

**AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK
September 25, 2018
1:00 pm**

A. ADOPTION OF AGENDA

B. DELEGATIONS

1. Registered Apprenticeship Program
 - Email, dated September 10, 2018, with RAP brochure
2. Update on Heritage Acres
 - Letter from Heritage Acres, dated September 17, 2018
3. Placement of Coal Cars – Hamlet of Lundbreck
 - Letter from George Dowson, received September 20, 2018

C. MINUTES

1. Council Committee Meeting Minutes
 - September 11, 2018
2. Council Meeting Minutes
 - September 11, 2018

D. BUSINESS ARISING FROM THE MINUTES

E. UNFINISHED BUSINESS

1. West Path Delivery Project
 - Recommendation to Council from Director of Development and Community Services, dated September 19, 2018
2. Amendment to the Animal Control Bylaw (Hamlet Chickens)
 - Recommendation to Council from Director of Development and Community Services, dated September 18, 2018
3. Ron Sekella Micro Farm Concept Plan
 - Recommendation to Council from Director of Development and Community Services, dated September 18, 2018
4. First Student Delegation Presentation
 - Recommendation to Council from Director of Operations, dated September 19, 2018

F. CHIEF ADMINISTRATIVE OFFICER'S (CAO) REPORTS

1. Operations
 - a) Beaver Mines Water and Wastewater Project Briefing
 - Briefing dated September 18, 2018
 - b) Operations Report
 - Report from Director of Operations, dated September 19, 2018
2. Planning and Development
 - a) Letter of Concern – Riverview Wind Farm
 - Recommendation to Council from Director of Development and Community Services, dated September 18, 2018
3. Finance

Nil
4. Municipal
 - a) Interim Chief Administrative Officer Report
 - Report from Interim Chief Administrative Officer, dated September 20, 2018

G. CORRESPONDENCE

1. For Information

a) Informational Correspondence

- Recommendation to Council from Interim CAO, dated September 20, 2018, covering:
 - Letter from Alberta Recreation & Parks Association, dated August 29, 2018
 - Letter from Natural Resources Conservation Board, dated September 2018, with Annual Report
 - Letter from AltaLink, dated September 5, 2018, with brochure
 - Letter from AltaLink, dated September 7, 2018
 - Letter from AUC, received September 10, 2018, regarding Castle Rock Ridge Phase II
 - Letter from AUC, received September 10, 2018, regarding Riverview
 - Notice of Shareholders Meeting, Castle Mountain Resort Inc., received September 6, 2018
 - Email, received September 19, 2018
 - Thank You Card, received September 19, 2018

H. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Reeve Quentin Stevick – Division 1

Councillor Rick Lemire – Division 2

Councillor Bev Everts– Division 3

Oldman River Regional Services Commission

- Minutes, dated July 7, 2018

Beaver Mines Community Association

- Minutes, dated September 8, 2018

Councillor Brian Hammond - Division 4

Councillor Terry Yagos – Division 5

Crowsnest / Pincher Creek Landfill Association

- Minutes of August 15, 2018

I. CLOSED MEETING

J. NEW BUSINESS

K. ADJOURNMENT

Tara Cryderman

Subject: FW: Mechanic RAP student

Thanks Tara,

I can make it to the 25th Council meeting. Would it be okay to simply give enough brochures for each member and then speak to the program? It will be short and sweet for sure!

Thanks and have a great evening...
John

On Mon, Sep 10, 2018 at 1:51 PM, Tara Cryderman <AdminExecAsst@mdpincercreek.ab.ca> wrote:

Hi John,

Hope your summer was great!

I can schedule you as a delegation for **September 25, 2018** at 1:00 pm to come explain and present to Council about the RAP project.

Let me know if the 25th will work for you. I would need you to send me the info to be part of the Council package, no later than September 19.

Delegations are allotted 10 minutes to present and then there is a question and answer time after, if Councillors have any questions.

Take care,

Tara

Tara Cryderman

Executive Assistant

P.O. Box 279

1037 Herron Avenue

Municipal District of Pincher Creek No. 9

Phone: 403.627.3130

Fax: 403.627.5070

Email: tcryderman@mdpincercreek.ab.ca

Are you ready for RAP?

Are you focused and motivated? RAP lets you get a head-start on your career by helping you learn a trade as early as Grade 10.

You will have an employer eager to give you an inside look at your chosen trade. This valuable work experience will help you decide if that trade is right for you while you earn credits towards your high school diploma – and wages too!

Follow your passion and start building your trades career today!

Find out how to get started in your new career today!

Visit our website or contact Apprenticeship and Industry Training at 1-800-248-4823 (1-800-AIT-4823) toll free in North America. Outside North America, dial +1-403-476-9757 (long distance charges will apply).

Apprenticeship and Industry Training office locations:

Bonnyville
Provincial Building, Floor 2
Box 8115, 4902 - 50 Avenue
T9N 2J4

Calgary
Willow Park Centre, Suite
200, Floor 2
10325 Bonaventure Drive SE
T2J 7E4

Edmonton
Seventh Street Plaza, South
Tower, Floor 7
10030 - 107 Street
T5J 4X7

Fort McMurray
Provincial Building, Floor 7
Box 19, 9915 Franklin
Avenue T9H 2K4

Grande Prairie
Tovina Centre Mall, Suite 100
9845 - 99 Avenue
T8V 0R3

Hinton
564A Carmichael Lane
T7V 1S8

Lethbridge
Provincial Building,
Room 280, Floor 2
200 - 5 Avenue South
T1J 4L1

Medicine Hat
3021 Durmore Road SE
T1B 2H2

Peace River
Midwest Building
Bag 900-28
9715 - 100 Street
T6S 1T4

Red Deer
First Red Deer Place, Floor 3
4911 - 51 Street
T4N 6V4

Slave Lake
Slave Lake Government
Centre, Suite 109
Box 787, 101 - 3 Street
T0G 2A0

Vermilion
Provincial Building, Floor 1
Box 26, 4701 - 52 Street
T9X 1J9

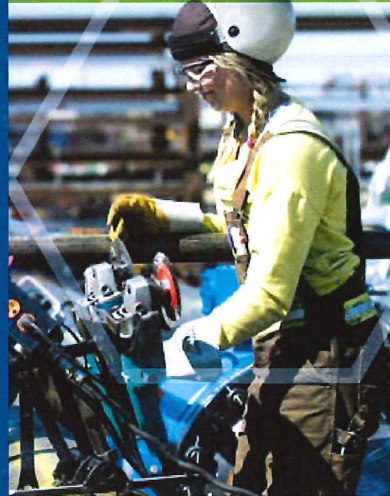
tradesecrets.alberta.ca



RAP

Registered Apprenticeship Program

Your ticket to a great career.



Alberta
Trades.
World
Ready.

Employers: are you ready for RAP?

Employers looking for fresh, eager employees will want to consider RAP apprentices. It's a great way to ensure your employees are trained the right way from the beginning, and the flexibility of the program allows you to fill your schedules.

If you are an employer interested in hiring a RAP apprentice, follow these simple steps:

Find your match

Find a high school student who is ready to work, and eager to learn your business. You can contact a local RAP coordinator or school counsellor to connect you with a student looking for employment.

Fill out the forms

After the RAP apprentice completes the online application, you will be notified by email. Complete the employer portion of the online RAP apprenticeship application to verify the application and agree to the terms and conditions.

Let the training begin!

Working with your RAP apprentice and his or her school, develop a schedule that works for everyone. You are required to pay at least minimum wage, provide supervised training and update your apprentice's record book. The Government of Alberta is responsible for a RAP apprentice's Workers' Compensation coverage.

1) I'm ready. Now what?

High school students interested in pursuing RAP need to follow these steps:

Pick a trade

There are approximately 50 trades available in Alberta – find your match at tradesecrets.alberta.ca! No matter what your interests are – carpentry, construction, mechanics, welding, cooking – there is a trade for you.

Find an employer

The next step is to find an employer to hire and train you as a RAP apprentice. Your school counsellor, local RAP coordinator or Apprenticeship and Industry Training office can help you.

Fill out the forms

Complete the online RAP apprenticeship application at tradesecrets.alberta.ca. Once you submit your application, your employer will be sent an email with instructions to access your application for confirmation of your RAP apprenticeship.

If your school doesn't offer RAP, contact Apprenticeship and Industry Training for information on how you can become a RAP apprentice.

2) Start learning and earning.

Work with your employer and your school to develop a schedule. RAP is flexible, meaning that you can work as an apprentice part-time throughout the year or choose to work weekends and holidays to complete your hands-on work experience. As you start working, you will focus on safely learning required skills for your trade.

As you learn, you earn – both high school credits and wages! And as a RAP apprentice, you also have scholarship opportunities available to you.

3) Get certified!

After high school, continue to work and train in your trade with the goal of becoming certified! About 80 per cent of your time will be spent working on the job. The rest of your time will be spent at a technical institute or college. After completing all necessary work hours and technical training, you will become a certified journeyman.

As a journeyman, your future is limitless. You will be more employable, earn a better income and have skills and knowledge you can carry into a variety of areas like management, further education and self-employment.

Don't wait – start earning your certificate today!

Visit tradesecrets.alberta.ca for more information.

Alberta apprenticeship trades

Check out designated occupations at tradesecrets.alberta.ca

Alberta Trades. World Ready.

"RAP opened a lot of doors for me to the trades, provided the hands-on learning opportunities I prefer and gave me a head start on my career."

Jason Elik, Heavy Equipment Technician Apprentice and RAP Scholarship Recipient.

● Agricultural Equipment Technician

Maintains, repairs and overhauls agricultural equipment
Length of Program
4 years
four 8-week in-class sessions

● Appliance Service Technician

Installs, services and repairs appliances
Length of Program
3 years
three 8-week in-class sessions

● Commercial Appliance Service Technician

Installs, services and repairs commercial appliances
Length of Program
3 years
two 8-week in-class sessions

● Auto Body Technician

Repairs and replaces damaged motor vehicle structures and body parts, and interior and exterior finishes
Length of Program
4 years
one 4-week, one 6-week and two 7-week in-class sessions

● Auto Body Prepper

Restores anti-corrosion treatments, and conducts substrate identification, surface preparation, undercoat product mixing and application
Length of Program
2 years
one 4-week in-class session

● Auto Body Refinisher

Performs damage appraisals, surface preparation, minor damage repairs, masking, colour matching, priming and top coating
Length of Program
2 years
one 4-week and one 6-week in-class session

● Auto Body Repairer

Performs damage appraisals, frame and body structural repairs, body sheet-metal work, plastic repairs, component replacement and alignment
Length of Program
3 years
one 4-week and two 7-week in-class sessions

● Automotive Service Technician

Diagnoses and repairs motor vehicles, including cars and light trucks
Length of Program
4 years
four 8-week in-class sessions

● Baker

Prepares and bakes breads, cakes, cookies, pastries, pies and other baked goods
Length of Program
3 years
three 8-week in-class sessions

● Boilermaker

Builds, erects, repairs, tests and maintains all types of boilers, tanks and pressure vessels
Length of Program
3 years
three 8-week in-class sessions

● Bricklayer

Prepares and lays brick and other masonry units to construct and repair structures
Length of Program
3 years
three 8-week in-class sessions

● Cabinetmaker

Builds and repairs custom or production-type cabinets and furniture, and architectural millwork
Length of Program
4 years
four 8-week in-class sessions

● Carpenter

Constructs, erects and repairs buildings and other structures made of wood, wood substitutes, steel and other materials
Length of Program
4 years
four 8-week in-class sessions

● Communication Technician

Installs, maintains, removes and/or repairs wiring networks, communication equipment and specialized wireless equipment
Length of Program
4 years
one 6-week and one 8-week in-class sessions

● Concrete Finisher

Places and finishes concrete floors, driveways, sidewalks, curbs, bridge decks and other concrete structures
Length of Program
3 years
two 4-week in-class sessions

● Cook

Prepares food in eating establishments, plans menus, monitors nutritional components, and manages the kitchen and associated food costs.
Length of Program
3 years
three 8-week in-class sessions

● Crane and Hoisting Equipment Operator

● **Boom Truck**
Sets up, services and operates hydraulic booms that are mounted on revolving platforms attached to trucks
Length of Program
1 year
one 6-week in-class session

● Mobile Crane

Services and operates booms that are mounted on crawlers or wheeled frames; and traveling, fixed or climbing type hoisting equipment with a vertical mast or tower and a jib
Length of Program
3 years
two 6-week in-class sessions

● Tower Crane

Services and operates traveling, fixed, climbing or self-erecting type hoisting equipment with a vertical mast or tower and a jib
Length of Program
2 years
one 6-week in-class session

● Wellhead Boom Truck

Sets up and operates hydraulic booms used for wellhead pumping, wireline, perforating, coiled tubing, snubbing, and the rig-up and rig-out of slant service rig operations
Length of Program
1 year
one 5-day in-class session

● Electric Motor Systems Technician

Tests, rebuilds and repairs electric motors, generators, transformers, controllers and related electrical and mechanical equipment
Length of Program
4 years
four 8-week in-class sessions

● Electrician

Installs, alters, repairs and maintains electrical systems for all types of buildings, structures and premises
Length of Program
4 years
three 8-week and one 12-week in-class sessions

● Elevator Constructor

Installs, modifies, services and repairs electric and hydraulic elevators, personnel and man-hoists, moving walkways, stage lifts, escalators and related equipment
Length of Program
4 years

● Floorcovering Installer

Installs many types of floor coverings in buildings
Length of Program
2 years
two 7-week in-class sessions

● Gasfitter

● **Gasfitter (A)**
Sizes, installs, tests, adjusts and services natural gas and propane equipment ranging from residential furnaces to industrial boilers
Length of Program
3 years
three 8-week in-class sessions

● Gasfitter (B)

Sizes, installs, tests, adjusts and services natural gas and propane equipment ranging from residential furnaces to industrial boilers not exceeding 400,000 British Thermal Units (BTUs)
Length of Program
2 years
two 8-week in-class sessions

● Glazier

Cuts and installs glass and aluminum systems for commercial, residential and automotive applications
Length of Program
4 years
four 6-week in-class sessions

● Hairstylist

Cuts and styles hair to suit the client's face and lifestyle
Length of Program
2 years
two 10-week in-class sessions

● Heavy Equipment Technician

Performs all the tasks described below under Heavy Duty Equipment Mechanic (Off-Road), Transport Trailer Mechanic and Truck and Transport Mechanic
Length of Program
4 years
four 8-week in-class sessions

● Heavy Duty Equipment Mechanic (Off-Road)

Maintains, repairs and overhauls large off-road and industrial equipment such as bulldozers and graders
Length of Program
3 years
three 8-week in-class sessions

● Transport Trailer Mechanic

Maintains, repairs and overhauls commercial transport trailers
Length of Program
2 years
one 8-week in-class session

● Truck and Transport Mechanic

Maintains, repairs and overhauls on-highway vehicles such as semi-trucks and buses
Length of Program
3 years
three 8-week in-class sessions

● Instrument Technician

Installs, maintains and repairs the measuring and control instruments used in industrial and commercial processing
Length of Program
4 years
two 8-week and two 10-week in-class sessions

● Insulator

Applies, removes and repairs thermal and acoustical insulation on all types of industrial equipment
Length of Program
3 years
three 7-week in-class sessions

● Ironworker

Fabricates, constructs and joins scaffolding, structural steel buildings, bridges, ornamental ironwork and pre-cast structures
Length of Program
4 years
four 6-week in-class sessions

● Metal Building Systems Erector

Fabricates, constructs and joins scaffolding; works on one-story, steel-framed metal buildings
Length of Program
2 years
two 6-week in-class sessions

● Structural/Ornamental

Fabricates, constructs and joins scaffolding, structural steel buildings, bridges, ornamental ironwork and pre-cast structures
Length of Program
3 years
three 6-week in-class sessions

● Reinforcing

Places and ties reinforcing material, joins scaffolding, and performs post tensioning
Length of Program
2 years
two 6-week in-class sessions

● Landscape Gardener

Carries out landscaping operations including construction, maintenance and selecting and installing plants, trees, grass and irrigation systems
Length of Program
3 years
four 8-week in-class sessions

● Leather-Interior Systems Mechanic

Installs a wide variety of wall and ceiling systems and exterior finishes, bringing various buildings to a completed state
Length of Program
3 years
three 8-week in-class sessions

● Locksmith

Installs, adjusts and repairs locks, makes keys, and changes lock combinations; works on lock sets and door hardware
Length of Program
4 years
four 8-week in-class sessions

● Machinist

Sets up and operates precision metal cutting and grinding machines to make and repair products made from metals, plastics, rubber, textiles, fiberglass and other materials
Length of Program
4 years
four 8-week in-class sessions

● Millwright

Installs, maintains, repairs and troubleshoots stationary industrial machinery and mechanical equipment
Length of Program
4 years
four 8-week in-class sessions

● Plumber

Plans, installs and services plumbing systems, fixtures, piping equipment and controls
Length of Program
4 years
four 8-week in-class sessions

● Motorcycle Mechanic

Assembles, maintains, repairs and restores motorcycles and other lightweight all-terrain vehicles with astride seating and handbar controls
Length of Program
4 years
two 8-week and two 6-week in-class sessions

● Natural Gas Compression Technician

Installs, commissions, maintains and repairs equipment used to gather, store and transmit natural gas
Length of Program
4 years
four 8-week in-class sessions

● Outdoor Power Equipment Technician

Repairs and maintains aerators, air compressors, chippers, compaction equipment, generators, lawn tractors, mowers, chain saws, seeders, sprayers, snow removal equipment, golf carts and utility vehicles
Length of Program
3 years
one 6-week and two 8-week in-class sessions

● Recreational Equipment

Repairs and maintains recreational equipment such as boats, trailers, snow mobiles and off-road multi-wheeled vehicles other than motorcycles
Length of Program
3 years
four 8-week in-class sessions

● Painter and Decorator

Applies paint, wall coverings and other finishes to interior and exterior surfaces of buildings and other structures
Length of Program
3 years
three 8-week in-class sessions

● Parts Technician

Manages and dispenses parts and goods in wholesale and retail businesses
Length of Program
3 years
two 6-week and one 8-week in-class sessions

● Sheet Metal Worker

Designs, fabricates, assembles, installs and repairs sheet metal products required in a wide variety of industries and settings
Length of Program
4 years
four 10-week in-class sessions

● Sprinkler Systems Installer

Fabricates, installs, tests, maintains, inspects and repairs sprinkler systems
Length of Program
4 years
three 8-week in-class sessions

● Steamfitter-Pipefitter

Lays out, assembles, fabricates, maintains and repairs piping systems which carry water, steam, chemicals or fuel used in heating, cooling, lubricating and other processes
Length of Program
3 years
three 8-week in-class sessions

● Powerline Technician

Constructs, maintains or operates electrical distribution systems
Length of Program
4 years
three 7-week in-class sessions

● Power System Electrician

Installs, maintains and repairs electrical generation systems
Length of Program
4 years
two 7-week and two 8-week in-class sessions*

● Recreation Vehicle Service Technician

Installs, repairs and maintains interior and exterior components on motor homes, trailers and campers
Length of Program
3 years
three 8-week in-class sessions

● Refrigeration and Air Conditioning Mechanic

Installs, maintains, repairs and overhauls refrigeration and air conditioning systems and their component parts
Length of Program
4 years
four 8-week in-class sessions

● Rig Technician

Operates oil and gas drilling rigs
Length of Program
3 years
three 4-week in-class sessions

● Roofer

Prepares and applies protective coverings to flat and sloped roof surfaces
Length of Program
4 years
three 6-week in-class sessions

● Welder

Applies heat to metal pieces to melt, cut or fuse them together
Length of Program
3 years
three 8-week in-class sessions

● Wire Process Operator

Joins components and sub-assemblies to make various items using a variety of construction materials
Length of Program
2 years
one 8-week in-class session

● Structural Steel and Plate Fitter

Lays out, prepares and assembles structural steel, steel vessels, containers and miscellaneous components
Length of Program
3 years
three 8-week in-class sessions

● Tiesetter

Covers, repairs and decorates walls, floors and other surfaces using ceramic, mosaic, marble and quarry tile, slate, stone, terrazzo or granite
Length of Program
3 years
two 8-week in-class sessions

● Transport Refrigeration Technician

Installs and repairs heating and cooling equipment in mobile units used to haul perishable cargo
Length of Program
3 years
three 8-week in-class sessions

● Water Well Driller

Sets up and operates drills rigs and develops, maintains and decommissions water wells
Length of Program
2 years
two 6-week in-class sessions

● Earth Loop Technician

Sets up and operates mobile drilling rigs or trenching equipment used to construct residential and commercial earth loops for heating and cooling.
Length of Program
2 years
two 6-week in-class sessions

● Trades in which a Red Seal endorsement is available. The Red Seal is recognized as a standard of excellence for skilled trades in Canada and internationally. Red Seal endorsement is well-recognized and respected by employers.

