06_08					10073	AT CRUSHED 4-20
1984	HWY22:02_04				9000	15108	DES 1-16. NOTE MD9- 9000M3 S.P. ON SITE. Is it the 1981 MD pile reduced in size or a new pile?
1985						25500	AT CRUSHED
1985	HWY22:08					1437	AT CRUSHED DES6-80, INTERIM PYMT COMPLETED
1987	HWY22:08			26974		7671	SEE PLAN. AT CRUSHED DES2-40, 4-20 FOR ID
1988	HWY22:06_08					79272	AT CRUSHED DES2-25, DES2-16 GBC AND ASBC
1989	HWY 22:08					4390	AT CRUSHEDGBC/ASBC, INTERIM PYMT
1989	HWY22:08					128161	AT CRUSHEDGBC/ASBC,
1989	HWY 22:08					129192	AT CRUSHED GBC ASBC
1990	ID			20257	30000		PLAN UPDATE. AT CRUSHED. NOTE MD PILE 30000M3
1991	HWY22:08					5579	AT CRUSH INTERIM PYMT
1993	HWY22:08				???	100196	AT CRUSH AND 1HA RECLAIMED and 16.4 HA OPEN
1995	HWY 22:06_08, HWY507					105600	AT CRUSH 4 MD/ID PILES ON SITE ON PLAN AND 1.5 HA RECLAIMED.
1995		11468					WALDRON CONFIRMED SALE (15000yd3) to ??
1996			4587				confirmed by MD (6000yd3)
1997					???		MD9 CONTRACT MENTIONED IN FILE
1998						26759	
1999			3822				confirmed by MD (5000yd3).
1999		15291		30582			waldron confirmed sale to Drain 8ros
2006							PIT UPDATE. OFFERED ON 22:08 BUT NOT USED
2008						15291	COP PITS APPLICATION
2009				15291			COP PITS APPROVED
2013 JAN							5 YR REPORT SUBMITTED
2014		1529					WALDRON CONFIRM SALES (2000yd3) TO 3 RIVERS CONTRACTING OVER LAST 10-15 YEARS. Minor ranch use not determined.
2014				15291	19113		WALDRON PITRUN SALE TO DEGRAFF QTY NEEDED MD9/MD RANCHLAND CRUSH
TOTALS		28288	8409				

Additional
Information
E16

Waldron Grazing Coop Gravel Pit Transfer – Additional Information

Attached are two documents provided from the Waldron Grazing Coop.

- The agreement between the Waldron Grazing Coop and Alberta Transportation for gravel pit operations;
- Baseline Documentation Report from the Waldron Grazing Coop and the Nature Conservancy of Canada Re: Gravel Pit Operations.

In addition to a requested \$1.70/ yard of gravel removed, the Waldron Grazing Coop has requested the Municipal District of Pincher Creek take on the gravel stripping and reclamation as well as cost incidental to the pit including weed spraying and fencing.

It is recommended that Alberta Transportation provide the total reclamation liability for the pits historical use in that they should ensure prior operators who used gravel from the pit pay their share.

This NON-EXCLUSIVE AGREEMENT is made as of this 26 of September, A.D. 2005

BETWEEN

HER MAJESTY THE QUEEN in right of the
Province of Alberta, herein represented by the
Minister of Infrastructure and Transportation
(hereinafter referred to as "the Minister")
and

Waldron Grazing Co-operative Limited

Box 292, Stavelly, AB T0L 1Z0

Mark Burles (403) 628-2223
(hereinafter referred to as 'the Vendor')

WHEREAS the Vendor is the _____ Registered Owner _____ of

_____ SW 7-10-1-5 and Part of NW 6-10-1-5 which lies north of the Old Man River

(hereinafter referred to as "the Lands") shown outlined on the plan contained herein and said to contain **119.5 Hectares (295 Acres)** more or less,

AND WHEREAS the Minister requires Aggregates for the construction and maintenance of public works,

NOW THEREFORE THIS AGREEMENT WITNESSETH that, in consideration of the mutual terms and conditions hereinafter contained, the Minister and the Vendor agree as follows:

ARTICLE I DEFINITIONS

In this Agreement:

1. Aggregates" means, with respect to naturally occurring unprocessed materials considered in bulk as mixtures of particles of different sizes, those materials commonly referred to as boulders, cobbles, gravel, sand and silt and all other granular materials of little or no plasticity such as are commonly used in the surfacing of roads and the construction of drainage works.
2. "Gravel" means that type of Aggregate such that, on average, half or less by weight of the constituent particles will pass an opening 1.6 mm (about one sixteenth of an inch) square.
3. "Sand" means that type of Aggregate such that, on average, more than half by weight of the constituent particles will pass an opening 1.6 mm (about one sixteenth of an inch) square.
4. "Machinery" means excavation equipment, crushers, screening equipment, mobile asphalt and soil-cement mixing plants, portable testing laboratories, weigh scales and storage tanks and shall include such other machinery, trucks, temporary structures and conveniences the Minister deems necessary for the prospecting, testing, getting, processing and hauling out of Aggregates, but shall exclude any structures whose primary purpose is residential in nature.

ARTICLE 11 ACCESS TO AGGREGATES

The Vendor agrees to allow the Minister, his agents, servants and workmen full and free access at all times to and from the Lands, and agrees that the Minister may, at his own expense:

1. Do all such acts as may be necessary for the purposes of effectually exploring, prospecting for, testing, getting, processing and disposing of Aggregates contained in the Lands.
2. Take upon the Lands and use without hindrance such Machinery as the Minister deems necessary, and
3. Place or pile upon the Lands without further charge any excavated or processed Aggregates, rejected or reclaimed material, topsoil or overburden necessary for the duration of this Agreement.

ARTICLE 111 TEMPORARY FENCING, CATTLE GUARDS AND WEED CONTROL

The Minister will erect and maintain such temporary fences located near the perimeter of the area of operations as may be required to prevent livestock from straying into or escaping from the area of operations.

The Minister may also, at his discretion, install and maintain a temporary cattleguard at the entrance to the area of operations when the scale of operations warrants such an installation in lieu of a gate.

Any temporary fences erected and any temporary cattleguard installed may be removed by the Minister at the completion of individual projects or at expiry of this Agreement.

Overburden and waste material will be disposed of or piled in such a manner as to facilitate weed control wherever such disposal or piling is practicable.

ARTICLE IV ROYALTY RATES ESTABLISHED

1. The Minister shall pay to the Vendor 60 cents per TONNE of accepted Gravel removed from the Lands.
2. The Minister shall pay to the Vendor N/A cents per TONNE of accepted Sand removed from the Lands up to 10 000 tonnes per project.
3. The Minister shall pay to the Vendor N/A cents per TONNE of accepted Sand removed from the Lands beyond 10 000 tonnes per project.

Such payments shall in all cases be compensation in full for Aggregates removed from the Lands. Said payments are not subject to the Goods and Services Tax (GST).

ARTICLE V MEASUREMENT OF AGGREGATES

Aggregates will normally be measured by weight for the purposes of Royalty Payment unless, in the Minister's opinion, to do so would be impractical, in which case measurement shall be by volumes determined by cross-section or truck-box methods. Where necessary, conversions from volume to weight, and vice versa shall be made using a factor of 1.632 tonnes per cubic metre for gravel and a factor of 1.365 tonnes per cubic metre for sand.

ARTICLE VI ADDITIONAL COMPENSATION

1. The Minister shall pay the Vendor for losses to seeded agricultural crops actually destroyed on the Lands by the activities of the Minister or his agents while operating as generally described in Article II of this Agreement.
2. The Minister will, if the Vendor so wishes, pay the Vendor, at the rate for Gravel shown on Article IV. I. of this Agreement, for material rejected as part of the crushing process for SEAL COAT CHIPS ONLY, up to a maximum of 21/3 times the volume of SEAL COAT CHIPS produced. Such rejected material shall become the property of the Minister.

ARTICLE VII ITEMS NOT TO BE PAID FOR SEPARATELY

The Vendor agrees that there shall be NO COMPENSATION for:

1. Unaccepted materials stripped from the Lands or rejected during processing, except as provided for in Article VI.2.
2. Materials such as silt, sand, gravel, oil, lime, cement or other additives brought to the Lands by the Minister or his agents.
3. The right of access to and from the Lands.
4. Any other damages or injuries that may be done to the Lands or improvements, if any, during the term of this Agreement.

ARTICLE VIII CONSERVATION AND RECLAMATION APPROVAL

1. The Minister undertakes to make any necessary application for Conservation and Reclamation Approval to Alberta Environment and Local Authorities insofar as the Minister's operations ONLY are concerned. The Vendor shall apply for the Conservation and Reclamation Approval from the Minister of Environment, or accept the transfer of an existing Approval, if any other party removes aggregate from the lands.
2. The Minister shall carry out reclamation of the Lands as may be directed by the Minister of the Environment or his Agents under such Acts and Regulations as may from time to time be in effect. Such reclamation shall be limited to that occasioned by land disturbances resulting from the Minister's operations ONLY.

ARTICLE IX ADDITIONAL CONDITIONS

1. In the event of a general increase in gravel rates paid by Alberta Infrastructure & Transportation, the vendor shall be paid at the higher rate.
2. The Minister shall be responsible to reseed the reclaimed areas. The seed mixture to be used shall consist of :
Northern Wheatgrass 25%, Green Needle Grass 15%, Slender Wheatgrass 25%, Streambank 15%, Western Wheatgrass 20%.

JA MB

ARTICLE X REMAINING STOCKPILES

Notwithstanding the expiry date described in Article XI of this Agreement, the Vendor shall grant to the Minister the right to leave material that has been produced in connection with this Agreement in stockpiles on the Lands for a period of two years beyond the said expiry date without further charge, together with the right of access to such stockpiles for the purpose of removing them. Royalty on such material will be paid within sixty days after expiry of this Agreement.

ARTICLE XI TERM OF THIS AGREEMENT

The term of this Agreement shall be for a period commencing on the date hereof and ending at 24.00 hrs on the December 31, 2010 A.D. at which time this Agreement shall expire.

IN WITNESS WHEREOF this Agreement has been executed by the parties hereto:

SIGNED, SEALED AND DELIVERED

by the **MINISTER** in the presence of:

Executed on behalf of the
**MINISTER OF INFRASTRUCTURE AND
TRANSPORTATION**

by:

Mack

Regional Director

SIGNED, SEALED AND DELIVERED

by the **VENDOR** in the presence of:

Executed by the
VENDOR:

Mack Berles

Director

(Signature of Witness)

John Albiston

(Full Name of Witness)

DOWER AFFIDAVIT

I, _____ (Full Name of Vendor)
_____ (Full Name of Vendor)

of _____ (Address of Vendor) _____ in the Province of Alberta,
_____ (Address of Vendor)

_____, MAKE OATH AND SAY:
(Occupation of Vendor)
(Occupation of Vendor)

1. That I am the Vendor named in the within instrument.
2. That I am NOT married. OR That neither myself nor my spouse have resided on the within mentioned Lands at any time since our marriage.

Sworn before me at _____ (Location) _____ in the Province of Alberta this _____ Day _____ day of _____ Month _____, A.D. _____ Year

(Signature of Vendor)

(Name of Commissioner and Expiry Date of Commission)

CONSENT OF SPOUSE

I, _____ (Full Name of Spouse) _____, being married to the above named

_____ (Full Name of Vendor) _____ do hereby give my consent to the

disposition of our homestead made in this instrument, and I have executed this document for the purpose of giving up my life estate and other dower rights in the property given to me by the Dower Act, to the extent necessary to give effect to the disposition.

(Signature of Spouse)

CERTIFICATE OF ACKNOWLEDGMENT BY SPOUSE

1. This document was acknowledged before me by _____ (Full Name of Spouse) _____ apart from her husband (or his wife)
2. She (or he) acknowledged to me that she (or he):
 - a) is aware of the nature of the Agreement,
 - b) is aware that the Dower Act gives her (or him) a life estate in the homestead and the right to prevent disposition of the homestead by withholding consent,
 - c) consents to the Agreement for the purpose of giving up the life estate and other dower rights in the homestead given to her (or him) by the Dower Act, to the extent necessary to give effect to the said Agreement,
 - d) is executing the document freely and voluntarily without any compulsion on the part of her husband (or his wife).

Dated at _____ (Location) _____ in the Province of Alberta
this Day _____ day of _____ Month, A.D. _____ Year

(Name of Commissioner and Expiry Date of Commission)

NOTES FOR INFORMATION ONLY

ONE ACRE is approximately **FOUR TENTHS** of a **HECTARE (0.404 685 6)**

ONE HECTARE is approximately **TWO AND ONE HALF ACRES (2.471 054)**

ONE CUBIC METRE is approximately **ONE AND ONE THIRD CUBIC YARDS (1.307 950 56)**

ONE CUBIC YARD is approximately **THREE QUARTERS** of a **CUBIC METRE (0.764 554 895)**

NOTE ON COMPLETION OF DOWER AFFIDAVIT AND CONSENT OF SPOUSE

If the Consent of Spouse and Certificate of Acknowledgment are obtained, the Dower Affidavit does not apply and should not be completed. If the Dower Affidavit applies, then the Consent and Certificate should not be completed. If the Vendor jointly owns the property with his or her spouse, or if the Vendor is a Company or Partnership, no Affidavit, Consent or Certificate is required.

ALTERATION INSTRUCTIONS

Alterations and additions to the Agreement proper (In Article IX and elsewhere) are to be check-marked and initialed by the Vendor and the Witness to the Vendor's signature.

Alterations and deletions to the Dower Affidavit, Consent and Certificate of Acknowledgment are to be check-marked and initialed by the Commissioner for Oaths.

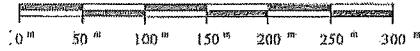
Initialing is not required for original entries in blank spaces on the form (with the exception of Article IX).

PIT PLAN



REQUIRED PROCEDURE FOR OPERATIONS IN THE WALDRON RANCHES PIT

SW 7
NW 1/4 SEC. 6 TP. 10 RGE. 1 W. 5 M.

