

**AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK
May 8, 2018
1:00 pm**

A. ADOPTION OF AGENDA

B. DELEGATIONS

1. Municipal Accountability Program (MAP)
 - Letter from Alberta Municipal Affairs, dated March 29, 2018
2. Chinook Arch Regional Library System
 - Presentation to Municipal Partners 2018

C. MINUTES

1. Council Committee Meeting Minutes
 - April 24, 2018
2. Council Meeting Minutes
 - April 24, 2018

D. UNFINISHED BUSINESS

E. CHIEF ADMINISTRATOR OFFICER'S (CAO) REPORTS

1. Operations
 - a) Operations Report
 - Report from Director of Operations, dated May 2, 20178
 - Call Logs
2. Planning and Development

Nil
3. Finance
 - a) Statement of Cash Position
 - For Month ending April 2018
4. Municipal
 - a) Fire Guardians - Appointment
 - Report from Interim Chief Administrative Officer, dated May 3, 2018
 - b) Village of Cowley Sewage Lagoon
 - Report from Interim Chief Administrative Officer, dated May 2, 2018
 - c) Interim Chief Administrative Officer Report
 - Report from Interim Chief Administrative Officer, dated May 3, 2018
 - Administration Call Log

F. CORRESPONDENCE

1. For Action
 - a) Affordable Housing Presentation
 - Letter from Town of Pincher Creek, dated April 26, 2018
 - b) Letter of Invitation – Pincher Creek Pride
 - Email from Andrew McCutcheon, dated May 3, 2018
2. For Information
 - a) Seniors' Week
 - Letter from Alberta Seniors and Housing, dated April 20, 2018
 - b) Sewer and Water Line Warranty
 - Letter from RMA Trade, dated April 25, 2018

- c) Grant Writer
 - Press Release from Pincher Creek Community Development Initiative, dated April 26, 2018
- d) Disaster Response
 - Article from Western Producer, dated April 19, 2018
- e) Tax Increase Concern
 - Email from Gerry Nichol, dated April 28, 2018

G. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Reeve Quentin Stevick – Division 1

- Chinook Arch Library Board
- Financial Statements for Year Ended December 31, 2017

Councillor Rick Lemire – Division 2

Councillor Bev Everts– Division 3

- Agricultural Service Board
- Minutes of April 5, 2018

Councillor Brian Hammond - Division 4

Councillor Terry Yagos – Division 5

H. IN-CAMERA

1. Legal – Contract – FOIP Section 21
2. Labour – Personnel – FOIP Section 19

I. NEW BUSINESS

J. ADJOURNMENT

RECEIVED

APR - 4 2018

M.D. OF PINCHER CREEK

Deputy Minister
18th Floor, Commerce Place
10155 - 102 Street
Edmonton, Alberta T5J 4L4
Canada
Telephone 780-427-4826
Fax 780-422-9561

AR92634

March 29, 2018

Mr. Roland Milligan
Chief Administrative Officer
Municipal District of Pincher Creek No. 9
PO Box 279
Pincher Creek, Alberta T0K 1W0

Dear Mr. Milligan:

I am pleased to advise that your municipality has been selected to participate in a Municipal Accountability Program (MAP) review in 2018. A summary of the program was sent to your council in a recent letter from the Honourable Shaye Anderson, Minister of Municipal Affairs.

The MAP review will include an on-site visit to your municipal office and will consist of:

- a review of municipal documents;
- discussions with you and, where applicable, your staff regarding policies, procedures, and processes; and
- observation of a council meeting.

A report identifying areas of compliance and any legislative gaps that may exist will be provided to you. In order to assist you in addressing any areas of non-compliance, the report will also include recommendations and resources specific to each matter identified. It is my expectation that the report generated as a result of the MAP review will be shared with council at a public council meeting.

A municipal accountability advisor will be contacting you in the near future to provide further details regarding the program as well as discuss requirements and scheduling of the MAP review. Scheduling will take into consideration your workload and availability, as well as the council meeting schedule.

If you have any questions or concerns, please contact a municipal accountability advisor with the Municipal Capacity and Sustainability Branch of Municipal Affairs toll-free at: 310-0000, then 780-427-2225.

Sincerely,



Brad Pickering
Deputy Minister



OBJECTIVE

To collaboratively foster effective local governance and build administrative capacity in Alberta's municipalities.

HIGHLIGHTS

Designed to support municipalities by helping to understand legislative requirements.

Assisting CAOs in confirming the areas where they are doing well, and identifying any areas of concern to avoid concerns from developing into significant problems.

A proactive approach with the ministry working collaboratively with CAOs to develop a report for the CAO that will contain recommendations and resources.

SUMMARY

The Municipal Accountability Program (MAP) will review municipal processes and procedures to help develop knowledge of mandatory legislative requirements. This will support municipalities with their legislative compliance.

The MAP will consist of multi-year cycle reviews, ordered by the Minister under Section 571 of the *Municipal Government Act*. Municipalities with populations of 5,000 or less will participate in the MAP.

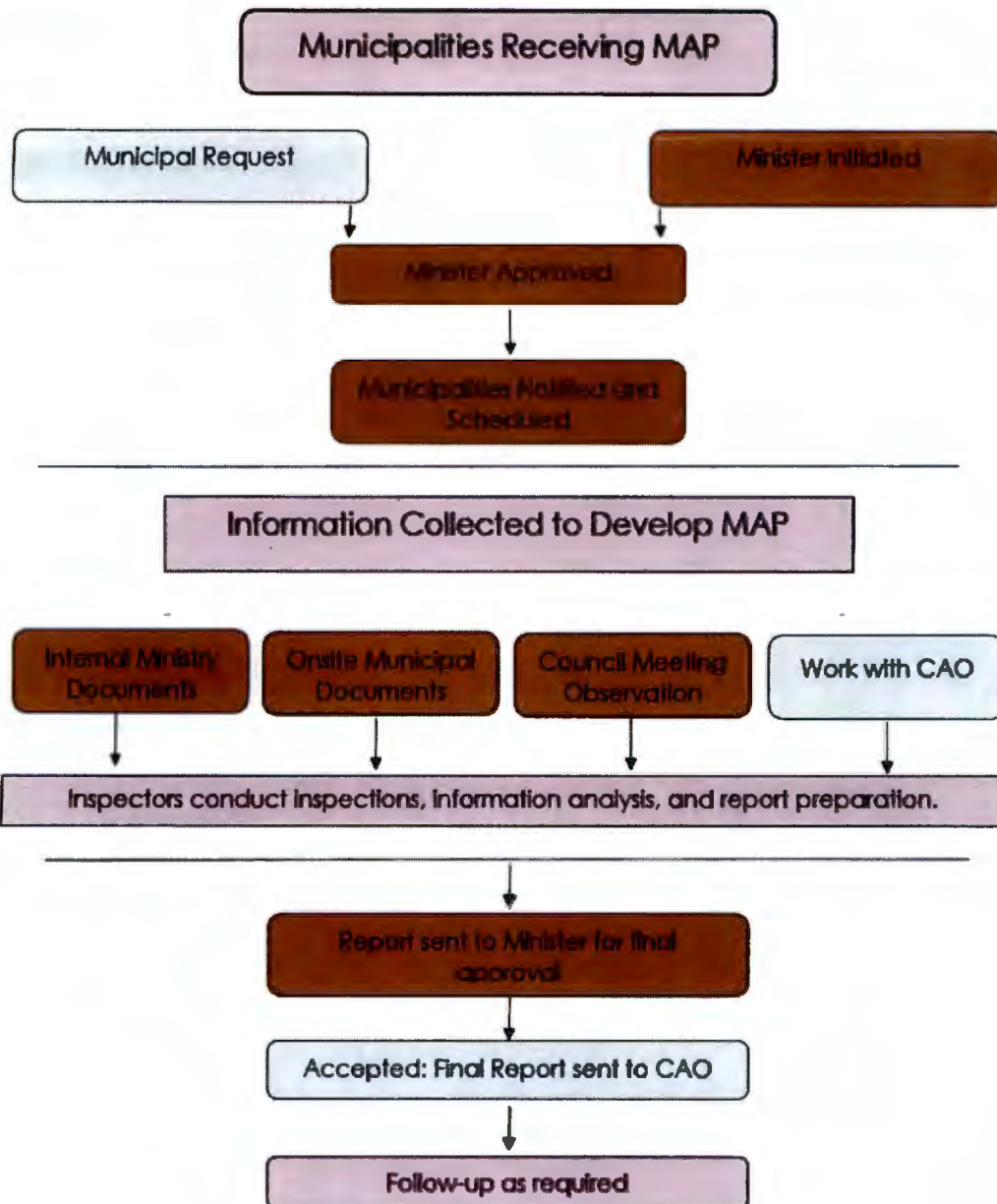
The primary contact for the ministry will be the chief administrative officer (CAO). Ministry staff will co-ordinate the visit with the CAO and make document requests through the CAO, or their designate. The attached sample checklist provides examples of the type of information that will be reviewed.

Working collaboratively with the CAO, a customized 'MAP' report will be provided to the CAO, which will identify areas of compliance, as well as include recommendations and resources to assist in remedying any legislative inconsistencies that may exist.

Continued proactive contact, support, and relationship building will be maintained throughout the four-year cycle with each municipality as needed or as requested, regardless of compliance status.

There is no cost to municipalities participating in the MAP.

Interaction with elected officials will be limited to a presentation explaining the attached MAP Process and attendance at a council meeting to confirm legislative meeting requirements are met.



While not a complete or exhaustive list, following is a sample of what items could be reviewed and assessed as part of the MAP process.

Bylaw review

- **Mandatory**
 - o Code of Conduct
 - o CAO
 - o Borrowing
 - o Property Tax Rate
 - o Subdivision Authority and Development Authority
 - o Subdivision and Development Appeal Board
 - o Municipal Development Plan
 - o Land-use Bylaw
 - o ICF's
 - o Emergency Advisory Committee
- **Discretionary**
 - o General review (Procedural, Tax penalties, Animal Control, Utilities, etc.)

Policy review

- Public Participation
- Budget
- Operational and Capital Plans
- Municipal Emergency Plan

Procedure review

- **Reporting**
 - o Financial and Statistical Information Returns
 - o Financial Reporting to Council
- **Tax**
 - o Tax Notices
 - o Tax Recovery
 - o Tax Agreements
 - o Penalties
- **Administration**
 - o CAO Evaluation
 - o Document Security
 - o Elections
 - o Petitions
 - o Advertising
- **Meeting Procedures**
 - o Adoption of minutes
 - o In accordance with procedural bylaw (if it exists)
 - o Closed meetings
 - o Council minutes-content
- **Planning**
 - o Development permits
 - o Appeals
- **Notifications**

Chinook Arch Regional Library System

Presentation to Municipal Partners

2018



Outline

- Overview of Regional Library Service in Alberta
- Brief History of Chinook Arch
- System Agreement and Plan of Service
- Budgets, Funding, and Governance
- Chinook Arch Services
- Highlights from 2017

Alberta's Regional Library Systems

- Serve 1.1 million Albertans
- Are libraries under the Act
- Partner with municipalities to raise the level of library service in urban and rural areas
- Permit local library staff to focus on serving the public



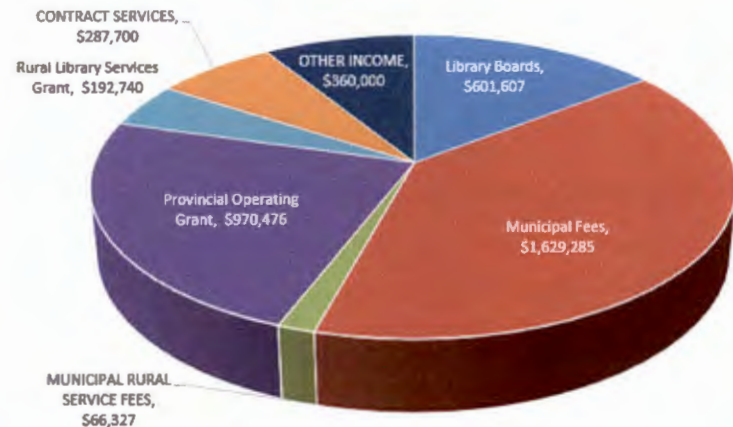
System Agreement and Plan of Service

- System Agreement lays out our roles; Plan of Service guides how we will fill those roles
- Planning and budget cycles coincide with municipal election cycle
- Current Plan of Service is 2015-2018
- 2019-2022 Plan of Service currently in development



Funding and Budgets

- Four year budget 2015-2018; 2018 budget is \$4 million
- Funding comes from members and the Government of Alberta
- Any increase in member levies must be approved by member councils
- Fund raising



Governance

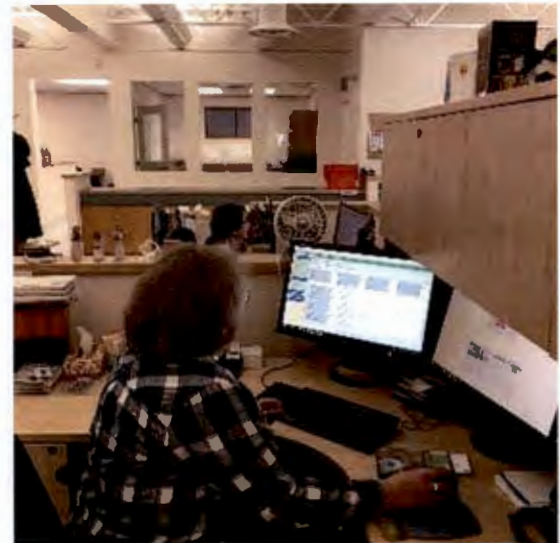
- Board is a one member, one vote model
- Members appointed by council/school division
- Standing Committees:
 - Finance/Personnel
 - Planning/Facilities
 - Marketing/Communications
 - Ad hoc committees as needed



Chinook Arch Services

- Bibliographic Services

- Centralized ordering, cataloguing, and processing of materials
- Fund management
- Vendor relations
- Collection development support
- Reporting and statistics
- Online catalogue
- Online payment



Chinook Arch Services (cont.)