● **Compulsory certification trade.** People working in these trades must be a registered apprentice or a certified journeyman.
Length of Program - Methods of delivering technical training to apprentices can vary. In some trades and in certain regions, technical training referred to as "in-class sessions" may be available in forms such as one-day-a-week, evening or weekend, on-site training, or in various forms of distance learning. Check with your nearest Apprenticeship and Industry Training office for details.

Alberta Government



HERITAGE
Acres
Farm Museum

B2

RECEIVED

SEP 18 2018

M.D. OF PINCHER CREEK

September 17, 2018

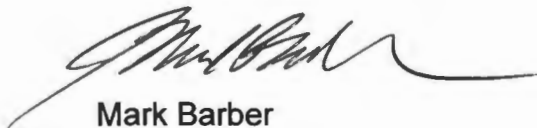
MD of Pincher Creek
Box 279
Pincher Creek, Alberta
T0K 1W0
ATTN: Tara Cryderman

Dear Ms. Cryderman:

I am writing to request the opportunity to present at your next council meeting on September 25, 2018. As a delegation I will provide council with an update of events at Heritage Acres.

Your consideration is appreciated.

Kind regards,



Mark Barber

Heritage Acres
Box 2496
Pincher Creek, Alberta
T0K 1W0

Phone: 403-627-2082

HERITAGE

Acres

Farm Museum



Board of Directors

President – Ken Harness

Past President – Ken Lewis

Vice President – Betty Heppner

Secretary – Diana Reed

Treasurer – Renita Lewis

Director – Anna Welsch

Director – Pat Harness

Director – Gerald Lewis

Director – George Mowat

Director – Gary Visser

Director - Lorne Cooley

Director – Leonard McGlynn

Director – Bill Elton

Director – Jim Cameron

Director – Michael Cousineau

Annual Show Chairperson – Eileen McGlynn

Horse Show Chairperson – Brant Lewis

Fall Fair Chairperson – Betty Heppner

Harvest Gala Chairperson – Anna Welsch

Breakfast w Santa Chairperson – Maureen Mitchell

Hillsview Ladies Chairperson – Debbie Berg

Policy Chairperson – Rick Bell

Membership Chairperson – Gloria Bond



Garage Sale - May 12th



Horse Show/ Chuck Wagon Supper June 9th



Flower and Quilt Show

July 21st



Annual Show August 3, 4, & 5



Fall Fair

September 15



Harvest Gala

October 12th



Candle Light Church Service

December 7th

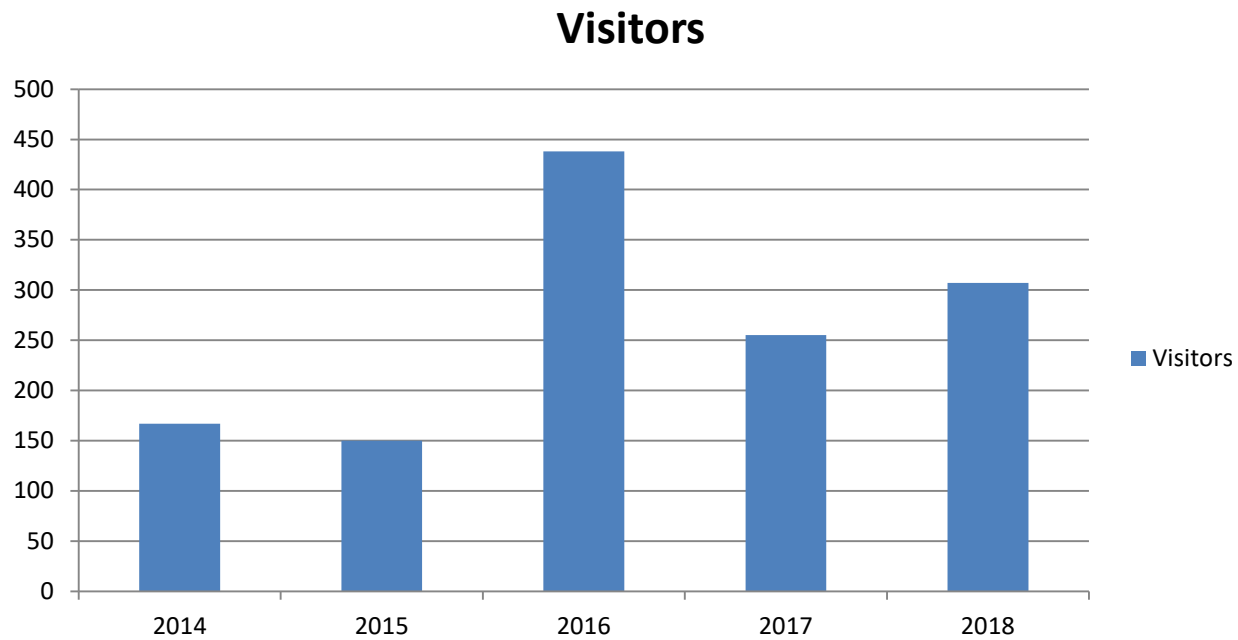


Breakfast With Santa

December 8th



Attendance Stats



Barn Painting





Hiking Trail



Other Projects

- Web Site – Facebook Presence
- Tour Program
- Heritage Arts Program
- Library
- Past Perfect Accessioning Software
- Accessioning Policy
- Disaster Response Policy
- Financial Statements
- Accreditation – Recognized Museum
- Council Presentations

September 18, 2018

RECEIVED
SEP 20 2018
M.D. OF PINCHER CREEK

M. D. of Pincher Creek No. 9
Box 279
Pincher Creek, AB. T0K 1W0

Dear M.D. Reeve and Councillors:

Recently Ron Peeters, a resident of Lundbreck, donated 2 coal cars to the Lundbreck Citizens Council. As coal mining was an integral part of Lundbreck's history, we felt that placing these cars by the entrance into Lundbreck would be appropriate. We would also like to put up a sign with some history of coal mining in and around the Lundbreck area, written on it. The cars and sign would be situated where the picnic table now stands, beside the flower gardens and the Patton Park committee would move their sign as well. The cars would be mounted on rails (supplied by Ron) and the tops would be securely covered, so there would be no access to the inside of them.

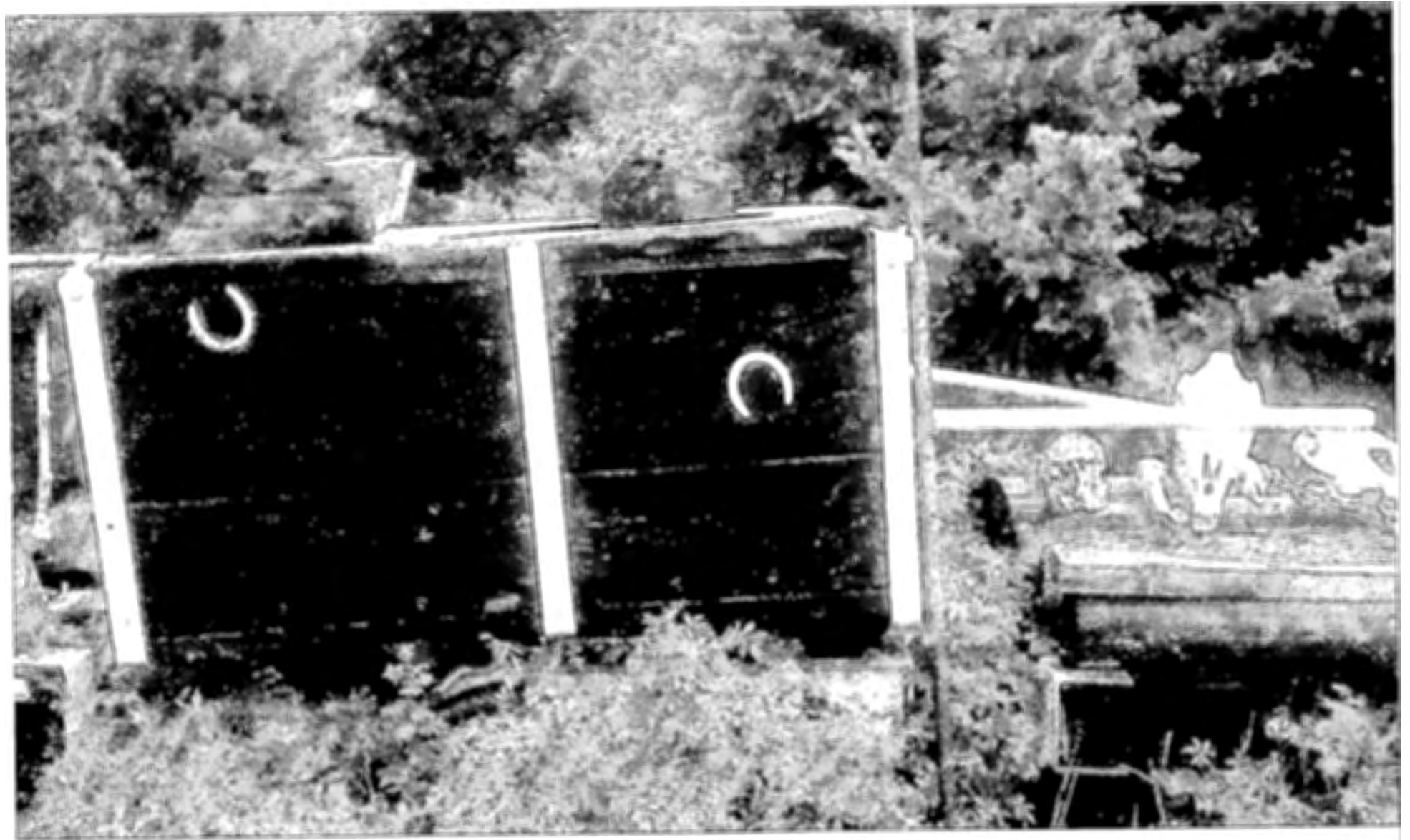
As the M.D. owns this property, the Lundbreck Citizens Council is asking for permission to situate these cars and sign in this area. If permission and a development permit is granted, we ask if the M.D. would also consider waiving the Development Permit fee for this project.

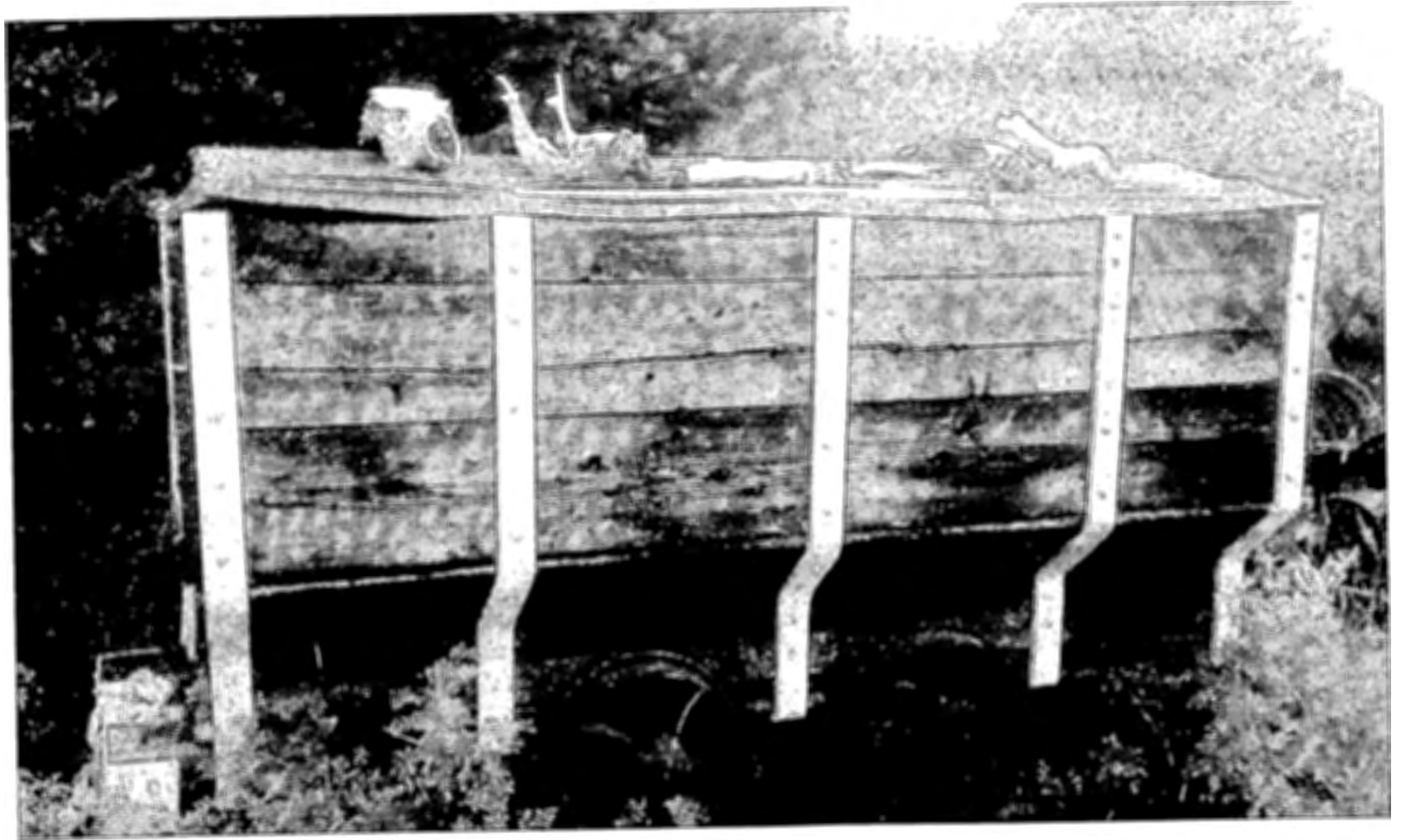
Thank you for your consideration to this matter.

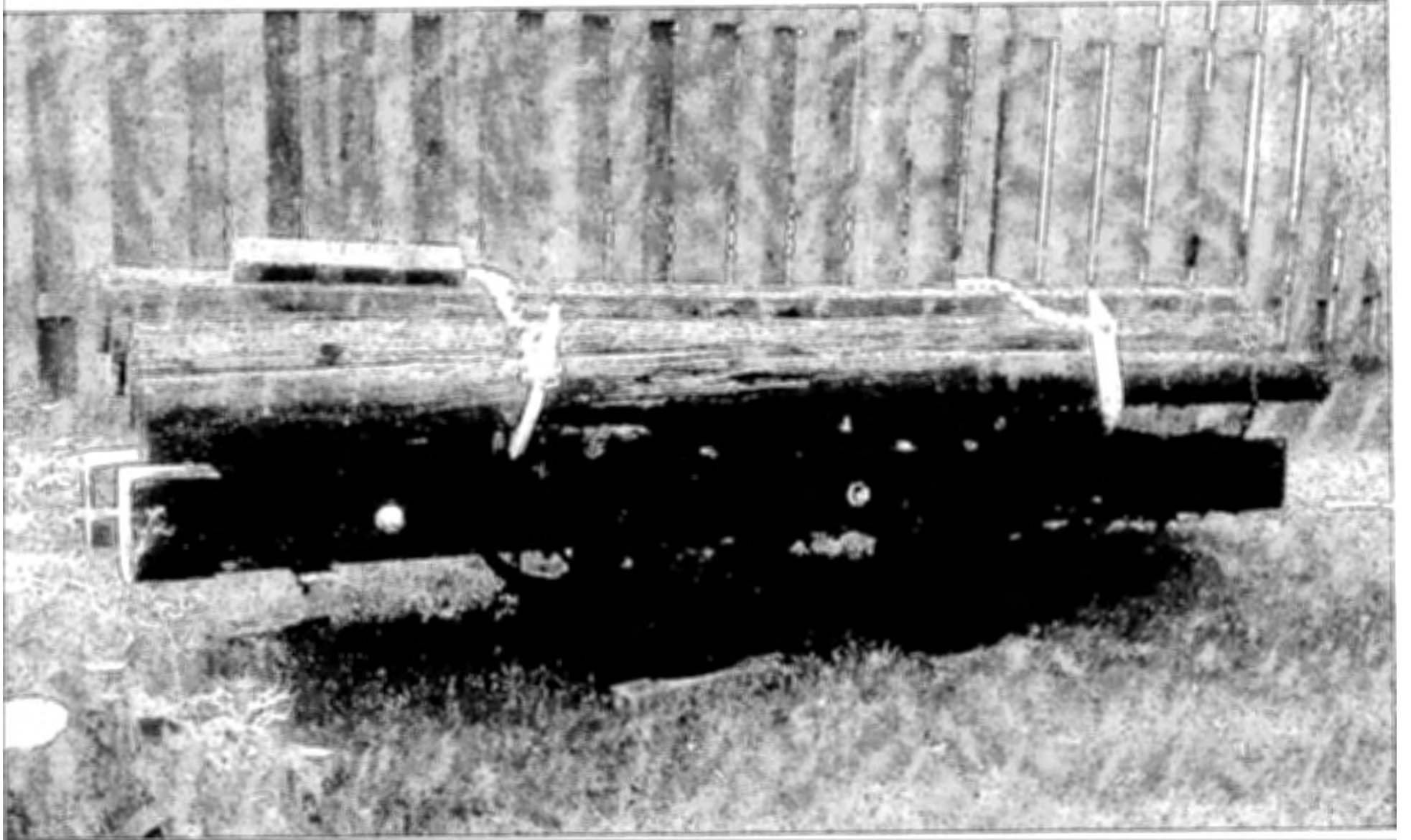
Yours truly,



George Dowson













\$30,000

\$15,000

\$10,000



Help Us Revitalize Patton Park!

\$30,000

\$10,000

The Patton Park Society is selling lifetime memberships to citizens ofbeck and surrounding community. Memberships are raised through fiscal donations, all of which will be used to:

- Install new irrigation system
- Speed topsoil and seed cost
- Install playground equipment
- Plant trees
- Repair track and utility building
- Improve garbage system
- and more...

Patton Park Society
100 Patton Park Drive
Patton, MT 59727
Phone: 406.338.1234
www.pattonpark.org



MINUTES
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK
September 11, 2018; 9:00 am

Present: Reeve Quentin Stevick, Councillors Brian Hammond, Bev Everts, Rick Lemire and Terry Yagos

Staff: Interim Chief Administrative Officer Sheldon Steinke, Director of Operations Leo Reedyk, Director of Development and Community Services Roland Milligan, and Executive Assistant Tara Cryderman

Other: La Vonne Rideout, Pincher Creek Family Centre

Reeve Quentin Stevick called the meeting to order, the time being 9:00 am.

A moment of silence was observed, recognizing the anniversary of September 11, 2001.

1. Approval of Agenda

Councillor Rick Lemire

Moved that the Council Committee Meeting Agenda, for September 11, 2018, be amended, the amendment as follows:

- Addition to Round Table 6a – ICF Committee Appointments
- Addition to Round Table 6b – Consultant Services for Collective Bargaining Agreement revisions and Lead Negotiator;

And that the agenda be approved as amended.

Carried

2. Closed Meeting Session

Councillor Bev Everts

Moved that Council close the Council Committee Meeting to the public for discussions regarding the following, the time being 9:05 am:

- Public Works Call Log – FOIP Section 16

Carried

Councillor Terry Yagos

Moved that Council open the Committee Meeting to the public, the time being 9:30 am.

Carried

3. Child Care in the Area

La Vonne Rideout, Executive Director with Pincher Creek Family Centre, attended the Council Committee Meeting to discuss childcare in the area.

The Town of Pincher Creek has hired Ms. Rideout as a consultant regarding supporting and solving the need for childcare in the area.

The early years of childhood are critically important to the foundation of success in life.

A history of the review and need of childcare was provided.

There is a need for 120 childcare spaces in the area. This need is not currently being met. There is currently approximately 87 spaces available in the area.

A Day Care Committee was created and approached both the elementary schools within the Town of Pincher Creek. Each School had an existing daycare within their facilities.

There is currently a temporary site at St. Michaels School. This centre is for years zero to 12 years of age.

Canyon School was awarded a grant that allows additional funding to improve their care, and offer care at \$25 per day. Their license is for children between 3 years and 6 years.

This has created a two-tiered system, which is an additional issue for consideration.

A meeting was held last week with government officials to further discuss this issue.

What can the MD do at this time? The Town has committed \$300,000 towards this issue.

Livingstone Range School Division holds a license for childcare; this is highly unusual in the province.

The Town of Pincher Creek has acknowledged the need for quality childcare, and have created a not for profit organization for this issue; this is highly unique as well.

Licensing of the facilities was discussed and explained.

At the time of Children's World Day Care closing, the number of rural families affected was approximately 35%.

Childcare is a key point for economic development.

Day homes were mentioned.

Livingstone School in Lundbreck was mentioned. There seems to be a good core population within this area as well. Perhaps this school could be included in the available spaces.

The financial burden of multiple sites within the area was mentioned.

The opportunity to provide choices to families, with regards to childcare, was mentioned.

There are two regulated, and accredited, day homes within the area. This was explained further.

The cost of childcare was discussed. The costing schedule is very confusing. Subsidies are available for families, based on income.