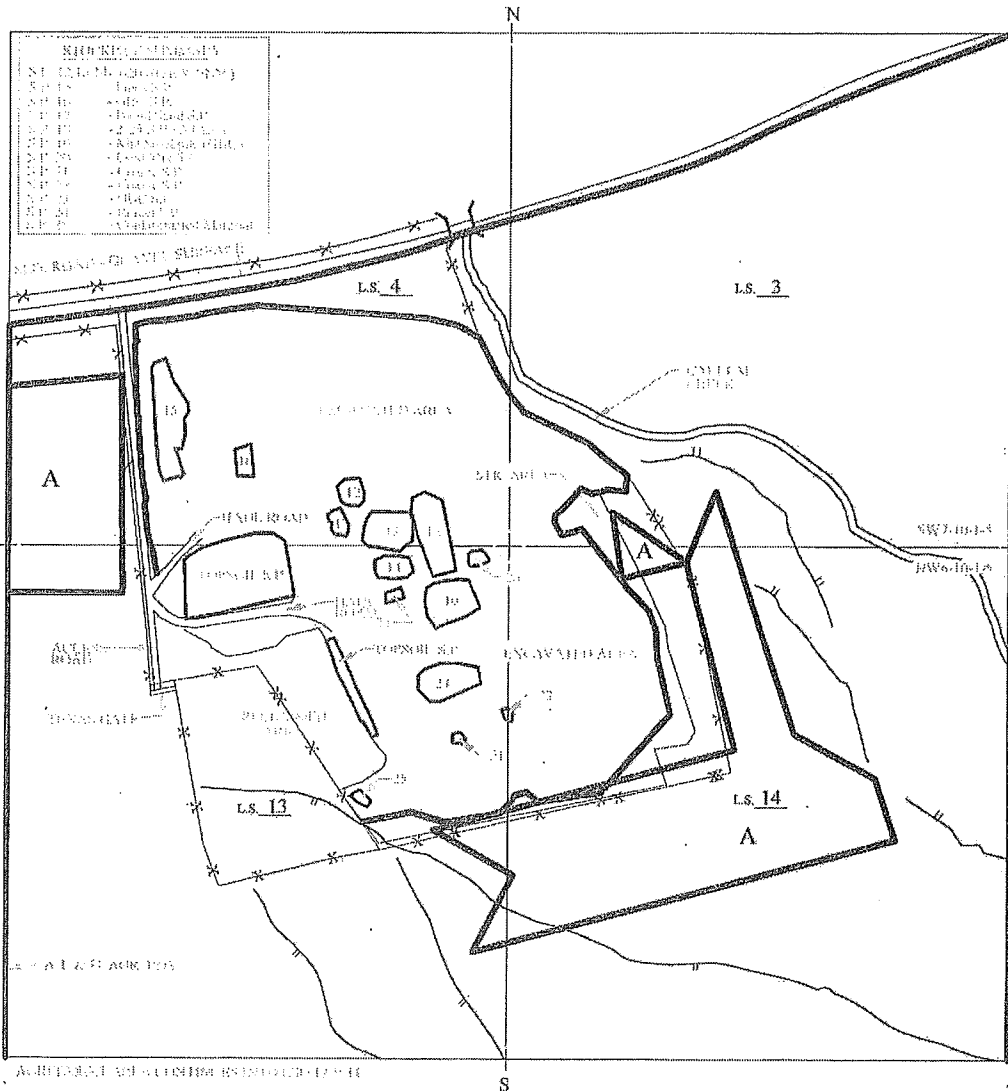


NOTE:

- BEGIN AGGREGATE EXCAVATION IN AREA OUTLINED WITH A DASHED LINE
- BEGIN AGGREGATE EXCAVATION IN AREA DESIGNATED BY THE ENGINEER
- PLACE OVERBURDEN IN AREA DESIGNATED WITH A DASHED LINE
- PLACE OVERBURDEN IN AREA DESIGNATED BY THE ENGINEER
- PLACE REJECT OR UNSUITABLE MATERIAL IN AREA DESIGNATED BY THE ENGINEER

LEGEND:

- | | | | |
|------|----------------|-----------------|------------------------------|
| OP | OPEN PIT | SA | STOCKPILE |
| A | AGGREGATE AREA | C.S.P. | CRUSH STOCKPILE |
| D | DEPLETED AREA | A.T. RESV. BDY. | BOUNDARY OF RESERVATION AREA |
| STR. | STRIPPING | A.T. AGR. BDY. | BOUNDARY OF AGREEMENT AREA |
| T | TOPSOIL | H.W. R.A.W. | HIGHWAY RIGHT OF WAY |
| GP | GRAVEL FACE | -X- | FENCE LINE |
| SF | SANDFACE | MF | MUSKIE |



CB 5-M130/84

DATE _____ 20 _____

FOR CONSTRUCTION MANAGER

BASELINE REPORT

Intensive Livestock Operations

(f) The establishment or maintenance of Intensive Livestock Operations.

Data Collection Method:

Watch for the presence or absence of feedlots, or Intensive Livestock Operations.

Findings:

Our extensive field investigations and review of the ortho-photographs yielded no evidence for the establishment or maintenance of commercial livestock feedlot facilities, or of any other type of Intensive Livestock Operation. No currently used barns or other structures were observed that could indicate any association to an Intensive Livestock Operation either on or off all Building Envelopes. We conclude no Intensive Livestock Operations, are present.

Gravel Pit Operations

(g) The excavation or exploration for, or extraction of, loam, clay, sand, gravel, marl or other minerals or substances that form a part of the surface of the Property, provided however that Gravel Pit Operations may be conducted only on the following eight parcels:

- NE Quarter of Section 1, in Township 10, Range 2, West of the Fifth Meridian (only north of the Oldman River)
- NE Quarter of Section 6, in Township 10, Range 1, West of the Fifth Meridian
- NW Quarter of Section 6, in Township 10, Range 1, West of the Fifth Meridian
- SW Quarter of Section 7, in Township 10, Range 1, West of the Fifth Meridian
- SE Quarter of Section 7, in Township 10, Range 1, West of the Fifth Meridian
- NE Quarter of Section 11, in Township 10, Range 2, West of the Fifth Meridian
- SE Quarter of Section 12, in Township 10, Range 2, West of the Fifth Meridian
- SW Quarter of Section 12, in Township 10, Range 2, West of the Fifth Meridian (only north of the Oldman River)

All such eight parcels are as shown on the map which is "Schedule C" to the Agreement and shall together be herein referred to as the "Gravel Lands". The foregoing authorization to conduct Gravel Pit Operations on the Gravel Lands shall, however, be subject to the following conditions, namely:

- (i) each of the said eight parcels which together comprise the Gravel Lands shall at all times be treated as a single parcel for the purpose of this Agreement and shall at all times be owned by the same Person;
- (ii) the Gravel Pit Operations on the Gravel Lands shall not be permitted to exceed an aggregate area of 160 acres such that the remainder of the Gravel Lands shall not be made subject to any such Gravel Pit Operations;
- (iii) there shall never be more than two Gravel Pit Operations on the Gravel Lands at any one time;
- (iv) there shall never be more than 50 acres within the said 160 acre area that shall be utilized for Gravel Pit Operations at any one time on the Gravel Lands, it being understood that as Gravel Pit Operations are completed on any part of the Gravel Lands, such part of the Gravel Lands shall be restored as required under the

applicable legislation, so as to allow further areas within the Gravel Lands to be made available for Gravel Pit Operations within the said 160 acre limitation and in such a way as to comply with the said 50 acre limit on Gravel Pit Operations at any time within the Gravel Lands;

(v) reclamation of all Gravel Pit Operations and access roads shall be carried out in accordance with the applicable Alberta Government statutes, regulations, policies and requirements for the reclamation of gravel pits in the Province;

(vi) in reclaiming all Gravel Pit Operations and the access Roads thereto, only a mixture of native grasses and Perennial Forage Grasses shall be used, and the short-term planting of cereal crops shall be permitted as part of the establishment of the Perennial Forage Grasses on such areas of reclamation; and

(vii) road access across the Property as may be reasonably required to such Gravel Pit Operations on the Gravel Lands will be allowed provided that all such Roads shall be reclaimed as aforesaid when the extraction of sand and gravel is completed.

Data Collection Method:

Reference the intact legal description and map the location of the permitted Gravel Lands noting the physical description of any other excavation, exploration or extractions. Describe the number, location, size, and type of operation for all pits and document the size of areas within that are reclaimed by vegetation.

Findings:

The Gravel Lands presently support a single Gravel Pit Operation (28.4 ac/11.5 ha) that lies within SW ¼ of Section 7-10-1 W5M and the NW ¼ of Section 6-10-1 W5M (Figure 37, Photo example W113, W56). Gravel from the site, utilized in the vicinity, is sold by private contract in addition to being used on occasion for the Waldron purposes. Within this Gravel Pit Operation, we found that no reclamation exists. However re-vegetation occurs over approximately 25% of the Operation area, by the following two processes: 1) over-burden, which had been removed and stock-piled via the initial gravel extractions, has been re-placed on site to allow mostly natural vegetation re-colonization, and 2) the night-penning of domestic sheep, results in manure deposition which consequently develops a seed germination bed that naturally in-fills from surrounding grassland seed dispersal and by viable seed passing the sheep's gut (Photos W114, W115). There are 2 Roads leading to the Gravel Pit Operations as shown on Figure 57.

Elsewhere on the Property, we also documented one site where flagstones were extracted to line the outflow of a nearby dugout (Photo W206). Details of the material extraction sites are found in Table 13.

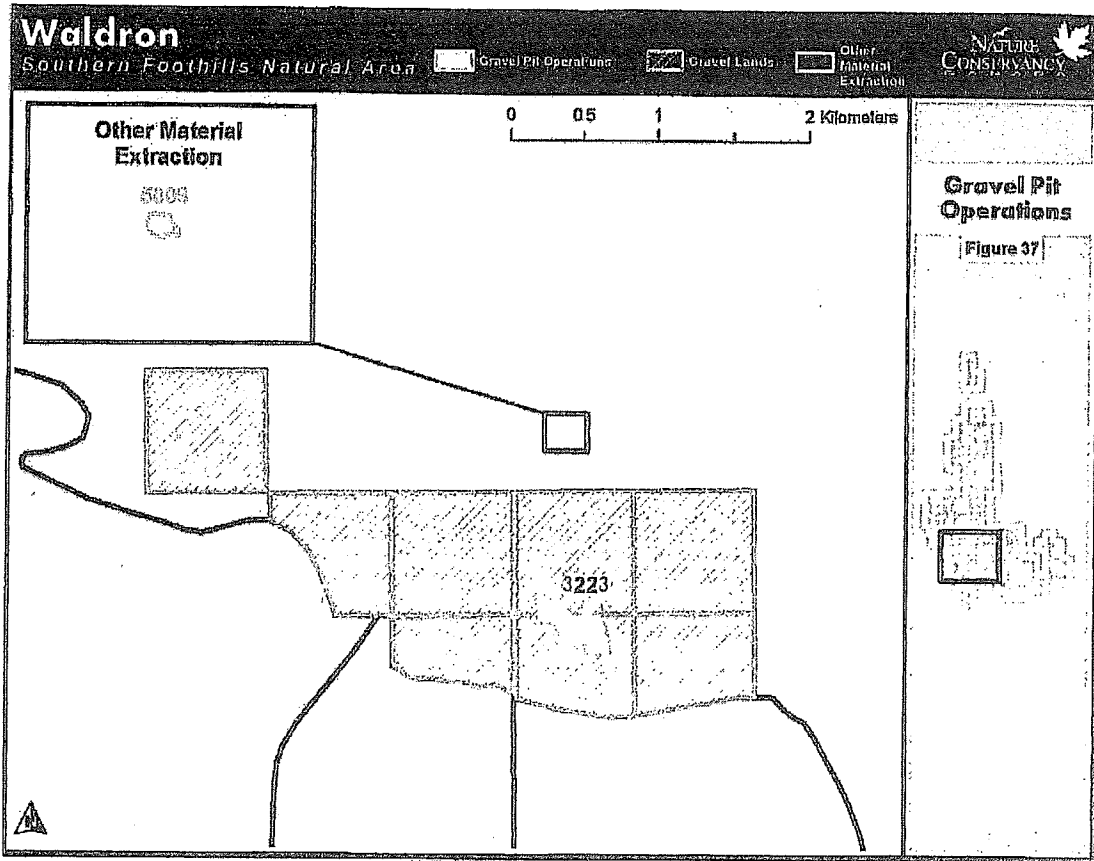


Figure 37. Gravel Lands and Gravel Pit Operations on the Waldron Grazing Co-operative Limited, Alberta, Canada.

with the terms and provisions of the Agreement. NCC shall have no interests or rights in or in relation to the Property other than as are set forth under the terms of the Agreement.

Restrictions and Conditions Applicable to the Property as a Whole

2.2 Notwithstanding the foregoing, the following shall not be permitted to occur on or in relation to the Property.

Division or Subdivision of Parcels of Land

- (a) The division or Subdivision of any Parcel of Land in any way, provided however that a Parcel of Land may be divided by way of a separation of title to the Parcel of Land by agreement in writing between the Landowner and NCC. The Parties acknowledge that in the Province of Alberta quarter sections of land within a section may be transferred without any need of a Subdivision and that many of the current Parcels of Land include a number of titles to half, three quarters and full sections of land, or more, which, in the absence of the foregoing restriction, could be transferred on a quarter section by quarter section basis. The Parties further acknowledge that titles in the land titles system do not necessarily reflect the topography of the land and that some land within a Parcel of Land may more logically be used and form a part of land contained in other titles, which land may or may not be owned by the Landowner. The Parties agree that the division of a Parcel of Land by way of separation of title so as to transfer one or more quarter sections from a Parcel of Land, will be permitted, subject to the prior written consent of the NCC, to facilitate the optimum use of the land for Ranching purposes, and to further the Landowner's use and development of its operation.

Conveyance of Part of a Parcel of Land

- (b) The transfer, assignment or conveyance by any means of any part of a Parcel of Land to any Person who is not the registered owner of the rest of the Parcel of Land.

Conveyance Without Road Access

- (c) The transfer, assignment or conveyance by any means, of the land within any Parcel of Land where those lands together with the lands in any one or more other Parcels of Land included in the transfer, assignment or conveyance, do not have legal access to an existing Road as at the date hereof.

Drainage of Riparian Areas

- (d) The draining or significant alteration of naturally occurring lakes, creeks, rivers, streams, watercourses or Wetlands, provided however that the development and maintenance of springs and dugouts for the purpose of livestock watering is not prohibited.

Dumping of Refuse

- (e) The dumping or disposing of non-compostable garbage or material anywhere on the Property or the importation onto the Property, of any garbage or material from any other location, whether compostable or not. Non-toxic materials and

CONSERVATION AGREEMENT

- 31 -

equipment used for Ranching purposes may be stored or disposed of within the Building Envelopes.

Intensive Livestock Operations

- (f) The establishment or maintenance of Intensive Livestock Operations.