- Information Technology Services

- Purchasing services for IT equipment
- Staging and deploying computers and equipment
- Internet connectivity
- Software license management (PC Reservation, Deep Freeze, etc)
- Centralized services (email, file server, backup, threat protection)
- Help Desk



Chinook Arch Services (cont.)

- Public Services

- Training and professional development
- Consulting support
- Direct patron assistance
- Online services (hoopla, OverDrive, Gale Courses, online databases, etc.)
- Marketing and communications
- Managing various regional committees and working groups

Chinook Arch Services (cont.)

- Resource sharing
 - Delivery
 - Interlibrary loans
- Board development
- Fundraising support
- Services to First Nations



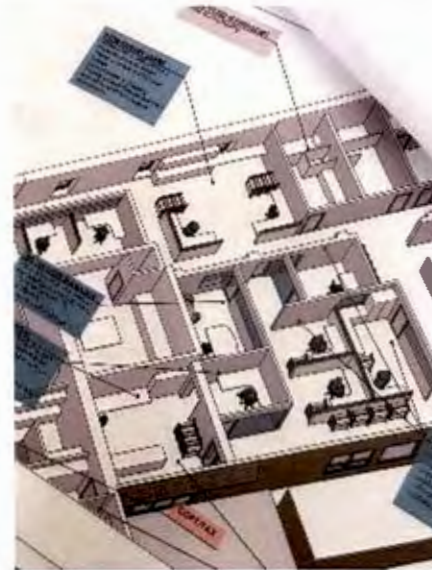
Highlights from 2017

- Almost 1.7M items borrowed by area residents
- Lending between member libraries: 254,000
- 150,000 OverDrive downloads (ebooks, audiobooks)
- hoopla checkouts increased 10% over 2016 (up to 46,000 from 41,000)
- 4,456 delivery stops; 151,000 km travelled
- 71,115 items catalogued
- 6,000 interlibrary loans



Looking Forward

- 2019-2022 Plan of Service/Budget
- Facility Renovation Project
- Mobile Services Initiative
- Programming/Marketing Support
- Services to First Nations



Questions/Feedback

Robin Hepher, CEO

403-380-1505

rhepher@chinookarch.ca



**MINUTES
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK
APRIL 24, 2018**

- Present:** Councillors Brian Hammond, Bev Everts, Rick Lemire and Terry Yagos
- Absent:** Reeve Quentin Stevick
- Staff:** Interim Chief Administrative Officer/Director of Development and Community Services Roland Milligan, Director of Operations Leo Reedyk, and Executive Assistant Tara Cryderman
- Other:** Connie Simmons, Ted Smith, and Cody Johnson

Deputy Reeve Rick Lemire called the meeting to order, the time being 9:07 am.

1. Approval of Agenda

Councillor Terry Yagos

Moved that the Council Committee Agenda for Tuesday, April 24, 2018, be approved as presented.

Carried

2. In-Camera

Councillor Bev Everts

Moved that Council and Staff move In-Camera, the time being 9:08 am, to discuss the following:

Legal – Call Logs – FOIP Section 16

Carried

Councillor Terry Yagos

Moved that Council and Staff move out of In-Camera, the time being 9:42 am.

Carried

3. Livingstone – Porcupine Hills Land Footprint Management Plan and Recreation Planning Management Plan

Connie Simmons, Ted Smith and Cody Johnson attended the meeting to discuss the Draft Livingstone – Porcupine Hills Alberta Environment and Parks Planning Documents.

The power point was shared with Council.

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The Land Footprint Management Plan was shared.
The wish list, from a landowner's perspective, was discussed.

The Public Land Use Zones were mentioned.

Science based limits were discussed.

Noise in the area was discussed. Industrial noise is covered under the provincial government, enjoyment of the public falls under the jurisdiction of the MD.

Rustic camping was excessive. This was discussed.

Several maps were shown.

4. Code of Conduct

Bylaw 1281-17, being the Councillor Code of Conduct Bylaw was presented for discussion.

The document from municipal affairs was mentioned.

It was suggested that the bylaw be redrafted to be more personal to the MD.

The municipal affairs document, George Cuff's recommendations, and the draft bylaw will all be considered when drafting our bylaw.

This will be added to the agenda for the next meeting.

5. Update on Dams within the MD

Director of Operations Leo Reedyk provided an update of the dams within the MD of Pincher Creek.

Marna Lake is frozen – no issues there.

Halton Dam remains frozen.

Cridland Dam is spilling over into the spillway. There is a beaver dam causing issues with restricting the flow. This dam has been opened to relieve some water and to allow for the melt.

Therriaut Dam has been opened and continues to flow through the gate and overflow the horn.

Fish Lake was inaccessible.

Leo will attend the open house for the Oldman Dam Emergency Stakeholder Open House on May 1, 2018.

The changes to the plan and MD ratepayer information of the plan was requested.

6. Annual Road Tour

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The Road Tour will be scheduled for June 4, 2018. A map will be available for Councillors to indicate the trouble spots they wish to visit.

7. Roundtable Discussion

Reeve Stevick – Absent

Councillor Lemire:

- Coffee with Council
- Volunteer Appreciation Luncheon

Councillor Everts:

- Emergency Preparedness Brochure relating the lessons learned to be available for May 8.

Councillor Hammond:

- Meeting with Village of Cowley

Councillor Yagos:

- Nothing at this time.

8. Adjournment

The meeting adjourned at 11:40 pm.

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
COUNCIL MEETING
APRIL 24, 2018

8972

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, April 24, 2018, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

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

ABSENT Reeve Quentin Stevick

STAFF Interim Chief Administrative Officer/Director of Development and Community Services
 Roland Milligan, Director of Operations Leo Reedyk, 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 Terry Yagos 18/247

Moved that the Council Agenda for April 24, 2018, be amended, the amendments as follows:

Addition to Correspondence – Action – F1e – 2018 Oldman Dam Emergency Preparedness Plan
 Open House;

Addition to Correspondence – Action – F1f – Habitat for Humanity;

Addition to Correspondence – Action – F1g – Livingstone – Porcupine Hills Footprint and
 Recreation Planning

Addition Committee Reports – G3 – Support of Nomination – 2018 Top 100 Green Destinations;

Addition to New Business - Alberta Rockies South West Management Organization;

And that the agenda be approved, as amended.

Carried

B. DELEGATIONS

1. Alberta Rockies South – Destination Management Organization

Marie Everts, Economic Development Officer, Town of Pincher Creek and Sacha Anderson, Community Economic Development Coordinator, Community Futures Crowsnest Pass, attended the meeting to present and discuss Destination Management Organization.

A PowerPoint Presentation was presented.

A Destination Management Organization would assist with a cohesive regional tourism voice that would represent the area for the Castle Parks.

A letter of commitment, with a contribution of \$5,000, has been requested.

The deadline for the Tourism Growth Innovation Fund for Destination Development is April 30, 2018.

C. MINUTES

1. Council Committee Meeting Minutes

Councillor Bev Everts 18/248

Moved that the Council Committee Meeting Minutes of April 10, 2018, be received as information.

Carried

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 Regular Council Meeting
 Municipal District of Pincher Creek
 April 24, 2018

2. Council Meeting Minutes

Councillor Bev Everts 18/249

Moved that the Council Meeting Minutes of April 10, 2018, be received as information.

Carried

3. Coffee with Council Notes

Councillor Bev Everts 18/250

Moved that the Coffee with Council Notes of April 17, 2018, be received as information;

And that these minutes be included on the Council Committee Agenda for May 8, 2017, for further discussion.

Carried

D. UNFINISHED BUSINESS

1. Airport Lease Agreement

Councillor Brian Hammond 18/251

Moved that the report from the Director of Operations, dated April 18, 2018, regarding the Airport Lease Agreement - Update, be received;

And further that Policy C-FIN-27 be amended to include Airport Land Lease Rates at the rate of \$1.00 / square meter per year for hangar development for a three year term.

Carried

E. CHIEF ADMINISTRATOR OFFICER'S (CAO) REPORTS

1. Operations

a) 2018 Agricultural Service Board Summer Tour

Councillor Brian Hammond 18/252

Moved that the report from the Director of Operations, dated April 17, 2018, regarding the 2018 Agricultural Service Board Summer Tour, be received;

And that any Councillors wishing to attend the Summer Tour, be authorized to do so.

Carried

b) Operations Report

Councillor Terry Yagos 18/253

Moved that the Operations report from the Director of Operations, for the period dated April 5, 2018 to April 19, 2018, as well as the Call Logs, be received as information.

Carried

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 Municipal District of Pincher Creek
 April 24, 2018

2. Planning and Development

Nil

3. Finance

Nil

4. Municipal

a) Airport Advisory Committee Recommendations – PCES Chief Dave Cox Delegation Presentation

Councillor Brian Hammond 18/254

Moved that Council receive the report from the Interim Chief Administrative Officer, dated April 19, 2018, regarding the recommendations put forth by the Airport Advisory Committee, as information;

And that NOTAMS are provided according to Policy 303 – Winter Snow Removal on MD Roads;

And that snow clearing for the runway be discussed, and taken into consideration, when reviewing the Snow Removal priorities;

And that information regarding the purchase of a generator, be returned to Council, for further budgetary discussions;

And that discussion regarding the possibility of the snow clearing of the runway fall under the umbrella of either the Emergency Services Commission or that a multijurisdictional approach be requested to be placed on the Joint Regional Meeting, scheduled for May 10, 2018;

And further that the provision of water, wastewater, and other services to the airport, continue to be pursued.

Carried

b) 2018 Policing Priorities for the MD of Pincher Creek

Councillor Brian Hammond 18/255

Moved that Council receive the report from the Interim Chief Administrative Officer, dated April 16, 2018, regarding the 2018 Policing Priorities for the MD of Pincher Creek, as information;

And that the following are the 2018 Community Policing Priorities for the MD of Pincher Creek:

1. Increase in Rural Crime Prevention Initiatives
2. Increase in Drug Enforcement
3. Increase in Traffic Enforcement

Carried

c) Summer Meeting Schedule

Councillor Terry Yagos 18/256

That the report from the Interim Chief Administrative Officer, regarding Summer Council Meetings – July 24 and August 14, 2018, Subdivision Authority and

Municipal Planning Commission meetings – August 7, 2018, and Agricultural Service Board meeting – August 2, 2018, dated April 13, 2018, be received;

And that the regularly scheduled Council Meetings of July 24 and August 14, 2018, be cancelled;

And that the Subdivision Authority and Municipal Planning Commission meetings scheduled for August 7, 2018, be cancelled;

And that the Agricultural Service Board meeting scheduled for August 2, 2018, be cancelled;

And further that if there is an emergent need to have a meeting during this time that an appropriate date and time be set.

Carried

d) Interim Chief Administrative Officer Report

Councillor Terry Yagos 18/257

Moved that Council receive for information, the Interim Chief Administrative Officer’s report for the period of April 6, 2018 to April 19, 2018, as well as the Administration Call Log.

Carried

F. CORRESPONDENCE

1. Action

a) Seniors Service Awards

Councillor Terry Yagos 18/258

Moved that the letter from Alberta Seniors and Housing, dated April 6, 2018, regarding the Seniors Service Awards, be received as information.