The rationality of why the MD should be involved with this issue, and the importance of childcare to the entire area, was provided.

Housing and childcare are vital to promoting, and inviting, industry to the area.

4. Attendance at the Fall RMA Convention

It was determined that Reeve Quentin Stevick, Councillors Bev Everts, Terry Yagos and Brian Hammond, with Interim CAO Sheldon Steinke, will be attending the Fall RMA Convention.

5. Scheduling of Community Meeting – Kenow Fire

The need for a facilitator is necessary. David Green was suggested, with Dan McKim as an alternate.

The communication protocol should be moved to the first agenda item.

It was suggested that each agency present a short introduction of themselves. Perhaps the video shown to Council from Parks Canada could be shown to the Public?

The MD is not responsible for fire fighting, this is the responsibility of Emergency Services Commission; this should be communicated with the public.

Print information should be available. The communication protocol is an important document to hand out.

Serving food was suggested. This will require some type of pre-registration for numbers. It was suggested to have Twin Butte General Store (Jenny) cater the event.

October 29, 2018, commencing at 6:00 pm was suggested. An alternative date was October 30, 2018.

A sound system is necessary. David Green has a system that may be available.

The question and answer session is very important.

The agenda will be revised, based on the suggestions.

6. Round Table Discussion

a) ICF Committee Appointments

The Town of Pincher Creek has appointed three Councillors to the ICF Committee. It was suggested that the MD appoint two, as three is a majority of the MD Council.

It is recommended that two Members of the MD Council will be appointed to the ICF Committee.

b) Collective Bargaining Agreement

This will be added to the agenda to this afternoon's agenda.

Division 1:

Nothing to add at this time.

Division 2:

- Safety Officer Appointment
- Interviews will occur September 18-20

Division 3:

- Safety issues with regards to the Beaver Mines Water and Wastewater Project

Division 4:

Nothing to add at this time.

Division 5:

Nothing to add at this time.

7. Adjournment

Councillor Terry Yagos

Moved that the meeting adjourn, the time being 12:10 pm.

Carried

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
COUNCIL MEETING
SEPTEMBER 11, 2018

9031

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, September 11, 2018, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

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

STAFF Interim Chief Administrative Officer Sheldon Steinke, Director of Operations Leo Reedyk, Director of Development and Community Services Roland Milligan, and Executive Assistant Tara Cryderman

Reeve Quentin Stevick called the Council Meeting to order, the time being 1:00 pm.

A moment of silence was observed, recognizing the anniversary of September 11, 2001.

A. ADOPTION OF AGENDA

Councillor Bev Everts 18/482

Moved that the Council Agenda for September 11, 2018, be amended, the amendments as follows:

- Addition to Planning and Development – F2c – Draft Resolution to Foothills Little Bow Regarding Wind Turbine Abandonment;
- Addition to Municipal – F4c – Consultant Services for Collective Bargaining Agreement Revisions and Lead Negotiator;

And that the agenda be approved, as amended.

Carried

B. DELEGATIONS

1. West Path Delivery Project – Burton Creek CS Camp

Shayne Beatie, Kaili Kasper and Dennis Siemak, with TransCanada, appeared as a delegation to introduce Council to their proposed West Path Delivery Project – Burton Creek CS Camp.

The presentation was shown and discussed, as well as additional photos were shown.

2. School Buses

Sharon Roberts, with First Student, and Phil McGale, with Livingstone Range School Division, appeared as delegations to speak to school bussing during the winter months.

A request was made that roads be graded earlier in the day, during the winter months.

C. MINUTES

1. Council Committee Meeting Minutes

Councillor Bev Everts 18/483

Moved that the July 10, 2018 Council Committee Meeting Minutes, be amended, the amendment as follows:

Edit the sentence found within the first paragraph on page 2 to read “prior to first reading of the Code of Conduct bylaw”;

And that the July 10, 2018 Council Committee Meeting Minutes be approved, as amended.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 September 11, 2018

2. Council Committee Meeting Minutes

Councillor Brian Hammond 18/484

Moved that the August 28, 2018 Council Committee Meeting Minutes, be approved as presented.

Carried

2. Council Meeting Minutes

Councillor Rick Lemire 18/485

Moved that the Council Meeting Minutes of August 28, 2018, be approved as presented.

Carried

3. Special Council Meeting Minutes

Councillor Terry Yagos 18/486

Moved that the Special Council Meeting Minutes of September 4, 2018, be approved as presented.

Carried

D. BUSINESS ARISING FROM THE MINUTES

1. WiFi in the Community
2. Terms of Reference for Beaver Mines Advisory Committee

E. UNFINISHED BUSINESS

1. Sponsorship of the 23rd Annual Awards of Excellence

Councillor Terry Yagos 18/487

Moved that the MD of Pincher Creek be a Silver Sponsor by donating \$500.00 to the Chamber of Commerce, with the funding coming from Grants to Groups and Organizations (Account No. 2-74-0-770-2765).

Carried

2. Fire Services Bylaw

Councillor Bev Everts 18/488

Moved that Council rescind Bylaw No. 1234-13, being the Fire Services Amendment Bylaw.

Councillor Terry Yagos 18/489

Moved that the resolution be amended, the amendment as follows:

To take affect January 1, 2019.

Amendment Defeated

Main Motion Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 September 11, 2018

- Councillor Bev Everts 18/490
- Moved that Council direct Administration to communicate to their residents that with the rescinding of Bylaw No. 1234-13, all costs associated with firefighting will once again be the responsibility of the landowner.
- Carried
3. Artwork for the Administration Building
- Councillor Rick Lemire 18/491
- Moved that the purchase of artwork for the Administration Building be postponed, pending the response from the Allied Arts Council of Pincher Creek.
- Carried
- Councillor Bev Everts 18/492
- Moved that Council direct Administration to purchase three (3) framed Annora Brown prints, to a maximum cost of \$500.
- Defeated
4. Bylaw No. 1272-17 - Amendment to the Animal Control Bylaw (Hamlet Chickens)
- Councillor Brian Hammond 18/493
- Moved that Bylaw No. 1272-17, being the Amendment to the Animal Control Bylaw, be given first reading.
- Carried
- Councillor Bev Everts 18/494
- Moved that Bylaw No. 1272-17, be amended, the amendment as follows:
- Edit 6.f.(1)(a) to allow for a maximum of six (6) urban chickens upon a parcel of land.
- Defeated
- Councillor Terry Yagos 18/495
- Moved that Bylaw No. 1272-17, be amended, the amendment as follows:
- Deletion of 6.f.(4)(c).
- Carried
- Councillor Terry Yagos 18/496
- Moved that Bylaw No. 1272-17, being the Amendment to the Animal Control Bylaw, be given second reading, as amended.
- Carried
- Councillor Brian Hammond 18/497
- Moved that Bylaw No. 1272-17, being the Amendment to the Animal Control Bylaw, be presented for third reading.
- Not Carried Unanimously

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 September 11, 2018

F. CHIEF ADMINISTRATIVE OFFICER'S (CAO) REPORTS

1. Operations

a) Operations Report

Councillor Terry Yagos 18/498

Moved that the Operations report from the Director of Operations, for the period dated August 23, 2018 to September 6, 2018, as well as the Call Logs, be received as information.

Carried

2. Planning and Development

a) Bylaw No. 1289-18 – Land Use Bylaw

Councillor Terry Yagos 18/499

Moved that Bylaw No. 1289-18, being the Land Use Bylaw, be given first reading.

Carried

Councillor Brian Hammond 18/500

Moved that Council schedule the Public Hearing for Bylaw No. 1289-18 for October 11, 2018 at 6:00 pm., in the Council Chambers of the Administration Building.

Carried

b) Micro Farms Concept Plan – Ron Sekella

Councillor Terry Yagos 18/501

Moved that the Micro Farm Concept Plan for Block P, Plan 921 0672; within W 34-7-30 W4M, be postponed, until a further Council meeting, pending further information regarding water sources to the proposed lots.

Carried

c) Draft Resolution to Foothills Little Bow Regarding Wind Turbine Abandonment

Councillor Bev Everts 18/502

Moved that Council forward the resolution, regarding wind turbine abandonment, to the Foothills Little Bow Meeting for further consideration.

Carried

3. Finance

a) Uncollected Accounts Receivable

Councillor Rick Lemire 18/503

Moved that Council write off the balances of the accounts: BRUD013, MARR002, ROBI010, and ROBI011.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 September 11, 2018

b) Beaver Mines Park and Gazebo Lease Operator Agreement

Councillor Bev Everts 18/504

Moved that the Council direct Administration to begin the dialogue with the Beaver Mines Community Association to operate the Beaver Mines Park and Gazebo.

Carried

c) Statement of Cash Position

Councillor Terry Yagos 18/505

Moved that the Statement of Cash Position, for the month ending August 2018, be received as information.

Carried

4. Municipal

a) Chinook Arch Library Board 2019-2022 Budget and Member Levy

Councillor Terry Yagos 18/506

Moved that the MD of Pincher Creek approve the Chinook Arch Library Board 2019- 2022 Municipal Levy Schedule.

Carried

b) Interim Chief Administrative Officer Report

Councillor Terry Yagos 18/507

Moved that Council receive for information, the Interim Chief Administrative Officer's report for the period of August 27, 2018 to September 11, 2018.

Carried

c) Consultant Services for Collective Bargaining Agreement Revisions and Lead Negotiator

Councillor Brian Hammond 18/508

Moved that Council ratify the engagement of Mr. Steve Connors as the consultant to support Administration on drafting revisions to the current Collective Agreement and to act as the lead negotiator for the upcoming Collective Bargaining Negotiations.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 September 11, 2018

G. CORRESPONDENCE

1. For Information

a) Informational Correspondence

Councillor Bev Everts 18/509

Moved that Council receive the following documents as information:

- Letter from Municipal Affairs, dated August 14, 2018
- Letter from Municipal Affairs, dated July 25, 2018
- Letter from Environment and Parks, dated August 22, 2018, with document
- Letter from Environment and Parks, dated August 22, 2018, with document
- Letter from Town of Pincher Creek, dated August 24, 2018
- Joint Council Meeting Notes, dated August 16, 2018
- Letter from Livingstone Range School Division, dated August 29, 2018
- Email from Alberta SouthWest, dated September 6, 2018
- Letter from Prairie Conservation Forum, received August 28, 2018

Carried

Community Foundation

Councillor Bev Everts 18/510

Moved that Councillor Rick Lemire, or alternate Councillor be authorized to attend the Community Foundation event, scheduled for October 4, 2018, in Lethbridge.

Carried

H. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Reeve Quentin Stevick – Division 1
 Nothing to report

Councillor Rick Lemire – Division 2
 Nothing to report

Councillor Bev Everts– Division 3
 Beaver Mines Community Association
 - Minutes, dated August 18, 2018
 Agricultural Service Board
 - Minutes, dated July 19, 2018
 Oldman River Regional Services Commission Meeting
 Alberta Rural Development Network

Councillor Brian Hammond - Division 4
 Childcare in the Area Meeting

Councillor Terry Yagos – Division 5
 Lundbreck Citizens Council
 - Standpipe
 - Coal Cars Display
 - Fencing along Patton Park
 - Snow fencing
 - One way street adjacent to the School
 - Parking along the streets

Minutes
Regular Council Meeting
Municipal District of Pincher Creek No. 9
September 11, 2018

Councillor Brian Hammond 18/511

Moved that the committee reports be received as information.

Carried

I. CLOSED MEETING

There were no Closed Meeting Agenda Items to discuss.

J. NEW BUSINESS

There was no new business to discuss.

K. ADJOURNMENT

Councillor Terry Yagos 18/512

Moved that Council adjourn the meeting, the time being 4:17 pm.


Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

Recommendation to Council

E1

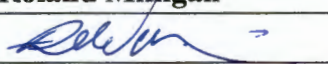
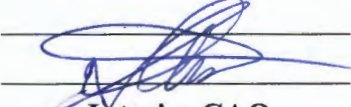
TITLE: WEST PATH DELIVERY PROJECT	
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PREPARED BY: Tara Cryderman	DATE: September 19, 2018
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DEPARTMENT: Development and Community Services

		ATTACHMENTS: 1. Delegation Presentation 2. Camp Photos
Department Supervisor	Date	

APPROVALS:

Roland Milligan			
	2018/09/19		19/Sept/18
Department Director	Date	Interim CAO	Date

RECOMMENDATION:
That the West Path Delivery Project Delegation Presentation be received as information.

BACKGROUND:

At the September 11, 2018 Council Meeting, representatives from TransCanada appeared as a delegation to introduce the West Path Delivery Project Work Camp to Council.

The proposal is one of two proposed locations that TransCanada is considering.

FINANCIAL IMPLICATIONS:

None at this time.



West Path Delivery Project Burton Creek CS Camp

September 2018

Agenda



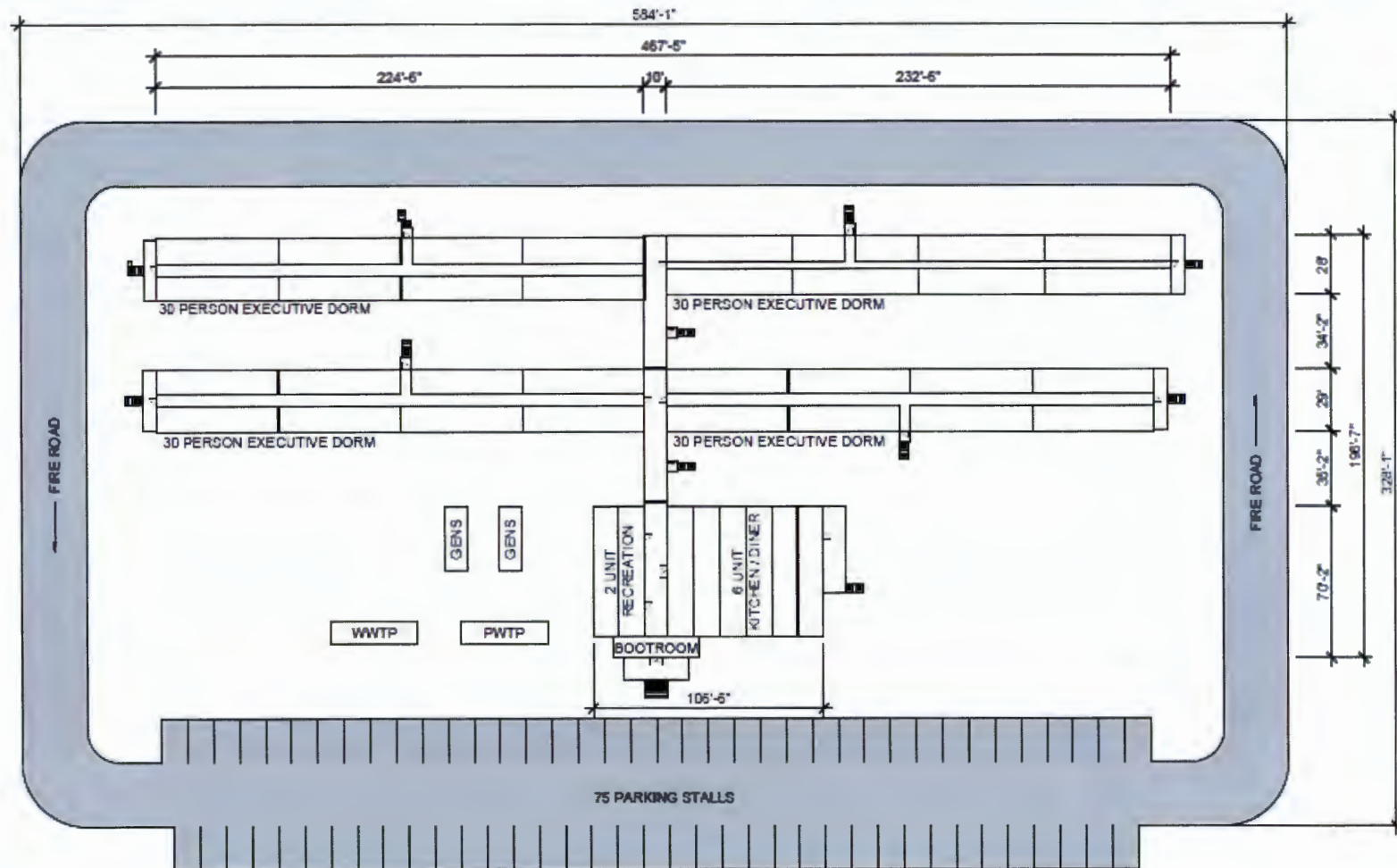
- **West Path Delivery Project scope**
- **Burton Creek CS Proposed Camp**
 - Site overview and scope
 - Traffic management
 - Safety policies
 - Reclamation
 - Local benefits
 - Camp Photos Review
- **Questions**

Burton Creek CS Proposed Camp



- **Proposed camp location:** NE 02-10-02 W5M
- **Proposed scope:**
 - **Size:** Up to 13.34 acres on privately-owned and previously disturbed land
 - **Projected occupancy:** 30 to 120 (at peak construction)
 - **Timeline:** Commence construction: Q2 2019
Camp occupancy: Q2 2019 – Q2 2020
Demobilization/Remediation: Q3 2020

Typical Site Plan

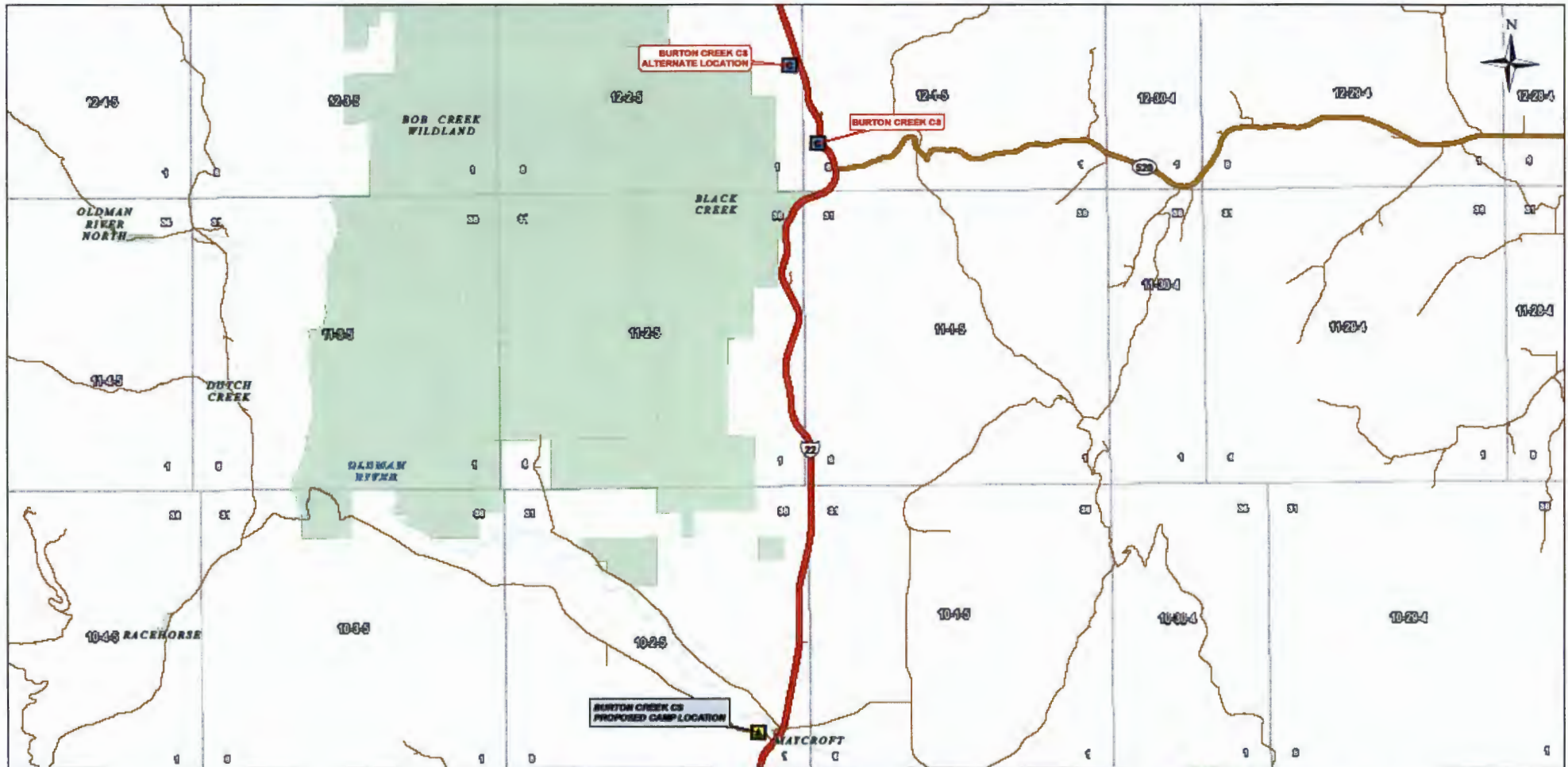


Camp features



- Sleeping accommodations
- Kitchen dining facilities
- Fitness and recreation facilities
- Laundry facilities
- First aid treatment facilities
- Perimeter fencing and security
- Parking
- Water and wastewater storage
- Wildlife-proof garbage and recycling storage

Camp Location



Legend

- B** Compressor Station
- A** Camp Location
- Primary Highway
- Secondary Highway
- Minor Roads
- Highways
- Railways
- Parks / Protected Areas
- City Towns

REVISION	DESCRIPTION
0	Issued for use, July 18, 2018

1:120,000



BURTON CREEK COMPRESSOR

NOTIFICATION MAP

REV 0

Issue Reference: Jul 18, 2018

Document Control: 976-2018-MP-06-0038_00

Sheet 1 of 1

4882027_M:\projects\2018-0802-17\transcanada\2018-0802-17-18-MP-06-0038_00_BurtonCreekNotificationMap.dwg

Camp Location



Burton Creek Camp Site Overview Map in N.E.1/4 Sec.2 Twp.10 Rge.2 W.5M.