Gravel Pit Operations

- (g) The excavation or exploration for, or extraction of, loam, clay, sand, gravel, marl or other minerals or substances that form a part of the surface of the Property, provided however that Gravel Pit Operations may be conducted only on the following eight parcels:

- NE Quarter of Section 1, in Township 10, Range 2, West of the Fifth Meridian (only north of the Oldman River)
- NE Quarter of Section 6, in Township 10, Range 1, West of the Fifth Meridian
- NW Quarter of Section 6, in Township 10, Range 1, West of the Fifth Meridian
- SW Quarter of Section 7, in Township 10, Range 1, West of the Fifth Meridian
- SE Quarter of Section 7, in Township 10, Range 1, West of the Fifth Meridian
- NE Quarter of Section 11, in Township 10, Range 2, West of the Fifth Meridian
- SE Quarter of Section 12, in Township 10, Range 2, West of the Fifth Meridian
- SW Quarter of Section 12, in Township 10, Range 2, West of the Fifth Meridian (only north of the Oldman River)

All such eight parcels are as shown on the map which is Schedule "C" to the Agreement and shall together be herein referred to as the "Gravel Lands". The foregoing authorization to conduct Gravel Pit Operations on the Gravel Lands shall, however, be subject to the following conditions, namely:

- (i) each of the said eight parcels which together comprise the Gravel Lands shall at all times be treated as a single parcel for the purpose of this Agreement and shall at all times be owned by the same Person;
- (ii) the Gravel Pit Operations on the Gravel Lands shall not be permitted to exceed an aggregate area of 160 acres such that the remainder of the Gravel Lands shall not be made subject to any such Gravel Pit Operations;

- (iii) there shall never be more than two Gravel Pit Operations on the Gravel Lands at any one time;
- (iv) there shall never be more than 50 acres within the said 160 acre area that shall be utilized for Gravel Pit Operations at any one time on the Gravel Lands, it being understood that as Gravel Pit Operations are completed on any part of the Gravel Lands, such part of the Gravel Lands shall be restored as required under the applicable legislation, so as to allow further areas within the Gravel Lands to be made available for Gravel Pit Operations within the said 160 acre limitation and in such a way as to comply with the said 50 acre limit on Gravel Pit Operations at any time within the Gravel Lands;
- (v) reclamation of all Gravel Pit Operations and access Roads shall be carried out in accordance with the applicable Alberta Government statutes, regulations, policies and requirements for the reclamation of gravel pits in the Province;
- (vi) in reclaiming all Gravel Pit Operations and the access Roads thereto, only a mixture of native grasses and Perennial Forage Grasses shall be used, and the short-term planting of cereal crops shall be permitted as part of the establishment of the Perennial Forage Grasses on such areas of reclamation; and
- (vii) Road access across the Property as may be reasonably required to such Gravel Pit Operations on the Gravel Lands will be allowed provided that all such Roads shall be reclaimed as aforesaid when the extraction of sand and gravel is completed.

Game Farms

- (h) The creation, construction or operation of Game Farms or the raising or holding of Game Farm Animals on the Property.

Communication Structures / Energy Structures / Solar Energy Structures

- (i) The creation, construction or operation of Communication Structures, Energy Structures or Solar Energy Structures as well as any associated buildings or access Roads or Trails, save and except for small-scale Energy Structures, or Solar Energy Structures and Communication Structures on the Building Envelopes where they are required exclusively for Ranching, Ecotourism and domestic purposes. Small scale solar or wind turbines may also be used to pump water for livestock watering purposes anywhere on the Property and similarly, Communication Structures exclusively for the purpose of tracking livestock and pasture management may be installed anywhere on the Property.

Signs and Billboards

- (j) The erection or maintenance of any signs or billboards on the Property, provided however that any sign of 32 square feet or less may be used for:

Director of Operations Report February 7, 2018

Operations Activity Includes:

- January 25, Staff meeting;
- January 29, Summer Temporary Employment Program meeting;
- January 30, Alberta Environment and Parks/Shell Roads working Group meeting;
- January 31, MPE Beaver Mines Wastewater Conference call;
- January 31, Landfill Waste Services Annual review meeting;
- February 1, Occupational Health and Safety Audit Action Plan meeting,
- February 2, Livestock Emergency Tabletop Exercise;
- February 5, Municipal Infrastructure Security meeting;
- February 6, Fortis 3 Phase Power to CMR meeting;
- February 7, Public Works Monthly Safety meeting.

Agricultural and Environmental Services Activity Includes:

- January 22, 23, testing and maintenance of rental equipment, trailers, sprayers;
- January 25, Canadian Agriculture Partnership (CAP) Program update conference call;
- January 29, New side-by-side to Lethbridge for upgrades needed for fieldwork;
- January 29, AAAF Education Committee Conference Call;
- January 31, Transboundary Tour Meeting;
- January 31, Southern Alberta Grazing School for Women Conference Call;
- February 1, Environmental Farm Plan renewal;
- February 2, Livestock Emergency Response tabletop exercise;
- February 5, South Region Promo Committee meeting;
- February 6 – 7, Transboundary Tour invitation list and Save the Date.

Public Works Activity Includes:

- Plowing snow as required;
- Perm snow fence repair;
- Sign repair and replacement;
- Stockpile measurement;
- Audit action plan meeting.

Upcoming:

- February 13, Council meetings;
- February 14, Health and Safety Committee meeting;
- February 15, Staff meeting.

Project Update:

- Community Resilience Program
 - Regional Raw Water Intake, Water Act Approval for construction issued, contractor deploying.

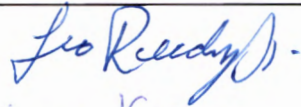
- Capital Projects
 - Beaver Mines Water Supply, Pipeline - L.W. Dennis Contracting Ltd. Pipe installation ongoing, Mechanical Contractor deploying;
 - Beaver Mines Water Distribution and Waste Water Collection, detailed design and land negotiation ongoing;
 - Beaver Mines Wastewater Treatment, looking at options;
 - Castle Servicing, Geotechnical permits acquired from Alberta Transportation, detailed design ongoing;

Call Logs – attached.

Recommendation:

That the Operations report for the period January 25, 2018 to February 7, 2018 and the call log be received as information.

Prepared by: Leo Reedyk



Date: February 7, 2018

Reviewed by: Wendy Kay



Date: February 8, 2018

Submitted to: Council

Date: February 13, 2018



Memorandum

To: Municipal District of Pincher Creek No.9

From: Gavin Scott, Senior Planner, ORRSC

Date: February 8, 2018

Re: Planning Project Priorities list

The following is a list of planning projects which need to be prioritized by the Council. The list provided is presented in order of priority based on an ORRSC evaluation.

1. **Land Use Bylaw** update – This bylaw last received a comprehensive review in 2008. Since then there have been a long list of amendments which need to be consolidated into the official version. During deliberation on applications, the Municipal Planning Commission and Subdivision and Development Appeal Board have identified and recommended amendments. This document gets the number 1 priority rating because the provincial government has updated the Municipal Government Act and enacted changes to how the subdivision and development processes are to work. These changes being the law must be adhered to now and have an immediate impact on those making application for subdivision and development.

Status: A draft bylaw has been prepared and needs council review before being presented to the public.

2. **Development Authority, Subdivision Authority, Municipal Planning Commission, and Subdivision and Development Authority bylaws** need be modernized in accordance with the changes to the Municipal Government Act.

Status: The draft bylaws have been prepared and need staff and council review before being adopted.

3. Five **Rural to Rural Intermunicipal Development Plans** including a Rural to Urban IDP with the Village of Cowley are required in conjunction with an Intermunicipal Collaboration Framework bylaw. The provincial government has updated the Municipal Government Act and enacted changes which require the adoption of Intermunicipal Development Plans for all municipalities by April 2020. The completion of this work is mandatory, but the start date is currently contingent on the approval of grant money from the province. Should the grant application be successful this project will supersede all other projects to ensure the grant timelines are adhered.

Status: The Grant has been applied for and the municipalities are awaiting notification of approval. Initial mapping for the 5 rural study areas has been completed and needs council review.

4. A **Wind Energy Conversion System (WECS) Review** document is required by the Municipal Development Plan. This review allows for periodic consideration of the industry and its position as a land use within the MD of Pincher Creek.

Status: Council needs to initiate release of the draft document and review a proposal for amendments to the Municipal Development Plan and Land Use Bylaw.

5. In 2013, the **Castle Mountain Resort Area Structure Plan** rewrite process was initiated following the updates to the Oldman River Reservoir Area Structure Plan and Burmis Lundbreck Corridor Area Structure Plan. This process was halted for over a year by request of Castle Mountain Resort as they worked on a resort master plan. Having completed their master plan process, CMR has recently requested a restart to the ASP update process.

Status: In light of the CMR master plan and comments provided by Castle Mountain Resort regarding the draft area structure plan, a thorough review of the draft plan needs to be discussed with the steering committee and a new timeline and process for adoption set.



3105 - 16th Avenue North
Lethbridge, Alberta T1H 5E8

Phone: (403) 329-1344
Toll-Free: 1-844-279-8760
E-mail: admin@orrsc.com
Website: www.orrsc.com

-
6. A **Municipal Development Plan** (including subdivision policy) review has not occurred since its adoption in 2002. This long range document needs to be reviewed and rewritten in light of several key changes at the provincial level including the implementation of the South Saskatchewan Regional Plan. Compliance with the regional plan is required by September 2019.

Status: A budget has been set for this project, but the start has not been initiated. The broad scope of the document will need time and although as a planning priority it has been listed here as number 6, it could be thought of as the top priority.

MDInfo

From: Alberta Whitewater <admin@albertawhitewater.ca>
Sent: Monday, January 15, 2018 12:46 PM
To: MDInfo
Subject: Invitation to Attend the 3 Rivers Rendezvous

Hi Tara,

Actually we would love to have the Council come for any of the meals that we are hosting. Preferably either the Saturday or Sunday suppers but if that is not possible then breakfast would be just as good. Monday morning breakfast is our least preferred time – just because the weekend is winding down and you won't get the feel of the weekend.

We host all the meals in the compound at the Castle River Rodeo Grounds. Councillors are welcome to bring their families with them when they come to enjoy the meal with us.

Breakfast service starts at 8:00 am – so we would need to have the Council there around 7:30 to get things underway. We serve until 9:00 and then have a group meeting to organize activities for the day.

Supper service starts at 6:00 pm - so we would need to have the Council there around 5:30 to get things underway. We serve until 9:00 and then have a group meeting to organize activities for the day.

Saturday afternoon there will be a race on the Carbondale River and it is fun event to watch and if the Council was interested they could come up and watch the race and then come cook steaks for us.

We are excited to have you come out to our 20th anniversary of the festival.

Chuck Lee
President, Pinch-o-Crow Creekers

From: MDInfo [mailto:MDInfo@mdpincercreek.ab.ca]
Sent: January 15, 2018 11:11 AM
To: Chuck Lee
Subject: SPAM-LOW: RE: Invitation to Attend the 3 Rivers Rendezvous

Hello Mr. Lee,

This invitation will be discussed during our next Committee Meeting. Do you have specific days and times of day that you are looking for help?

Thank you.

Tara

From: Chuck Lee [mailto:chucklee@toughcountry.net]
Sent: Friday, January 12, 2018 3:44 PM
To: Quentin Stevick <CouncilDiv1@mdpincercreek.ab.ca>; MDInfo <MDInfo@mdpincercreek.ab.ca>

Cc: Bev Everts <CouncilDiv3@mdpincercreek.ab.ca>; Brian Hammond <CouncilDiv4@mdpincercreek.ab.ca>; Rick Lemire <CouncilDiv2@mdpincercreek.ab.ca>; Terry Yagos <CouncilDiv5@mdpincercreek.ab.ca>

Subject: Invitation to Attend the 3 Rivers Rendezvous

Dear MD Council,

This year marks the 20th anniversary of the 3 Rivers Rendezvous that will be held at the Castle River Rodeo Grounds from May 18-21, 2018. This event in southwest Alberta is the largest gathering of whitewater paddlers in Western Canada and attracts kayakers and canoers from the western provinces and mountain states. Our little kayak club, the Pinch-o-Crow Creekers, organizes the camping, entertainment, 3 breakfasts, 2 suppers and river trips for the 300+ people that attend. You can check out our webpage for information about the event.

We would like to invite you and some of your key staff people to come out for one of the meals to flip pancakes or to serve dinner. We are extending the same invitation to the Town of Pincher Creek and the Municipality of Crowsnest Pass.

Saturday we have a special event on Saturday afternoon up on the Carbondale River near the Lynx Creek campground. And Monday we have a slalom race planned for Boulder Run. Over the whole weekend we will have paddling trips organized for the Castle River runs, Crowsnest River runs.

We look forward to hearing back from you.

Regards

Chuck Lee
President, Pinch-o-Crow Creekers

MD OF PINCHER CREEK

February 8, 2018

TO: Reeve and Council
FROM: Wendy Kay, Chief Administrative Officer
SUBJECT: Kilometric Rates

1. Origin

Historically yearly kilometric (mileage) rates were established using the National Joint Council – Appendix B – Kilometric Rates. The past three years, Council established their own kilometric rate at 50 cents per kilometre.

2. Background

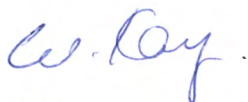
Effective January 1, 2018, the National Joint Council Appendix B – Kilometric Rates sheet (see attached), is provided for Council's information. The National Joint Council has established the 2018 Kilometric Rate for Alberta at 46 cents per kilometre, 4 cents below the rate established by Council for 2017.

Council consideration should take place on whether they wish to adhere to the National Joint Council Appendix B – Kilometric Rates, or establish their own rate for 2018.

3. Comment

Council direction is requested.

Respectfully Submitted,



W. Kay

Attachment

National Joint Council

Appendix B - Kilometric Rates - Modules 1, 2 and 3

Versions of this Page ▾

Effective January 1, 2018

The rates payable in cents per kilometre for the use of privately owned vehicles driven on authorized government business travel are shown below:

Province/Territory	Cents/km (taxes included)
Alberta	46.0
British Columbia	51.5
Manitoba	48.5
New Brunswick	52.0
Newfoundland and Labrador	56.5
Northwest Territories	60.0
Nova Scotia	51.5
Nunavut	59.0
Ontario	57.0
Prince Edward Island	50.5
Quebec	52.0

Saskatchewan	48.5
Yukon	61.5

Note:

The kilometric rate payable when a Canadian registered vehicle is driven on government business travel in more than one province or in the USA shall be the rate applicable to the province or territory of registration of the vehicle.