Carried

b) Alberta Historical Resources Foundation Heritage Awards 2018

Councillor Brian Hammond 18/259

Moved that the letter from Alberta Historical Resources Foundation, dated March 15, 2018, regarding the Alberta Historical Resources Foundation Heritage Awards, 2018, be received;

And that this item be moved to the In-Camera session.

Carried

c) Transboundary Weeds Water and Stewardship Tour

Councillor Terry Yagos 18/260

Moved that the Transboundary Weeds Water and Stewardship Tour information, be received;

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And that any Councillors wishing to attend the Transboundary Weeds Water and Stewardship Tour, be authorized to do so.

Carried

d) 3rd Annual Archery Shoot

Councillor Brian Hammond 18/261

Moved that the letter from Pincher Archery Club, received April 16, 2018, regarding the 3rd Annual Archer Shoot, be received;

And that \$100 be donated towards the purchase of a 3D animal target, with funding coming from Grants to Groups and Organizations (Account 2-75-0-770-2765).

Carried

e) 2018 Oldman Dam Emergency Preparedness Plan

Councillor Terry Yagos 18/262

Moved that the letter from Alberta Environment and Parks, dated February 28, 2018, regarding the 2018 Oldman Dam Emergency Preparedness Plan, be received as information.

Carried

f) Habitat for Humanity – Southern Alberta

Councillor Terry Yagos 18/263

Moved that the letter from Habitat for Humanity – Southern Alberta, dated April 20, 2018, regarding the Barn Dance, and requesting a donation of a load of gravel, be received;

And that a 20 yard load of gravel, including the hauling of gravel, be donated to the Habitat for Humanity as a live auction item.

Carried

g) Livingstone – Porcupine Hills Footprint and Recreation Draft Plan

Councillor Terry Yagos 18/264

Moved that a letter of support be provided to the Alberta Environment and Parks, endorsing the Draft Livingstone – Porcupine Hills Land Footprint Management Plan and the Draft Livingstone – Porcupine Hills Recreation Management Plan.

Carried

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2. For Information

Councillor Bev Everts 18/265

Moved that the following be received as information:

- a) Beaver Mines Regional Water Supply
 - Letter from Alberta Transportation, dated March 21, 2018
- b) Grant Writer Initiative
 - Information from Pincher Creek Community Development Initiative, dated February 2018
- c) Thank You Letter
 - Letter from Windsor Heritage Drop-In Centre, received April 19, 2018
- d) National Public Works Week
 - Letter from Alberta Public Works Association, dated March 29, 2018
- e) Great Chautauqua Revival
 - Letter from Chautauqua Committee, received April 11, 2018

Carried

G. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Reeve Quentin Stevick – Division 1
 Absent

Councillor Rick Lemire – Division 2
 Airport Advisory Committee
 Economic Development Committee

Councillor Bev Everts – Division 3
 Oldman River Regional Services Commission
 - Minutes of February 15, 2018
 Community Meeting at Library
 2018 Top 100 Green Destinations

Councillor Brian Hammond - Division 4
 Pincher Creek Foundation

Councillor Terry Yagos – Division 5
 Crowsnest / Pincher Creek Landfill Association
 - Minutes of March 23, 2018

Councillor Terry Yagos 18/266

Moved that Administration be directed to request to the Town of Pincher Creek, that Emile Saindon, Manager for the Crowsnest/Pincher Creek Landfill Association, be permitted to appear as a delegation at the Regional Joint Council Meeting, scheduled for May 10, 2018, to present information pertaining to the Association's proposed incinerator project.

Councillor Terry Yagos requested a recorded vote.

Councillor Brian Hammond – In Favour
 Councillor Rick Lemire – Opposed
 Councillor Bev Everts – Opposed
 Councillor Terry Yagos – In Favour
 Motion Defeated

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Councillor Terry Yagos 18/267

Moved that the committee reports be received as information.

Carried

H. IN CAMERA

Councillor Terry Yagos 18/268

Moved that Council and Staff move In-Camera, the time being 3:39 pm, to discuss the following issue:

- 1. Legal – Heritage Awards – FOIP Section 16
- 2. Labour – Personnel – FOIP Section 19

Carried

Councillor Terry Yagos 18/269

Moved that Council and Staff move out of In-Camera, the time being 4:22 pm.

Carried

I. NEW BUSINESS

- 1. Alberta Historical Resources Foundation’s Heritage Awards

Councillor Terry Yagos 18/270

Moved that Council direct Administration to proceed with the nomination process as discussed In-Camera.

Carried

- 2. Alberta Rockies South – Destination Management Organization

Councillor Terry Yagos 18/271

Moved that a letter of financial support in the amount of \$5000 be provided for the purpose of making a grant application to the Tourism Growth Innovation Fund, to assist in the establishment of the proposed Castle Region Destination Management Organization.

Carried

J. ADJOURNMENT

Councillor Brain Hammond 18/272

Moved that Council adjourn the meeting, the time being 4:33 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

Director of Operations Report May 2, 2018

Operations Activity Includes:

- April 20, Emergency Management Agency Overland Flooding meeting;
- April 23, Patton Park meeting;
- April 24, Council meetings;
- April 25, Beaver Mines Pipeline New Year Start up meeting;
- April 27, Staff meeting
- May 1, Cowley/Municipal District Joint Council meeting;
- May 1, Oldman Dam Emergency Preparedness meeting;
- May 2, Regional Water Raw Water Intake Project meeting.

Agricultural and Environmental Services Activity Includes:

- April 19, South-West Invasives Managers meeting;
- April 24, Animals and Disaster Preparedness Seminar in Calgary;
- April 26, Producer meeting – stewardship project/funding application;
- April 27- ongoing, Emergency Management Plan – contingency for pets;
- May 1, CAP Funding Applications;
- May 2, Emergency Preparedness Week, one page summary publication.

Public Works Activity Includes:

- Grading roads as they dry out;
- Open plugged culverts;
- Repair sewer line on Breckenridge street in Lundbreck;
- Gravel road repairs as able;
- Monitor overland flooding;
- Temporary snow fence removal.

Upcoming:

- May 3, Agricultural Service Board Meeting;
- May 4, Emergency Management Agency - Flooding meeting;
- May 6, Chipman Creek, live stake planting day;
- May 8 Council meetings;
- May 8, Emergency Preparedness event at the Coop Mall;
- May 9, Occupational Health and Safety meeting;
- May 10, Staff meeting.

Project Update:

- Community Resilience Program
 - Regional Raw Water Intake, construction ongoing, project is a month and a half behind schedule.

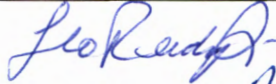
- Capital Projects
 - Beaver Mines Water Supply, Pipeline - Pipe installation resumed on the south side of the Castle River, Mechanical Contractor working on raw water pump house and Water Treatment Plant;
 - Beaver Mines Water Distribution and Waste Water Collection, detailed design and land negotiation ongoing;
 - Beaver Mines Wastewater Treatment, looking at options as requested by Council;
 - Castle Servicing, detailed design ongoing.
 - Bridge Tender 70423, 6909, and 479 closed.

Call Logs – attached.

Recommendation:

That the Operations report for the period April 19, 2018 to May 2, 2018 and the call log be received as information.

Prepared by: Leo Reedyk



Date: May 2, 2018

Reviewed by: Roland Milligan, Interim CAO



Date: 2018/05/02

Submitted to: Council

Date: May 8, 2018

PUBLIC WORKS

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
670	Division 3	SW16 T6 R30 W4	RQ to have approach widened	Stu Weber	Deferred to 2018	14-Dec-16	
939	Division 4	SW15 T7 R29 W4	RQ to have cattle guard cleaned out #29218 TWP 7-2	Bob Millar	Deferred to 2018	13-Jul-17	
965	Division 1	SE4 T4 R29 W4 SE34 T3 R29 W4	RQ Approach information	Stu Weber	Land Owner to reply	31-Aug-17	
979	Division 3	NE18 T5 R2 W5	Buckhorn Road very dangerous trees need to be cut on blind corners	Jared Pitcher	2018 Brushing Plan	18-Oct-17	
989	Division 2		Snow fence blown down between SE&SW 35/36 RR2-5	Tony Naumczyk	On the list	31-Oct-17	
1135	Division 1	NE17T4 R28 W4	RQ 10' extension to culvert that crosses RR28-4 re cattle issues	Jared Pitcher	In contact	16-Nov-17	
1535	Division 2		S. of Crook across XX track to east need a plow	Tony T	Will do later/needs to dry	12-Apr-18	
1543		Pincher Stn	426 Station Ave Needs to put in another approach	Jared Pitcher	To be advised	12-Apr-18	
1544	Division 4	SE15 T7 R29 W4	Post at cattleguard need welding	Bob Millar	Work to be done	12-Apr-18	
1547	Division 4	SW34 T7 R30 W4	Needs gravel (Pit run) for yard at new house #7516 RR30-2A	Jared Pitcher	Pit needs to dry up	16-Apr-18	
1554	Lundbreck	309/317 Breckenridge	Drainage problem/Roto rooter/Problem on MD	Leo	Waiting to hear re RR bill	17-Apr-18	
1556	Division 2	SW3 T7 R29 W4	RQ Driveway very bad shape #7002 RR29-4 Thank you to Don	Don Jackson	Completed	18-Apr-18	20-Apr-18
1557			Just getting information re obtaining gravel		Completed	18-Apr-18	18-Apr-18
1558			Re getting an approach built	Jared Pitcher	To be advised	18-Apr-18	
1559	Division 4	SE35 T8 R1 W5	#8505 RR1-1 Cabin Creek Rd impassable	Tim	Needs to dry up	10-Apr-18	
1560	Division 4	NW36 T8 R1 W4	#8541 RR1-1 Still snow on road & muddy bad shape	Tim	Needs to dry up	19-Apr-18	
1561	Division4	SW36 T8 R1 W5	#8505 RR1-1 Cabin Creek Rd He is doing what he can to help us so people can at least get out	Tim	Needs to dry up	19-Apr-18	
1562	Division 1	SW35 T3 R29 W4	Road needs gravel	Kent	Completed	19-Apr-18	23-Apr-18
1563	Lundbreck		Kindergarden class (19) coming for tour May 02		Completed	19-Apr-18	02-May-18

PUBLIC WORKS

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
1564	Division 4		Need water truck for fire up by Stauffers	Brad	Immediate response	19-Apr-18	19-Apr-18
1565	Division 2		Call to give a big thanks to Don for the work done	Don Jackson	Completed	20-Apr-18 30-Apr-18	27-Apr-18
1566	Division 5		Rd by Talon Peaks Estates (like a spring in the centre	Mike/Kent	Flagged it	24-Apr-18	24-Apr-18
1557	Division 4		Re Dust Control List		Completed	20-Apr-18	20-Apr-18
1558	Division 4	NE27 T6 R30 W4	#6430 off Hwy 6 RQ grading	Henry Dykstra	Completed	20-Apr-18	23-Apr-18
1559	Division 5	NW20 T9 R2 W5	Culvert plugged and road washing out	Dave/Mike	Completed	23-Apr-18	23-Apr-18
1560			Because of the bad year why is the MD not putting road bans on MD roads	Leo	Completed	23-Apr-18	23-Apr-18
1561	Division 2	SE36 T5 R29 W4	Road in bad shape	Don Jackson	Completed	23-Apr-18	23-Apr-18
1562	Division 4		Olin Creek Road needs gravel	Brian	Completed	25-Apr-18	25-Apr-18
1563	Division 3	Gladstone Rd	Gave a permit to operate his equipment in to do an emergency project		Completed	25-Apr-18	26-Apr-18
1564	Division 2	NE16 T6 R28 W4	#6222 RR28-3 Urgent need road opened to get Medical supplies in (Did not get done the last time)	Tony Tuckwood	Completed w/Kudos	25-Apr-18	25-Apr-18
1565	Division 1	Look out Point	Who looks after the picnic tables Waiting for Rick Lemire to let us know		Waiting to be advised	26-Apr-18	
1566	Division 1	NW2 T4 R29 W4	#4022 RR29-1 Driveway needs grading and gravel	Rod Nelson	In progress	26-Apr-18	
1567			Concerned no MD road bans after such a bad year		Advised	27-Apr-18	27-Apr-18
1568	Division 2	NW16 T6 R28 W4	Re Fred Ames road need work & Gravel	Tony Tuckwood	In progress	30-Apr-18	
1569	Division 4	NE21 T8 R1 W5	Road in terrible shape they are having to tow people in and out	Brian	In progress	30-Apr-18	
1570	Division 3		Re doing some drainage N-side of A/P runway	Jared Pitcher	To be done	30-Apr-18	
1571	Division 5	Talon Peaks	Re Dust Control / wants to talk to Stu	Stu Weber	to be actioned	30-Apr-18	
1572	Division 4	SE28 T8 R1 W5	#8410 RR1-3 Snake trail Road is bad	Brian	Work in progress	30-Apr-18	