Safety



- Gated access with security monitoring (in the evening) to provide safety, security, and adherence to Code of Conduct.
- A licensed security guard will patrol the area from 6 a.m. – 6 p.m.
- This camp has a ZERO TOLERANCE POLICY with respect to drugs and alcohol.
- Residents found to be under the influence of alcohol or behavior-altering drugs will not be permitted in camp and will be removed with all camp privileges canceled.
- Firearms, pets, and recreational vehicles are not permitted.
- The camp will be equipped with fire alarm safety.

Traffic Management



- Workers will be bused from Calgary (or other designated locations) to site at the beginning of their work shifts.
- Daily bussing to site from camp and back will be provided.
- Reduced speeds will be implemented (Hwy 22 – Maycroft).
- Signage will be erected in coordination with Alberta Transportation and the MD.

Reclamation



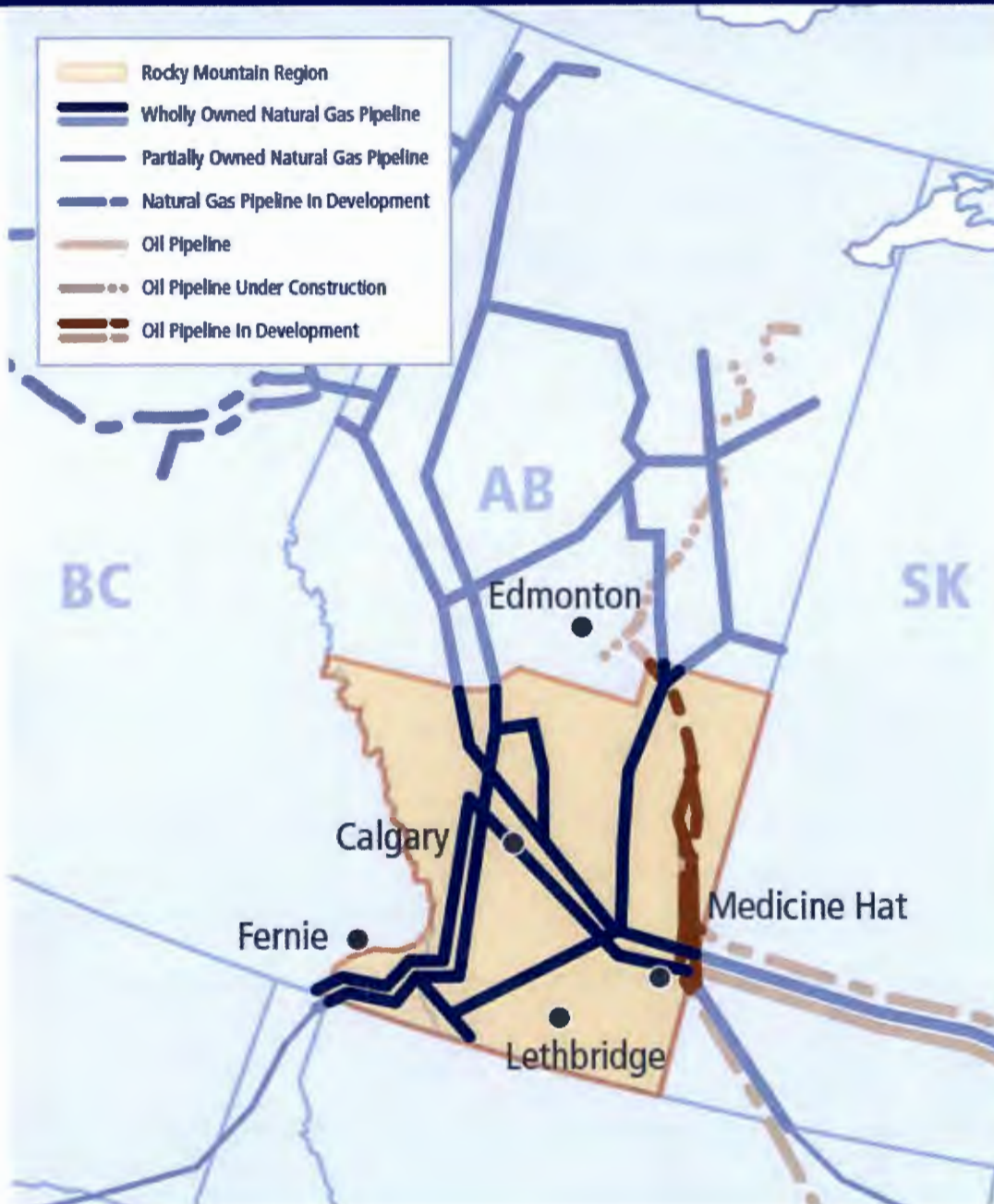
- Once Project construction is complete, NGTL will commence the process of demobilizing the camp as early as Q2 2020.
- Reclamation of the lands will include:
 - Camp facilities will be removed.
 - Any grade material will be replaced and the area returned to prior contours.
 - Topsoil will be replaced.
 - Site will be revegetated with an appropriate seed mix as approved by the landowner.

Local opportunities



- NGTL is committed to working with the M.D. of Pincher Creek to ensure mutually beneficial outcomes. As part of this commitment, we welcome applications from local vendors for contracting and employment opportunities.
- Anticipated employment opportunities include:
 - Camp operations
 - Catering
 - Housekeeping
 - Maintenance and service jobs
- The temporary construction activities will also generate increased demand for local goods and services.

TransCanada – MD of Pincher Creek



- In 2017, TransCanada contributed ~ \$916,000 in property tax dollars in the MD of Pincher Creek.
- It is estimated that camp would pay approximately \$30,000 in property taxes in 2020 to the MD of Pincher Creek.

Contact Us



West Path Delivery Project

1.844.551.0054

westpathdelivery@transcanada.com

Dennis Siemak

Project Manger

Dennis_Siemak@TransCanada.com

Shayne Beattie

Workforce Accommodations Specialist

Shayne_Beattie@TransCanada.com

Spencer McKay

Land

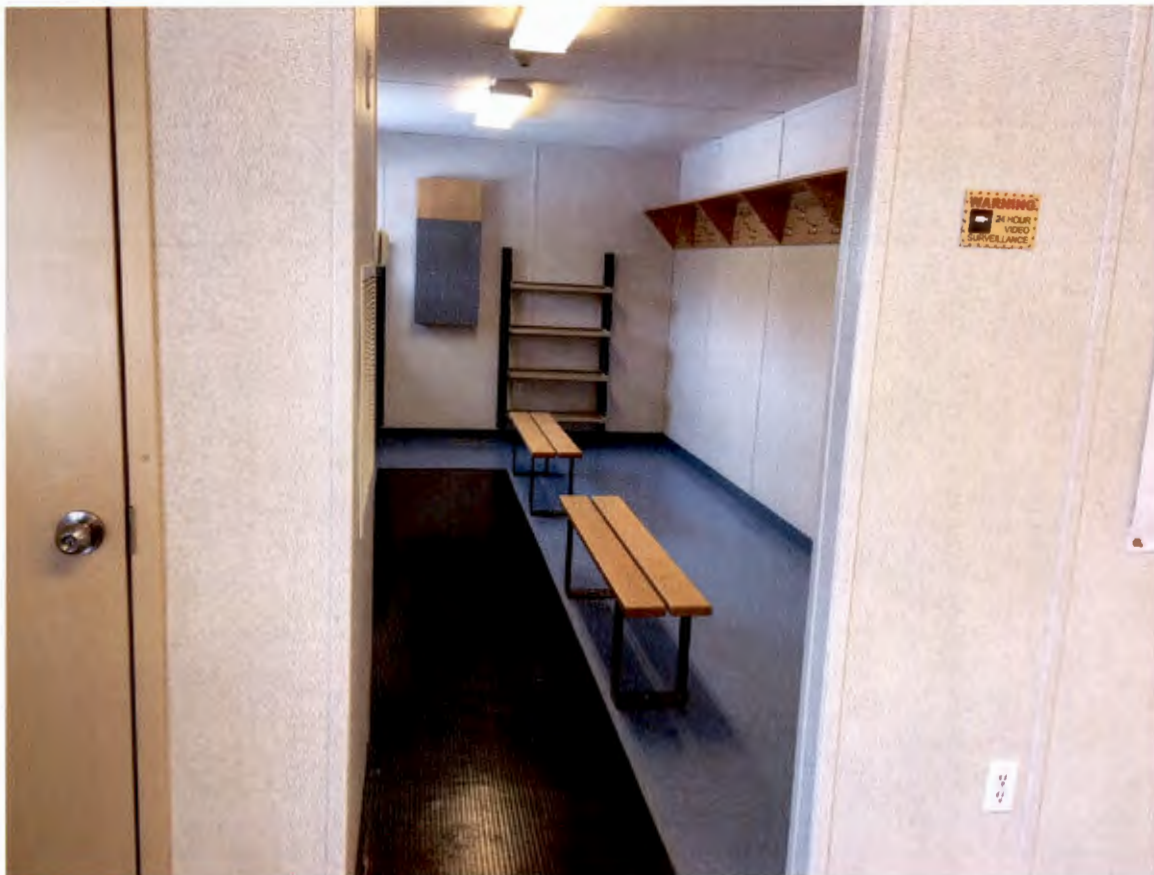
Spencer_McKay@TransCanada.com

Kaili Kasper

Community Relations

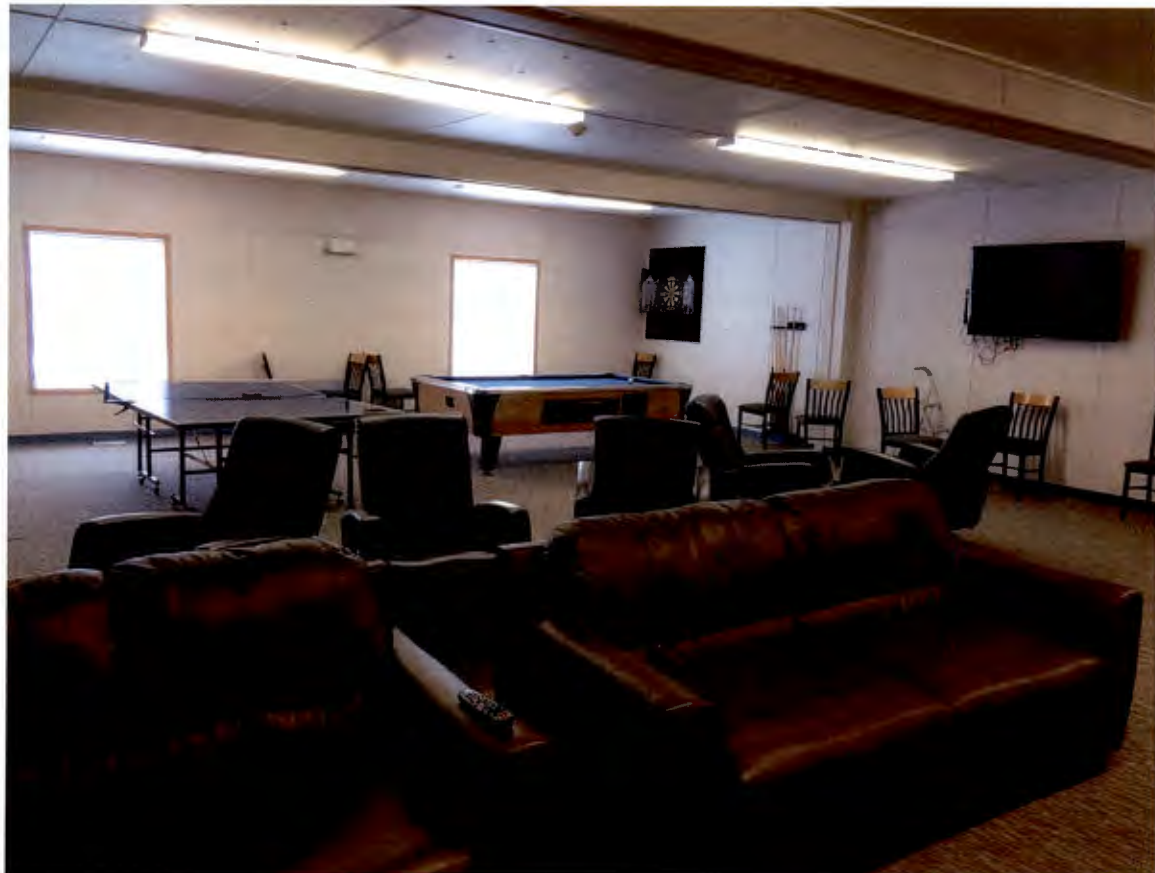
Kaili_Kasper@TransCanada.com

Camp Photos















Recommendation to Council



**TITLE: AMENDMENT TO THE ANIMAL CONTROL BYLAW
(HAMLET CHICKENS)**

PREPARED BY: Roland Milligan

DATE: 2018-09-18

DEPARTMENT: Development and Community Services

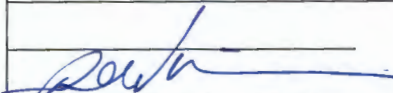
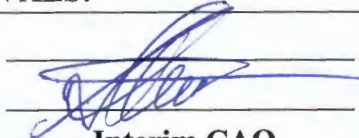
**Department
Supervisor**

Date

ATTACHMENTS:

1. Bylaw No. 1272-17

APPROVALS:

 <hr/>	<p>2018/09/19</p> <hr/>	 <hr/>	<p>2018/Sept/19</p> <hr/>
Department Director	Date	Interim CAO	Date

RECOMMENDATION:

That Council give third and final reading to Bylaw No. 1272-17, being an amendment to Bylaw No. 1198-10, being the Animal Control Bylaw.

BACKGROUND:

There is interest from Hamlet residents in raising chickens on their residential parcels within Hamlet boundaries.

Bylaw No. 1272-17 (the Bylaw), as an amendment to Bylaw No. 1198-10, the Animal Control Bylaw was drafted and presented to Council at the September 11, 2018 Council meeting.

There was a section in the proposed bylaw that spoke to licensing requirements that was removed prior to second reading.

The cleaned up bylaw is before Council for third and final reading.

FINANCIAL IMPLICATIONS:

Fine revenue. Collected for infractions.

Costs associated with the contracting of the Animal Control Officer.

**MUNICIPAL DISTRICT OF PINCHER CREEK
BYLAW NO. 1272-17**

A bylaw of the Municipal District of Pincher Creek No. 9, in the Province of Alberta for the purpose of amending Bylaw No. 1198-10, being the Animal Control Bylaw.

WHEREAS the *Municipal Government Act*, R.S.A 2000, Chapter M.26 and amendments thereto, allows a municipality to pass bylaws regulating and controlling wild and domestic animals and activities in relation to them;

AND WHEREAS the *Municipal Government Act*, R.S.A 2000, Chapter M.26 and amendments thereto, allows a municipality to impose fines and penalties for infractions of the bylaws;

NOW THEREFORE the Council of the Municipal District of Pincher Creek No. 9 in the Province of Alberta, duly assembled does hereby enact the following:

1. This Bylaw may be cited as "THE ANIMAL CONTROL BYLAW AMENDMENT BYLAW NO. 1272-17".
2. Amendments per Schedule A attached.
3. This bylaw comes into force and effect upon third and final passing thereof.

READ a first time this 11th day of September, 2018.

READ a second time this 11th day of September, 2018.

READ a third time and finally passed this _____ day of _____, 2018.

Reeve

Chief Administrative Officer

Schedule A

1. Add to Section 3. Definitions, of the Animal Control Bylaw, new definitions as follows:

"Chicken" means a domesticated fowl that is kept for egg or meat production or as a pet, but does not include a turkey, goose, duck, artificially reared grouse, partridge, quail, pheasant or ptarmigan;

"Coop" means a fully enclosed weather proof structure and attached Outdoor Enclosure used for the keeping of Urban Chickens, that is no larger than 10 m² (108 ft²) in floor area, and no more than 2.4m (8 ft) in height;

"Hen" means a domesticated female chicken;

"Outdoor Enclosure" means a securely enclosed, roofed outdoor area attached to and forming part of a Coop having a bare earth or vegetated floor for Urban Chickens to roam;

"Rooster" means a domesticated male chicken;

"Urban Chicken" means a Hen that is at least 16 weeks of age;

2. Add to Section 6. Restrictions Respecting Land Use to include the following:

6. f. Chickens

- (1) Within the boundaries of a Hamlet as defined within this bylaw:
 - (a) A person may keep up to a maximum of four (4) urban chickens upon a parcel of land
 - (b) no person shall:
 - keep a Rooster
 - keep a Hen, other than an Urban Chicken
- (2) Within a Grouped Country Residential District as defined within the Land Use Bylaw, Chickens may only be kept upon or in any land, house, shelter, room or place, building structure, or other premises in accordance with the following limits:

Residential Parcel Size	Allowable Number of Chickens Per Parcel
1.22 ha – 1.61 ha (3.0 – 3.99 ac)	30
1.62 ha – 2.02 ha (4.0 – 4.99 ac)	45
2.03 ha – 2.42 ha (5.0 – 5.99 ac)	60
2.43 ha – 4.04 ha (6.0 – 9.99 ac)	75
4.05 ha (10 ac)	90

(3) Any person who contravenes Sections 1 or 2 is guilty of an offence.

(4) Responsibilities of the Urban Chicken Owner

- Are required to follow procedures outlined by the Canadian Food Inspection Agency to reduce potential disease outbreak.

- (5) A person who keeps one or more Urban Chickens within a Hamlet or Chickens within a Grouped Country Residential District must:
- (a) provide each Chicken with at least 0.37 m² (4 ft²) of coop floor area, and at least 0.92 m² (10 ft²) of roofed outdoor enclosure; with all structures meeting the setback requirements of the land use district in which the parcel is located and as established within the Land Use Bylaw.
 - (b) provide and maintain a floor of any combination of vegetated or bare earth in each outdoor enclosure;
 - (c) provide and maintain, in each coop, at least one perch, for each Chicken, that is at least 15 cm (0.5 ft) long, and one nest box;
 - (d) keep each Chicken in the enclosed area at all times;
 - (e) provide each Chicken with food, water, shelter, light, ventilation, veterinary care, and opportunities for essential behaviors such as scratching, dust-bathing, and roosting, all sufficient to maintain the Chicken in good health;
 - (f) maintain each Chicken enclosure in good repair and sanitary condition, and free from vermin and obnoxious smells and substances;
 - (g) construct and maintain each Chicken enclosure to prevent any rodent from harbouring underneath or within it or within its walls, and to prevent entrance by any other animal;
 - (h) keep a food container and water container in each coop;
 - (i) keep each coop secured from sunset to sunrise;
 - (j) remove leftover feed, trash, and manure in a timely manner;
 - (k) store manure within a fully enclosed structure, and store no more than three cubic feet of manure at a time;
 - (l) remove all other manure not used for composting or fertilizing and dispose of same in accordance with Municipal District bylaws;
 - (m) follow biosecurity procedures recommended by the Canadian Food Inspection Agency to reduce potential for disease outbreak; and
 - (n) keep Chickens for personal use only.
- (6) Any person who keeps Urban Chickens within a Hamlet or Chickens within a Grouped Country Residential District in contravention of Section 4 is guilty of an offence.

Recommendation to Council

E3

TITLE: RON SEKELLA MICRO FARMS CONCEPT PLAN			
PREPARED BY: Roland Milligan		DATE: 2018-09-18	
DEPARTMENT: Development and Community Services			
		ATTACHMENTS:	
Department Supervisor	Date	1. Revised Page for Concept Plan – Domestic Water Supply	
APPROVALS:			
 Roland Milligan	<u>2018/09/20</u> Date	 Interim CAO	<u>2018/Sept/18</u> Date

RECOMMENDATION:

That the Micro Farms Concept Plan, required for the proposed redesignation of Block P , Plan 921 0672 be adopted by Council.

BACKGROUND:

Landowner Ron Sekella has made application for amendment to the Land Use Bylaw.