For convenience, the Department of Global Affairs Canada (GAC) kilometric rates:

Module 3: GAC - United States of America Mileage/Kilometre Rates

Module 4: GAC - International Trade Kilometre Rates at Locations Abroad

[Previous](#)[Index](#)[Next](#)

CHIEF ADMINISTRATIVE OFFICER'S REPORT

January 19, 2018 to February 8, 2018

DISCUSSION:

- January 23, 2018 Committee Meeting
- January 23, 2018 Regular Council
- January 26, 2018 Foothills Little Bow
- February 2, 2018 Aerial Photo Start-up
- February 6, 2018 Orientation – Planning
- February 6, 2018 Wind Energy Bylaw Review
- February 6, 2018 Subdivision Authority
- February 6, 2018 Municipal Planning Commission

UPCOMING:

- February 12, 2018 Castle Mountain Community Association
- February 13, 2018 Committee Meeting
- February 13, 2018 Regular Council
- February 14-15, 2018 Auditors
- February 20-22, 2018 Governance Review
- February 27, 2018 Committee Meeting
- February 27, 2018 Regular Council
- March 6, 2018 Special Council
- March 8, 2018 Joint Council
- March 13, 2018 Committee Meeting
- March 13, 2018 Regular Council
- March 15, 2018 Emergency Management (Tentative)

OTHER

- George Cuff – Governance Review

RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period of January 19, 2018 to February 8, 2018.

Prepared by: CAO, Wendy Kay Date: February 8, 2018

Presented to: Council Date: February 13, 2018

**MD OF PINCHER CREEK ENHANCED POLICING
MONTHLY REPORT JANUARY 2018**

Cst. Annie Starzynski RCMP Pincher Creek		Shifts worked:19
Monthly Traffic Ticket Summary		MD Hamlet Patrols
Speeding	62	Beaver Mines: 19 Lundbreck:18 Castle Mountain: 14 Twin Butte: 3
Stop Sign Violations	1	
Administrative Violations	0	
Equipment Violations	0	
Other	1	
Warnings Given	41	

Monthly Total:

Distance Driven: 2889 KM

Number of Violation Tickets Issued: 63

Violation ticket location: Beaver Mines:3, HWY 3/507 (CNP)3: 10 Hwy 22: 50

Check Stops: 0

Public Meetings/Events/Training:

- Citizen On Patrol meeting
- Women shelter meeting
- Patrolled the Shell road, Chapel Rocks road, Willow Creek road, and Snake trail road, interacting with lands owners
- Patrolled Burmis Mountains hamlet x8.
- Attended Castle ski resort and walk around the resort, give stickers to children, and spoke with clients/ employees.
- Investigate a missing / lost person on a snow mobile in the Castle Area.
- Check stop at the landfill.
- School patrol at Lundbreck school.

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. September 7, 2017 Landowner has contacted the office to inform us that he is actively removing debris and will continue to clean the site further. Had a meeting with the landowner regarding the storage issue. Landowner has agreed to start clean-up on the site. A plan to monitor and confirm clean-up is being prepared.	November 17, 2016	
79	2	NW 35-05-30-W5	Industrial use of building. Blowing Material	Roland	An email was sent to the President of the company that is utilizing the building, enquiring as to the current use.	May 19, 2017	
82	1		Request from Reeve Stevick for Leo to call Mr. Bruns about water release from the Cridland Dam.	Leo	Explained the requirements to release water and Dam Operations.	November 24, 2017	Completed November 24, 2017
83							
84							
85							

Tara Cryderman

From: Wendy Kay
Sent: Thursday, February 8, 2018 11:15 AM
To: Tara Cryderman
Subject: FW: Review of Curling Rink Design
Attachments: 0916-00-C-705.pdf

Council Correspondence - Action

From: Diane Stuckey [mailto:comsrvs@pinchercreek.ca]
Sent: January 19, 2018 3:21 PM
To: Wendy Kay <wkay@mdpinchercreek.ab.ca>
Cc: Cao <cao@pinchercreek.ca>
Subject: FW: Review of Curling Rink Design

Hi Wendy, there was recommendation at the January 15, 2018 Facilities Committee meeting to forward the revised "Option E" Curling Rink design to the Town and MD of Pincher Creek as information. The "redesign" of Option E came in on Wednesday and it was forwarded to all Committee members including Councilor Lemire to review. This site plan is going to the Town of Pincher Creek Council meeting on Monday night (Jan 22) as information.

If this item could be placed on an upcoming M.D. Council meeting, it would be appreciated. Members of the Committee (Councilor Barber and Faith Zachar) would be willing to attend the meeting to answer any questions if needed. Not sure how you wish to proceed i.e. as a delegation or just to add to your agenda as information? Please advise, also, if there is any further information that you would like as background.

Further to your email earlier this week and further to Laurie's response, we are not sure what the request as the M.D.'s share might be. It depends on whether or not the Curling Club is successful in their CFEP grant application, if there will be any applicable Federal infrastructure grants coming up, what the final project cost is for 4 sheets or 6 sheets etc. As Laurie mentioned, this may be a good topic for discussion at a Joint meeting.

Thank you and have a good week-end.

Diane
Diane Burt Stuckey
Director of Community Services
Town of Pincher Creek
Box 159
Pincher Creek, AB T0K 1W0
Phone: (403) 627-4322 Fax: (403) 627-4311
Email: comsrvs@pinchercreek.ca
Website: www.pinchercreek.ca



DESIGNATED PARKING STALLS

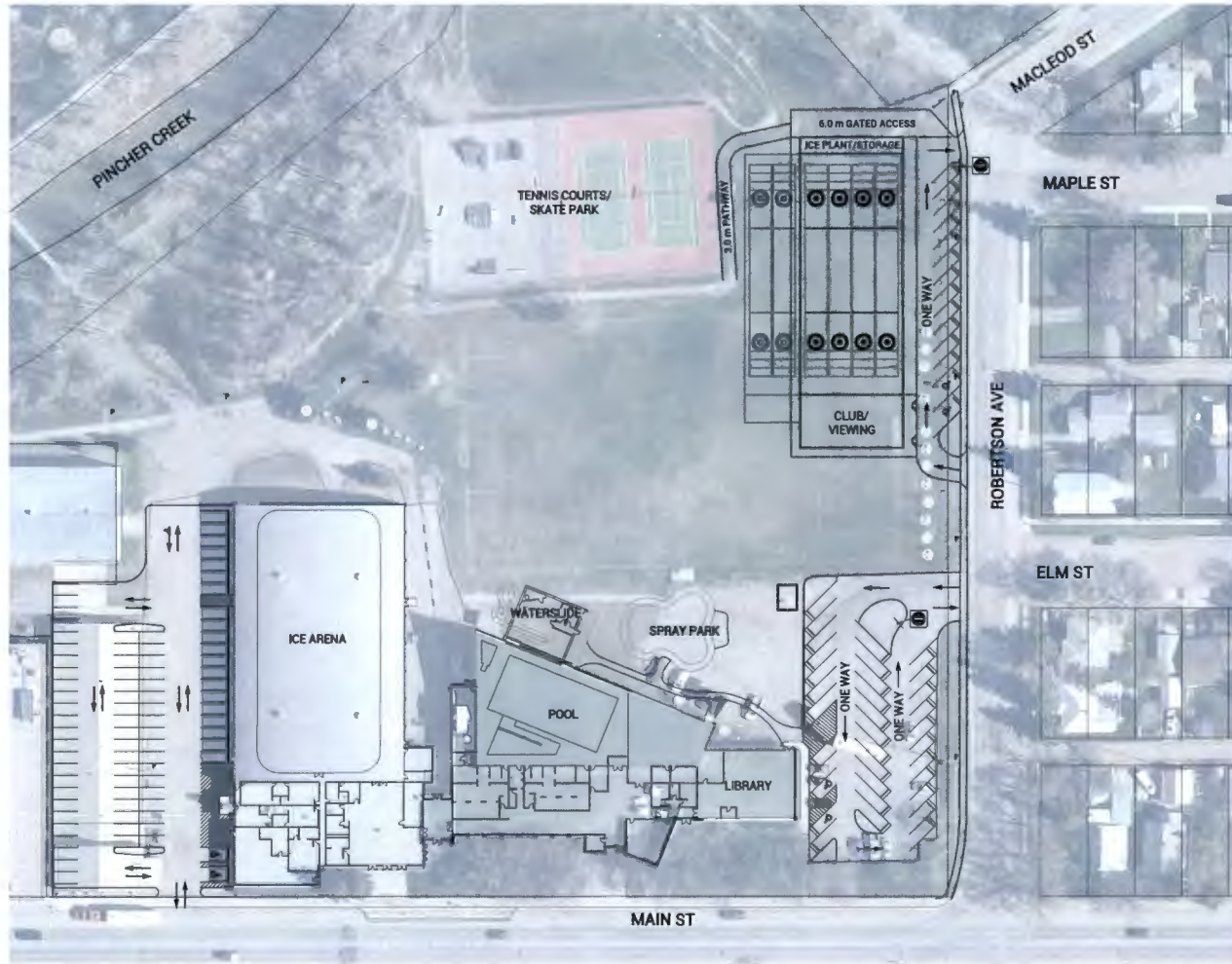
STANDARD PARKING STALLS	125
ACCESSIBLE PARKING STALLS	6
TOTAL SPACES	131

- DOES NOT INCLUDE ON-STREET PARKING

CURLING RINK AREAS AS SHOWN

ICE SHEET BUILDING	1,145 m ²	12,315 ft ²
CLUB/VIEWING*	510 m ²	5,490 ft ²
ICE PLANT/STORAGE	80 m ²	860 ft ²
EXPANSION ICE SHEET BLDG	620 m ²	6,675 ft ²
EXPANSION VIEWING*	140 m ²	1,505 ft ²

* CLUB/VIEWING AREA IS AREA FOR TWO FLOORS



PLAN

Scale = 1:1000 m

**TOWN OF PINCHER CREEK
NEW CURLING RINK
MULTI-PURPOSE FACILITY LOCATION
SITE PLANNING
OPTION 'E'**

Saved By: 20150071a Print Date: 4:22 PM January 16, 2018
 File Name: P:\2017_0916_PCRK_CURLING RINK PLANNING\400_WORK IN PROGRESS\CAD\02_CIVIL_C\0916_00_C_705.DWG





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

RECEIVED

JAN 22 2018

M.D. OF PINCHER CREEK

January 18, 2018

Reeve and Council
Municipal District of Pincher Creek
Box 279
Pincher Creek, Alberta
T0K 1W0

Dear Reeve and Council,

Re: Recycle Depot Operations Agreement

This is to advise you that at the regular Council meeting on January 16, 2018, Council made the decision to terminate the Village's participation in the Recycle Depot Operations Agreement made on January 1, 2017, between The Town of Pincher Creek, the Municipal District of Pincher Creek, the Village of Cowley and K.J. Cameron Service Industries Ltd, as this agreement is no longer financially in the best interest of the Village.

Termination will become effective July 18, 2018, or 180 days as stated in the agreement.

Sincerely,

A handwritten signature in blue ink that reads "Cindy Cornish".

Cindy Cornish, CAO
Village of Cowley

cc Town of Pincher Creek
K.J. Cameron Service Industries Ltd.

RECYCLE DEPOT OPERATIONS AGREEMENT

THIS AGREEMENT MADE THIS 1ST DAY OF JANUARY, 2017.

BETWEEN

THE TOWN OF PINCHER CREEK
(hereinafter called the "Town")

&

THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
(hereinafter called the "M.D.")

&

THE VILLAGE OF COWLEY
(hereinafter referred to as the "Village")

OF THE FIRST PART

-and-

K.J. CAMERON SERVICE INDUSTRIES LTD.

A body corporate of Pincher Creek, Alberta
(hereinafter referred to as the "Contractor")

OF THE SECOND PART

WHEREAS the Municipalities are desirous of diverting recyclable materials from the Crowsnest Pass/Pincher Creek Landfill;

AND WHEREAS the Contractor has agreed to collect and dispose of recyclable materials for the Municipalities;

NOW THEREFORE this Agreement witnesseth that in consideration of the mutual covenants and promises, the Parties hereto agree as follows:

- 1) Recyclable materials shall include, but are not limited to, the following materials:
 - a) all cardboard, computer paper, magazines, and other recyclable paper products,
 - b) all viable plastics, tin cans and other recyclable materials.

- 2) The Contractor is an independent Contractor for the purpose of this Agreement and shall indemnify and hold harmless the Municipalities from any and all claims of any kind whatsoever in connection with the operation of the recycling centre, the use of the equipment and the sale of the recycled materials.

DEFINITIONS

Municipalities - For purposes of this Agreement the "Municipalities" are defined as the TOWN OF PINCHER CREEK, THE MUNICIPAL DISTRICT OF PINCHER CREEK NO.9 and the VILLAGE OF COWLEY.

Contractor - The CONTACTOR is defined as KJ CAMERON SERVICES INDUSTRIES LTD., located at 1038 Deer Avenue in Pincher Creek.

Managing Municipality - One of the "Municipalities" shall be designated as the "Managing Municipality" for purposes of administering the responsibilities of this Agreement and for providing administration support to the Recycle Committee.

Management - The Management Committee shall consist of an elected representative from each of the three "Municipalities" appointed to the Committee by the respective Councils of the Municipalities.

Recycling Capital Replacement Reserve - A Recycling Capital Replacement Reserve established and maintained on behalf of the Parties to the Agreement by the Managing Municipality. Funds may be drawn from this fund to replace or add to the capital inventory owned by the Municipalities as identified in Part B of this Agreement.

PART A

CONTRACTOR RESPONSIBILITIES

- 1) The Contractor shall provide the facilities and equipment, except as hereinafter provided, for the collection and disposal of recyclable materials from residents of the Municipalities, hereinafter referred to as the "Residents".
- 2) The Contractor shall provide receptacles and containers for the Residents of the Municipalities to drop off recyclable materials at 1038 Deer Avenue in Pincher Creek (hereinafter referred to as the "Site") and it shall be accessible to Residents at all times.
- 3) The following terms and conditions shall apply to the operation of the recycling centre by the Contractor:
 - a) The recycling center shall be under the direction and control of the Contractor,
 - b) The Contractor shall provide the necessary labour to operate the center,
 - c) The Contractor shall provide WCB coverage and liability insurance for any injury or damage caused by the use and operation of the said equipment,
 - d) The Contractor shall indemnify and hold harmless the Municipalities for any damage caused by the use and operation of the said equipment.