PUBLIC WORKS

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
1573			RQ Dust Control		On the list	30-Apr-18	30-Apr-18

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

E3a

Month Ending April 2018

BANK STATEMENT C.I.B.C.	April	March
General Accounts		
Bank Statement Balance	(187,065.14)	69,879.10
Deposits After Month end	69,795.31	6,005.00
Cash On Hand	600.00	600.00
Outstanding Cheques	(159,343.87)	(28,180.66)
Month End Cash Available (Overdrawn)	(276,013.70)	48,303.44

M.D.'S GENERAL LEDGER	April	March
Balance Forward from Previous Month	48,303.44	688,160.72
Revenue for the Month:		
Receipts for the Month	702,066.09	919,051.22
Interest for the Month	1,090.77	773.65
Transfer from Short Term Investments	834,443.29	1,077,802.14
Disbursements for the Month:		
Cheques Written	(1,074,618.56)	(944,074.00)
Payroll Direct Deposits and Withdrawals	(364,816.55)	(419,155.58)
Electronic Withdrawals - Utilities and VISA	(37,715.59)	(47,013.99)
Banking Transaction Fees	(764.60)	(798.55)
Requisition & Debenture Payments	0.00	(481,815.04)
Transfer to Short Term Investments	(384,001.99)	(744,627.13)
M.D.'s General Ledger Balance at Month End	(276,013.70)	48,303.44

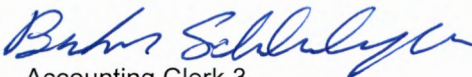
SHORT TERM INVESTMENTS - C.I.B.C.	April	March
General Account Operating Funds	0.00	0.00
MSI Capital Grant Advances	4,796,470.66	4,783,273.52
Public Reserve Trust Funds	97,592.85	97,323.09
Tax Forfeiture Land Sales	13,706.67	13,672.60
Recycling Committee	31,269.36	31,183.33
Water Intake Advance	446,949.15	1,257,489.70
Water For Life Advance	1,420,604.83	1,053,974.61
	6,806,593.52	7,236,916.85

LONG TERM INVESTMENTS	April	March	Annual Rate of Return	Original Investment Date	Original Investment Amount
Financial Institution	Market Value	Market Value	2017		
C.I.B.C. Wood Gundy - Bonds	8,644,598.00	8,652,517.00	1.14%	Nov-88	1,255,915.75

COMMENTS

May Items of Note	Amount
Revenue In - Tax Revenue	1,500,000.00
Revenue In - GST Rebate	78,000.00

This Statement Submitted to Council this 8th Day of May 2018.


Accounting Clerk 3


Director of Finance

MUNICIPAL DISTRICT OF PINCHER CREEK

May 3, 2018

TO: Reeve and Council

FROM: Roland Milligan, Interim Chief Administrative Officer

SUBJECT: Fire Guardians - Appointment

1.0 Origin

Forest and Prairie Protection Act legislates that each year the Council must appoint Fire Guardians.

2.0 Background

Forest and Prairie Protection Act Section 4 (2) states the following:

“Each year before April 1 the council of a municipal district shall appoint, for a term not exceeding one year with effect from the beginning of April, a sufficient number of fire guardians to enforce this Act within the boundaries of the municipal district.”

Chief Cox has provided several names that he is recommending to be fire guardians appointed under this legislation.

Council should also note that under the *Forest and Prairie Protection Act* Section 4 (3) the chief elected official, each councillor and the chief administrative officer are by virtue of their offices fire guardians in and for the municipal district.

3.0 Recommendation

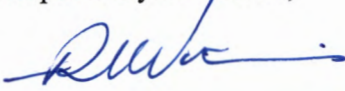
THAT the report from the Chief Administrative Officer, dated May 3, 2018, regarding appointment of fire guardians, be received;

AND that Council appoint the following persons as fire guardians for the Municipal District of Pincher Creek for the period May 2, 2018 to March 31, 2019:

- Jennifer Fisher-Sundberg
- Anne Molnar

- Steve Oczkowski
- Allen Tapay
- David Cox
- Pat Neumann
- Lynn Brasnett
- Dawn Heerschap
- Lori Schill
- Tammy Jack
- Nicole Boissoneault

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "R. Milligan", with a horizontal line extending to the right.

Roland Milligan

MUNICIPAL DISTRICT OF PINCHER CREEK

May 2, 2018

TO: Reeve and Council

FROM: Roland Milligan, Interim Chief Administrative Officer

SUBJECT: Village of Cowley Sewage Lagoons

1.0 Origin

The Village of Cowley Sewage Lagoons is an option for the wastewater aspect of the Beaver Mines Water and Wastewater Project.

2.0 Background

The utilization of the lagoons within the Village of Cowley for Wastewater has been an option throughout this Project.

A Joint Council Meeting, between the MD of Pincher Creek and the Village of Cowley, was held in January 2016 to discuss this option.

A response letter was provided by the Village of Cowley and this was placed on the June 14, 2016 Policy and Plans agenda for further discussion.

This option was researched by MPE, however, at the time, the Mill Creek Lagoon option was the favoured option, and was not pursued.

This option was defeated by Council at their September 26, 2017 Council Meeting.

Now that the Mill Creek Lagoon option is no longer viable, both lagoons in the Village of Cowley and the Town of Pincher are being investigated, as well as investigating the possibility of purchasing lands within the proximity of the Hamlet of Beaver Mines for a possible lagoon or other type of treatment site.

At the Joint Council Meeting, between the MD of Pincher Creek and the Village of Cowley, held on May 1, 2018 the sewage lagoon was once again discussed. The Village stated that he item would be on their Council meeting agenda later on the same day.

On May 3, 2018, the MD received an email from the Village stating that Cowley Council stands by their existing proposal stated in the letter sent to you on January 20, 2016, and further; that our engineer has permission to access our lagoons as need be.

3.0 Recommendation

That Council receive the report from the Interim Chief Administrative Officer, dated May 2, 2018, regarding the Village of Cowley Sewage Lagoons, as information;

And that Council direct Administration, working with MPE Engineering, to pursue the lagoons within the Village of Cowley as an option for the wastewater aspect of the Beaver Mines Water and Wastewater Project.

Respectfully submitted,



Roland Milligan

Attachments:

- Notes of January 12, 2016
- Letter from Village of Cowley, dated January 20, 2016
- Notes from Policy and Plans Meeting, dated June 14, 2016
- Minutes of September 26, 2017
- Notes of Joint Council Meeting, dated May 1, 2018
- Email from Village of Cowley, dated May 3, 2018

Joint Council Meeting
Municipal District of Pincher Creek and Village of Cowley
MD of Pincher Creek Administration Office
Tuesday, January 12, 2016

Present:

Village of Cowley: Mayor Gary Hackler, Councillors Monika Schneider and Warren Mickels and CAO Cindy Cornish

MD of Pincher Creek: Reeve Brian Hammond, Councillors Quentin Stevick, Garry Marchuk, Fred Schoening and Terry Yagos, CAO Wendy Kay, Director of Operations Leo Reedyk and Executive Assistant Tara Cryderman

1. Approval of Agenda

There was nothing added to the agenda.

2. Discussion on Possible Utilization of Cowley Sewage Lagoon

The partnership between the Village of Cowley and the MD of Pincher Creek was mentioned. The two municipalities have worked well together in several past projects.

Discussion then occurred regarding the possible utilization of the Cowley Sewage Lagoon.

Water and Sewer in the Hamlet of Beaver Mines is a very important aspect to the MD.

The Cowley Lagoon does have the capacity for the needs of the MD.

The MD does not necessarily want the land but the use of the lagoon. Cowley can still have ownership to the land.

An agreement should not be an issue. Perhaps the MD maintains the lagoons.

Future capacity was discussed. Should Beaver Mines grow exponentially, there would still be capacity.

There are a couple options available to the MD; the lagoon is option 3.

However, since the lagoon system is in place, it makes the most sense to share the facility.

The adjacent land around the lagoon was discussed.

The recent upgrade / maintenance of the lagoon was discussed.

Perhaps a user fee agreement could be entered into.

Basically all maintenance would be the responsibility of the MD, plus a monetary benefit for the Village.

It is highly likely that an agreement can be achieved that meets both Council's needs.

This will be put on the Village of Cowley's Council agenda for their next Council meeting and something will be forwarded shortly after that.

The change of water supply was discussed. This is a hot topic for the Cowley area.

This was discussed.

3. Adjournment

The meeting adjourned at 6:37 pm.



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

January 20, 2016

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

Re: Cowley Sewage Lagoons

At the Council meeting on January 19, 2016, Council had a lengthy discussion regarding your request to utilize Cowleys' sewage lagoons to bring sewage from Beaver Mines to Cowley.

Council agrees to this idea and forwards the following suggestions for your consideration;

1. Ownership of sewer lagoons remain in Cowleys' name.
2. Assume cost to upgrade shoreline stabilization and install fencing.
3. Assume future operation and maintenance expenses of lagoons.
4. Any future expansions to the lagoons that are required due to growth of communities would be proportionate to and the responsibility of that municipality.
5. If use of the lagoon is no longer required by MD of Pincher Creek it be turned back to Cowley in operational condition.

Should you wish to meet and discuss the above, Council would be pleased to do so.

Kind regards,

Cindy Cornish, CAO
Village of Cowley

Talk to the hamlets, what are their expectations??

PW to come back with recommendations as to the expectations that PW feels warranted and fair, as well as definitions, as well as costs associated with the expectations.

2. Cowley Sewage Lagoons

Costs were requested for the cost of the issues.

#3, should be also proportionately to each community. Perhaps #3 and #4 could be combined.

The cost of constructing a new lagoon is much more than maintaining this existing lagoon towards the future.

A Joint meeting will be scheduled at a later date.

3. Solar Grant Program

As a result of the solar workshop, this was presented to Council to show us what a project would look like for the MD.

The costs were discussed.

The break-even point was discussed.

Leading the industry was discussed.

4. Public Works Call Log

The colour coding was appreciated.

Dust from Highway 774 was discussed. Can Administration send a letter to Alberta Transportation as well as Environment requesting dust control? This will be discussed during Council this afternoon.

5. Pincher Creek Rodeo Parade

New graders drag the old graders down the street. There are several graders within the area that could be utilized.

The Reeve should be in the parade as the Reeve. The Reeve should be in a car on his own.

There will be two floats – one of the graders and one of the past councillors.

Policy: Plans
June 14, 2016

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek
 September 26, 2017; 9:00 am

Councillor Quentin Stevick 17/399

Moved that Council direct Administration to pursue securing the use of the lagoon within the Village of Cowley, for the Wastewater Portion of the Beaver Mines Water and Wastewater Project.

Councillor Quentin Stevick requested a recorded vote.

Councillor Terry Yagos – Opposed
 Councillor Fred Schoening – Opposed
 Reeve Brian Hammond – Opposed
 Councillor Garry Marchuk – Opposed
 Councillor Quentin Stevick – In Favour
 Motion Defeated

Councillor Terry Yagos 17/400

Councillor Fred Schoening declared a potential conflict of interest, as he has a family member employed by MPE, and left the meeting, the time being 9:52 am

Moved that Council authorize MPE to prepare a detailed design for a lagoon site located at SE 19-6-1 W5M, for the Wastewater portion of the Beaver Mines Water and Wastewater Project.

Councillor Quentin Stevick requested a recorded vote.

Reeve Brian Hammond – In Favour
 Councillor Garry Marchuk – In Favour
 Councillor Quentin Stevick – Opposed
 Councillor Terry Yagos – In Favour
 Motion Carried

Councillor Fred Schoening returned to the meeting, the time being 9:53 am.

d) Beaver Mines Water and Wastewater Project Briefing

Councillor Terry Yagos 17/401

Moved that the briefing report for the Beaver Mines Water and Wastewater Project Briefing, dated September 5, 2017, be received as information.

Carried

e) Operations Report

Councillor Garry Marchuk 17/402

Moved that the Operations report from the Director of Operations, dated August 16, 2017 to September 6, 2017, as well as the Public Works Call Log, be received as information.