The proposed amendment is to redesignate Block P, Plan 921 0672 from Agriculture - A to Grouped Country Residential – GCR was presented to Council at the September 11, 2018 Council Meeting.

MD Planner, Gavin Scott, spoke to the Concept Plan. Mr. Scott raised a concern regarding how the developer planned on providing domestic water to the proposed lots.

Due to the concerns raised, Council postponed a decision on approving the plan based on the Planner comments.

The developer was contacted and informed of Council’s concerns and the MD received a revised paragraph to the Concept Plan regarding the Domestic Water Supply for the proposed lots (*Attachment No. 1*).

The proposal to modify the domestic water service with an option for cisterns was forwarded to our planner for consideration. Below are the Planner’s comments.

“The applicant has chosen to modify the water service with an option for wells or cisterns. The option of cistern alleviates the question of what happens if a well cannot be found or the location cannot meet setbacks from the septic system on the property or an adjacent

Recommendation to Council

property. Cisterns would allow for an alternative water source to service the proposed lots. The new language also leaves open the ability of the Subdivision Authority to ask for wells as a condition of approval if they feel water well service would be more sustainable for the lots.”

There is an issue with the way the Oldman River Reservoir Area Structure (the ASP) is worded with regards to the requirements for a redesignation application. The requirements essentially call for two public meetings to be held for one issue. The following is from the ASP regarding redesignation applications.

All redesignation applications must provide:

(a) a design scheme that is presented to a public meeting held by the M.D. Council and adopted by resolution or bylaw as required;

In discussions with our Planner, his suggestion is that Council adopt the Concept Plan (design scheme) by resolution and then required Public Hearing, for the rezoning process, will cover off the public input requirements.

FINANCIAL IMPLICATIONS:

None at this time.

Sewage disposal

The attached Septic system design from January 2017 consisted of recommendations that sewage will be disposed of in septic tanks and fields on each property. Individual homeowners will be required to obtain the necessary permits from the authorities having jurisdiction at the time of development. (See appendix 4)

Domestic water supply

The Water Act legislates that Alberta Environment needs to approve a hydro geological study on any subdivision that will create more than 5 parcels out of a quarter section. This application involves the NW and the SW quarter sections and each quarter does not exceed 5 parcels 'out' in this application. Initial water wells drilled on this property indicate that there is adequate water for statutory household rights. **Each lot will be serviced by either a water well or cistern.** (See Hydro geological investigation appendix 3)

Fire protection

Each acreage owner will be responsible for following current fire codes. The project will adopt the 'FireSmart Manual ' supplied through Alberta Sustainable Resource Development.

Natural gas service

Natural gas service is close and can be accessed when needed

Electrical service

Electrical service is close and can be accessed when needed

Garbage storage and disposal

Garbage will be stored on site within wildlife proof containers. Each lot owner will be responsible for its offsite disposal.


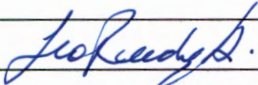
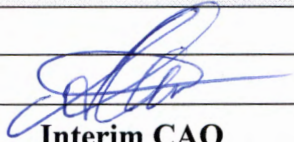
Communications

There is a cell tower in range of this site, local internet available as well

School bus service

The current road should accommodate a school bus route.

Recommendation to Council

TITLE: FIRST STUDENT DELEGATION PRESENTATION			
PREPARED BY: Leo Reedyk		DATE: September 19, 2018	
DEPARTMENT:			
		ATTACHMENTS: 1. Delegation Presentation	
Department Supervisor	Date		
APPROVALS:			
	Sept. 19. 2018		2018/Sept/20
Department Director	Date	Interim CAO	Date

RECOMMENDATION:

That Council direct Administration to investigate the possibility and feasibility of having MD personnel be available earlier during snow events.

BACKGROUND:

At the September 11, 2018 Council Meeting, representatives from First Student and Livingstone Range School Division appeared as a delegation to request that the MD consider having the grader operators begin their shifts earlier during snow event days to ensure that snow is removed from the roads prior to the school bus operators beginning their routes.

The rationale is that if the roads were cleared prior to the school busses traveling on the roads, fewer snow days would occur.

FINANCIAL IMPLICATIONS:

Additional costs associated with salaries for shift premiums may occur.

Tara Cryderman

From: Roberts, Sharon E. <
Sent: Tuesday, September 4, 2018 10:03 AM
To: Tara Cryderman
Subject: Re: Sept 11 presentation talking points
Attachments: Talking Points MD presentation Sept 11 2108.pdf

Hi Tara,
Attached are the talking points for my presentation to council on Sept 11th.
Phil McGale the LRSD transportation coordinator will also be with me.
Hopefully this is all you'll need.
If not let me know.
Thanks.

Sharon Roberts
Location Manager
First Student



September 11, 2018 Presentation to MD of Pincher Creek Council

Talking Points:

Importance of education and safety for all MD children

First Student & LRSD looking at ways to minimize number of snow days and school closures

What can be done to have fewer school bus route cancellations due to poor road conditions

One option being considered by LRSD is to delay school start in AM, to allow for better road and visibility conditions

MD of Pincher Creek does give school bus routes priority in snow plowing, and First Student has a good working rapport with public works department

Issue of the MD graders not being out in the morning until after the school buses have run

Our request of the MD includes: looking at neighbouring MD snow plow policies, looking at potential of having graders plowing earlier in AM, possibly as early as 6 AM.

First Student will also be talking to Councilor Lemiere in his capacity with AB transportation and Volker Stevin to prioritize our secondary highways in addition to main highways.

Have met with Chris Ney and the Vertical Church if buses don't run in the afternoon, to billet students until parents can pick them up

First Student & LRSD want to ensure our students don't miss school, and are kept safe while riding the bus, we hope the MD will consider how their grader operators can have our bus routes passable earlier in the day to allow for fewer route cancellations, fewer snow days and school closures.

September 18, 2018 updates in Bold

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

Further capacity study was required following the Provincial Governments announcement of supplying water for Castle Parks and Castle Mountain Resort through the Regional Water System.

A project information meeting was held September 27, 2017 in the Coalfields Hall from 4:00 to 7:00 pm.

- 1) The water supply project includes water treatment plant upgrades, piping to the Hamlet including a booster pump station along the route, and a reservoir and re-chlorination unit.
 - a. Council has commissioned MPE Engineering to do the detailed design and tender of this project.
 - b. The project is in the detailed design phase in order to prepare a tender to go out in the spring of 2017. A prequalification tender for contractors has been initiated, and will close on June 26, 2017, to be followed by a tender for the pipeline and mechanical components. 15 pipeline contractors and 7 mechanical contractors responded to the prequalification processes.
 - c. MPE Engineering is doing a detailed survey of the Hamlet to confirm elevations of homes. A letter of introduction from the MD is being supplied to residents requesting the surveyors be allowed onto private property. Ongoing.
 - d. Negotiations with landowners is continuing and we will know in June the pipeline route. Legal documents are being prepared for signatures. Completed.
 - e. Confirmation of the reservoir site layout has been finalized.
 - f. Construction for this component of the project is tentatively scheduled for completion in the spring of 2018.
 - g. Location of Booster Pump Station is finalized.
 - h. Capacity issues with the Regional Water System infrastructure from the Oldman dam reservoir to Beaver Mines resulting from the Castle Area Servicing were identified and have now been incorporated into the systems design.
 - i. Prequalification of Pipeline and Mechanical contractors is complete. The pipeline contract tender documents have been distributed to pipeline contractors. The mechanical tender documents will be distributed in September/October.
 - j. The Pipeline Tender closed on August 30, 2017 with 6 tenders being submitted. The low tender was L.W. Dennis Contracting Ltd with a tender of \$2,384,110.58.
 - k. A pre-construction meeting was held with LW Dennis Contracting Ltd to go over project issues that had been identified. They will be mobilizing on October 30th, starting to fuse pipe on October 31, and starting pipeline boring soon after that.
 - l. Prequalified Mechanical Contractors received copies of the Mechanical Tender for review. A pre-tender site meeting was held on November 1, 2017 to give contractors an opportunity to see the site conditions for the mechanical portion of the contract. The tender close date for the Mechanical contract is November 21, 2017. The tender close date was extended by 2 days to accommodate contractor requests for more time to prepare.

Beaver Mines Water and Wastewater Project Briefing

- m. The Mechanical Tender closed on November 23, 2107 with 4 tenders being submitted. DMT Mechanical Ltd was the low tender with a tender of \$4,816,322.70.
 - n. The Mechanical Contractor noted that casings into the Oldman Dam Reservoir are complete.
 - o. Following a winter shutdown, the pipeline contractor is looking to resume construction of the pipeline.
 - p. The basement vault for the raw water intake building is installed.
 - q. Changes to the piping requirements inside the water treatment plant have been initiated.
 - r. As of May 17, 2018 both the mechanical and pipeline contractors are working on the project.
 - s. Work on the reservoir site in Beaver Mines has commenced.
 - t. Commissioning of the new Raw Water Intake in the Oldman Dam Reservoir has begun. Once completed, the existing raw water pipeline from the Water Treatment Plant to the South Fork hill can be cleaned to be repurposed for treated water to Beaver Mines.
 - u. Work on the raw water booster station is progressing well including installation of the new power line.
 - v. **Work on the Castle River Crossing has been approved by the Provincial Government and will commence in the next couple of weeks. This is the only segment of pipe left to be installed.**
 - w. **The booster stations, water treatment plant upgrades and Beaver Mines water reservoir are nearing completion.**
- 2) The water distribution and wastewater collection component of the project includes the installation of pipes in the Hamlet to connect residents to the water reservoir and to connect to the wastewater treatment force main.
- a. Council has commissioned MPE Engineering to do the detailed design and tender of this project.
 - b. At project start up meeting with MPE Engineering, options that provided fire flow water capacity and gravity waste water collection for all sites were chosen. These options were also noted as preferred at meetings held with local residents.
 - c. The detailed design phase of the project is expected to take most of 2017 with the tender happening once a wastewater treatment option is chosen.
 - d. It is not expected to be constructed until 2018 or later, as in addition to being able to tie into the reservoir, connection to a wastewater system for residents requires, that a wastewater treatment system is operational as well.
 - e. Where required, easements for utility crossings on private land are being identified. Consultation with land owners has been initiated.
 - f. Piping options that provide full fire flow and a fire smart community are being reviewed.
 - g. Meetings with Atco Gas have identified areas where their upgrades in the Hamlet and the water/wastewater systems have conflicts. The conflict areas have been reviewed and proposed solutions found.
 - h. Detailed design and land easements are nearing completion.
 - i. **Council adopted a terms of reference for a Beaver Mines Community Association Advisory Committee to provide administration assistance in**

Beaver Mines Water and Wastewater Project Briefing

ensuring the project maximizes efficiency and minimizes disruption during construction.

- j. Packages are being developed to provide information to residents on the project including: applications, residential parcel information, utility bylaws, possible costs, etc.**
- 3) The wastewater treatment system component of the project includes a force main to the wastewater treatment system from the Hamlet.
- a. The Municipal District is awaiting word in the spring of 2017 on a grant application for this component of the project. On May 29, 2017 the Province announced the AMWWP grant funded projects, no grant was received for this project in 2017.
 - b. Land negotiations for an easement for a wastewater force main are ongoing.
 - c. Council has commissioned MPE Engineering to do a detailed design of this component of the project.
 - d. Council has requested additional information on the Mill Creek site access.
 - e. Meetings with area residents were held to discuss preliminary details of the project and to listen to their concerns.
 - f. A meeting to discuss access to the Mill Creek site was held with the local landowner and MPE engineering. Options on access have been developed and are awaiting review and comment.
 - g. A Historical Resources Assessment of the site will be initiated in October 2017. An informal walkabout with local landowners and Arrow Archaeology Ltd. occurred on the proposed site on Saturday October 21, 2017.
 - h. Boreholes and test pits to accommodate Historical Resource Impact Assessment and Geotechnical investigation are completed. Awaiting reports before determining next steps.
 - i. Following the determination that the Mill Creek site was not a viable site for a wastewater lagoon, Council directed MPE Engineering to look at other sites and options, as well as enter into communications with the Town of Pincher Creek to determine if using their lagoon at Pincher Station is a viable option.
 - j. Meetings with the Town of Pincher Creek were held to look at the viability of using the Town's lagoon system.
 - k. A request for proposals is being developed to look for alternate sites for a wastewater treatment system.
 - l. The request for proposals for land closed on May 10, 2018. No responses were received.
 - m. Additional letters have been sent to landowners whose land met criteria for further investigation. Two landowners responded to letters indicating they are not interested in selling land for a waste water treatment system.
 - n. Two parcels of land are being investigated to determine if they are viable for a wastewater treatment option.**
- 4) The Castle Servicing component of the project integrates the Castle requirements into the Beaver Mines Servicing and Beaver Mines Water Distribution components of the project. As well the pipeline from Beaver Mines to the Castle Parks and Castle Mountain Resort.
- a. A meeting was held with Alberta Environment and Parks, Alberta Tourism, Alberta Transportation, MPE Engineering and the MD to discuss some of the

Beaver Mines Water and Wastewater Project Briefing

technical issues associated with supplying water to Castle Parks and Castle Mountain Resort. A meeting with Castle Mountain Resort staff identified historical use and provided insight into the long term development requirements for water, excluding water for making snow. Note: The water line to the Castle Mountain Resort is not intended to supply water for snow making. The final report of the Castle Area Servicing Study was provided on August 4, 2017.

- b. MPE was commissioned to do the detailed design of the Castle Servicing project.
- c. On November 1, 2017, the pipeline route to Castle Mountain Resort was toured to determine the best route and any impediments to the project.
- d. Castle Mountain Staff provided a tour of their facilities to familiarize MPE Engineering with their equipment as the pipeline termination will need to be coordinated.
- e. On November 22, 2017 a meeting with Alberta Transportation, Alberta Environment and Parks, MPE Engineering and Municipal District staff identified project requirements for dispositions, regulatory reporting, routing, plan review and probable timelines.
- f. Detailed design of the project is underway and requirements for environmental assessments are being identified to allow for spring and summer assessment work.
- g. Land negotiations are ongoing.
- h. **A request for prequalification of pipeline contractors has been initiated and will close on September 27, 2018. The tender documents will be provided to contractors who prequalify.**

Director of Operations Report September 19, 2018

Operations Activity Includes:

- September 10, Beaver Mines Community Advisory Committee meeting;
- September 11, Council meetings;
- September 12, Joint Worksite Health and Safety Committee meeting;
- September 13, Staff meetings;
- September 18-20 Safety Coordinator Interviews;

Agricultural and Environmental Services Activity Includes:

- September 7, Transboundary Tour – outstanding receivables;
- September 7, follow up on ASB items;
- September 7, reporting, inspection call, solar waterer;
- September 10, AAAF Education Committee meeting;
- September 10, AES Departmental Meeting;
- September 10, Strychnine letter;
- September 11, AES Safety Meeting;
- September 11, Provincial ASB Conference promotions and sponsorship duties;
- September 11, 12, Alberta Transportation weed patches revisited;
- September 12, Joint Health & Safety Committee Meeting;
- September 13-14, Emergency Livestock Emergency Preparedness Plan updating;
- September 12 – 15, Alberta Parks fall spraying;
- September 13, ASB Conference committee meeting (Brooks);
- September 17, CAP grant application research and assistance;
- Emergency Livestock Preparedness summary briefing for public – September 18 – ongoing

Public Works Activity Includes:

- 671 bridge file almost complete;
- Mow lagoons and water plant;
- Mowing ditches;
- Sign repair and replacement;
- Culvert repair;
- Bridge inspection started;
- Snow fence T-rail installation
- Starting to put snow equipment on equipment.

Upcoming:

- September 20-21, Departmental Budget meetings;
- September 24, Beaver Mines Community Advisory Group meeting;
- September 25, Council meetings;
- September 27, Southern Alberta Safety Council meeting;
- October 3, Public Works Safety meeting;
- October 4, Agricultural Service Board meeting.

Project Update:

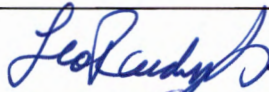
- Capital Projects
 - Beaver Mines Water Supply, Pipeline – Pipe installation is complete except the Castle River Crossing. Mechanical Contractor has completed the water intake and is working on the reservoir and booster stations;
 - Beaver Mines Water Distribution and Waste Water Collection, detailed design and land negotiation ongoing;
 - Beaver Mines Wastewater Treatment, site geotechnical investigations completed;
 - Castle Servicing, Contractor prequalification in progress.
 - Bridge File 671, Contractor is working on the project and nearing completion.

Call Logs – attached.

Recommendation:

That the Operations report for the period September 6, 2018 to September 19, 2018 and the call log be received as information.

Prepared by: Leo Reedyk

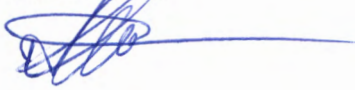


Date: September 19, 2018

Reviewed by: Sheldon Steinke, Interim CAO

Date: *Sept 20, 18*


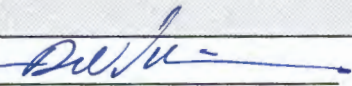
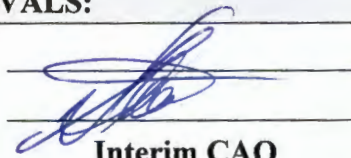
Submitted to: Council



Date: September 25, 2018

WORK ORDER	DIVISION	LOCATION	Approach Number	CONCERN/REQUEST	PUBLIC WORKS	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
979	Division 3	NE18 T5 R2 W5		Buckhorn Road trees need to be cut on blind corners		Jared Pitcher	Contractor lined up	October 18, 2017	
1544	Division 4	SE15 T7 R29 W4		Post at cattleguard needs welding		Bob Millar	Work to be done	April 12, 2018	
1558				Re getting an approach built		Jared Pitcher	waiting on agreement with Development Officer	April 18, 2018	
1617	Division 1			Trees on the west side of Kerr road need cut back		Stu Weber	add to 2019 brushing plan	May 30, 2018	
1631	Division 2	Tony Drive to/AlvinRoberts		Reports a Texas gate ahead sign down SH775		Joh J	To be done	June 12, 2018	
1643	Division 4	SW22 T7 R1 W5		Would like a culvert put in to solve water problem		Bob Millar	Fall 2018	June 26, 2018	
1647	Division 2	SW2 T7 R29 W4	7002 RR29-3	Would like a sign put in 'No through Road'		Jared pitcher	Completed	June 27, 2018	Sept 19 2018
1659	Division 1			RR30-3 & TWP4-4A Blue sign is out of ground		Jared Pitcher	Completed	July 9, 2018	Sept 10 2018
1662	Division 1	NE10 T4 R29 W4	4232 RR29-2	Old snow fence is falling down Will help repair it if we supply materials etc.		Stu Weber	Fall 2018	July 11, 2018	
1668	Division 3	SW2 T6 R1 W5		Snow fence repair		Stu Weber	fall 2018	July 18, 2018	
1670	Division 4	NW24 T8 R1 W5	1032 TWP8-4	Snake Trail/Tanner Road Thinks approach should have a culvert put in		Jared Pitcher	To have a look	July 20, 2018	
1674	Division 1			RR29-5 & TWP4-0 RQ grass to be mowed and gravel		Tony Naumczyk	On the list	July 27, 2018	
1678	Division 3	NW18 T5 R2 W5		Want a new access road for future building		Jared Pitcher	In contact	August 1, 2018	
1684	Division 2	SE34 T5 R30 W4 NE3 T6 R30 W4	5504 RR30-2	Wants grass cut on two driveways		Tony Naumczyk	On the list	July 24, 2018	
1688	Division 3	SW 14-05-01 W5	5204 RR 1-0A	Requesting driveway grading. Only on portion West from cabin to property line.		Tim Oczkowski	On the list	August 14, 2018	
1690	Division 5	NW 11-7-2 W5	2120 Twp Rd 7-2	needs temporary approach built so rig can come in to drill for water		Jared Pitcher	In contact	August 15, 2018	
1693	Division 5	in 7-2 W5M	RR 2-1 North of Twp 7-2	Wants rock by culverts		Stu Weber	In contact	August 16, 2018	
1695	Division 3	SW 21-5-2 W5M	2330 Twp Rd 5-3	RQ Grass Cutting		Levi Anderson	On the list	August 20, 2018	
1699	Division 2	NE 30-5-27 W4M area		Road from Highway 507 to his place and RR 27-4 (North of 507) both need graded. Getting rutted up hauling.		Don Jackson	Cmpleted	August 23, 2018	Sept 07 2018
1701	Division 4	SW 34-7-30 W4	7507 RR30-2A	road washed out at south end of gravel pile. Alberta Transportation told her the ditch that runs pallellel to road is MD issue/ditch that runs other direction is AB Transportation issue		Stu Weber	In contact with Alberta Transportation	August 24, 2018	
1704	Division 2	SE 17-6-28 W4	28408 Hw 507	cut grass in ditch on either side of laneway from road		Tony Naumczyk	On the list	August 29, 2018	
1705	Division 2	NW 16-6-28 W5	6223 Rng Rd 28-4	cut sides of road - graded part - from cattle guard to end of graded area. Not into field to house.		Tony Naumczyk		August 30, 2018	
1706	Division 2	SW 3-4-28 W4	28220 Twp Rd 4-0	Wants traffic sign posted through colony (speed and caution signs)		Jared Pitcher	being looked at	September 4, 2018	

Recommendation to Council

TITLE: LETTER OF CONCERN – RIVERVIEW WIND FARM			
PREPARED BY: Tara Cryderman		DATE: September 18, 2018	
DEPARTMENT: Planning and Development			
			ATTACHMENTS: 1. Email from Con and Maria Schultz, dated August 20, 2018
Department Supervisor		Date	
APPROVALS:			
			
<i>Raymond Milligan</i>	<i>2018/09/18</i>		<i>2018/Sept/18</i>
Department Director	Date	Interim CAO	Date

RECOMMENDATION:
That Council direct Administration to respond to the email from Con and Maria Schultz, dated August 20, 2018, thanking them for their concerns;

And that the email be forwarded to the Planning Advisor for further discussion during the updating of Section 53 – WECS from the Land Use Bylaw;

And further that the email be forwarded to Pincher Creek Emergency Services Commission with regards to the questions regarding fire suppression within the MD.