- 4) The Contractor shall provide the following in connection with the operation of the recycling centre:
 - a) Land and building,
 - b) Loading dock,
 - c) Storage areas,
 - d) Bale ties,
- 5) The Contractor shall provide the labour necessary to service and maintain the equipment identified herein as owned by the Municipalities.
 - a) This service and maintenance will be done by the Contractor in accordance with the equipment Manufacturer's specifications,
 - b) Documentation of this service schedule will be made available at least annually and/or when requested by Committee members.
- 6) The Contractor shall obtain authorization from the Committee to proceed with any repairs exceeding \$1,000.00.
- 7) The Contractor agrees to operate the Recycling Depot in accordance with Alberta Occupational Health and Safety standards.

PART B

RESPONSIBILITIES OF THE MUNICIPALITIES

Equipment - General

- 1) The Municipalities shall provide the Contractor with the following equipment to be used in the operation of the recycling centre:
 - a) Cardboard baler (3)
 - b) Granulator/conveyor
 - c) Bins for recyclable materials drop off (9)
 - d) Signage/gates
 - e) Forklift
 - f) Horizontal baler

- 2) The Municipalities shall retain ownership of the said equipment in proportion to the funding formula identified in the RECYCLE DEPOT FUNDING AGREEMENT between the Town of Pincher Creek, the Municipal District of Pincher Creek No.9 and the Village of Cowley.
- 3) Should this Agreement be terminated, possession of the equipment shall be given to the Municipalities in proportion to the funding formula in use at the time of purchase of the equipment.
- 4) The Contractor shall not, except as hereinafter provided, use the equipment for any purpose other than the recycling of materials from the Residents of the Municipalities.

Equipment - Exceptions

- 5) If the equipment of the Municipalities is to be used to recycle materials from other jurisdictions, the Contractor shall obtain the written consent of the Municipalities for the use of the equipment in that manner.
 - a) The use of the equipment shall be identified in an Agreement between the Parties,
 - b) The Contractor shall provide evidence of the weight of recycled materials collected from outside the boundaries of the Municipalities.

Equipment - Maintenance and Repair

- 6) The costs of parts for maintenance and service; and all costs of repairing the equipment excluding damages to equipment caused by negligent operation shall be the responsibility of the Municipalities who own the equipment.
- 7) The Municipalities shall share the costs of maintenance and repairs to the equipment they own in proportion to the funding formula outlined in the RECYCLE DEPOT FUNDING AGREEMENT.

Equipment - Replacement and/or Additions

- 8) Should it become necessary from time to time to replace capital equipment owned by the Municipalities or to add a piece of equipment to the existing inventory, the Recycle Management Committee shall recommend to the respective Councils of the Municipalities that such expenditures be approved.
- 9) Upon unanimous approval of the Municipalities, expenditures to replace or add to the capital equipment inventory shall be shared by the Municipalities in proportion to the formula outlined in the RECYCLE DEPOT FUNDING AGREEMENT.

PART C

FINANCE

- 1) The Municipalities shall pay the Contractor **\$8,000.00** per month plus GST.
- 2) The Contractor shall be responsible for the sale and disposition of recycled materials.

- 3) The Contractor will refund to the Managing Municipality 30% of all revenues received over \$80.00 per tonne when all recyclables sold for the calendar year have been averaged for the calendar year. Any monies owing will be payable once all the materials for the year have been sold.
- 4) The Contractor shall provide annually and when requested a report to the Municipalities inclusive of weigh bills and other appropriate documentation as proof of the quantity of material recycled.
- 5) In the event that a recyclable material becomes cost negative (where the costs of processing and storing the material exceeds the available price) and the Municipalities agree that the depot should continue to accept the material; the deficit incurred by the Contractor will be refunded according to the formula outlined in the RECYCLING DEPOT FUNDING AGREEMENT.

TERMINATION

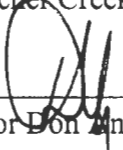
- 1) The Agreement may be terminated by any Party without cause upon 180 days written notice, delivered to the other Parties.

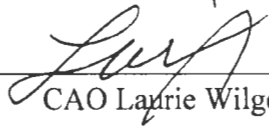
TERM

- 1) The term of the Contract will be from January 1, 2017 to December 31, 2019 subject to earlier termination as hereinbefore set out.

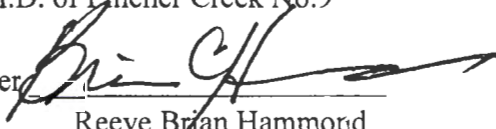
In witness whereof, the Parties have hereunto executed this Agreement, the day and year first above written.

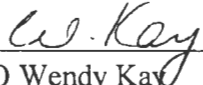
Town of Pincher Creek

Per 
Mayor Don Underberg

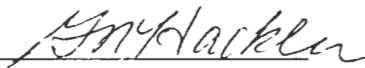
Per 
CAO Laurie Wilgosh


M.D. of Pincher Creek No.9

Per 
Reeve Brian Hammond


Per 
CAO Wendy Kay

Village of Cowley

Per 
Mayor Garry Hackler

Per 
CAO Cindy Cornish

K.J. Cameron Service Industries

Per 

Per _____



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

RECEIVED

JAN 22 2018

M.D. OF PINCHER CREEK

January 18, 2018

Reeve and Council
Municipal District of Pincher Creek
Box 279
Pincher Creek, Alberta
T0K 1W0

Dear Reeve and Council,

Re: Recycle Depot Funding Agreement

This is to advise you that at the regular Council meeting on January 16, 2018, Council made the decision to terminate the Village's participation in the Recycle Depot Funding Agreement made on January 1, 2017, between The Town of Pincher Creek, the Municipal District of Pincher Creek, and the Village of Cowley, as this agreement is no longer financially in the best interest of the Village.

Termination will become effective in 1 year as stated in the agreement.

Sincerely,

Cindy Cornish, CAO
Village of Cowley

cc Town of Pincher Creek

RECYCLE DEPOT FUNDING AGREEMENT

THIS AGREEMENT MADE THIS 1st DAY OF JANUARY, 2017.

BETWEEN

THE TOWN OF PINCHER CREEK
(hereinafter called the "Town")

OF THE FIRST PART

&

THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
(hereinafter called the "M.D.")

OF THE SECOND PART

&

THE VILLAGE OF COWLEY
(hereinafter referred to as the "Village")

OF THE THIRD PART

WHEREAS the Parties have entered into an Agreement with K.J. Cameron Service Industries Ltd. known as the ***RECYCLE DEPOT OPERATIONS AGREEMENT***.

AND WHEREAS the Parties hereto provide for the apportionment of costs in accordance with that Agreement.

NOW THEREFORE his Agreement witnesseth that in consideration of the mutual covenants and promises, the Parties hereto agree as follows:

1. The Parties shall, in the performance of the ***RECYCLE DEPOT OPERATIONS AGREEMENT*** pay the costs apportioned as follows.
Based on Population statistics:

a) Town	51%
b) M.D.	45%
c) Village	4%
2. The apportionment of costs shall remain in effect until December 31, 2019.
3. The M.D. of Pincher Creek No.9 shall be responsible for payment to K.J. Cameron Services Industries Ltd. and shall bill the other Parties on a 3 month basis for their share of the cost.

CAPITAL RESERVES

1. Each municipality agrees that the establishment of a Recycling Capital Replacement Reserve is an appropriate means of funding future capital purchases. Funds would be drawn from this Reserve as required to replace presently owned ~~or~~ to purchase new capital equipment.
2. Funds received from the following sources shall be directed to a Recycling Capital Replacement Reserve by the Managing Municipality.
 - a) Funds received from other jurisdictions for recycling services provided by the Contractor.
 - b) 30% of all sums received by the Contractor (in excess of \$80.00 per tonne) from the sale of recycled materials
 - c) Other sources of recycling revenue as agreed to by the Municipalities and the Contractor.

ADMINISTRATION OF THE RECYCLING AGREEMENT

The Municipalities shall designate a ***“Managing Municipality”*** to assume responsibility for the administration of the terms of both the Recycle Depot Funding Agreement and the Recycle Depot Operations Agreement.

Such responsibilities will include but are not necessarily limited to the following:

1. Providing accounting services for receipts and expenditures associated with managing the terms of the Agreement between the Contractor and the Municipalities.
2. Allocating revenues forwarded by the Contractor.
3. Receipt and payment of invoices forwarded by the Contractor relating to service, maintenance and repair of equipment owned by the Municipalities.
4. Other responsibilities as designated from time to time by the Management Committee and/or the Municipalities.
5. The Managing Municipality shall provide insurance on all municipally owned equipment for fire and theft and invoice costs to each Municipality in accordance with the funding formula.

The M.D. of Pincher Creek No.9 will be the Managing Municipality for the term of this agreement.

MANAGEMENT COMMITTEE

Each of the Municipalities shall appoint one representative to a Management Committee.

The Committee shall:


- a) meet a minimum of one time per year
- b) approve any repairs to the equipment
- c) elect a Chairperson from the municipal representatives
- d) record and make available to municipal representatives, minutes of the meetings of the Committee

TERMINATION


The Agreement may be terminated by any Party without cause upon 365 days written notice, delivered by registered mail to the other Parties.

In witness whereof, the Parties have hereunto executed this Agreement, the day and year first above written.

TOWN OF PINCHER CREEK

Per 

 Mayor Don Anderberg

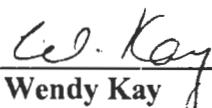
Per 

 CAO Laurie Wilgosh

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9

Per 

 Reeve Brian Hammond

Per 

 CAO Wendy Kay

VILLAGE OF COWLEY

Per 

 Mayor Garry Hackler

Per 

 CAO Cindy Cornish

*Council
Corresp - Action*

RECEIVED

JAN 23 2018

M.D. OF PINCHER CREEK

January 18, 2018

Pincher Creek, AB T0K 1W0

MD of Pincher Creek No. 9
753 Kettle Street
Pincher Creek, AB T0K 1W0

RE: Invoice for Road Clearance

I am respectfully submitting an invoice for road clearance during the winter storms in December 2017 and beginning of January 2018.

During these times it was done once by MD of Pincher Creek however, during these times the residents which are five have to commute to work and conduct daily business. Of the five residents, one requires school bus service. Three of the residents are elderly ranging 70 – 90 and in the event of emergency the ambulance would not have been able to enter.

In consideration of the residents on Range Road 30-3 the only way to drive during these times was to use my tractor as no one would be mobile. I am submitting my invoice as we all pay taxes to the MD however, our main road was not open which have resulted in loss of employment, income (two of the individuals conduct business) and not to mention emergency services no access.

Respectfully,

Eric Martin

Guyste's Contracting

INVOICE

INVOICE #001
JULY 25, 2016

T0K 1W0

TO:
MD of Pincher Creek
Box
Pincher Creek, AB T0K 1W0

FOR:
Use of tractor to clear road

DESCRIPTION	HOURS	RATE	AMOUNT
Range Road 30-3 opened road after heavy snowfall and wind drifts On following Dates: December 19, 20, 21, 23, 28, 29, 2017; January 2, 3, 5, 8, 10 and 12, 2018 There are five residents on the road and during these storms the Road was not services to have open. One resident has school bus Services and individuals that work. Three of residents are elderly (70 plus age). In event of emergency an ambulance would not have Access. During this time I had no choice to open road that were neglected as People need to get to work, doctor appointments and livelihood to Be maintained. Use of fueling tractor during these 12 dates I would Like to be reimbursed.		150.00	1,800.00

TOTAL \$1,800.00

Make all checks payable to Guyste's Contracting

THANK YOU FOR YOUR BUSINESS!

Wendy Kay

From: Stu Weber
Sent: February 5, 2018 9:52 AM
To: Tara Cryderman; Wendy Kay
Cc: Leo Reedyk
Subject: RE: Snow Clearing Request for Reimbursement

Hi Wendy,

I looked into this situation and discovered that the road in question is just west of Pincher Creek on the Christie Mines road. The segment of road is about ¼ mile long before it dead ends to the south. It is a designated school bus route.

During the Christmas break our regular maintainer for this area was away so we had a different operator in the area. It's also important to note that during the Christmas season there is no school and no school busses. Due to the work load created by weather conditions during this time period, our operators did the best they could keep up but they each have many kilometers to plow and cannot focus on short dead end roads daily.

In response to Mr. Martin we understand that during these events people need to go places and sometimes have to plow themselves out. However, we don't want people plowing our roads and we did not hire him to do it. Often times this actually creates more drifting problems because of the windrows that tractors leave behind. In terms of ambulance accessibility we have elderly residents and people with health conditions all around the MD and they need to be aware that there are some days when the roads are not going to be bare and dry, so plan accordingly. If there is an actual emergency, emergency services will contact us and we will respond to their request immediately. The same can be said for getting to work, plan to have days where road conditions are not favorable.

This is all part of living in a rural area.

Thanks,

Stu Weber, C.E.T.
Public Works Superintendent
M.D. of Pincher Creek
Box 279
Pincher Creek AB T0K 1W0
sweber@mdpinchercreek.ab.ca
Phone (403)627-3130
Fax (403)627-3474

From: Tara Cryderman
Sent: Thursday, February 1, 2018 9:15 AM
To: Stu Weber <PWSuperintendent@mdpinchercreek.ab.ca>
Cc: Wendy Kay <wkay@mdpinchercreek.ab.ca>
Subject: Snow Clearing Request for Reimbursement

Good morning,

As discussed, here is the letter which will appear on the next Council agenda.

Council
Corresp. Action

RECEIVED

FEB - 8 2018

M.D. OF PINCHER CREEK

HILL SPRING
PIONEER CEMETARY

F1e

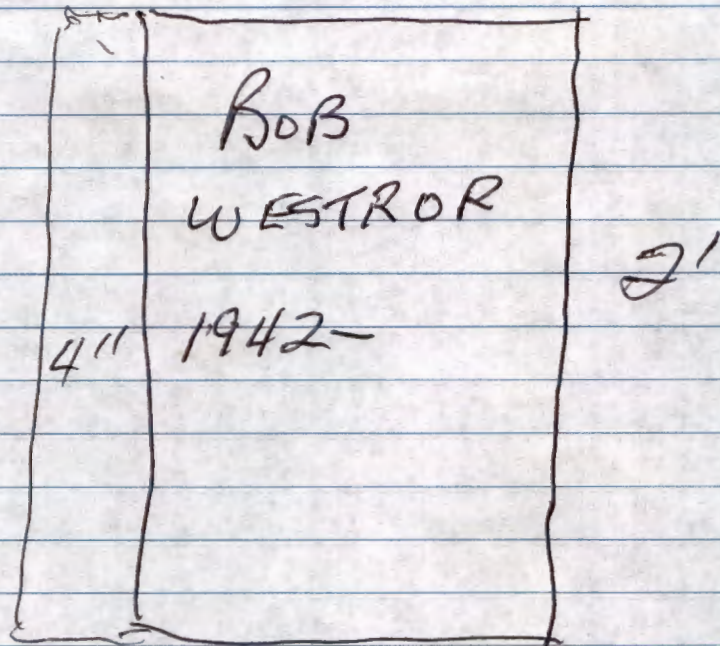
WE A GROUP OF OLDER
PEOPLE HAVE DECIDED OUR
PIONEER CEMETARY IS A BIT
OF A DISASTER AND FEEL
ALL WHO CAME BEFORE US
COULD US A LITTLE MORE
APPRECIATION. OUT OF 53
BURIED THERE, THERE ARE
ONLY ABOUT 10 PERMANENT
MARKERS WE ARE HOPING
TO MAKE THE REST OUT OF
TREATED PLANKS AND ENGRAVE
NAMES & DATES ON THEM
AND PUT THEM IN PLACE.