Carried

2. Planning and Development

Nil

Joint Council Meeting
Municipal District of Pincher Creek and Village of Cowley
MD of Pincher Creek Administration Office
Tuesday, May 1, 2018

Present:

Village of Cowley: Mayor Warren Mickels, Councillors Jay MacKinnon, Mary Kittlaus, and CAO Cindy Cornish

MD of Pincher Creek: Reeve Quentin Stevick, Councillors Brian Hammond, Rick Lemire, Bev Everts, and Terry Yagos, Interim CAO Roland Milligan, Director of Operations Leo Reedyk, and Executive Assistant Tara Cryderman

Reeve Stevick called the meeting to order, the time being 10:00 am.

1. Approval of Agenda

Mayor Warren Mickels

Moved that the agenda for Tuesday, May 1, 2018 be approved as presented.

Carried

2. Wastewater Aspect of Beaver Mines Water and Wastewater Project

The wastewater aspect of the Beaver Mines Water and Wastewater Project was discussed.

Utilizing the existing lagoon site within the Village of Cowley is an option for the wastewater portion of the project.

The lands adjacent to the lagoon have since been sold.

There has been some maintenance to the lagoon recently as well.

There is some engineering information regarding the lagoon; perhaps this information could be shared.

This will be discussed at the upcoming Village of Cowley Council meeting, scheduled for later today.

It was requested that the MD's engineer have access to the lagoon information and to the resources relating to the lagoon.

Costs and regulatory processes will be factors in the final decision.

3. Recycle Site within Village of Cowley

The current agreement was discussed.

Currently, MD residents utilize the recycling trailer within the Village of Cowley. The agreement provides compensation to the Village for this service to their residents.

The Village of Cowley is adjusting their recycling process by taking all recycling to the landfill itself, instead of the Recycle Depot in Pincher Creek.

The recycling trailer for MD residents will remain in place, therefore, the existing agreement does not need amendment.

The waste bin for MD residents remains in place as well. This is utilized quite well. Perhaps the size of the bin is not large enough. There is a bin specifically for the Cowley Boat Club, which alleviates the pressure on the bin within the Village itself.

4. Water Intake Project – From Castle River and Crowsnest River

The intake project should be completed by the end of summer.

Water shortages during the summer months was discussed.

Water shortages should not occur this year.

Water rationing was discussed.

Water quality was discussed. The quality of the water itself will not change due to the change of intake source.

A statement regarding the quality of water should be consistent between the two municipalities to help ease some concerns from residents.

Perhaps an open house, with experts attending, for residents near the completion of the project would be beneficial.

5. Adjournment

Councillor Terry Yagos

Moved that the meeting adjourn, the time being 10:54 am.

Carried

Roland Milligan

From: Cindy Cornish <vilocow@shaw.ca>
Sent: Thursday, May 3, 2018 1:38 PM
To: Roland Milligan
Subject: Lagoons

Hi Roland,

Re: Cowley Sewage Lagoon

Cowley Council stand by their existing proposal stated in the letter sent to you on January 20, 2016.

Your engineer has permission to access our lagoons as need be.

Yours truly,

Cindy Cornish
Chief Administrative Officer
Village of Cowley
403-628-3808

INTERIM CHIEF ADMINISTRATIVE OFFICER'S REPORT

April 19, 2018 to May 3, 2018

DISCUSSION:

- April 24, 2018 Council Committee
- April 24, 2018 Regular Council
- May 1, 2018 Joint Council with Cowley
- May 1, 2018 Planning Session
- May 1, 2018 Subdivision Authority

UPCOMING:

- May 8, 2018 Council Committee
- May 8, 2018 Regular Council
- May 9, 2018 Joint Health and Safety Committee
- May 9, 2018 Municipal Accountability Meeting with Municipal Affairs
- May 10, 2018 Regional Meeting

OTHER

RECOMMENDATION:

That Council receive for information, the Interim Chief Administrative Officer's report for the period of April 19, 2018 to May 3, 2018.

Prepared by: Interim CAO, Roland Milligan  Date: May 3, 2018

Presented to: Council Date: May 8, 2018

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 Materials	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	



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



April 26, 2018

To:

MD. of Pincher Creek No. 9, Reeve and Council; Village of Cowley, Mayor and Council
Town of Pincher Creek, Mayor and Council; Pincher Creek Foundation, CAO and Board

Re: Affordable Housing Presentation

In 2009, the Pincher Creek Foundation commissioned an Affordable Housing Needs Assessment for Pincher Creek and area. That study was completed 2010. That was followed in 2016 with a Needs Assessment Update. Both the initial study and the update indicated clearly the gaps in the housing continuum in our community.

The Pincher Creek Community Housing Committee has been working for some time to establish a sound and strategic plan to address affordable housing shortage in the community. Availability of affordable housing is a cornerstone of any well-rounded economic development and community sustainability strategy. To that end, Council has chosen to work with the Alberta Rural Development Network

The Alberta Rural Development Network (ARDN) is a non-profit organization operated by several Alberta Universities. Their mandate is to assist rural communities in addressing affordable housing needs in their communities. Being a non-profit, ARDN's fees are minimal with service cost information being provided up-front.

At this time, Pincher Creek is one of eight rural communities listed in the ARDN "queue" for possible funding assistance through a federal/provincial partnership. The continued relationship between the community and ARDN will assure the community of a place in that funding queue.

ARDN has offered a phased approach to the creation of a cost-effective, efficient, versatile and evidence-based toolkit that will save money and provide a clear path to build affordable housing. The stepped approach includes: Analysis of need and demand, community consultations, analysis of financial feasibility, business plan, preliminary site analysis and selection criteria, management plans and protocols, RFP

template for prime consultant and design-build services, generic schematic designs for a net zero-ready building and a wrap-around services check-list. It is estimated that the toolkit will reduce development costs by up to 65%. The net-zero energy concept will reduce the cost of owning/operating affordable housing by up to 35%. In summary, ARDN will facilitate development of high-value, affordable housing that is financially sustainable long-term.

On February 12, Town Council approved entering into the "Phase 1" contract with ARDN to further the development of an affordable housing complex in Pincher Creek. The opportunity for involvement with our Municipal Partners and the Pincher Creek Foundation (our present Housing Authority), was timely. Housing is a greater community responsibility.

ARDN has agreed to provide a presentation to Town, MD and Village of Cowley elected officials and the CAO and Board of the Pincher Creek Foundation on May 9 in the Town Council Chambers. The presentation will provide a complete overview of ARDN's commitment to the community. The session will begin at 9:30 and should last about 90 minutes. Discussion will follow.

In this time of renewed Intermunicipal Collaboration efforts, we would welcome your participation in this event and look forward to hearing from you. Please confirm your intent to attend.

Sincerely,

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

David Green
Project Coordinator, Community, Housing
Coordinator, Pincher Creek and District FCSS
fcss@pinchercreek.ca

Tara Cryderman

From: Andrew McCutcheon <
Sent: Thursday, May 3, 2018 12:49 PM
To: Tara Cryderman
Subject: Official letter of invitation - MD of Pincher Creek

My name is Andrew Glen McCutcheon — the founder of a group called Pincher Creek Pride — and it is with great pleasure that I would like to extend an invitation to the Reeve and council of the MD of Pincher Creek for our inaugural event: the raising of a pride flag on June 12 at 5:30 p.m. at the Pincher Creek multi-purpose facility.

This event, supported by the Town of Pincher Creek, will mark the second anniversary of the Pulse Nightclub shooting in Orlando, Florida, where 49 people lost their lives.

To this day, Pride events continue to highlight the various injustices that occur to people who fall under the LGBTQ spectrum. LGBTQ individuals are more likely to be bullied in the workplace, LGBTQ youth are more likely end up homeless and the life expectancy of transgender individuals is 10-15 years shorter than their counterparts — often directly the cause of either suicide or homicide. Moreover, the barbaric practice of conversion therapy is still legal in a majority of Canadian provinces — including Alberta.

These facts, and many more, indicate why it is important to show that Pincher Creek is a welcoming and progressive community with this event, while also having a moment of silence to reflect on those passed due to violence.

While pride colours are welcome, please note the intention of his event is of a sombre nature.

This invitation extends to all members of MD council who may wish to attend, but I would also like to offer the chance for at least one attendee to say a few words (no more than two minutes) on behalf of the MD, if they wish.

Moreover, since the nature of my profession might potentially be cause for discomfort on behalf of any members of MD council, I must make it clear that I am making this request not as the editor of the Pincher Creek Echo, but rather as a private citizen. In addition, the Echo will not be reporting on either the event nor your decision to attend, regardless if the answer is in the affirmative or the negative.

Thank you for your time and consideration.

All the best,

Andrew Glen McCutcheon

--

Andrew Glen McCutcheon

Addition
File

Roland Milligan

From: Bev Everts
Sent: Monday, May 7, 2018 4:29 PM
To: Andrea Hlady
Cc: Roland Milligan; Tara Cryderman
Subject: Re: Castle-Crown Wilderness Coalition - AGM invite May 26th

Hi Andrea

Tomorrow is regular Council meeting as well as May 22. I had marked this on my personal calendar to try to attend but if I am attending in my elected officials Councillor role the invitation needs to be on the agenda & a resolution passed to support attendance. I have cced our current CAO Roland & our Admin assistant Tara so they can add this to the agenda if that is your intention. Other Councillors may be interested also. Please let us know & thanks for the official invite.

Sent from my iPhone

On May 7, 2018, at 3:58 PM, Andrea Hlady > wrote:

Hello Councillor Everts,

Thanks again for all the work you do on behalf of the constituents of the MD. We appreciate your efforts and governance.

Castle-Crown Wilderness Coalition is hosting our annual AGM on May 26th at 10:00am at the Coalfields School. As an elected representative, we wanted to ensure you received an invitation.

If you would like to join us, please click the following link to register: [CCWC 2018 AGM](#). There is additional information about the event in the invite.

Many thanks! Don't hesitate to contact me if you have any questions.

Andrea Hlady
President, CCWC



ALBERTA
SENIORS AND HOUSING

AR 44893

*Office of the Minister
MLA, Edmonton-Riverview*

April 20, 2018

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

Dear Reeve Stevick:

For more than 30 years, the Government of Alberta has recognized Seniors' Week to honour and celebrate seniors for their many contributions to our province. As Minister of Seniors and Housing, I encourage communities, organizations and all Albertans to take the opportunity to recognize and celebrate seniors during this year's Seniors' Week, which takes place from June 3 to 9, 2018.

Enclosed is a Seniors' Week 2018 promotional poster as well as a Declaration, which was designed to support communities in recognizing Seniors' Week and to generate greater awareness of the importance of seniors in our communities. Please notify our government of your declaration by May 26, 2018, so that this information can be highlighted on my ministry's website. To register your declaration or to request additional copies of the poster, please email seniorsinformation@gov.ab.ca.

Across Alberta, organizations and communities host various events during Seniors' Week, and Seniors and Housing is pleased to host an online special events calendar. Please visit www.seniors-housing.alberta.ca/seniors/seniors-week.html to print additional posters, register for a special event or to see what events are happening in your community.

Please join me in celebrating Seniors' Week 2018!

Sincerely,

Lori Sigurdson
Minister of Seniors and Housing

Enclosures

404 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-415-9550 Fax 780-415-9411
9202B - 149 Street, Edmonton, Alberta T5R 1C3 Canada Telephone 780-414-0719 Fax 780-414-0721

Declaration

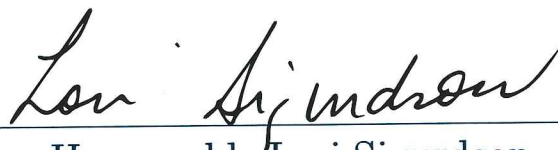
Seniors' Week 2018

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I do hereby declare June 3 – 9, 2018, to be Seniors' Week.

Dated this _____ Day of _____, 2018,

in _____.

Official



Honourable Lori Sigurdson
Minister of Seniors and Housing



Alberta
Government

SENIORS' WEEK

JUNE 3-9, 2018

Check out events happening in your
community and register your event at:
www.seniors-housing.alberta.ca/events

Alberta 



RECEIVED

APR 30 2018

M.D. OF PINCHER CREEK

April 25, 2018

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

Dear Mr. Roland Milligan

RMA understands the importance placed on serving your residents. As such, I wanted to introduce you to a service you may not be aware of that provides a solution to a common problem faced by many Ontario homeowners and their municipalities.

Aging sewer and water infrastructure is increasingly becoming a problem in many municipalities, with the number of **service disruptions rising** on an annual basis. It often comes as a shock to homeowners when they learn that they are responsible for the maintenance and repair to these vital pieces of infrastructure, not the municipality. The end result is a frustrated resident that is left to bear the expense alone while their lives are turned upside down. So how can you better help your residents?