BACKGROUND:

At the September 4, 2018 Municipal Planning Commission Meeting, the following resolution was made:

“Moved that the email, submitted by Con and Maria Schultz, dated August 20, 2018, be forwarded to Council for further direction.”

The email is attached for reference.

A review of Section 53 – Wind Energy Conversion Systems (WECS) of the Land Use Bylaw will be occurring within the next year. The issue of fire suppressant in wind turbines could be discussed then.

Pincher Creek Emergency Services is responsible for fire suppression within the MD. All inquiries relating to fire suppression should be answered by them.

Recommendation to Council

FINANCIAL IMPLICATIONS:

None at this time

MDInfo

From: Maria Schultz <
Sent: Monday, August 20, 2018 8:48 AM
To: MDInfo
Subject: Att: Roland, development application 2018-31 to 46, Riverview Windfarm for Sept 1 council meeting

MD Pincher Creek

Re: Riverview Windmills by Enel Alberta Wind Inc. west / southwest of Castleview subdivision, for consideration on your Sept 1, 2018 closed door meetings - AUC 2402, MD 2018-31 to 46

Att: Roland and Council Members

Aug 20, 2018

Counselors,

I am writing in relation certainly to the above Windmill Application Development by Enel. But even moreso in relation to all windmill development past & future. I am glad you are working on an overall windmill development policy" for the Municipal District rather than a 'passionate plea - flying by the seat of ones pants' approach. I hope great care is made in balancing "community" with "taxable development". I will be very interested in your new policy being released soon for my personal study.

My concerns of ALL windmill activity in the MD is as follows:

Apparently, many windmill developers are making fire suppression systems available within their design. I cannot fathom why ALL new development wouldn't require fire suppression systems in place as an MD 'minimum requirement' to all new windmills. Seems absolutely silly, especially in light of having our own windmill burn up a mere 4 km downwind from my property a few years back, to not make this a requirement for all development. Luckily, this particular burn up happened in wet season & it wasn't "that" windy on "that" particular day and therefore this particular fire did not cause much damage. All new construction of all commercial and all residential development ALL have requirements built into place for fire related prevention - Why not ALL windmill development as well? As you are well aware we have a sizable number of days each year that winds in that area are in excess of 100 KMH. This makes me very concerned. Concerned that the current structure design is new enough that it likely does not have proven track records of durability to survive 'routine' winds of that strength. If this current model of windmill doesn't have fire suppression built in, or a track record of being able to handle 20 plus years of use in the winds we have - Why approve this development as it is applied for?

Can I recommend that fire suppression be made mandatory for all present & past windmill development? Further, a 'less fire friendly' landing pad for when these units fail & fall over? Surely we do not need to also approve to them 'ready to burn' farmer fields for them to land in as well?

Comments were made at the Aug 1, 2018 public development meeting that many older versions of windmills have these readily available as well. I am hopeful your upcoming windmill development policy will address fire

suppression systems of older windmill developments so that they have a specific time frame to add fire suppression technologies to older windmills.

My concerns with Riverview Windmill Application:

With the current application being very close to my property, I am very concerned what happens should one of these start a fire. With my own property being 1.5km ish UPWIND of this current development. I would ask "WHO" is responsible should a fire start? We are all well aware that there is not enough fire fighting equipment or personnel to handle a significant grass fire within the MD, especially when it starts to mow down up to 41 structures at the same time in Castleview alone along with the Dam structural control buildings whom the fire rescue folk would save first without doubt. The drinking water supply at Castleview would fight a fire for 10, maybe 15 minutes - but after that - where does the water even come from to fight a fire?? We all know that any fire fighting efforts might best be made to the next structure downwind.

I ask WHO is financially responsible for the potential fire damage when it happens? Should the developer have a \$500 million dollar insurance policy for fire or maybe even higher, and should this be a requirement to the development? Or does the MD cover that insurance as I would certainly be pressing for the fact that the MD 'approved' the development without proper fire suppression requirements, and therefore the MD is responsible for the ending damages should the developers not be able to cover their responsibility?

Respectfully submitted,

Con & Maria Schultz

[Redacted signature area]

INTERIM CHIEF ADMINISTRATIVE OFFICER'S REPORT

September 12, 2018 to September 20, 2018

DISCUSSION:

- Sept 12, 2018 Met with Fast4ward CAO selection, Joint Work Site Health and Safety
- Sept 13, 2018 Staff Meeting,
- Sept 18, 2018 Interviews for Safety Officer position,
- Sept 19, 2018 Interviews for Safety Officer position,
- Sept 20, 2018 Budget Preparation with HJ,
Met with Fast4ward CAO selection,
- Sept 21, 2018 Budget Preparation HJC

UPCOMING:

- Sept 24, 2018 Alberta Tourism and CNP, Town Of Pincher Creek
- Sept 25, 2018 Council Committee/Regular Council.

OTHER

Director Positions

Job Description development ongoing with Fast4ward and Director of Finance position advertised.


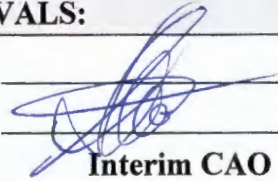
RECOMMENDATION:

That Council receive for information, the Interim Chief Administrative Officer's report for the period of September 12, to September 20, 2018.

Prepared by: Interim CAO, S. Steinke Date: Sept 20, 2018

Presented to: Council Date: Sept 25, 2018

Recommendation to Council

TITLE: Informational Correspondence			
PREPARED BY: Sheldon Steinke		DATE: September 20, 2018	
DEPARTMENT:			
Department Supervisor	Date	ATTACHMENTS:	
		<ol style="list-style-type: none"> 1. Letter from Alberta Recreation & Parks Association, dated August 29, 2018 2. Letter from Natural Resources Conservation Board, dated September 2018, with Annual Report 3. Letter from AltaLink, dated September 5, 2018, with brochure 4. Letter from AltaLink, dated September 7, 2018 5. Letter from AUC, received September 10, 2018, regarding Castle Rock Ridge Phase II 6. Letter from AUC, received September 10, 2018, regarding Riverview 7. Notice of Shareholders Meeting, Castle Mountain Resort Inc., received September 6, 2018 8. Email, received September 19, 2018 	
APPROVALS:			
			<i>2018/Sept/20</i>
Department Director	Date	Interim CAO	Date

RECOMMENDATION:

That Council receive the following documents as information:

- Letter from Alberta Recreation & Parks Association, dated August 29, 2018
- Letter from Natural Resources Conservation Board, dated September 2018, with Annual Report
- Letter from AltaLink, dated September 5, 2018, with brochure
- Letter from AltaLink, dated September 7, 2018
- Letter from AUC, received September 10, 2018, regarding Castle Rock Ridge Phase II
- Letter from AUC, received September 10, 2018, regarding Riverview
- Notice of Shareholders Meeting, Castle Mountain Resort Inc., received September 6, 2018
- Email, received September 19, 2018

Recommendation to Council

- Email, received September 19, 2018
- Thank You Card, received September 19, 2018

BACKGROUND:

Multiple documents were received.

FINANCIAL IMPLICATIONS:

None at this time.

August 29, 2018

RECEIVED

SEP - 6 2018

M.D. OF PINCHER CREEK

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



Dear Reeve Stevick and all members of Council,

On behalf of the Alberta Recreation & Parks Association (ARPA) we wish to invite you and your colleagues to attend the 2nd Annual Greener Facilities Conference and Expo presented by the Alberta Recreation and Parks Association on November 14 -15, 2018 at the Edmonton Inn and Conference Centre.

In most municipalities the cost of operating facilities is a significant cost and has an impact on fees and taxes. The mandate of this event is to provide councils and their administrators with the following:

- ✓ Examples from speakers addressing specific opportunities and challenges associated with energy efficiency and a reduced ecological footprint;
- ✓ Innovative new technology products and services demonstrated by companies and consultants at the tradeshow expo, helping facilities deliver on their environmental and efficiency goals;
- ✓ Best practices sharing through sessions and networking with other like-minded sector decision makers and practitioners;
- ✓ Real-life solutions from municipalities and organizations who have already moved to energy efficient methods; and
- ✓ Information on grants, funding and cost-saving.

I want to highlight a few of our keynote speakers:

- ❖ *Property Assessed Clean Energy (PACE) Program - Justin Smith, Energy Efficiency Alberta* - This session will overview the legislation that allows municipalities to establish programs that will make it more affordable for Albertans to upgrade their properties (commercial, residential and agricultural) without having to put money down.
- ❖ *Les Quinton (Town of Black Diamond)* - This session will highlight key considerations in cost effective and greener decision making and planning.

.../Pg. 2

- ❖ *Blatchford* - This session will focus on the green infrastructure and renewable energy that is being incorporated into the subdivision. Living, working and learning in a sustainable community that uses 100% renewable energy, is carbon neutral, significantly reduces its ecological footprint, and empowers residents to pursue sustainable lifestyle choices.

Program sessions, registration and accommodation information can be found at <https://arpaonline.ca/events/greener-facilities-conference-expo/>

We look forward to see you there.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Susan Laurin', with a long horizontal flourish extending to the right.

Susan Laurin
President



NRCB | Natural Resources
Conservation Board

4th Floor, Sterling Place, 9940 – 106 Street
Edmonton, Alberta T5K 2N2
T (780) 422.1977 F (780) 427.0607
Toll Free 310.0000 www.nrcb.ca

September 2018

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SEP 14 2018

M.D. OF PINCHER CREEK

To Reeve/Mayor:

I am pleased to provide you with a copy of the Natural Resources Conservation Board's (NRCB) 2017-18 Annual Report.

Our financial reports continue to be published in the annual report issued by Environment and Parks.

If you would like additional copies of this report, please contact our Edmonton office at 780-422-1977.

Yours truly,

Walter Ceroici
Acting Chief Executive Officer

Cc: Chief Administrative Officer

Encl.: (2)



NRCB | Natural Resources
Conservation Board



Natural Resources Conservation Board
Annual Report **2017-18**



Vision, Mission and Values

Our vision: To be a respected decision-maker, exemplifying integrity and foresight in the best interests of Alberta.

Our mission: As a quasi-judicial and regulatory agency, the NRCB makes impartial and knowledge-based decisions across two distinct mandates:

- Under the *Natural Resources Conservation Board Act*, the NRCB decides if natural resource projects are in the public interest, considering social, environmental and economic effects, and
- Under the *Agricultural Operation Practices Act*, the NRCB fulfills applications and compliance responsibilities, administers and advances policies, and conducts board reviews for confined feeding operations.

Our values: In achieving our mission, we honour the NRCB's core values of integrity, fairness, respect, excellence and service.



Governance

The chair and Board members of the Natural Resources Conservation Board provide strategic direction and are responsible for the overall governance of the organization and its financial reporting. The chief executive officer is responsible for corporate services, the delivery of the approvals and compliance functions of the *Agricultural Operation Practices Act* (AOPA) and development of policy to support those functions, and is accountable to the chair and Board members for the general operation of the corporation.

The Natural Resources Conservation Board complies with the requirements of the *Alberta Public Agencies Governance Act* and the Public Agencies Governance Framework. Its mandate and roles, code of conduct, compensation and expense disclosures, and Board member competency framework are publicly available at www.nrcb.ca.

Accountability Statement

The Natural Resources Conservation Board is accountable to the Minister of Environment and Parks.

The *Natural Resources Conservation Board Act* (NRCBA) is the responsibility of Environment and Parks.

The *Agricultural Operation Practices Act* is the responsibility of Agriculture and Forestry. A 2006 memorandum of understanding between the Minister of Sustainable Resource Development, the Minister of Agriculture and Rural Development, the chair, and the chief executive officer of the Natural Resources Conservation Board describes the purpose of the act, and governance and mandate responsibilities.

The 2017-18 financial reports of the Natural Resources Conservation Board are provided in the annual report issued by Environment and Parks.



Message from the Chair

I am honoured to have been appointed Board chair. I assumed this position in December 2017 following more than 10 years with the NRCB as chief executive officer. It was a privilege to work closely with the NRCB's talented and highly professional staff on its operations side, and I am very proud of our accomplishments: an impressive body of policy to guide the administration of AOPA, development and implementation of the risk based compliance program and environmental risk screening tool, and ongoing, important work with all of the NRCB's AOPA stakeholders—to name just a few.

When I joined the NRCB in the spring of 2006, AOPA was still a relatively new piece of legislation and the NRCB's mandate under AOPA was also still fresh. Policy and processes were still being worked out, and both industry and municipal stakeholders were questioning our ability to deliver the legislation fairly and with accountability. A turning point was the establishment of the Policy Advisory Group (PAG), a multi-stakeholder advisory body co-chaired by Agriculture and Forestry and the NRCB. Over the years PAG has provided sound advice and been an invaluable resource for the NRCB.

As Board chair I am looking forward to leading the NRCB from a new perspective and with an essentially new Board. Members Page Stuart and Michele Annich were both also appointed within the past year, and bring their experience and expertise, in agriculture and administrative law,

respectively, to their work on AOPA review panels and project reviews under the NRCBA. Three acting Board members were also appointed to provide additional panel expertise when required.

Since my appointment, the NRCB has been ably led by Walter Ceroici as acting chief executive officer. I appreciate his willingness to step into this interim role while continuing his work as director of our Science and Technology division. Walter's leadership has ensured a smooth transition for the NRCB despite numerous changes in staffing, and increased workloads.

In 2017-18 the Board issued written reasons to grant or deny a review of nine approval officer decisions, and conducted formal reviews of three approval officer decisions. The Board also participated in setting the terms of reference for two major project reviews under the NRCBA, and assisted with supplemental information requests for both projects. The Board will conduct comprehensive public review processes when the applications are complete. With these NRCBA project applications and six others on the horizon, I anticipate a very busy year—and years—to come. I look forward to these challenges, and to continuing to work with an exceptionally fine team.

A handwritten signature in black ink that reads "Peter Woloshyn". The signature is written in a cursive, flowing style.

Peter Woloshyn,
Board Chair



Message from the Acting CEO

As acting chief executive officer since January 2018, I would like to thank the staff and Board of the NRCB for their support and for ensuring that the work of the NRCB continues to meet the highest possible standards. Despite the volume of work across the organization, timelines continue to be met, and the quality of work remains high.

Several retirements and departures in 2017-18 meant the loss of a number of seasoned staff who were important members of our team. We were fortunate to fill their positions with well qualified new staff who are already carrying a full load. The changes include the December 2017 appointment of our former chief executive officer, Peter Woloshyn, to the position of Board chair. Peter led the NRCB through a period of transition to its current status as a mature and well-honed organization. I speak for all of us when I thank him for his leadership, and wish him every success in his new position.

Despite a continued increase in permit applications in the past year, NRCB approval officers not only met but exceeded performance targets for processing the majority of applications. NRCB inspectors responded to a large volume of complaints related to unusual weather: a hot, dry summer

that resulted in dust issues, and a long, cold winter with frequent snowfalls that created manure storage issues for farmers and runoff issues in the spring. Unauthorized construction continued to be a concern and required considerable response time by inspectors.

Under the NRCBA, the Science and Technology division provided support to the Board for the proposed Cougar Creek, Springbank, and Special Areas Water Supply projects. Division staff also provided technical support to field staff on a wide range of compliance and permitting issues.

Operational policy remained an important priority. It will continue to be an important focus to ensure a clear basis for NRCB response under AOPA to changes in weather patterns and Alberta's agricultural landscape. I look forward to working with NRCB staff and stakeholders on these issues, and to another productive year.

A handwritten signature in black ink, appearing to read 'W. Ceroici'. The signature is fluid and cursive.

Walter Ceroici,
Acting Chief Executive Officer



Strategic Priorities

The NRCB's four strategic priorities for 2017-18, as identified in its business plan, are:

1. Consult with government and stakeholders to develop operational policy and technical guidelines that support delivery of AOPA. In 2017-18, special attention will be given to informing municipalities about the requirements of AOPA and how these requirements affect municipal land use planning.
2. Use an environmental risk based approach for compliance activities and for reviewing permit applications for new or expanding operations.
3. Support priority cross-government initiatives, ensuring consistency of NRCB-issued decisions with completed regional land use plans. In 2017-18, the NRCB will continue to participate in a cross-government initiative that is examining the potential for a streamlined regulatory process for biodigesters that use manure-based feedstock.
4. Complete the update of board regulations and information documents.



Left to right:
Page Stuart, Michele Annich,
Peter Woloshyn

Board

Peter Woloshyn was appointed Board chair on December 21, 2017, replacing Vern Hartwell, whose appointment expired in December 2017.

Peter led the NRCB's operations and corporate divisions from May 2006 until December 2017. As chief executive officer he also ensured the development of operational policy in consultation with the Policy Advisory Group to support the NRCB's delivery of the *Agricultural Operation Practices Act*, and contributed under the *Natural Resources Conservation Board Act* to technical reviews of natural resource project applications. Peter oversaw the expansion of the NRCB's regulatory mandate to include biodigesters that use a manure-based feedstock, and is a community advisor board member of the Alberta Land Institute, University of Alberta. Peter also brings 22 years of prior experience with Agriculture and Forestry in economic analysis, resource use, and work in crop insurance and reinsurance with Agriculture Financial Services Corporation.

Board member Glenn Selland completed his contract with the NRCB in August 2017. Page Stuart and Michele Annich were appointed Board members in June and August 2017, respectively.

Page Stuart is a Professional Agrologist and holds an Executive Masters of Business Administration. Page has

more than 20 years' experience in the intensive livestock industry, including agricultural sustainability, operations management, and managing a large cattle feedlot through significant value-added growth. Most recently, Page has held positions as chair of the Alberta Cattle Feeders' Association and as inaugural co-chair of the AgCoalition, an unprecedented collaboration of agricultural producer groups in Alberta. Having started her career in environmental research, Page has a particular interest in furthering agricultural sustainability, farm safety, and policy development and has served in multiple provincial and federal initiatives. She currently volunteers as a member of the Lakeland College Capital Campaign Cabinet.

Michele Annich has 30 years of experience in aboriginal, municipal, and administrative law. Michele has represented Canada at the Supreme Court on aboriginal consultation matters, the nature and scope of treaty rights, and fiduciary duties. In private practice she dealt with many municipal development and planning issues. Michele was a full-time hearing chair for nearly five years with the Appeals Commission for Alberta Workers Compensation. She has taught municipal and administrative law to municipal administrators in the Northwest Territories and Nunavut, is an active community volunteer, and is presently chair of the Board of Directors of the Family Centre of Northern Alberta.

Board Activity

Agricultural Operation Practices Act

In 2017-18 the Board received requests to review nine approval officer decisions and reviewed three decisions. Two reviews were written hearings. One was an in-person (oral) hearing.

Each of the three reviews addressed permit denials based on the applications' inconsistency with the land use provisions of the counties' municipal development plans. The *Agricultural Operation Practices Act* requires approval officers to deny permit applications that are inconsistent with the land use provisions of the municipal development plan, but allows the Board discretion to determine whether a permit should be issued.

- Hutterian Brethren of Bear Canyon—Board Decision 2017-05 / FA14003 was issued May 3, 2017 following a written hearing. The Board overturned the approval officer's decision and directed the approval officer to issue the permit.
- Danny Friesen and Tara Warkentin—Board Decision 2017-08 / FA17001 was issued August 14, 2017 following a written hearing. The Board overturned the approval officer's decision and directed the approval officer to issue the permit.
- Milk & Honey Dairy Inc.—Board Decision 2018-04 / RA17042 was issued March 7, 2018, following an oral hearing. The Board upheld the approval officer's decision to deny the permit application.

All decisions issued by the Board are publicly available on the NRCB website.

Natural Resources Conservation Board Act

In accordance with the *Natural Resources Conservation Board Act*, projects that are directed by Alberta Environment and Parks to submit an environmental impact assessment are subject to a review by the Board to determine if the projects are in the public interest.