THANKS

BRIAN HALL

B. H. Hall

12" - 14"



THERE IS A PILE OF
OLD BRIDGE PLANK
AT THE CORNER OF THE
ROAD BY THE CEMETARY
AND ROAD TO CO.OP
WE WOULD NEED
5 LENGTHS 20' LONG
THANK YOU.



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Leduc-Beaumont

*Council
Corresp - For Info*
RECEIVED
FEB - 6 2018
F2a
M.D. OF PINCHER CREEK

AR92301

January 31, 2018

Reeve Quentin Stevick
Municipal District of Pincher Creek
PO Box 279
Pincher Creek AB T0K 1W0

Dear Reeve Stevick,

The Alberta government is committed to making the lives of Albertans better. By providing significant funding to our municipal partners through the Municipal Sustainability Initiative, we continue to assist municipalities in building strong, safe, and resilient communities while respecting local priorities.

I am pleased to inform you that the operating spending plan submitted by your municipality has been accepted. You may proceed to apply your municipality's 2017 operating allocation and any estimated 2016 carry-forward to the priorities identified in your plan.

As partners in supporting Alberta's communities, I look forward to working together to move your local priorities forward.

Sincerely,

Hon. Shaye Anderson
Minister of Municipal Affairs

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

Council
Corresp - For Info



ALBERTA
TRANSPORTATION

Office of the Minister
Government House Leader
MLA, Edmonton - Highlands - Norwood

F2b
RECEIVED
FEB - 7 2018
M.D. OF PINCHER CREEK

January 23, 2018

AR 72223

Mr. Quentin Stevick
Reeve
Municipal District of Pincher Creek
PO Box 279
Pincher Creek, AB T0K 1W0

Dear Reeve Stevick:

Thank you for your recent letter regarding the Beaver Mines Wastewater Lagoon.

I understand a conventional wastewater lagoon is the least expensive option, and that your consultant's report recommended this option. The province would expect the municipality to pursue the option with the lowest cost to the benefit of both the municipality and province. Alberta Transportation's grant support would be limited to that cost option.

Please keep the department informed of Council's decision. Your application for funding will be considered once the department is advised of this decision. If you have further questions or concerns, please contact Keith Schenher, Grants Technologist, Alberta Transportation, toll-free at 310-0000, then 403-382-4069 or at keith.schenher@gov.ab.ca.

I appreciate you taking the time to write.

Sincerely,

Brian Mason
Minister

cc: Keith Schenher, Grants Technologist, Alberta Transportation

320 Legislature Building, 10800-97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-2080 Fax 780-427-2022

RECEIVED

JAN 18 2018

M.D. OF PINCHER CREEK

F2c



January-15-18

Wendy Kay
MD of Pincher Creek
1037 Herron Avenue
Pincher Creek, AB T0K 1W0

Subject: Certificate of Recognition

Dear Wendy:

I am pleased to enclose the Partnerships in Injury Reduction Certificate of Recognition (COR) for the MD of Pincher Creek. Congratulations on a job well done, this is a significant accomplishment!

Note that the COR is valid for three years, and in order to maintain it, an internal audit must be conducted and pass quality assurance review by AMHSA in each of the next two years. In three years, an external audit must be conducted and pass quality assurance review, and the municipality must score at least 80% on the audit in order to attain a new Certificate of Recognition.

If you have any questions about the Certificate of Recognition or the Partnerships in Injury Reduction (PIR) program, please contact me at Shannon@amhsa.net or call 780.417.3900, or toll-free 1.800.267.9764.

Yours truly,

A handwritten signature in blue ink, appearing to read "Shannon Thomas".

✓fol - Shannon Thomas
Northern Regional Manager

Encl.

What happens if an Alberta Occupational Health and Safety Officer issues a compliance order before an employer's COR audit is approved?

The COR audit is used to evaluate an employer's health and safety management system. Although the COR audit does not assess an employer's level of compliance with legislation, COR-holding employers must meet their responsibilities under Alberta's occupational health and safety (OHS) legislation.

When Partnerships in Injury Reduction (Partnerships) of Alberta Labour receives a request from a Certifying Partner (CP) to process a COR certification, re-certification or maintenance audit, Partnerships will check the employer's compliance history to see if the employer has any open compliance orders or demands issued by Alberta OHS Officers. If so, the audit will be held by Partnerships for up to four months from the date on which the audit request was received, until all outstanding items are closed. Should any orders or demands remain open longer than four months, Partnerships may reject the audit and require the employer to conduct a new audit.

What is an On-Site Audit Review (OSAR)?

Partnerships conducts about 100 OSARs each year to validate the key findings of external COR auditors and to ensure appropriate audit processes are followed. The OSAR process is conducted in addition to the regular quality assurance review that the CP completes on every COR audit report.

An employer whose external auditor is selected for the OSAR process must participate in the process. The On-Site Audit Reviewer will spend no more than one day at the employer's worksite. The OSAR will review the auditor's process and sample some of the key documentation that was reviewed as part of the audit. The OSAR findings are provided to the auditor's CP by Partnerships. The CP will review the findings with the auditor, including identifying strengths and if required, opportunities for improvement.

What happens if an OSAR also identifies systemic deficiencies in my OHS management system?

The intention and focus of the OSAR process is to evaluate the work of external auditors. However, in some cases, OSARs have identified systemic deficiencies in the OHS management systems of COR holders that were not identified by the original auditors. Should this occur, Partnerships will advise the employer of the situation, and the employer must correct all identified deficiencies. This situation is considered a trigger for the Employer Review process, and Partnerships may require the employer to complete an action plan. Partnerships may also ask the employer's CP to offer assistance to help the employer make the necessary systems corrections and improvements.

What is the Employer Review process?

Employer Reviews are designed to address situations where COR-holding employers are identified to have systemic deficiencies in their OHS management systems. The Employer Review process was implemented on July 1, 2011 with the support of industry and safety associations, employers, labour organizations, the Workers' Compensation Board – Alberta (WCB), and other stakeholders. The provisions of the Employer Review process apply to all COR holders.

How are COR holders selected for the Employer Review process?

When a COR-holding employer is identified for a potential Employer Review by one or more of the following triggers, an assessment is completed by Partnerships in order to determine whether the trigger indicates that the employer has systemic deficiencies in their OHS management system. Partnerships initiates the process if a COR holder experiences any of the following triggers:

- has a workplace fatality, serious injury or other reportable incident,
- is issued multiple stop-work orders within a 12-month period for imminent danger by Alberta Labour,

- is identified by an Alberta Occupational Health and Safety Officer or a Partnerships Consultant to have significant deficiencies in their OHS management system,
- is issued an Administrative Penalty by Alberta Labour,
- is identified by the OSAR process to have systemic deficiencies in their OHS management system, and/or
- has knowingly misrepresented the reporting of worker injuries as required by the Workers' Compensation Act, as reported to Partnerships by the WCB.

Should systemic deficiencies be identified, the employer must complete an action plan with Partnerships and during the process, the employer's eligibility for any PIR refunds from WCB is temporarily placed on-hold.

What are the steps to complete an Employer Review action plan?

The action plan process includes the following steps:

1. Partnerships will schedule a meeting with the employer's most senior Alberta representative and health and safety personnel to identify areas where system improvements must be made.
2. An action plan is developed with the employer, detailing system improvements to be completed within a set timeframe (typically between 6 to 12 months), and must be approved by Partnerships.
3. Partnerships will follow-up with the employer within the established timeframe to verify completion of the action plan items undertaken.
4. Once the action plan items have been successfully completed, Partnerships will close the assignment and advise the WCB to remove the temporary hold on the employer's eligibility for PIR refunds.

What happens if an employer does not complete the requirements of the Employer Review process?

The employer must successfully complete the action plan to avoid cancellation of their COR and loss of any associated PIR refunds being held.

What happens if a COR holder is charged under OHS and/or WCB Legislation?

To maintain eligibility for PIR refunds from the WCB, COR-holding employers must comply with all provisions of the *Alberta Workers' Compensation Act*, the *Alberta Occupational Health & Safety Act*, and the *Canada Labour Code* where applicable. In the event of a violation of the legislation, the WCB reserves the right to terminate an employer's participation in PIR and collect previously-paid refunds.

If a COR holder is charged under the legislation, a hold will be placed on the employer's next PIR refund to be issued (and subsequent refunds if necessary) until the WCB is holding an amount equal to the refund the employer received for the year in which the incident occurred. This amount will remain on-hold with the WCB until the outcome of the charges is known.

- If an employer is convicted (either found guilty or pleads guilty), the PIR refund on-hold would be forfeited to the WCB.
- If an employer is found not guilty or if the charges are withdrawn or dismissed, then the PIR refund on-hold would be released.
- If the charges are stayed by the Crown Prosecutor, the WCB would release the PIR refund on-hold. However, if the Crown reactivates the stayed charges within a one-year period and if the employer is subsequently convicted, then the employer would have to repay the refund to the WCB.

For more information

For more information about Partnerships in Injury Reduction, On-Site Audit Review, the Employer Review process, and/or COR holders charged under OHS or WCB legislation, please call the OHS Contact Centre at **1-866-415-8690** (toll-free), visit our website at work.alberta.ca, or contact your Certifying Partner.

Fasttrackers

IN INJURY REDUCTION

Certificate of Recognition

This certificate recognizes that

MD OF PINCHER CREEK NO 9

In keeping with the principles of *Fasttrackers* has:

- developed and implemented an occupational health and safety program and,
- met the standard for *Fasttrackers* through an independent evaluation of their health and safety program.



Alberta Municipal Health and Safety Association
Certifying Partner

Certificate # 20171208-4158

WCB Industry Code(s): 95102



Ian Hooper
Government of Alberta

Expiry Date: December 08, 2020

Council
Corresp. For Info



F2d

RECEIVED

JAN 29 2018

M.D. OF PINCHER CREEK

Friday, January 26, 2018

Wendy Kay
Chief Administrative Officer
Municipal District of Pincher Creek
P.O. Box 279
Pincher Creek, AB T0K 1W0

Dear Ms. Kay,

Re: **Information about the need for transmission development in southwestern Alberta**

The AESO wishes to inform you of the continued need for transmission development in southwestern Alberta and the next steps to move forward with this important infrastructure. More information can be found in the enclosed newsletter.

If you have any questions or comments on these plans, or would like to meet with the AESO to discuss, please contact me directly at 403-233-6406 or brandy.eagleson@aeso.ca.

Yours truly,

A handwritten signature in black ink, appearing to read 'B. Eagleson', is written over a light blue circular stamp.

Brandy Eagleson
AESO Stakeholder Relations



Moving forward with transmission development in your area

➤ *With the evolving electricity landscape, the Alberta Electric System Operator (AESO) has worked diligently to ensure the previously approved transmission development in southwest Alberta continues to be the right plan for the transmission system for all Albertans.*

After extensive review, the AESO has determined transmission development in the Pincher Creek area continues to be required to efficiently integrate renewable generation onto Alberta's grid.

TRANSMISSION FACILITIES MOVING FORWARD

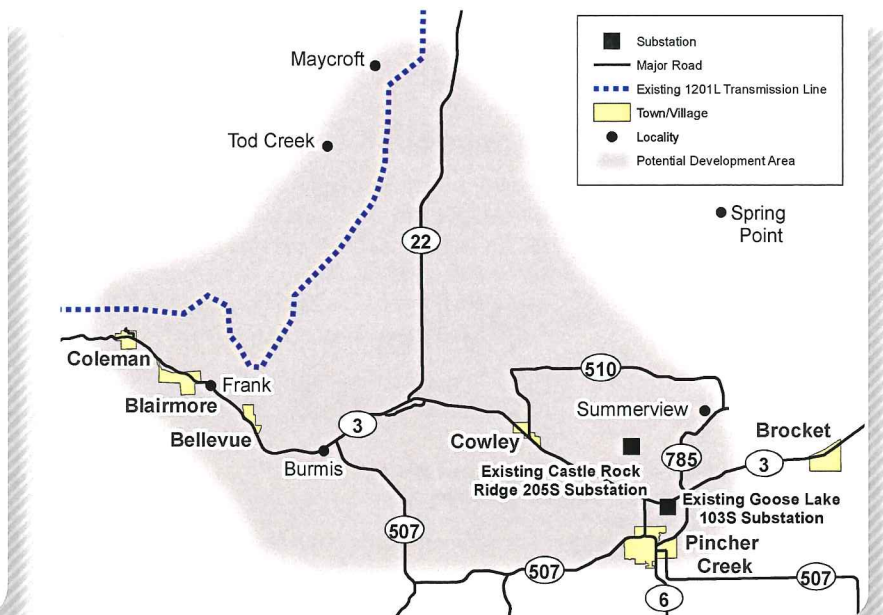
The need for two 240 kV transmission circuits in the Pincher Creek area remains; and studies show there are two equally viable technical solutions for where the transmission lines could end. This includes two 240 kV transmission circuits from the planned Chapel Rock substation connecting directly to the existing 500 kV intertie between Alberta and B.C., to either the existing Castle Rock Ridge substation or the existing Goose Lake substation.

For the AESO to determine the technical solution with the least impact on all Albertans, further detailed routing and siting information is essential to make an informed decision. Therefore, the AESO has directed the transmission facility owner in the area, AltaLink Management Ltd., to consider potential routing and siting options for both of the existing Castle Rock Ridge substation and existing Goose Lake substation termination points.

WHERE WILL NEW TRANSMISSION FACILITIES BE LOCATED? WILL YOU BE AFFECTED?