Alberta municipalities are now able to provide their homeowners with some relief with a **sewer and water line warranty** through a partnership between RMA and SLWC (Service Line Warranties of Canada). With a simple endorsement from your municipality, homeowners can access affordable sewer and water line warranty plans that cover the cost of most repairs while educating homeowners of their service line responsibilities. Offering the RMA/SLWC Service Line Warranty Program to your homeowners reinforces the notion of serving you residents by bringing innovative programs to your community.

Currently **39 Canadian municipalities**, including the **City of Hamilton and the Region of Peel**, have chosen to endorse the SLWC program and offer their residents access to preferred rates. That amounts to over 40,000 enrolled residents who have **saved more than \$1 million in service line repair costs over the last 3 years.**

2510 Sparrow Drive
 Nisku, Alberta T9E 8N5

OFFICE: 780.955.3639
 FAX: 780.955.3615
 RMAAlberta.com



In the coming weeks Jeff Olson, General Manager for SLWC, will be reaching out to municipalities to gauge interest levels in the program and schedules meetings with municipalities to share further details about the program and discuss its many benefits. In the meantime, more information is available by visiting <http://slwofc.ca> or by contacting Jeff or myself at the information below.

Thank you in advance for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Duane Gladden", written in a cursive style.

Duane Gladden
Director of Business Services

A decorative graphic in the bottom right corner of the page, showing a perspective view of a field with a fence line receding into the distance under a blue sky.

2510 Sparrow Drive
Nisku, Alberta T9E 8N5

OFFICE: 780.955.3639
FAX: 780.955.3615
RMAAlberta.com



PCCDI

Pincher Creek

Community Development Initiative

FOR IMMEDIATE RELEASE 2018-04-26

Pincher Creek Community Development Initiative (PCCDI)

info@pccdi.ca<http://pccdi.ca>

Pincher Creek Community Development Initiative Announces Community Grant Writer
Liza Dawber of Inspired Approach Grants Consulting to begin contract work in mid May 2018.

Pincher Creek, AB: Today, the Pincher Creek Community Development Initiative (PCCDI) announced that they have awarded a one-year contract to Ms. Liza Dawber of Inspired Approach Grants Consulting for services related to grant writing and capacity building for local Community Service Organizations (CSOs). PCCDI will manage the Grant Writer position through its partnership with the Southwest Alberta Sustainable Community Initiative (SASCI).

Sam Schofield, Chair of the PCCDI Steering Committee, commented "We have established this Grant Writer position to help our local non-profits and community organizations find more sources of grant funding and to leverage them better. This will help them respond to needs and opportunities more effectively and efficiently and to improve their operational sustainability. Our broader objective is to build community resilience. The services of the Grant Writer will be available to local governments and local small businesses as well."

Celesa Horvath, Board Chair of SASCI, emphasized, "Ensuring that community service organizations can continue delivering much-needed services is vital to our community's long-term environmental and social well-being and economic prosperity. We welcome the opportunity to partner with PCCDI to advance this important capacity-building initiative."

Said Liza Dawber of Inspired Approach Grant Consulting, "I am looking forward to assisting the community in achieving many of their goals. Through collaboration and imagination, Pincher Creek and area is uniquely positioned for great things. I am excited for the opportunity to be a part of the community."

PCCDI will host a public meeting in early June to introduce the PCCDI Steering Committee and the Grant Writer initiative, and to welcome Ms. Dawber to the community.

About Pincher Creek Community Development Initiative (PCCDI)

A group of volunteers in the Pincher Creek area began rallying interest and support in late 2017 for a full-time Grant Writer to serve the community. The group secured funding commitments from the Town of Pincher Creek; the M.D. of Pincher Creek; the Pincher Creek & Area Early Childhood Coalition; the Pincher Creek Family Centre; the Pincher Creek & District Chamber of Commerce; and the Allied Arts Council of Pincher Creek. They also secured funding from Shell Canada Ltd. for a program under the Grant Writer position to actively engage local CSOs, and to help them improve their capacities for partnering and for finding and securing grant funding. The group established PCCDI to oversee the Grant Writer initiative and to partner with SASCI, with the goal of making the Grant Writer position permanent.

For more information about PCCDI, visit <http://pccdi.ca> or email info@pccdi.ca.

Pincher Creek Community Development Initiative

www.pccdi.ca grantwriter@pccdi.ca



PCCDI

Pincher Creek

Community Development Initiative



PCCDI

Pincher Creek

Community Development Initiative

About Southwest Alberta Sustainable Community Initiative (SASCI)

The Southwest Alberta Sustainable Community Initiative (SASCI) is a not-for-profit multi-stakeholder community-driven synergy group dedicated to the promotion of sustainable economic, environmental, and social development in southwest Alberta.

SASCI was established in 2002 to foster community sustainability by improving the community's knowledge and by building engagement, collaboration, and decision-making capacity. Through their unique multi-stakeholder, yet neutral, structure and approach, SASCI has succeeded in building a reputation as a source of sound information and a respected facilitator of community dialogue.

SASCI's boundaries are issues-based, rather than municipal or geographical. Working where needed, SASCI provides information and education, facilitates public dialogue, and offers capacity-building programs for the sustainable economic, environmental, and social future of southwestern Alberta.

For more information about SASCI, visit <http://sasci.ca> or email sasci@telus.net.



Pincher Creek Community Development Initiative

www.pccdi.ca grantwriter@pccdi.ca



PCCDI

Pincher Creek

Community Development Initiative

FROM the WESTERN PRODUCER, 2018/04/19

Alta. takes steps to improve disaster response

By [Jeremy Simes](#)

Published: April 19, 2018

[News](#)

[0 comments](#)



The Alberta government is hoping new regulatory changes will help municipalities better respond to fires, flooding or other natural disasters in their communities. | File photo

Gov't proposes to identify responsibilities and improve co-ordination between municipalities and first responders

The Alberta government hopes new regulatory changes will help municipalities better respond to fires, flooding or other natural disasters.

The proposed changes were introduced in the legislature April 3.

In an early draft, the province proposes that it develop a plan with various communities to set out who is responsible for what, as well as provide local officials with new training programs.

Additional details are expected to come following the province's planned consultation sessions with municipalities, First Nations and Metis communities.

Currently, municipalities are responsible for emergency events, unless the province declares a state of emergency. Those responsibilities won't change, but the proposed regulations note some municipal emergency plans could be improved. As well, not every municipality has a full-time emergency management director to declare states of emergency.

"Training and review is extremely important because staff and elected officials need to know their roles in advance of an event so they can be the most effective when the event takes place," said Al Kemmere, president of the Rural Municipalities of Alberta.

Better co-ordination between municipalities and first responders is also part of the proposed changes.

In the past, communication issues have arisen during evacuations, according to government audits. For instance, during the Fort McMurray wildfire in 2016, communication broke down when one fire crew chief failed to inform the municipality that the fire was approaching the city. Instead, the municipality learned through social media about the imminent threat. There have also been calls for better communication following the Slave Lake fire in 2011 and the southern Alberta floods in 2013.

"We have to make sure we are all on the same page and understand each other's roles and responsibilities," said Municipal Affairs Minister Shaye Anderson. "In these disasters, in these big fires, especially, they don't see boundaries. They go across multiple jurisdictions, so we need to make sure they're ready to work together."

Since the Fort McMurray fire, the government allowed for the expansion of a radio system that could be used province-wide. The system lets firefighters, as well as police, medical and other first responders communicate with one another. It was shown to be effective during the Fort McMurray fire.

As well, the government has said such disasters are becoming more common. For instance, fires in southern Alberta and Saskatchewan last fall spread quickly, affecting various farms and ranches, as well as resulting in the death of James Hargrave, a young rancher and volunteer firefighter.

Provincial officials have noted those southern Alberta fires were handled reasonably well and said the new regulations likely would have made responsibilities clearer. For instance, the county, the town, national defence units and national park officials would communicate and figure out how to best tackle the situation.

The province also recommends that it be made clear to citizens that if they refuse to evacuate during an evacuation order, they must accept the liability of their actions.

This rule is currently in place, but municipalities have asked for more clarity out of concern they could be liable for citizens' actions. If a person fails to evacuate under an order, they could face a \$10,000 fine or prison time for up to a year. They could also face a combination of jail time and fines.

As well, it's proposed that if the province or municipality damages someone's property for reasons related to the emergency, the person will be reimbursed. If the province disagrees with the monetary value, the parties can go for arbitration.

However, if property is damaged by the disaster, citizens will have to rely on insurance.

The Alberta government plans to return with permanent changes to the bill during the fall session of the legislature later this year.

Tara Cryderman

From: Roland Milligan
Sent: Monday, April 30, 2018 1:22 PM
To: Tara Cryderman
Subject: FW: 2018 taxes

Info Item for next Council Meeting.

Regards,
 Roland Milligan
 Director of Development and Community Services
 M.D. of Pincher Creek No. 9
 PO Box 279, Pincher Creek, AB T0K 1W0
 Ph: 403.627.3130 Fx: 403.627.5070
rmilligan@mdpincercreek.ab.ca

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which they are addressed. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited. Attachment to this e-mail may contain viruses that could damage your computer system. Whilst we take reasonable precautions to minimize this risk, we do not accept liability for any damage which may result from software viruses. You should carry out your own virus checks prior to opening any attachment. Please note that errors can occur in electronically transmitted materials. We do not accept liability for any such errors. If verification is required please ask for a hard copy.

From: Terry Yagos
Sent: Sunday, April 29, 2018 7:12 AM
To: Roland Milligan <AdminDirDev@mdpincercreek.ab.ca>
Subject: Fwd: 2018 taxes

Sent from my iPhone

Begin forwarded message:

From: < >
Date: April 28, 2018 at 11:17:07 AM MDT
To: <CouncilDiv5@mdpincercreek.ab.ca>
Subject: 2018 taxes

Terry: I just received my tax notice for 2018 and my only comment would be WOW. This shows a \$ 300.86 increase per year, almost a 10% increase from last year, I find it incredible that council treats tax payers with such distain. I rely on my pensions to live and for example my OAS pension increase for 2018 amounted to a whopping \$ 1.17 per month sure can't rely on that to pay property taxes. M.D. is sucking the residents dry. A great place to live is fast becoming too expensive. I have told you this before but council seems oblivious to the fact that a keen eye on the expense side of the ledger is most often more important then the revenue side. A fact that any successful business man holds as an important factor in their success. Once again in conversations I have heard council is focused on where can we get more income, with little or no talk of controlling expenses.

This increase will affect the amount of money I have to make ends meet and still have some quality of life. I'm sure that I am not the only one upset with this increase and hope that the entire council hears from them as well. As a tax payer I would agree to paying my fair share but when my share becomes unaffordable it has a affect on me and my family. I feel that council has gone beyond what they were elected for and have no longer has a connection to the ratepayers of the M.D.

As a retiree I have to depend on what little pension income I receive and I have no other means of new income to off set the increases in expenses that are coming from many other places and services, the M.D. increase is only one of many.

A little history when moved here the taxes were roughly \$ 2600.00 and now \$4158.18, From then to now my tax bill increased about \$ 1,560.00. All this with little or no change in what services the M.D. provide to acreage owners. (water our problem, sewer our problem, weed control our problem, property maintenance our problem, road maintenance intermittent by the M.D.) As anyone can see we are asked to pay more for less, great for the M.D. and horrible for the ratepayers.

As a ratepayer I expected little more effort by the M.D. to control the expenses and help lessen the need for increasing taxes.

I look forward to your reply, this is important to me and all that are affected by these increases, I can assure you I will be talking to others about this matter and getting their opinions.