The Board's public interest review process begins when an application has been reviewed by Alberta Environment and Parks and the Board, and the applicant has addressed any deficiencies. The timeframe for commencing the Board's public interest review depends on the time required to review the application and the time required by the applicant to respond to any deficiencies.

Active files—applications for the following proposed projects have been submitted to the Board:

- Cougar Creek Debris Flood Retention Structure—application to construct a debris flood retention structure and access road on Cougar Creek, near Canmore. The town of Canmore filed its formal application to the Board on August 19, 2016.
- Springbank Off-Stream Reservoir Project—application to construct a dry dam to temporarily store water from the Elbow River during a flood. Alberta Transportation filed its formal application to the Board on November 3, 2017.

Pending projects—the following project applicants have been directed by Alberta Environment and Parks to prepare environmental impact assessments. The formal applications have not yet been submitted to the Board:

- AHP Development Corporation: Amisk Hydroelectric Project
- Alberta Transportation: Special Areas Water Supply Project
- Cyclus Power Inc.: Cavus Pump Storage Generation Project
- Innergex Renewable Energy Inc.: Sundog Hydroelectric Project & Pelican Hydroelectric Project
- Stone Creek Resorts Inc.: Stone Creek Gondola Project
- TransAlta Corporation: Brazeau Pumped Storage Hydro Expansion Project





Performance

Core Business One: Board reviews and appeals under the *Natural Resources Conservation Board Act* and the *Agricultural Operation Practices Act*

Strategic priority: Complete the update of board regulations and information documents.

Strategy

Complete the update of the Board Administrative Procedures Regulation in consultation with NRCB staff and stakeholders.

Results achieved

Regulation update—the *Agricultural Operation Practices Act* Administrative Procedures Regulation became effective June 13, 2017, replacing the 2002 Board Administrative Procedures Regulation. The updated regulation clarifies the language of the previous regulation, provides for appeals of a permit cancellation and of a grandfathering determination, establishes processes for the appeals,

and establishes a 10 working day request for review (RFR) deadline for enforcement orders (or longer if specified by the inspector). Previously, the only recourse to appeal a permit cancellation or a grandfathering determination was to request a judicial review. The new regulation therefore makes appeal processes more accessible to Albertans.

Additional priorities:

Strategy

Proactively provide opportunities for all participants to understand *Natural Resources Conservation Board Act* and *Agricultural Operation Practices Act* review and hearing processes through guides, public information sessions, and prompt, accurate responses to direct inquiries.

Identify critical issues related to applications under the *Natural Resources Conservation Board Act*, to ensure that all relevant information is included in the review process.

Results achieved

Information requests—Board staff responded to numerous information requests regarding the Board’s public interest review processes under the *Natural Resources Conservation Board Act* and under the *Agricultural Operation Practices Act*. The Board Review Process Guide was updated for

natural resource project reviews and a fact sheet was produced on the Board review process under the *Agricultural Operation Practices Act*. NRCB staff participated in four public information sessions on the proposed Springbank Off-Stream Reservoir project to explain the NRCB review process.

Identification of critical issues—the NRCB reviewed the environmental impact assessments for the Cougar Creek Debris Flood Retention Structure and Springbank Off-Stream Reservoir project applications. It contributed to two rounds of supplementary information requests in October 2017 and March 2018 for the Cougar Creek project and reviewed the applicant’s

responses to ensure that critical information is addressed in the final application. The NRCB also provided “priority” questions to Alberta Environment and Parks and Alberta Transportation for the Springbank Off-Stream Reservoir project, and reviewed the terms of reference for the Special Areas Water Supply project in central Alberta.

Performance measures and results

Efficiency of review processes

Percentage of Natural Resources Conservation Board decisions issued within 80 working days of the conclusion of reviews under the *Natural Resources Conservation Board Act*

2015/16	2016/17	2017/18
Not available - no NRCBA reviews completed	Not available - no NRCBA reviews completed	Not available - no NRCBA reviews completed

Efficiency of review processes

Percentage of Natural Resources Conservation Board decisions issued within 30 working days of the conclusion of reviews and hearings under the *Agricultural Operation Practices Act**

2015/16	2016/17	2017/18
Not available - no AOPA reviews or hearings	100% 6 AOPA reviews and 2 AOPA hearings	100% 9 AOPA reviews and 3 AOPA hearings

*"Hearing" means an oral or written board deliberation. "Reviews" are written decisions that grant or deny a request for review.

Field Operations

2017-18 was a challenging year for NRCB field staff due to extreme weather conditions. Dry conditions in the central and south areas of the province created challenging dust issues for a number of cattle feeding operations. Cold temperatures and frequent snow storms in the winter of 2017-18 resulted in atypical snow accumulation. The amount of snow, combined with a rapid spring melt, resulted in flooding and runoff challenges for operators in many parts of Alberta.

Field processes remained focused on mitigation of environmental risk at confined feeding operations. The NRCB risk screening tool continued to be used for reviewing permit applications and compliance response. Operational policy development also remained a priority focus. Communication with operators on unauthorized construction and manure application on frozen or snow-covered ground were also key priorities.

Surface water

Inspectors continued to collect information on surface water conditions at confined feeding operations during their inspections. Four hundred and thirty four inspections

were conducted at 230 confined feeding operations in 2017 (multiple inspections were conducted at some operations). The majority of inspections were conducted at dairy, feedlot, and swine operations. Inspectors documented surface water issues at 23 operations. Of those, serious issues were identified at four operations. (A serious surface water issue involves manure contaminated water runoff from an operation flowing into a surface water body.)

Inspectors concluded that all of the surface water issues identified were preventable. In all of the cases, the operator addressed the surface water issues to the satisfaction of the NRCB. Causes of surface water issues included:

- poorly constructed runoff/run-on systems
- poorly maintained manure storage facilities
- poorly located seasonal feeding and bedding sites
- non-compliance with AOPA manure spreading setbacks
- runoff from manure spreading activities

The unusually dry summer of 2017 meant that the NRCB received relatively few complaints about surface water, especially in the southern part of the province.



Unauthorized construction

Unauthorized construction is a serious violation of the permitting requirements of the *Agricultural Operation Practices Act*. The NRCB received fewer reports of unauthorized construction in 2017-18; however, the number of incidents remained a concern. Violations were brought to NRCB attention via the complaint process or by operator self-reporting. Prosecution of operators who knowingly construct without a permit remains a potential enforcement tool.

The NRCB addressed unauthorized construction at 14 operations. Compliance directives were issued to seven operators, requiring them to cease construction and to apply for and obtain a permit. Appropriate enforcement action was taken with the other operations according to the NRCB's enforcement ladder, taking into consideration the stage of construction and the cooperation of the operator. As of March 31, 2018, the majority of the operators had complied with NRCB requirements. One permit application remained in process.

Environmental risks screenings

Approval officers continued to use the environmental risk screening tool during the confined feeding operation application review process to assess the risk to groundwater and surface water. The tool was also used by NRCB inspectors to respond to complaints, and for annual follow-up on operations that were identified under the NRCB's risk-based compliance program.

New and updated operational policies

New policy:

- Large Scale Country Residential Developments (for Determining Minimum Distance Separation)

Updated to be consistent with the revised AOPA Board

Administrative Procedures Regulation:

- Approval Officer Amendments Under Section 23 of AOPA
- Permit Cancellations Under AOPA Section 29
- Public Notice for Grandfathering Decisions

Policies that will be finalized in 2018-19:

- NRCB biosecurity protocol (update)
- Risk Based Compliance Program Follow-up (update)
- Response protocol for manure spills (includes coordination with the Alberta Support and Emergency Response Team (ASERT) for large-scale releases)

New and updated fact sheets

- Applying Manure on Frozen or Snow Covered Land
- Dust Control
- Permits under AOPA—Information for CFO Operators
- The Permitting Process for Confined Feeding Operations in Alberta
- Unauthorized Construction under the *Agricultural Operation Practices Act*

All operational policies and fact sheets are publicly available on the NRCB website.

Environmental Risk Screenings, 2017-18¹

Groundwater	Number of facilities ranked low potential risk	Number of facilities ranked moderate potential risk	Number of facilities ranked high potential risk
	528	19	2
Surface water	Number of facilities ranked low potential risk	Number of facilities ranked moderate potential risk	Number of facilities ranked high potential risk
	531	15	3

1. Environmental risk screenings are completed as part of the review of every application received, as well as for risk based compliance program follow up and enforcement, as required. In 2017-18, a total of 549 facilities were assessed, involving 136 confined feeding operations.

Permits

In 2017-18, the total number of completed part 2 applications submitted to the NRCB remained consistent with the previous year. However, the number of permitting decisions issued by the NRCB increased as a result of applications that were carried over from 2016-17 into the new fiscal year.

The average number of days to issue a decision declined slightly. (Days to issue a decision are measured in the

number of working days from the point at which a part 2 application is deemed to be technically complete to the date the decision is issued.)

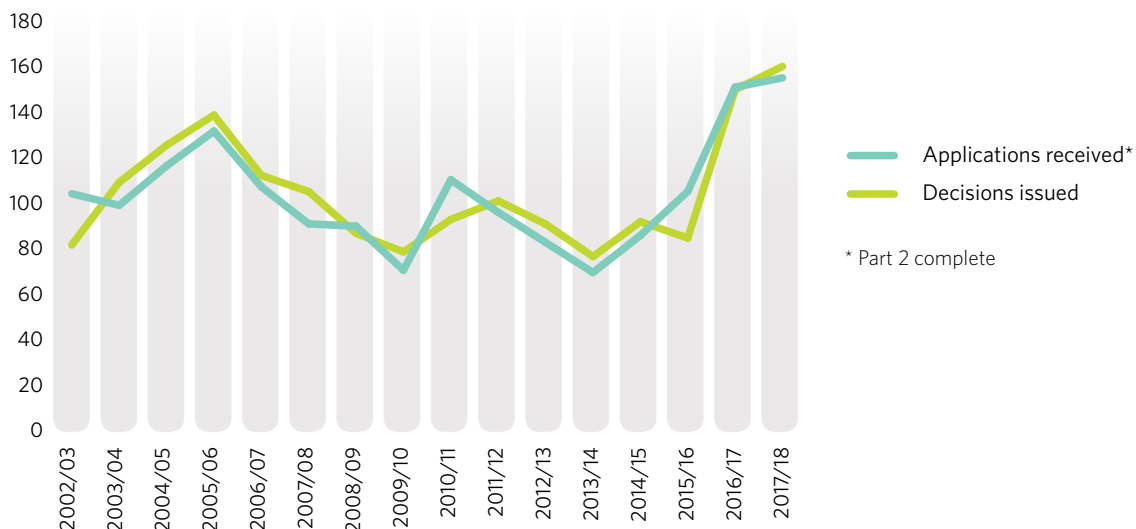
The majority of applications were submitted from operators in the central and southern regions of the province. Most applications were from the dairy sector, followed by the poultry and cattle sectors.

Completed applications received and decisions issued, by region, 2017-18¹

Region	Completed applications received			Decisions issued		
	Approvals	Registrations	Authorizations	Approvals	Registrations	Authorizations
Peace	2	0	1	3	2	2
North Central	7	3	8	8	3	5
Central	26	13	32	28	16	33
Southern	39	3	14	34	4	19
Total	74	19	55	73	25	59

1. Based on part 2 applications, deemed complete. Approvals are permits for larger operations. Registrations are permits for smaller operations. Authorizations are permits for manure storage facilities where there is no change in livestock numbers. Decisions issued include denials, which included one approval application and three registration applications.

Completed applications received and decisions issued





Completed applications received and decisions issued, by livestock category, 2017-18¹

Livestock category	Completed applications received			Decisions issued		
	Approvals	Registrations	Authorizations	Approvals	Registrations	Authorizations
Cattle	21	2	9	21	2	2
Dairy	22	4	30	20	5	31
Other ²	3	0	2	2	0	2
Poultry	27	11	7	25	11	8
Swine	3	0	7	5	0	9

1. Applications received are based on part 2 applications, deemed complete. If an application is for more than one livestock category, it is listed under each applicable livestock category and is counted in each category.
2. Includes bison, goats, horses, sheep, and stand-alone manure storage facilities.

Average number of days to decision¹

	2017/18
Approvals	45.4 (73 decisions)
Registrations	40.4 (25 decisions)
Authorizations	34.6 (59 decisions)

1. From the date the part 2 application is technically complete.



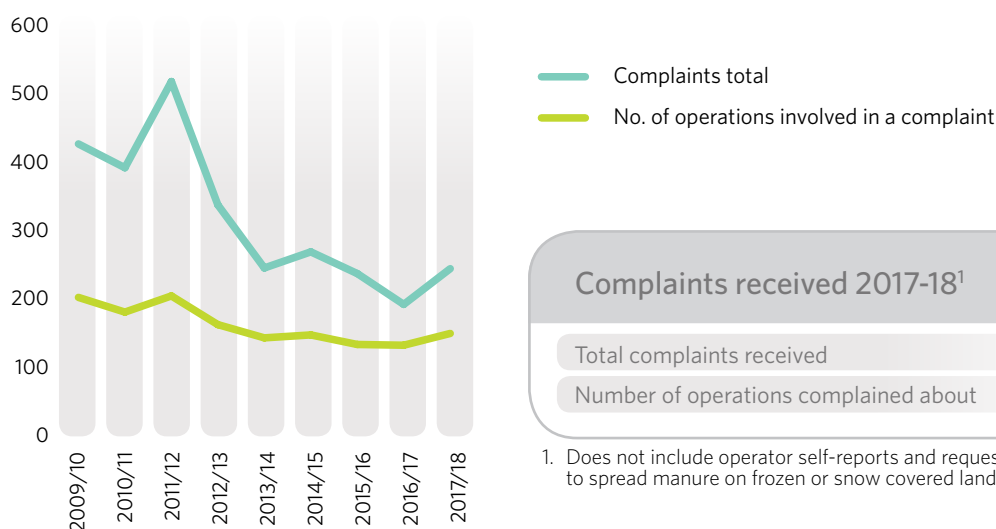


Complaints

In 2017-18 the NRCB received 258 complaints about 156 operations, compared with 189 complaints about 130 operations the previous year. The increase can partly be attributed to unusual weather patterns in several parts of the province. Dust was an issue in southern Alberta in the summer of 2017 due to hot, dry, windy conditions. The winter of 2017-18 brought heavy snow fall to parts of

the province and was followed by a late spring, making it challenging for some operators to empty their manure storage facilities. In these cases the operators were forced to winter spread, which resulted in non-compliance complaints about spreading on frozen or snow covered land. Finally, concerns regarding unauthorized construction also contributed to the number of non-compliance complaints.

Complaints received



Total complaints received	258
Number of operations complained about	156

1. Does not include operator self-reports and requests for permission to spread manure on frozen or snow covered land.

Number of operations involved in complaints by region, 2017-18

Peace	North Central	Central	Southern
4	29	66	56

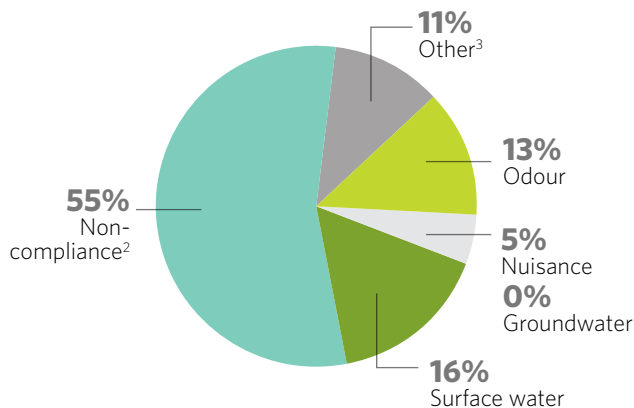
Number of operations¹ involved in complaints by livestock category, 2017-18

Cattle	Cow/calf ²	Dairy	Mixed	Other ³	Poultry	Swine
47	16	26	23	16	10	26

1. An operation may be counted in more than one category.
2. Cow/calf do not require a permit under the *Agricultural Operation Practices Act* but must comply with the manure management requirements of the act.
3. Includes bison, goats, horses, and sheep.



Types of complaints received by number of operations,¹ 2017-18



1. An operation may be counted in more than category.
2. Non-compliance includes setbacks for manure spreading and stockpiling, unauthorized construction, and non-compliance with permit conditions.
3. Other includes dead animal disposal, animal welfare and issues that do not fall under the *Agricultural Operation Practices Act*.

Enforcement

Due to frequent snowfalls and unusually cold temperatures in the winter of 2017-18, more feedlot operators than usual ran into difficulties with snow accumulation in their pens. The NRCB received 61 requests from operators (at 51 confined feeding operations) for permission to spread manure on frozen or snow covered land. The *Agricultural Operation Practices Act* prohibits spreading manure on frozen or snow covered land without prior permission from the NRCB. Field staff worked with the operators to ensure that manure removed from the pens was managed in an environmentally responsible manner.

Dairy and hog operators empty their liquid manure storage lagoons each fall to ensure they have capacity for the winter. Because of the exceptionally long winter in 2017/18, some operators were not able to spread manure from their lagoons in the spring and therefore had no remaining storage capacity. In these cases, the NRCB allowed the operators to land spread the lagoon contents on frozen or snow covered land with strict requirements in order to minimize any possible environmental risk.

Compliance orders issued 2017-18

Enforcement orders	1
Emergency orders	0
Compliance directives	10

The one enforcement order issued in 2017-18 was for a liquid manure storage facility that overflowed. The operator was ordered to clean up the spill and lower the level of the lagoon contents to maintain the half metre freeboard required by the Standards and Administration Regulation.

Seven of the compliance directives were issued by the NRCB for unauthorized construction. Two of the directives were for non-compliance for using their newly constructed manure storage before providing the engineers' inspection report to the NRCB. Both operations were required to stop using their facility until the engineering report was provided. One of the 10 operations had more livestock than its permit allowed. The directive required the operator to apply for and obtain a permit for the increased number of livestock, within a specified deadline.

Performance

Core Business Two: Regulation under the *Agricultural Operation Practices Act*

Strategic priority:

Consult with government and stakeholders to develop operational policy and technical guidelines that support delivery of AOPA. In 2017-18, special attention will be given to informing municipalities about the requirements of AOPA and how these requirements affect municipal land use planning.

Strategies

Through workshops and one on one meetings, ensure municipalities are aware of AOPA's permitting requirements and understand how the requirements affect the NRCB's decision making process with respect to municipal land use plans. In addition, meet with specific municipalities about the potential to amend certain municipal permit conditions [in permits issued by the municipalities for confined feeding operations before 2002].

Continue to develop operational policies in consultation with the Policy Advisory Group.

Continue to prioritize communication and enforcement action on issues involving unauthorized construction and the application of manure on frozen or snow covered land.

Results achieved

Meetings with municipalities—the NRCB met with five municipalities in 2017-18 to explain the requirements of AOPA and how municipalities can ensure land use objectives in their municipal development plans are consistent with the *Agricultural*

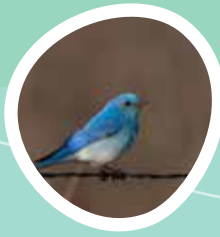
Operation Practices Act and NRCB operational policies, and can be considered in permit decisions. Meetings were also held with the Alberta Association of Municipal Districts and Counties (now the Rural Municipalities of Alberta).

Consultation on operational policy—the NRCB continued to co-chair the Policy Advisory Group, which met on October 25, 2017 in Calgary. The NRCB consulted with the members on minimum distance separation for large scale country residential

developments, permit thresholds for liquid manure storage facilities, unauthorized construction, and dust control at feedlots. The members also discussed a framework for consistent interpretation of land use provisions in municipal development plans as they apply to permitting decisions.

Unauthorized construction communication and enforcement—all livestock industry associations were provided with information about unauthorized construction to disseminate to their members through their newsletters. Information was also published in February 2017 in the NRCB newsletter Update. The newsletter was mailed directly to operators and posted on the NRCB

website. A fact sheet on unauthorized construction was available for operators at trade shows attended by NRCB personnel throughout the year. In addition, an acknowledgement letter sent to operators who have submitted a part 1 application was updated to emphasize that the *Agricultural Operation Practices Act* does not allow construction to commence until a permit has been issued.



Strategic priority:

Use an environmental risk based approach for compliance activities and for reviewing permit applications for new or expanding operations.

Strategies

Continue to support other provincial ministries and agencies studying the potential effects of manure collection and storage facilities on groundwater quality, and use the results for ongoing improvements to the NRCB's risk screening model.

Implement a program to review water well monitoring conditions in AOPA permits.

Continue to use information about surface water conditions at confined feeding operations to inform policy for permitting and complaint response.

Continue to audit results from environmental risk screenings to maintain quality and ensure consistent risk determinations.