If you are receiving this information, you live in an area where new transmission facilities could potentially be located, or have previously received information about this project from the AESO.

AltaLink Management Ltd., the transmission facility owner in the area, will be consulting with stakeholders in the coming months to develop and determine potential solutions, routes and sites for the required facilities described above.





Timing of construction of transmission facilities

- *The AESO also intends to adjust the approved milestones for this planned development and make them closely tied to the construction of generation facilities. This will better align actual construction of the transmission facilities with the construction of generation facilities.*

NEXT STEPS

Following completion of AltaLink's evaluation and consultation with stakeholders, the AESO intends to file an application with the Alberta Utilities Commission (AUC) regarding the ongoing need for transmission development in mid-2019. This application will be filed in conjunction with AltaLink's facilities application for approval of the locations of the transmission facilities.

Once filed, the AESO's application and related documents will be shared on our website at www.aeso.ca/grid/projects/SATR-CRPC

QUESTIONS?

The AESO will join AltaLink at their public events, such as open houses, to be available to discuss the need for transmission development in southwest Alberta. We are also available to discuss these plans with you directly.

Please contact AESO Stakeholder Relations at stakeholder.relations@aeso.ca or 1-888-866-2959

If you have any questions about the routing or siting of potential transmission facilities, please contact AltaLink at

stakeholderrelations@altalink.ca or 1-877-269-5903



BACKGROUND

In 2009, the Alberta Utilities Commission (AUC) approved the need to reinforce the transmission system in southwest Alberta to integrate renewable generation, called the Southern Alberta Transmission Reinforcement (SATR). In 2012, the AUC approved an amendment to SATR, which led to the Castle Rock Ridge-to-Chapel Rock Transmission Project. Today, with the exploration of other termination points and enhancements to the staging approach, the development in the Pincher Creek area originally part of SATR, is now called the Chapel Rock-to-Pincher Creek transmission development.

Restoring Alberta's Interconnection with British Columbia

The Chapel Rock-to-Pincher Creek transmission development also contributes to the restoration of the Alberta-British Columbia intertie to its full path rating. In addition to the planned 240 kV transmission line, additional equipment in close proximity to the existing 500 kV transmission line, called transmission line 1201L, is required, along with clearance mitigation work on specific portions of the existing 1201L line and upgrades to the 500/240 kV transformation capacity at the existing Bennett substation, near Langdon.

Restoring the intertie in conjunction with the Chapel Rock-to-Pincher Creek transmission project will minimize costs and disruptions to landowners.

The AESO plans to file a separate application with the Alberta Utilities Commission, in conjunction with AltaLink's facilities application for this project, by mid-2019. Once filed, the Needs Identification Document (NID) and related documents will be shared on our website at www.aeso.ca/grid/projects/Intertie-Restoration

The AESO is committed to protecting your privacy.

The feedback, comments and contact information you choose to submit is being collected by the AESO to respond to your inquiries and/or to provide you with further information. This information is collected in accordance with Section 33(c) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection or use of this information, please contact the Manager, FOIP and Records Management, 2500, 330 – 5th Ave. SW, Calgary, Alberta, T2P 0L4 or by telephone at 403-539-2528. If you choose to communicate by email, please note that email is not a secure form of communication. Security of your communication while in transit cannot be guaranteed.

NOTES
PINCHER CREEK,
POLICE ADVISORY COMMITTEE
WEDNESDAY, November 22, 2017 AT 7:00 P.M.
Council Chambers, Town Hall
962 St. John Avenue

In Attendance:	David Green	FCSS Coordinator
	Sgt. Mark Harrison	RCMP
	Lou Burnham	Senior Citizen Member at Large
	Lisa Goss	Town of Pincher Creek Administrative Manager
	Lynne Teneycke	Group Group Youth
	Judy Lane	Holy Spirit School Division Trustee
	Jim Peace	Chamber of Commerce
	John Herasemluk	Town of Pincher Creek Community Peace Officer
	Tina Delinte	St. Michaels School Principal

1. Call to Order

David Green called the meeting to order at 7:03 pm

2. Agenda Approval

Lou Burnham moved to adopt the November 22, 2017 agenda as presented.
 CARRIED PAC 17-008

3. Election of Chairperson

David Green nominated Judy Lane	Regretfully Declined
Mark Harrison nominated David Green	Accepted

4. Notes from May 17, 2017

Mark Harrison moved to adopt the May 17, 2017 meeting notes as amended.

CARRIED PAC 17-009

5. Committee Appointments

Lou Burnham moved that the Police Advisory Committee recommend to Council for the Town of Pincher Creek that the following members be appointed to the Police Advisory Committee;

For a one year term;

Community Youth Centre Representative Lynne Teneycke

High School Representative Tina Delinte

School Division Representative Judy Lane and Clara Yagos
Napi Friendship Association Representative Leeanne Sharp Adze

For a two year term;

Detachment Commander of the local RCMP detachment St. Mark Harrison
Town of Pincher Creek Community Peace Officer John Herasemluk
Family and Community Support Services (FCSS) Representative David Green
Senior's Representative Lou Burnham
Chamber of Commerce Representative Jim Peace

6. RCMP Update

Sergeant Mark Harrison updated the committee on the following;

- June 10, 2017 presentation to Matthew Halton School
- August/September – Wildfires
- Crime Trends – Theft
- Fully Staffed
- School Participation/Presence

7. Bylaw Department Update

Community Peace Officer John Herasemluk updated the committee on the following;

- Snow Removal
- 125 Files ytd
- New Portable Speed Sentry
- Wildlife

8. Citizen On Patrol (COP) Update

Lou Burnham updated the committee on the following;

- Membership numbers are down
- Candy Cane Check Stop
- Lock it or Lose it Campaign

9. School Updates (All Schools)

St. Michaels – Tina Delinte

- No longer active construction site
- Parent drop off and pick up

10. Nuisance and Unsightly Premises Bylaw 1574-11

Reviewed

11. RCMP Weekend Patrol and STAT Holiday Schedules

Fully Staffed

12. 2018 Alberta Association of Police Governance Conference and Correspondence

Reviewed

13. Roundtable

Lynne Teneycke;

- Positive drop in at drop in centre by RCMP members

Mark Harrison

- February 10 Emergency Services Charity Ball

John Herasemluk

- Media presence at next meeting

Lou Burnham

- Notifications of meetings to be sent out at the beginning of the month requesting agenda items

David Green

- Alberta Opioid Response grant opportunity
- Town of Pincher Creek Evacuation Plan redevelopment

14. Next Meeting Date – February 21, 2017

15. Adjournment

Judy Lane moved to adjourn the meeting at 8:12 pm.

CARRIED PAC 17-010

Tara Cryderman

From: Wendy Kay
Sent: Wednesday, February 7, 2018 3:23 PM
To: Tara Cryderman
Subject: FW: Feb. 13 Agenda

Council Correspondence – For Info

From: Cornell Van Ryk [mailto:]
Sent: February 7, 2018 3:13 PM
To: Wendy Kay <wkay@mdpincercreek.ab.ca>
Cc: Bev Everts
Subject: Re: Feb. 13 Agenda

Wendy,

It is unfortunate that the MD entered into an agreement 7 years ago which precludes the implementation of increased oversight of this project today. As you know, Council and interested ratepayers have expressed dissatisfaction in how this project has progressed to date and have concluded that there is significant room for improvement in the upfront management of the project. Surely, MPE would be amenable to modify the contract in order to deliver on the expectations of Council (the customer is right). Regardless, I know that Council shares many of my concerns and I trust that their wishes will be addressed in some fashion and that there will be improvements in the management of this project.

Of greater concern is the apparent lack of support by Administration to deliver on the requests from Council relative to this project. Council asked that the viability of the Mill Creek Lagoon option be determined and no action occurred for a year, for a Mill Creek Lagoon cost update which was not delivered, a list of required studies which was not delivered, clarity on the grant program which, as far as I know, is still unclear. Now, Council is looking for improved project management and the response is to identify roadblocks and play with semantics rather than find a way within the established boundary conditions to deliver on the intent of Council's request. Is the CAO satisfied with how well this project is being managed?

Please table these emails as correspondence. I see no purpose in addressing Council at this point, and, as a concerned ratepayer, it looks like I won't be "winding down my in depth scrutiny of the Beaver Mines water/wastewater project" anytime soon. The only action item I would suggest is to include a discussion around Administration's response to Council requests/direction as part of the Cuff Governance Audit planned for later this month. I offer the following suggestion...Implement a log (much like Leo's Call Log) for ALL requests from Council (all should have due dates, priority, name of responsible person, etc.) and review this log every meeting.

Cornell

From: [Wendy Kay](#)
Sent: Wednesday, February 7, 2018 10:07 AM
To: [Cornell Van Ryk](#)
Cc: [Leo Reedyk](#)
Subject: RE: Feb. 13 Agenda

Cornell

Thank you for your email.

As you may not be aware, Council's resolution to consider a Project Manager was rescinded at their last meeting.

There appeared to be some confusion on who the "Project Manager" is on this project. At no time was our Director of Operations the "Project Manager". The MD went out for proposals in 2011 to engage the services of an engineering firm to work for the MD on water and wastewater projects. MPE at that time was successful and they continue to manage these projects on our behalf.

You are welcome to email or drop-off your comments for our review, as we move forward with this project.

We do not entertain private citizen delegations at our morning meetings, but if you wish, you can appear in the afternoon, if you feel it is necessary.

Please advise me of your wishes.

Thank you.

Wendy

From: Cornell Van Ryk [<mailto:>]
Sent: February 7, 2018 7:12 AM
To: Wendy Kay <wkay@mdpincercreek.ab.ca>
Cc: Bev Everts <st>
Subject: Feb. 13 Agenda

Wendy Kay and MD Council

Now that the Mill Creek Lagoon option has been dropped and Council seems to be on track to find the best alternative for this project, I don't think I have much more to offer and am in the process of winding down my in depth scrutiny of the Beaver Mines water/wastewater project.

I've got some notes regarding the RFP for a Project Manager that may be of some assistance. It is very important that the M.D. get the right person with clear expectations for this project.

Also, over the course of the past year, I have kept track of suggestions and concerns relative to this project (things like the need to plan for abandoned septic tanks I spoke to last time) and these may be of value to Council and Administration as they move forward. My notes are not in "shareable" format, they need clarification and are best passed on verbally. My request for a meeting with the CAO and Director of Operations to hand over this stuff was not responded to.

Please put me on the Feb. 13 agenda. My preference would be to appear at the morning Council Committee meeting. This seems like a better format for something like this than to stand at the lectern offering a lecture in the afternoon. However, if the morning meeting is not possible, the afternoon will do. Once again, this is intended as an "information dump", I am not looking for any kind of decision or motion and am leaving it up to Council and Administration to act on whatever input they see as valuable.

Cornell Van Ryk

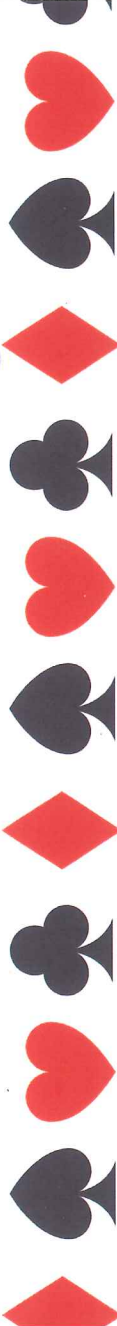
Thank You!

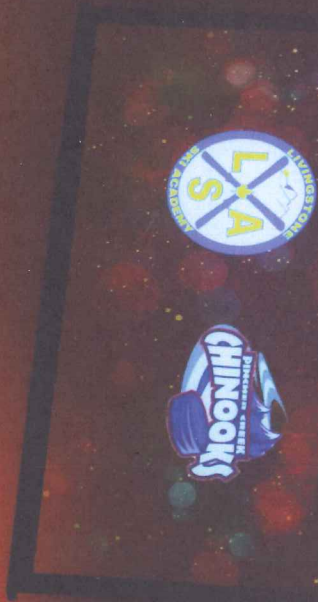
MD of Pincher Creek,

Thank you for your generous donation
for our casino fundraiser. Your support
helped make our evening into a
successful community event.

Kim Allen
LSAS

Council For Info
Corresp-







OLDMAN RIVER REGIONAL SERVICES COMMISSION

MINUTES - 6 (2017)
EXECUTIVE COMMITTEE MEETING
Thursday, November 9, 2017 at 7:00 p.m.
ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

EXECUTIVE COMMITTEE:

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

Jim Bester
 Bill Chapman
 Tom Rose

STAFF:

Lenze Kuiper – *Director*

Barb Johnson – *Executive Secretary*

AGENDA:

1. **Approval of Agenda** – November 9, 2017
2. **Approval of Minutes** – May 11 and September 7, 2017 (attachments)
3. **Business Arising from the Minutes**
4. **New Business**
 - (a) Draft 2018 Budget (handout)
 - (b) AAMD&C Advocacy Report Card – Fall 2017 (attachment)
 - (c) Meeting with Hon. Shannon Phillips, Minister of Environment and Parks
 - (d) Council Orientations
 - (e) Subdivision Activity 2017 and Fee Increase for 2018 (attachment)
 - (f) Fee For Service (attachment)
5. **Accounts**
 - (a) Office Accounts –
 - (i) August 2017..... (attachment)
 - (ii) September 2017 (attachment)
 - (iii) October 2017 (handout)
 - (b) Financial Statements –
 - (i) January 1 – August 31, 2017..... (attachment)
 - (ii) January 1 – September 30, 2017 (attachment)
 - (iii) January 1 – October 31, 2017 (handout)
6. **Director's Report**.....
7. **Executive Report**.....

8. Adjournment.....

CHAIR GORDON WOLSTENHOLME CALLED THE MEETING TO ORDER AT 6:55 P.M.

1. APPROVAL OF AGENDA

Moved by: Don Anderberg

THAT the Executive Committee approve the agenda of November 9, as amended:

ADD: 5(a)(iii) Office Accounts – October 2017

5(b)(iii) Financial Statements – January 1 - October 31, 2017

CARRIED

2. APPROVAL OF MINUTES

- A quorum was not present at either of the last two Executive meetings (July 13 or September 7), therefore the May 11, 2017 minutes have not yet been approved.

Moved by: Henry Van Hierden

THAT the Executive Committee approve the minutes of May 11, 2017, as presented.

CARRIED

- Because there was no quorum at the Executive meeting on September 7, 2017, those present made recommendations rather than motions, which were presented at the November 9 meeting for ratification.