Gerry Nichol

RECEIVED
APR 30 2018
M.D. OF PINCHER CREEK



Chinook Arch
Regional Library
System

CHINOOK ARCH LIBRARY BOARD
Financial Statements
Year Ended December 31, 2017

2902 - 7th Avenue North, Lethbridge, Alberta T1H 5C6, Phone: 403-380-1500, Fax: 403-380-3550

CHINOOK ARCH LIBRARY BOARD
Index to Financial Statements
Year Ended December 31, 2017

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INDEPENDENT AUDITOR'S REPORT

To the Members of Chinook Arch Library Board

We have audited the accompanying financial statements of Chinook Arch Library Board, which comprise the statement of financial position as at December 31, 2017 and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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

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

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

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Chinook Arch Library Board as at December 31, 2017 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Lethbridge, AB
April 5, 2018

BURTON & Co. LLP


Chartered Professional Accountants


* denotes professional corporation

CHINOOK ARCH LIBRARY BOARD
Statement of Financial Position
December 31, 2017

	2017	2016
ASSETS		
CURRENT		
Cash and Temporary Investments	\$ 1,073,850	\$ 1,077,256
Restricted cash (Note 3)	2,103,053	-
Accounts receivable	30,233	43,449
Goods and services tax recoverable	57,522	21,270
Prepaid expenses	162,113	227,888
Employee computer loans	7,348	2,671
	3,434,119	1,372,534
PROPERTY AND EQUIPMENT (Note 4)	813,289	833,451
	\$ 4,247,408	\$ 2,205,985
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities	\$ 61,781	\$ 75,439
Deferred income (Note 5)	2,103,053	6,129
Employee benefit obligations (Note 6)	148,083	124,795
	2,312,917	206,363
NET ASSETS		
Internally restricted surplus (Note 7)	1,120,101	1,164,826
Externally restricted surplus (Note 7)	1,101	1,344
Invested in property and equipment	813,289	833,452
	1,934,491	1,999,622
	\$ 4,247,408	\$ 2,205,985

ON BEHALF OF THE BOARD


 _____ Director


 _____ Director

CHINOOK ARCH LIBRARY BOARD
Statement of Changes in Net Assets
Year Ended December 31, 2017

	Unrestricted surplus 2017	Internally restricted surplus 2017	Externally restricted surplus 2017	Invested in property and equipment 2017	Total 2017	Total 2016
NET ASSETS - BEGINNING OF YEAR	\$ -	\$ 1,164,826	\$ 1,344	\$ 833,452	\$ 1,999,622	\$ 2,049,797
Deficiency of revenues over expenditures	(65,131)	-	-	-	(65,131)	(50,175)
Internally imposed restrictions (Note 7)	44,725	(44,725)	-	-	-	-
Externally imposed restrictions (Note 7)	243	-	(243)	-	-	-
Capital asset purchases	(103,315)	-	-	103,315	-	-
Grant, capital asset	27,150	-	-	(27,150)	-	-
Disposal of capital assets	83,383	-	-	(83,383)	-	-
Accumulated amortization on disposed assets	(83,382)	-	-	83,382	-	-
Annual amortization expense	96,327	-	-	(96,327)	-	-
NET ASSETS - END OF YEAR	\$ -	\$ 1,120,101	\$ 1,101	\$ 813,289	\$ 1,934,491	\$ 1,999,622

See notes to financial statements

CHINOOK ARCH LIBRARY BOARD

Statement of Operations

Year Ended December 31, 2017

	Total 2017	Total 2016
REVENUES		
Municipal levies	\$ 1,562,943	\$ 1,499,850
Provincial operating grant	970,086	958,746
Library boards	594,986	587,332
Provincial Rural Library Services grant	192,740	191,236
Resource Sharing Contract grant (Note 8)	151,402	151,402
Municipal rural services fees	64,550	64,550
Other grants	7,033	36,733
Other income (Schedule 1)	405,390	377,257
Contract services (Schedule 1)	159,397	211,074
	4,108,527	4,078,180
EXPENDITURES		
Salaries and benefits	1,852,096	1,831,122
Building & maintenance	50,472	57,391
Board expenses	39,129	34,426
Library materials and collections	963,785	882,239
Programs and services (Schedule 2)	351,563	356,110
Network services (Schedule 2)	282,104	246,965
Contract & other services (Schedule 2)	190,307	239,687
Bibliographic services (Schedule 2)	97,893	99,190
Training & development (Schedule 2)	92,832	88,632
Shipping & delivery (Schedule 2)	51,361	45,662
Administration (Schedule 2)	47,974	43,774
Amortization	96,327	91,731
	4,115,843	4,016,929
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES FROM OPERATIONS	(7,316)	61,251
OTHER REVENUE (EXPENDITURES)		
Gain on disposal of assets	9,000	-
Building Project	-	(28,160)
Technology Project	(66,815)	(83,266)
	(57,815)	(111,426)
DEFICIENCY OF REVENUES OVER EXPENDITURES	\$ (65,131)	\$ (50,175)

See notes to financial statements

CHINOOK ARCH LIBRARY BOARD

Statement of Cash Flows

Year Ended December 31, 2017

	2017	2016
OPERATING ACTIVITIES		
Cash receipts from operations	\$ 4,093,364	\$ 4,035,952
Cash paid to suppliers and employees	(4,047,180)	(3,964,150)
Interest received	27,776	18,673
Cash flow from operating activities	73,960	90,475
INVESTING ACTIVITIES		
Purchase of capital assets	(103,315)	(20,867)
Proceeds on disposal of property and equipment	9,000	-
Cash flow used by investing activities	(94,315)	(20,867)
FINANCING ACTIVITY		
Building grant received	2,120,000	-
Cash flow from financing activity	2,120,000	-
INCREASE IN CASH FLOW	2,099,645	69,608
Cash - beginning of year	1,077,256	1,007,650
CASH - END OF YEAR	3,176,901	1,077,258
CASH CONSISTS OF:		
Cash and Temporary Investments	\$ 1,073,850	\$ 1,077,256
Restricted cash	2,103,053	-
	\$ 3,176,903	\$ 1,077,256

See notes to financial statements

CHINOOK ARCH LIBRARY BOARD
Revenue Schedules (Schedule 1)
Year Ended December 31, 2017

	2017	2016
OTHER INCOME		
Additional funds for library materials	\$ 323,117	\$ 332,358
Fundraising and donations - general	37,536	1,163
Southern Alberta Library conference	18,849	20,924
Interest and investment income	17,573	18,673
Employment programs	7,889	3,651
Miscellaneous	400	488
Lost materials reimbursement	26	-
	\$ 405,390	\$ 377,257
CONTRACT SERVICES		
Reimbursement for purchases	\$ 121,994	\$ 172,492
Contracts	36,538	37,331
Book purchases	865	1,251
	\$ 159,397	\$ 211,074

CHINOOK ARCH LIBRARY BOARD
Expense Schedules (Schedule 2)
Year Ended December 31, 2017

	2017	2016
PROGRAMS AND SERVICES		
Rural Library Services Grant Transfer	\$ 227,716	\$ 221,692
Regional Resource Sharing	90,000	90,000
Marketing & Communications	17,579	21,004
Membership programs	8,820	8,510
Library Membership Cards	3,455	9,232
Summer programs	3,381	3,672
Special Projects	612	2,000
	\$ 351,563	\$ 356,110
NETWORK SERVICES		
Network support and maintenance	\$ 161,134	\$ 150,793
Equipment and software	43,958	19,731
Telecommunications	42,012	41,441
RISE bridge and network support	35,000	35,000
	\$ 282,104	\$ 246,965
CONTRACT AND OTHER SERVICES		
Purchasings Services for Mem. Libs	\$ 120,749	\$ 169,547
ILL VDX Maintenance	35,533	35,234
ILS Maint. & Subs. Contract Service	22,123	21,479
Internet Service Contract	8,580	8,580
Provincial ILLResource Sharing	2,280	3,310
Staff Purchases Materials	799	1,132
Better Beginnings Card Coupons	243	405
	\$ 190,307	\$ 239,687
BIBLIOGRAPHIC SERVICES		
Support services	\$ 77,514	\$ 80,913
Supplies for library materials	16,117	14,016
Cataloguing subscriptions	4,262	4,261
	\$ 97,893	\$ 99,190
TRAINING AND DEVELOPMENT		
Conferences, courses, staff travel	\$ 49,607	\$ 39,876
Southern Alberta Library Conference	28,362	29,594
Librarian meetings and training	14,413	18,556
Programs and training for libraries	450	606
	\$ 92,832	\$ 88,632

See notes to financial statements

CHINOOK ARCH LIBRARY BOARD
Expense Schedules (Schedule 2)
Year Ended December 31, 2017

	2017	2016
SHIPPING AND DELIVERY		
Freight	\$ 6,100	\$ 5,697
Postage and shipping	4,894	6,473
Vehicle insurance	5,289	4,232
Vehicle expense	35,078	29,260
	\$ 51,361	\$ 45,662
ADMINISTRATION		
Office equipment maintenance	\$ 13,908	\$ 16,769
Professional fees	7,800	7,850
Foreign currency exchange	7,154	-
Coffee services	6,679	4,676
Office supplies and equipment	5,961	6,344
Subscriptions	3,634	2,788
Printing	1,461	4,038
Bank charges	868	316
Memberships	467	105
Miscellaneous	42	6
Advertising	-	882
	\$ 47,974	\$ 43,774

CHINOOK ARCH LIBRARY BOARD
Notes to Financial Statements
Year Ended December 31, 2017

1. NATURE OF OPERATIONS

Chinook Arch Library Board assists a network of cooperating libraries in southwest Alberta to provide cost-effective, convenient access to information and library resources.

Chinook Arch Library Board is an appointed Board established as a Library under the Alberta Libraries Act. The Board is also a registered charity under the Income Tax Act. The Board operates Chinook Arch Regional Library System.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO).

Fund accounting

For reporting purposes, established funds consist of the operating, capital, restricted and reserve funds. Transfers between funds are recorded as adjustments to the appropriate equity account.

The Operating Fund accounts for the organization's program delivery and administrative activities.

The Capital Fund reports the assets, liabilities, revenues and expenses related to Chinook Arch Library Board's capital assets and building expansion campaign. Capital fund debt interest is recorded as an expense in the capital equity fund. Amortization expense is recorded as an expense in the Statement of Operations.

The Restricted Fund - Book Allotment reports funds allocated to member libraries for book allotment and are restricted for purchases of library materials in subsequent years. Unspent allocations are added to the library's allocation in the following year.

Cash and cash equivalents

Cash includes cash and cash equivalents. Cash equivalents are investments in guaranteed investment certificates and are valued at cost. The carrying amounts approximate fair value because they have maturities at the date of purchase within one year. Cash that is externally restricted for specific purposes is presented as restricted cash.

Employee Computer Loans

The Board has a policy on loans for the purchase of computers and software to a maximum of \$2,500 per employee. These loans are payable in monthly blended payments, with interest at prime rate.

(continues)

CHINOOK ARCH LIBRARY BOARD
Notes to Financial Statements
Year Ended December 31, 2017

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Property and equipment

Property and equipment is stated at cost or deemed cost less accumulated amortization. Property and equipment is amortized over its estimated useful life at the following rates and methods:

Buildings	declining balance method
Automotive (passenger)	declining balance method
Automotive (delivery vehicles)	straight-line method
Computer equipment	straight-line method
Office furniture and equipment	straight-line method

The organization regularly reviews its property and equipment to eliminate obsolete items. Government grants are treated as a reduction of property and equipment cost.

Property and equipment acquired during the year but not placed into use are not amortized until they are placed into use.

Reserves for Future Expenditures

Internally restricted reserves are established at the discretion of the Board to set aside funds for future operating and capital expenditures. Transfers to and from reserves are reflected as adjustments to the Statement of Net Assets.

Externally restricted reserves arise from funding received for specific projects. Transfers to and from these reserves arise as funds are received or expenditures are incurred for the specific projects.

Revenue recognition

Revenue is recognized when the requirements as to performance for transactions involving the sale of goods and services are met and ultimate collection is reasonably assured at the time of performance.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of capital assets. These funds are accounted for as deferred revenue until used for the purpose specified.

Government transfers for operations are recognized in the period when the related expenses are incurred and any eligibility criteria have been met.

Government grants for the purchase of capital assets are applied against the asset cost and the balance of the cost is amortized over the useful life of the asset.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

(continues)

CHINOOK ARCH LIBRARY BOARD
Notes to Financial Statements
Year Ended December 31, 2017

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

3. RESTRICTED CASH

Restricted cash consists of funds received from the Government of Alberta for the building grant, including interest earned thereon, for the purpose of maintenance, repairs, and renovations to the building headquarters such that the buildings are brought to acceptable condition and optimized to meet the business needs of the board.

4. CAPITAL ASSETS

	Cost	Government Assistance	Accumulated amortization	2017 Net book value	2016 Net book value
Land	\$ 40,580	\$ -	\$ -	\$ 40,580	\$ 40,580
Buildings	1,546,295	144,568	709,748	691,979	720,811
Equipment	61,234	-	55,276	5,958	9,520
Motor vehicles	160,244	79,710	59,582	20,952	4,969
Computer Network	286,623	49,882	182,921	53,820	57,571
	\$ 2,094,976	\$ 274,160	\$ 1,007,527	\$ 813,289	\$ 833,451

CHINOOK ARCH LIBRARY BOARD
Notes to Financial Statements
Year Ended December 31, 2017

5. DEFERRED REVENUE

The change in deferred revenues are as follows:

	2017	2016
<u>Building Grant</u>		
Funds received	\$ 2,120,000	\$ -
Interest earned on unspent funds	10,203	-
Allocated to property and equipment	(27,150)	-
	2,103,053	-
<u>CIP Grant Block Collection</u>		
Opening balance	6,129	-
Funds received	-	42,862
Recognized in income	(6,129)	(36,733)
	-	6,129
Grand total	\$ 2,103,053	\$ 6,129

6. EMPLOYEE BENEFIT OBLIGATIONS

	2017	2016
Vacation accrual	\$ 134,666	\$ 114,060
Health spending account	13,417	10,735
	\$ 148,083	\$ 124,795

Vacation accrual is a liability comprised of unused vacation days that employees have earned. Health spending benefits arise from unused benefits that are accumulated for two years. Employees have earned these benefits and are entitled to them within the next fiscal year.

7. RESERVES AND RESTRICTED FUNDS

	2016	Increase	Decrease	2017
<u>Internally restricted surplus</u>				
Technology	\$ 304,487	\$ -	\$ 7,276	\$ 297,211
Vehicle	131,457	-	-	131,457
Building	359,354	-	-	359,354
Operating	208,052	-	-	208,052
Book allotment	161,476	-	37,449	124,027
	\$ 1,164,826	\$ -	\$ 44,725	\$ 1,120,101
<u>Externally restricted surplus</u>				
Better Beginnings	\$ 1,344	\$ -	\$ 243	\$ 1,101

CHINOOK ARCH LIBRARY BOARD

Notes to Financial Statements

Year Ended December 31, 2017

8. RESOURCE SHARING GRANT

Chinook Arch Library Board receives a resource sharing grant from Alberta Municipal Affairs to fund the coordination of the provincial interlibrary loan service in Alberta. In 2016 the grant was received for the provincial fiscal year April 2016 to March 2017. The 2016 calculation indicates a total for the 2015-2016 provincial fiscal year ended March 31 2016 as well as the simple total for the Chinook Arch fiscal year 2016.

*The total expenditures from April 2016 to March 2017 are \$141,061

Interlibrary Loan Grant/Expenditures	Jan-Mar <u>2017</u>	Apr-Dec <u>2017</u>	Total <u>2017</u>	Jan-Mar <u>2016</u>	Apr-Dec <u>2016</u>	Total <u>2016</u>
Revenue						
Resource Sharing Grant from Municipal Affairs		\$151,101	\$151,101		\$151,402	\$151,402
Expenditures						
Staffing and Administrative costs	\$31,133	\$80,713	\$111,846	\$27,980	\$82,417	\$110,398
Hardware/software maintenance	\$ -	\$38,747	\$38,747	\$8,809	\$26,426	\$35,234
Node Training & Travel	\$ -	\$859	\$859	\$ -	\$1,085	\$1,085
Total	<u>*\$31,133</u>	<u>\$120,319</u>	<u>\$151,452</u>	<u>\$36,789</u>	<u>*\$109,928</u>	<u>\$146,717</u>
Total Apr 2016-Mar 2017	\$141,061					

9. SIGNIFICANT REVENUE SOURCE

In 2017, 82% (2016 - 82%) of total revenue is based on per capita municipal levies, per capita payments from library boards, and per capita grants from Alberta Municipal Affairs. A significant percentage of revenue is attributed to the membership of the City of Lethbridge. In 2017, the Lethbridge population represented 48% (2016 - 48%) of the System's total population and generated 40% of the total revenue (2016 - 40%) Although the organization would continue to operate without that membership there would be a need for additional sources of revenue.

10. LOCAL AUTHORITIES PENSION PLAN

Employees of the organization participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plan Act. The LAPP services about 253,862 members and retirees and 417 employer groups. The LAPP is financed by the employer, employee and Government of Alberta contributions and investment earnings of the LAPP fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The organization is required to make current service contributions to the LAPP of 11.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 15.84% on pensionable earnings above this amount. Employees of the organization are required to make current service contributions of 10.39% of pensionable salary up to the year's maximum pensionable salary and 14.84% on pensionable salary above this amount.

Total current service contributions by the organization to LAPP in 2017 were \$173,329 (2016 - \$162,907). The current service contributions by the employees of the organization to the LAPP in 2017 were \$153,473 (2016 - \$149,511).

As at December 31, 2016 the plan disclosed an actuarial deficiency of \$637 million (2015 - \$923 million). As at the financial statement date, the plan's 2017 statement of financial position had not yet been released.

11. FINANCIAL INSTRUMENTS

The organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the organization's risk exposure and concentration as of December 31, 2017.

(a) Credit risk

Chinook Arch is exposed to credit risk resulting from the possibility that parties may default on their financial obligations, or if there is a concentration of transactions carried out with the same party, or if there is a concentration of financial obligations which have similar economic characteristics that could be similarly affected by changes in economic conditions, such that Chinook Arch could incur financial loss. Chinook Arch mitigates this risk by dealing with major financial institutions in Canada that are regulated, as well as a large customer base.

(b) Liquidity risk

Liquidity risk is the risk that Chinook Arch will not be able to meet a demand for cash or fund its obligations as they become due. Chinook Arch meets its liquidity requirements by preparing and monitoring budgets of cash flows from operations, anticipating investing and financing activities and holding assets that can readily be converted to cash.

(c) Currency risk

Currency risk is the risk to the company's earnings that arise from fluctuations of foreign exchange rates and the degree of volatility of these rates. The organization is exposed to foreign currency exchange risk on cash and accounts payable held in U.S. dollars. Chinook Arch transacts expenditures of approximately \$110,000 US funds a year which is insignificant compared to the total expenditures. The risk at December 31, 2017 is minimal.

(continues)

11. FINANCIAL INSTRUMENTS *(continued)*

(d) Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. The exposure of Chinook Arch to interest rate risk arises from its interest bearing assets. Chinook Arch's cash includes amounts on deposit with financial institutions that earn interest at fixed rates. The risk at December 31, 2017 is minimal.

Unless otherwise noted, it is management's opinion that the organization is not exposed to significant other price risks arising from these financial instruments. There is no change in Chinook Arch's risk exposure from the prior year.

12. COMPARATIVE FIGURES

The prior year comparative figures were audited by another firm of public accountants. Where applicable, certain 2016 comparative figures have been reclassified to conform to the financial statement presentation adopted in the current year.



Chinook Arch Regional Library System 2017 Impact Report

KEEPING YOU CONNECTED ONLINE SERVICES

 **138,353**
Website/catalogue visits


 **pressreader**
3,600
Newspaper
downloads
every month

GALE
COURSES
1,288 Online course
enrollments

150,000
Audiobook and ebook
downloads using
OverDrive

10%
Hoopla user
increase
(46,000 movie, TV
show, music album, and
audiobook checkouts)
hoopla

STRENGTH IN NUMBERS BIBLIOGRAPHIC SERVICES


1.7
Million
Items borrowed 

73,115
Items
catalogued **That's 281
per day!**

\$964,000
Spent on library
materials 

254,000
Loans between
libraries 

WE'RE THERE WHEN YOU NEED US LIBRARY SUPPORT SERVICES

1,800
Times IT team
helped libraries
stay connected
and/or introduce
new technology 

477
Library staff /board
members attended
training events 

1,200
Support
consultations
(in-person
and virtual) 

CHINOOK ARCH SNAPSHOT


Population served
201,165


Library cardholders
41,907

35 Service
locations

Items available
to borrow

27
Staff members

809,261
Physical

 **3**
Delivery
vans

14,317
Digital

DID YOU KNOW?

Thanks to Chinook Arch, libraries across southwestern Alberta are sharing resources and benefiting from access to valuable operational support services.

WOW! REALLY?

Our delivery vans traveled

150,000 km

That's enough to drive across Canada **16** times!



Summer Reading Program Coordinators presented their promotional skit:



182 times to
10,424 students in
65 schools

HELPING LIBRARIES DO MORE

THE TRUE IMPACT OF YOUR REGIONAL LIBRARY SYSTEM

Numbers are great, but the true impact of Chinook Arch is that we enable libraries to do **more**:

- Offer **more** choices to their patrons
- Host **more** programs
- Spend **more** time assisting visitors
- Find **more** ways to bring the library to **more** people

MORE ACCESS

ONLINE RESOURCES
\$272,000
ANNUAL INVESTMENT

With total annual budgets less than this, many libraries would be unable to offer these services

MORE BOOKS

COMBINED
809,261
ITEMS

The average physical collection for a single library is 22,000 items

MORE FUN

PROGRAM CREATION
\$7,500
GRANT

Creation of physical literacy collection available for new library programs

WHY OUR MEMBER LIBRARIES LOVE US

ABOVE AND BEYOND
RESPECTFUL MORAL SUPPORT FACILITATION
SOUNDING BOARD PROFESSIONAL SUPPORT
ENCOURAGING KNOWLEDGEABLE CURRENT INFORMATION CATALOGUING
HELPFUL COLLABORATION MASSIVE INVENTORY THE BEST WONDERFUL
FRIENDLY INVALUABLE AWARENESS
BELONGING RESPONSIVE PURCHASING PROMPT
TRAINING OUTSTANDING SERVICE AMAZING STAFF PARTNERSHIPS
VARIETY PROFESSIONAL DEVELOPMENT IT EXPERTISE
TECHNICAL SUPPORT
ABOVE AND BEYOND VALUED BRAVE DRIVERS
SUSTAINABILITY QUICK RESPONSES
APPROACHABLE ENHANCEMENT ASSISTANCE



Chinook Arch
Regional Library
System

2902 7 Avenue North
Lethbridge, AB T1H 5C6 | 403-380-1500 | arch@chinookarch.ca | www.chinookarch.ca

Meeting Minutes
of the
Agricultural Service Board – Municipal District of Pincher Creek No. 9
April 5, 2018 – MD Council Chambers

Present: Chair John Lawson, Vice Chair Martin Puch, Reeve Quentin Stevick,
Councillor Bev Everts, Member David Robbins

Also Present: Director of Operations Leo Reedyk, Agricultural Services Manager
Shane Poulsen and Receptionist Jessica McClelland

Absent: Member Frank Welsch and Environmental Services Technician Lindsey
Davidson

Chair John Lawson, called the meeting to order at 9:35 am.

A. ADOPTION OF AGENDA

Reeve Stevick 18/018

Moved that the agenda be amended with the following;

- Delegation Blaine Marr is unable to make the meeting today and will be contacted to reschedule
- New Business 1) Disaster Preparedness Training for Animals in Emergencies
- New Business 2) Livingstone Porcupine Hills Footprint Management and Recreational Management Plans

AND THAT the agenda be approved as amended.

Carried

B. DELEGATION

C. ADOPTION OF MINUTES

Councillor Everts 18/019

Moved that the minutes of March 1, 2018 be accepted as presented.

Carried

D. ASB KEY CONTACT REPORT

Reeve Stevick 18/020

Moved that staff gather information on opportunities for carbon capture in the agricultural sector.

Carried

Councillor Everts 18/021

Moved that the oral report from ASB Key Contact Bradley Smith be approved as presented.

Carried

E. EMERGENCY PREPARDNESS FOR LIVESTOCK

Councillor Everts 18/022

Moved that the Regional Emergency Livestock Services Plan be accepted in draft form and presented at the May ASB meeting for further discussion.

Carried

F. AGRICULTURAL AND ENVIRONMENTAL SERVICES DEPARTMENTAL REPORT

Martin Puch 18/023

Moved to accept the Agricultural and Environmental Services Departmental Report for March 2018 as information.

Carried

G. CORRESPONDANCE

(1a) Foothills Forage and Grazing Association

Martin Puch 18/024

Moved that the ASB support hosting Jim Gerrish Grazing School with the recommendation that the course be shortened to two days, and dates can be arranged mid to late Summer of 2018.

Carried

(2a) South West Invasive Managers (SWIM) 2018 Workshop

David Robbins

18/025

Moved to accept the South West Invasive Managers 2018 Workshop brochure as information.

Carried

(2b) 2018 ASB Summer Tour

Councillor Everts

18/026

Moved to support any ASB members wishing to attend the 2018 ASB Summer Tour, July 10 to 13, 2018 in Strathcona County.

Carried

H. NEW BUSINESS

(1) Disaster Preparedness Training for Animal in Emergencies

David Robbins

18/027

Moved that the Disaster Preparedness Training for Animals in Emergencies be accepted as information.

Carried

(2) Livingstone Porcupine Hills Footprint Management

Councillor Everts

18/028

Move that ASB submit a letter in support of addressing issues as discussed, in the Livingstone Porcupine Hills Footprint Management and Recreational Management Plans.

Carried

I. NEXT MEETING

May 3, 2018

H. ADJOURNMENT

David Robbins

18/029

Moved to adjourn the meeting, the time being 12:28 pm.

Carried


ASB Chairperson


ASB Secretary