Moved by: Tom Rose

THAT the Executive Committee ratify the motions made and approve the minutes of September 7, 2017, as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

- None.

4. NEW BUSINESS

(a) Draft 2018 Budget

- The Director reviewed the Draft 2018 Budget, explaining the rationale behind each line item.
- REVENUES: A 2% increase from 2017 will be applied to both Membership Fees and GIS Fees (to match the proposed 2% increase to staff salaries). \$25,000 will be allocated to both the Operating and Capital Reserve Funds. Approval Fees has increased to \$315,000 due to the \$100 per subdivision application fee increase.
- EXPENSES: The budget includes a 2% increase to staff salaries with corresponding increases to staff benefits. Because AMS-Health & Dental (Alberta Blue Cross) increased so substantially, Jim Bester requested that we investigate other providers' rates again.

Moved by: Don Anderberg

THAT the Executive Committee approve the Draft 2018 Budget, as amended (with a 2% increase to Membership Fees and GIS Fees to match the proposed 2% salary increase), and refer it to the Board of Directors for ratification at the December 7, 2017 Annual Organizational meeting.

CARRIED

(b) AAMD&C Advocacy Report Card – Fall 2017

- In 2016, the AAMD&C made a motion that the Government of Alberta provide long-term, provincial funding to all municipalities for regional planning activities in a similar fashion to the Calgary Regional Partnership and the Capital Region Board. The AAMD&C Advocacy Report Card – Fall 2017 outlines reaction and follow-up to this resolution. Although long-term funding for operating costs was not provided, the province did approve a \$500,000 grant to a partnership of five regional municipal planning service providers, which includes ORRSC, to prepare a Municipal Development Plan Guidebook.
- The report stated, *“The ORRSC is a successful example of a shared service approach to municipal land use planning.”* It was suggested that this quote be used as a promotion to our members, and against the government when we approach them in the future.

(c) Meeting with Hon. Shannon Phillips, Minister of Environment and Parks

- On October 20, Hon. Shannon Phillips met with planners at the ORRSC office to discuss a few items including: development permits, solar projects, decommissioning, collection of rainwater, regional office referrals timelines, etc. She now has a better understanding of who ORRSC is and offered to come back to the Executive Committee or Board in the future, if requested.

(d) Council Orientations

- ORRSC typically conducts council orientations following the municipal elections. This time, planners will meet individually with each community they serve in front of the whole Council to address issues specific to that municipality and explain what work will be required as a result of the recent Municipal Government Act amendments. Municipal Planning Commission and Subdivision and Development Appeal Board members should be in attendance also.

Moved by: Jim Bester

THAT the Executive Committee accept the Council orientation discussion, as information.

CARRIED

(e) Subdivision Activity 2017 and Fee Increase for 2018

- 173 subdivision applications were received in the first 10 months of the year, with subdivision revenues totalling \$291,105. The new Municipal Government Act amendments are now in effect which requires a subdivision application be deemed complete within 20 days of receipt, or returned to the applicant. Therefore, a \$100 per subdivision application fee increase (from \$600 to \$700) is proposed to cover the extra work involved.

Moved by:

THAT the Executive Committee approve a \$100 per application increase to the subdivision fees, effective January 1, 2018.

CARRIED

(f) **Fee For Service**

- The Fee For Service as of October 31, 2017 was reviewed.

Moved by: **Bill Chapman**

THAT the Executive Committee accept the Fee For Service update, as information.

CARRIED

5. ACCOUNTS

(a) **Office Accounts**

(i) **August 2017**

5280	Janitorial Services	Madison Ave Business Services	\$ 425.00
5310	Telephone	Bell Mobility	687.44
5310	Telephone	Shaw Cablesystems (July)	259.60
5310	Telephone	Shaw Cablesystems	259.60
5320	General Office Supplies	Tab	377.05
5320	General Office Supplies	Purolator Courier	29.95
5320	General Office Supplies	Desjardin Card Services	50.77
5380	Printing & Printing Supplies	Desjardin Card Services	236.96
5330	Dues & Subscriptions	Taber Times	46.00
5330	Dues & Subscriptions	Bassano Publishers	25.48
5380	Printing & Printing Supplies	Peak Vocational	90.00
5380	Printing & Printing Supplies	Lethbridge Mobile Shredding	23.00
5430	Aerial Photos & Maps	Galt Museum	240.00
5440	Land Titles Office	Minister of Finance	299.00
5500	Subdivision Notification	Lethbridge Herald	641.48
5531	GIS Grant	Geodesy Group	1,900.00
5570	Equipment Repairs & Maintenance	Cam Air Refrigeration	110.00
5570	Equipment Repairs & Maintenance	Xerox Canada	1,150.05
1160	GST Receivable	GST Receivable	288.42
		TOTAL	<u>\$7,139.80</u>

(ii) **September 2017**

5150	Staff Mileage	S. Johnson (June - September)	\$ 79.00
5151	Vehicle Gas & Maintenance	S. Johnson (June - September).....	171.75
5320	General Office Supplies	S. Johnson (June - September).....	105.78
5530	Coffee & Supplies	S. Johnson (June - September).....	84.63
5280	Janitorial Services	Madison Ave Business Services	425.00
5320	General Office Supplies	Madison Ave Business Services	31.98
5285	Building Maintenance	Cam Air Refrigeration	395.10
5310	Telephone	Bell Mobility	678.64
5320	General Office Supplies	Desjardin Card Services	139.36
5320	General Office Supplies	Desjardin Card Services	465.84
5380	Printing & Printing Supplies	Desjardin Card Services	449.50

5330	Dues & Subscriptions	Macleod Gazette	50.00
5380	Printing & Printing Supplies	Lethbridge Mobile Shredding	23.00
5570	Equipment Repairs & Maintenance	Xerox	1,086.28
5570	Equipment Repairs & Maintenance	Reiter Computer	30.00
5580	Equipment & Furniture Rental	Pitney Bowes	297.12
1160	GST Receivable	GST Receivable	<u>232.73</u>
		TOTAL	<u>\$4,745.71</u>

(iii) October 2017

5150	Staff Mileage	M. Burla	\$ 90.50
5151	Vehicle Gas & Maintenance	Bridge City Chrysler	173.58
4140	Approval Fees	Martin Geomatics	200.00
5280	Janitorial Services	Madison Ave Business Services	425.00
5280	Janitorial Services	Madison Ave Business Services	425.00
5320	General Office Supplies	Madison Ave Business Services	11.69
5285	Building Maintenance	Ethan Van Dyk	250.00
5285	Building Maintenance	Andon Van Dyk	250.00
5285	Building Maintenance	Weings Sprinklers	100.00
5310	Telephone	Bell Mobility	660.14
5310	Telephone	Shaw Cablesystems	259.60
5320	General Office Supplies	Desjardin Card Services	72.09
5380	Printing & Printing Supplies	Desjardin Card Services	707.28
5320	General Office Supplies	Purolator Courier	36.23
5500	Subdivision Notification	Purolator Courier	17.58
5320	General Office Supplies	Pitney Bowes	37.98
5570	Equipment Repairs & Maintenance	Pitney Bowes	229.98
5330	Dues & Subscriptions	Sunny South News	24.00
5330	Dues & Subscriptions	Vulcan Advocate	68.00
5330	Dues & Subscriptions	Temple City Star	42.00
5350	Postage & Petty Cash	Postage by Phone	3,500.00
5440	Land Titles Office	Minister of Finance	298.00
5500	Subdivision Notification	Lethbridge Herald	431.34
5500	Subdivision Notification	Purolator Courier	17.58
5500	Subdivision Notification	Purolator Courier	35.17
5520	Meetings	Hays Civic Center	200.00
5531	GIS Grant	Geodesy Group	20,000.00
5570	Equipment Repairs & Maintenance	Xerox Canada	937.64
1160	GST Receivable	GST Receivable	<u>1,410.57</u>
		TOTAL	<u>\$30,910.95</u>

Moved by: Don Anderberg

THAT the Executive Committee approve the Office Accounts of August (\$7,139.80), September (\$4,745.71) and October (\$30,910.95) 2017, as presented. **CARRIED**

(b) Financial Statements –

- (i) January 1 - August 31, 2017**
- (ii) January 1 - September 30, 2017**
- (iii) January 1 - October 31, 2017**

Moved by: Henry Van Hierden

THAT the Executive Committee approve the following unaudited Financial Statements, as presented:

January 1 - August 31, 2017
January 1 - September 30, 2017
January 1 - October, 2017

CARRIED

6. DIRECTOR'S REPORT

- The Director reported on his activities since the last Executive Committee meeting. A new server is currently being installed and we are in the process of migrating all the software and data.

7. EXECUTIVE REPORT

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

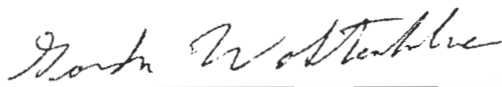
8. ADJOURNMENT

Moved by: Henry Van Hierden

THAT we adjourn the regular meeting of the Executive Committee of the Oldman River Regional Services Commission at 9:05 p.m. until **Thursday, January 11, 2018 at 7:00 p.m.** **CARRIED**

/bj

CHAIR:



**THE CROWSNEST/PINCHER CREEK LANDFILL ASSOCIATION
MINUTES
November 8, 2017**

The regular meeting of The Crowsnest/Pincher Creek Landfill Association was held on Wednesday, Nov 8, 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
Gord Lundy, Municipality of Crowsnest Pass
Mary Kittlaus, Village of Cowley
Mark Barber, Town of Pincher Creek
Emile Saindon, Landfill Manager
Jean Waldner, Office Administrator

AGENDA

Dean Ward

Moved the agenda be adopted as presented Carried. 11.08.17-976

MINUTES

Dean Ward

Moved the minutes of Sept 20, 2017 be adopted as circulated Carried. 11.08.17-977

MANAGER'S REPORT

1. MSW volumes steady.
2. The Industrial cell has been steady. Exceeding budget revenues.
3. Eden Valley Nation has agreed to a 1 year contract for hauling and disposal of MSW
Start date November 1, 2017
4. Wood grinding project will begin in November, as soon as the weather cooperates.
5. Scrap metal baling and hauling is completed for this year.
6. Storm water and leachate testing completed week of October 30, 2017.
7. Storage pad for ADC and wood chips completed and in use, run on and run off drainage system in place.
8. Our used oil furnace has been tested and is in use in our recycling building.
9. Working on request for information from AENV on our incinerator application.
10. RCA conference went well and we were awarded the Award of Excellence for Recycling facilities with the population range of 5000 to 25,000.
11. Working on budget numbers and construction projects for 2018.

Dave Filipuzzi

Moved that the Manager's report be accepted for information. Carried. 11.08.17-978

FINANCIAL REPORT

The Income Statement and Balance sheet to Oct 31, 2017 were reviewed. And the Budget for 2018 was presented to the board.

Mark Barber

Moved that the financial reports be accepted for information. Carried. 11.08.17-979

Dean Ward

Moved after discussion the approval of the 2018 Budget. Carried. 11.08.17-980

INCINERATOR QUESTIONS AND CONCERNS TABLED FROM LAST MEETING.

It was decided last meeting to wait for the new Landfill Board of Directors to make further decisions on the progress of the proposed incinerator. After Terry, Emile and Jean answered questions and explained the reason for the incinerator, they invited the new members to please watch our incinerator presentation on our website, and to come back with any questions they might have. The new board decided to keep the money in the 2018 budget to answer the question professionally that were asked by Environment Canada and other interested parties.

Mary Kittlaus

Moved that the Landfill should answer all concerns and questions with the incinerator.

Carried. 11.08.17-981

SORTING FEES POLICY / AWARD OF EXCELLENCE FROM ALBERTA RECYCLING

The new policy was presented for review, some wording changes were made.

Administration explained that this policy has been sent to charge customers and will be advertised in the local papers next week, along with a picture's and a story about the Award of excellence we received from Alberta Recycling.

Dave Filipuzzi

Moved this presentation be accepted as information.

Carried. 11.08.17-982

COMPOSTING PROPOSAL

After learning a lot from the Recycling Council of Alberta conference in Lake Louise about composting. Management did a presentation for the Board on various types of composting devices and processors. Some questions were answered in what we would possibly like to start doing in the spring. More research will be made and presented later. The Board agreed to leave funds in the 2018 budget for a future composting facility here at the Landfill.

Gord Lundy

Moved this presentation be accepted as information.

Carried. 11.08.17-983

SCHOLARSHIP APPLICATION MICHAEL ZORATTI

The Board of Directors has accepted Michael Zoratti's application for a Landfill Scholarship. A \$1000.00 will be sent to him after we received confirmation of her 1st semester passing marks.

Dean Ward

Moved this scholarship application be accepted Carried. 11.08.17-984

SCHOLARSHIP APPLICATION CHRISTOPHER CAIL

The Board of Directors has accepted Christopher Cail application for a Landfill Scholarship. A \$1000.00 will be sent to him, he did present his 1st semester marks with his application.

Dave Filipuzzi

Moved this scholarship application be accepted Carried. 11.08.17-985

SCHOLARSHIP APPLICATION BRADY DOUGLAS

The Board of Directors has accepted Brady Douglas application for a Landfill Scholarship. A \$1000.00 will be sent to him after we received confirmation of her 1st semester passing marks.

Dean Ward

Moved this scholarship application be accepted Carried. 11.08.17-986

DONATION REQUEST

A Donation request from the Crowsnest Pass 40 Development Assets (CNP40) for their after school drop off program. The Board stated since we gave this organization \$500.00 in May, 2017 that they aren't eligible until next year to receive future funding.

Dave Filipuzzi

Moved no funding be donated for this program. Carried. 11.08.17-987

DONATION REQUEST

A Donation request from Pincher Creek Kidsport to subsidize their efforts to help low income children be able to participate in sporting programs.

Mark Barber

Moved to donate \$200.00 to help their organization. Carried. 11.08.17-988

SPECIAL DONATION FUNDING FOR 2017

Administration was instructed by the board to donate the remaining \$130.00 left from our 2017 Special Donation Funding, to be donated to Stars Ambulance.

Dean Ward

Moved to donate \$130.00 to Stars Ambulance. Carried. 11.08.17-989

Correspondence:

Information was distributed that was received from Waterton Biosphere Reserve
Our guest speaker at September 20th, 2017 meeting.

Thank you card was distributed from the Livingstone School Ski Academy

NEXT MEETING DATES

January 17, 2017

Tabled Items

ADJOURNMENT

Mary Kittlaus

Moved the meeting adjourn at 11:00 a.m.

Carried. 11.08.17-990

CHAIRMAN

SECRETARY