Results achieved

Manure impact study—the NRCB continued its involvement with Agriculture and Forestry's five-year study on the impact on groundwater quality of manure storage and collection facilities and manure spreading. The study is scheduled

to be completed in 2018. The NRCB continues to apply information gained from the study to its approach to assessing environmental risks at confined feeding operations, and to inform its operational policy.

Water well monitoring conditions—a comprehensive program to review all water well monitoring conditions in operator permits was deferred in favour of the NRCB's ongoing use of the water well screening tool for applications and compliance. The

screening tool enables field staff to determine if a water well setback exemption from a manure storage facility is appropriate, or if water well monitoring conditions are necessary. Inspectors use the tool as required to respond to compliance issues.

Surface water—in 2017 NRCB inspectors completed 434 surface water site inspections at 230 confined feeding operations (some operations had multiple inspections completed). Surface water issues were identified at 23 of the operations. All of the

surface water issues identified were appropriately mitigated by operators to the satisfaction of the NRCB. Information from the inspections was used to upgrade several NRCB policies, including the Implementation Plan for Surface Water Data Collection.

Environmental risk screenings—The environmental risk screening results were audited in accordance with NRCB procedures. The audit identified some discrepancies in scoring that have

since been corrected. Approval officers were given additional training on how to enter the scoring results in the database.



Strategic priority:

Support priority cross-government initiatives, ensuring consistency of NRCB-issued decisions with completed regional land use plans. In 2017-18, the NRCB will continue to participate in a cross-government initiative that is examining the potential for a streamlined regulatory process for biodigesters that use manure-based feedstock.

Strategy

Continue to work with Environment and Parks, Agriculture and Forestry, and the biogas industry to identify opportunities to streamline the regulation of manure-based biogas facilities.

Results achieved

Consistency with completed regional land-use plans—all confined feeding operation permit applications are reviewed to determine if they are consistent with completed regional land use plans. In addition, all

applications are reviewed to ensure they are consistent with the land use provisions in municipal development plans, as required by the *Agricultural Operation Practices Act*.

Other priority cross-government initiatives—in 2017-18 NRCB staff continued to contribute their expertise to numerous cross-ministry initiatives, including providing technical advice on an Alberta Water Council report to improve lake watershed management; monthly participation

in Water for Life meetings; technical advice for the Surface Water Load Management Policy; member of the Bow River Phosphorus Management Plan committee; and participation in technical meetings for Agriculture and Forestry's Phosphorus Strategy.

Joint regulatory process for biodigesters—in 2017-18, the NRCB participated in discussions with Alberta Environment and Parks and Agriculture and Forestry on improved coordination of the regulatory process for biodigesters that use manure-based feedstock. These discussions built on the existing memorandum

of understanding between both ministries and the NRCB. The NRCB currently regulates manure storage and spreading for two biodigester facilities and is consulting with both ministries to clarify regulatory requirements for other proposed manure-based biodigester facilities.



Additional priorities:

Strategies

Review and update permit application forms and guides to improve the completeness of submitted applications. Evaluate and as appropriate revise permit decision document templates.

Continue upgrades to the confined feeding operation database to improve the efficiency of data entry and retrieval. Use quarterly exception reports to monitor the management and entry of applications and compliance data.

Continue to work with the Technical Advisory Group to develop guidelines that support the delivery of AOPA.

Results achieved

Forms and guides—the part 1 and part 2 permit application forms were updated and simplified based on feedback from approval officers and applicants. The updated forms will

be easier for applicants to complete and will support more efficient processes and timelines. Guides to the application process were updated to reflect the new forms.

Database efficiencies—the NRCB continuously refines its confined feeding operation database to improve the efficiency of data entry and retrieval. In 2017-18, the steps required to enter a new confined

feeding operation into the database were simplified and streamlined. The database was also modified to accommodate new statistical reporting.

Guidelines—the Technical Advisory Group completed a technical guideline listing, reviewed previously issued guidelines, and continued

developmental work on guidelines for geotechnical assessments, manure storage figures, and manure incorporation and manure injection.

Performance measures and results

Efficiency of permitting process

Percentage of decisions issued within 65 working days from the date the application is determined to be complete

2015/16

93%

2016/17¹

92%

2017/18

94%

Complaint resolution

Percentage of complaint files resolved or requiring no further action, within 90 days

2015/16

99%

2016/17²

99%

2017/18

99%

1. Twelve of 143 decisions required more than 65 working days to process.

2. Three of 209 complaints exceeded 90 days.

Organizational Capacity

The NRCB takes pride in the exceptional quality of work that its staff delivers on an ongoing basis. The NRCB is committed to providing a work environment that supports this level of performance through internal and external training, continuous improvements to electronic systems, IT and records, and personal and wellness supports.

In addition, the NRCB takes pride in its fiscal accountability. In 2017-18 it once again achieved a clean financial audit from the Auditor General (no issues were identified).

The following initiatives were undertaken or completed in 2017-18:

- **Information technology (IT)**—a fourth tier backup was added and a restore from the third tier backup was successfully tested as part of the NRCB's IT disaster recovery plan. In addition, the servers in Edmonton, Calgary, Lethbridge, and Red Deer were replaced as part of a major system upgrade.
- **Training**—in addition to external professional development and training required for professional certification, staff were provided with internal training on biosecurity, use of roller compacted concrete for liners, and the use of drones in environmental assessments.
- **CFO database upgrades**—the database was upgraded to better support how CFO information is collected, stored, and used for permitting and compliance activities. Changes improved data entry and reporting for the surface water program, leak detection monitoring and the environmental risk screening tool.
- **Vehicles**—field staff continue to be provided with NRCB-leased vehicles to ensure they have safe transportation suitable for rural and farm roads, and for transporting biosecurity clothing and field equipment. In 2017-18, staff travelled 312,070 kilometres to respond to complaints and for permitting activities.
- **Records management**—a draft records retention and disposition schedule was developed. The schedule will be completed in 2018-19 and submitted for review to the Records Management Committee.
- **Personal and wellness supports**—corporate services staff met face to face with all employees to review benefits and key policies. Wellness information is provided on the Intranet site for staff access. Private meetings with Clearpoint Retirement Solutions continue to be provided annually for all staff to assist with personal financial planning.
- **Policies**—policies on the personal use of social media and NRCB electronic systems were developed and will be finalized in 2018-19. A media policy for operations staff was updated. The NRCB's code of conduct was substantially updated to reflect the recently enacted *Conflicts of Interest Act*. The draft code of conduct will be reviewed by the Office of the Ethics Commissioner in 2018-19.
- **Scientific and technical support to the Board and operations**—the NRCB's Science and Technology staff provided support for approval officers and inspectors by assisting with environmental risk assessments at confined feeding operations and the interpretation of results. They also continued to contribute to Agriculture and Forestry's manure impact study on groundwater and surface water, co-chaired the Technical Advisory Group, and participated in the review and development of technical guidelines. Science and Technology staff also provided support under the *Natural Resources Conservation Board Act* for the terms of reference and technical review of environmental impact assessments for the active Cougar Creek and Springbank applications and the pending Special Areas Water Supply Project.
- **Stakeholder education and awareness**—the NRCB completed a request for proposal for a new website and selected a new vendor. The site is scheduled to be completed in 2018-19. Two issues of *Update*, the NRCB newsletter for confined feeding operators, were mailed to all operations listed on the NRCB database. Fact sheets on unauthorized construction, dust control, the permitting process, and manure application on frozen and snow covered land were made available on the NRCB website; and information on unauthorized construction was provided to industry associations for their members. An article on regulation of confined feeding operations under

the *Agricultural Operation Practices Act* was written for and published by the *Progressive Dairyman*. Staff attended numerous industry association meetings and trade shows to speak directly with operators, and met with municipal councils to inform them about the requirements of the *Agricultural Operation Practices Act*.

- **Stakeholder satisfaction survey**—the NRCB engaged Ipsos Reid to conduct a third-party survey of operators and complainants involved with the NRCB during the previous year, to gauge their satisfaction with permitting and compliance activities. The survey was conducted in February 2018. The report was finalized in April 2018. Feedback was positive and will be used to further improve how the NRCB communicates with stakeholders. The survey was previously conducted in 2009, 2012, and 2015. The survey results are posted on the NRCB website.
- **Office closure**—preparations were made to close the Fairview office of the NRCB effective March 31, 2018, in light of the retirement of the one remaining staff member

in that office. The Morinville office has supported the Peace region since 2010. Calls from operators and complainants are automatically connected to the office by the NRCB's call centre. In 2017-18, activity in the Peace region totalled three part 2 permit applications, and a total of four complaints, including two self-reports regarding over-flowing lagoons on separate confined feeding operations owned by the same company.

Staff changes

Due to retirements and departures, a number of new staff were hired in 2017-18 to fill existing positions:

- Adria Snowdon, Approval Officer, Lethbridge office
- David Smejkal, Inspector, Red Deer office
- Julie Wright, Approval Officer, Morinville office
- Michele Annich, Board Member, Edmonton office
- Page Stuart, Board Member, Edmonton office
- Stephanie Gaetz, Field Office Administrator, Lethbridge office

Performance measures and results

	2015/16	2016/17 ¹	2017/18
NRCB employee satisfaction¹			
Percentage of staff who express satisfaction on survey results	Not available	83%	Not available
NRCB employees have appropriate training²			
Percentage of staff who participate in training programs	73%	79%	63%

1. 2016/17 result is based on the staff survey question: "Overall, I am satisfied with my work as an employee of the NRCB." The survey is run on alternate years. It was not run in 2015-16 or 2017-18. Board members and Board staff do not participate in the survey.

2. Participation in external training. Includes Board members and Board staff.

Statement of Disclosures under the Public Interest (Whistleblower Protection) Act

Policy and procedures for disclosures under the Public Interest (*Whistleblower Protection*) Act (PIDA), and an accompanying form, are posted for staff access on the NRCB's internal intranet site.

No disclosures were initiated in 2017-18.



Where We Were

Communicating with stakeholders is a priority for the Natural Resources Conservation Board. In 2017-18, staff and Board members participated in the following meetings, trade shows, and conferences to provide information about its programs, policies, and processes. Regularly scheduled, ongoing meetings with Agriculture and Forestry were also held on operational policy and technical topics.

Municipalities

- Municipal District of Provost, Provost, April 12, 2017
- Kneehill Country, Threehills, May 17, 2017
- Parkland County, Stony Plain, June 5, 2017
- Sturgeon County, Morinville, July 26, 2017
- Vermilion County, Vermilion, August 4, 2017
- Ponoka County, Ponoka, August 17, 2017
- Paint Earth County, Castor, August 15, 2017
- Lacombe County, Lacombe, September 1, 2017
- Alberta Association of Rural Municipalities and Counties (now the Rural Municipalities Association), September 25, 2017
- Town of Pincher Creek, Pincher Creek, October 13, 2017
- Vulcan County, Vulcan, October 19, 2017
- Ponoka County, Ponoka, October 25, 2017



Other Government

- Parkland Airshed Management Zone Board Meetings, Red Deer, January 25, April 26, May 17, September 20, and November 22, 2017
- WaterTech, Banff, April 3-5, 2017 (presentation)
- Alberta Health Services, Red Deer, August 14, 2017
- Parkland Airshed Management Zone Issues Response Group, Sundre, August 24, 2017
- University of Calgary Environmental Science 501, Calgary, September 6, 2017 (presentation)
- Policy Advisory Group, Calgary, October 25, 2017
- Springbank EIA overview meeting, Alberta Environment and Parks and Alberta Transportation, Edmonton, November 7, 2017
- Springbank NRCB process meeting, Alberta Transportation, Edmonton, January 1, 2018
- University of Calgary Environmental Science 502, Calgary, January 11, 2018 (presentation)
- Alberta Health Services and Alberta Environment and Parks, Lethbridge, January 12, 2018 (presentation)
- Special Areas Water Supply Project (overview presentation), Edmonton, January 24, 2018
- Alberta Water Council bi-monthly meetings, 2017-18
- Bow River Phosphorous Management Plan meeting, May 4, 2017
- Cross Ministry Water for Life monthly meetings, 2017-18
- Watershed Policy and Advisory Councils, bi-monthly board and committee meetings, 2017-18

Industry Meetings & Events

- Intensive Livestock Working Group, Edmonton, September 11, 2017
- Alberta Milk Regional Meeting, Lethbridge, April 4, 2017
- Alberta Milk Regional Meeting, Red Deer, April 5, 2017
- Alberta Milk Regional Meeting, Barrhead, April 6, 2017
- Alberta Milk Regional Meeting, Leduc, April 7, 2017
- Aggie Days (trade show booth), Lethbridge, April 25-26, 2017
- Pork Congress (trade show booth), Red Deer, June 14-15, 2017
- Intensive Livestock Working Group, Edmonton, September 11, 2017
- Alberta Cattle Feeders' board meeting, Calgary, October 24, 2017,
- Alberta Milk Central Alberta Fall Meeting, Red Deer, October 16, 2017
- Alberta Milk Regional Meeting, Leduc, October 27, 2017
- Agri-Trade (trade show booth), Red Deer, November 9-10, 2017
- Intensive Livestock Working Group, Edmonton, March 29, 2018



NRCB | Natural Resources
Conservation Board

Contact Information



Calgary office
19th Floor, Centennial Place
250 - 5 Street SW
Calgary AB T2P 0R4
Tel: 403-297-8269
Fax: 403-662-3994

Lethbridge office
Agriculture Centre
100, 5401 - 1 Avenue S
Lethbridge AB T1J 4V6
Tel: 403-381-5166
Fax: 403-381-5806

Red Deer office
303 Provincial Building
4920 - 51 Street
Red Deer AB T4N 6K8
Tel: 403-340-5241
Fax: 403-340-5599

Copies of the *Agricultural Operation Practices Act* and the *Natural Resources Conservation Board Act* can be obtained from the Queen's Printer at www.qp.gov.ab.ca or through the NRCB website.

Edmonton office
4th Floor, Sterling Place
9940 - 106 Street
Edmonton AB T5K 2N2
Tel: 780-422-1977
Fax: 780-427-0607

Morinville office
201 Provincial Building
10008 - 107 Street
Morinville AB T8R 1L3
Tel: 780-939-1212
Fax: 780-939-3194

For additional copies of this publication, contact the Edmonton office of the NRCB at 780-422-1977 or email info@nrcb.ca. Dial 310-0000 to be connected toll free to any NRCB office.

Email: info@nrcb.ca
Response line: 1-866-383-6722
Web address: www.nrcb.ca



The NRCB gratefully acknowledges the permission of Peter Woloshyn to use the photographs on the front, back, and inside covers (all images), and the photographs on pages 4, 7, 9, 11 (thistles), 12, 13 (butterfly), 15, 16, 17, and 20.

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September 5, 2018

RECEIVED
SEP 12 2018
M.D. OF PINCHER CREEK

**911L Transmission Line Removal
Project Update**

Thank you for your ongoing participation in the 911L Transmission Line Removal project. We would like to provide some information in addition to the project details that you received in July 2018.

Please note, that our July 2018 Project Update did not include the AUC brochure "*Public involvement in a proposed utility development*". This brochure has been included with this letter. We have also included additional information about the transmission line salvage process which is also enclosed.

The July 2018 Project Update included a map of the project area. This map contained a spelling error in the legend, identifying a "Proposed *Alternation* to Existing Substation", instead of "Proposed *Alteration* to Existing Substation". This is the only update to the map that has been included with this letter.

We currently anticipate filing our facilities application with the AUC in fall 2018. Once the application is filed, we will notify you.

Contact us

Please contact AltaLink at 1-877-267-1453 or at stakeholderrelations@altalink.ca if you have any questions or concerns regarding this project. More information about this project can be found online at <http://www.altalink.ca/projects/>.

Sincerely,



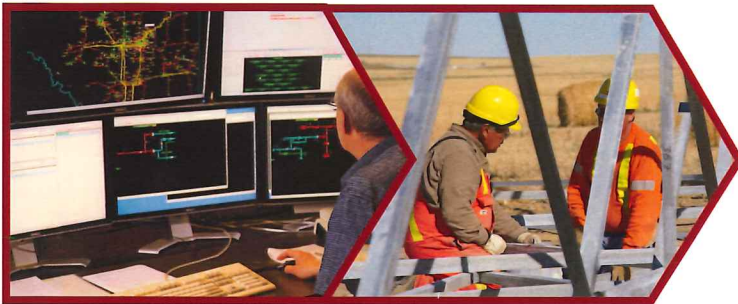
Dave Lee
Manager, Stakeholder Engagement

TRANSMISSION LINE REMOVAL

THE TYPICAL STAGES OF TRANSMISSION LINE REMOVAL INCLUDE:

Removing an existing transmission line from a right-of-way requires a large amount of equipment and labour. Construction equipment (including cranes, bucket trucks and trailers) will be present along the right-of-way during the removal process and environmental monitoring will occur throughout the various stages of removal.

Different stages of removal activities will occur during varying time periods depending on your location along the transmission line right-of-way.



1 De-energization

Quality and safety inspections are completed and the old transmission line is de-energized and disconnected from Alberta's electrical system.



2 Workspace preparation

The right-of-way and structure locations must be prepared for work.



3 Removing the lines (conductor)

The conductor is removed in long segments and taken off site to be disposed of or recycled properly. This may be done in small or large sections depending on the structure type, access to the right-of-way and the location of the conductor.



4 Removing the structures

The structures are dismantled on site and then removed for recycling where possible. The existing foundations will be removed to a depth of one metre (three feet) below ground level.



5 Backfilling structure foundations

Any holes will be filled in, topped with topsoil.



6 Reclamation

When construction is complete, disturbed areas will be reclaimed. Native shrubs and ground cover are allowed to re-grow. We aim to return the land to its previous condition.

ANNUAL STRUCTURE PAYMENTS

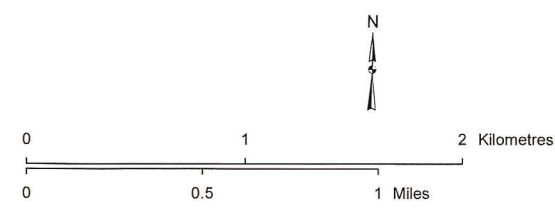
When we remove transmission lines from a property we will also begin the process to end the associated Annual Structure Payments. We will contact impacted landowners to discuss this process as we move forward.



LEGEND

- Proposed Structure
- Proposed Alteration to Existing Substation
- Existing Substation
- Proposed Salvage of Existing Transmission Line
- Existing Transmission Line
- Residence
- Municipal or County Boundary
- Railway
- River or Stream
- Road
- Airport
- Crown Land
- First Nations Reserve
- Water Body
- Other AltaLink Project
- Previously Salvaged Transmission Line

NO: 37014479 - 6201
 DRAWN: SG - AL
 FILE NO.: XXXXXXXX
 REVISION: 0.01.06
 AL FOLDER: 911L Transmission Line Salvage
DATE: 2018-07-10



Photography Service Layer Credits: © 2018 Microsoft Corporation © 2018 DigitalGlobe ©CNES (2018) Distribution Airbus DS.
 Although there is no reason to believe that there are any errors associated with the data used to generate this product or in the product itself, users of these data are advised that errors in the data may be present.



DETAIL PHOTO **DP1**



PROPOSED

911L Transmission Line Removal

RECEIVED
SEP 13 2018
M.D. OF PINCHER CREEK

September 7, 2018

**Riverview Wind Power Facility Interconnection
Notice of application filing**

Thank you for your ongoing participation in the Riverview Wind Power Facility Interconnection. We submitted an amendment to our application for the project with the Alberta Utilities Commission (AUC) on August 27, 2018.

Next steps

The AUC will review the application and can approve, approve with conditions or deny the project. The AUC may also host a hearing regarding the project. To learn more about the AUC process and how you can become involved please visit www.auc.ab.ca.

We will notify you of the AUC's decision regarding the project. If the project is approved, you may see or hear the following during the construction process:

- noise and construction crews
- work at the existing Castle Rock Ridge Substation

The application

The application can be viewed on the AUC's website at www.auc.ab.ca.

To access the application, click on the 'eFiling System Login' button on the left side of the page and log in to your eFiling account. If you do not have an account, select 'New Account' and follow the steps onscreen. Please note any questions or concerns regarding account creation and management should be directed towards the AUC at info@auc.ab.ca.

Once your account has been created and you have successfully logged in, enter 2402 into the 'Go to...' search bar on the left side of the page to locate the application. Alternatively, you can navigate to 'Find', click 'Proceedings' and enter "Riverview" into the 'Description' search bar.

If you have any issues accessing the application, please contact us at the details below and we will mail a copy of the application to you.

Project background

Riverview Limited Partnership's, by its general partner Enel Alberta Wind Inc., proposed Riverview Wind Power Plant was selected for development in round one of the Renewable Electricity Program (REP) and is moving forward. As a result, AltaLink's Riverview Wind Power Interconnection, which will connect the wind project to the Alberta transmission system, is also moving ahead. More information about the REP can be found at www.aeso.ca. The proposed Riverview Wind Power Facility Interconnection includes adding one 240 kilovolt (kV) circuit breaker and associated equipment to the existing Castle Rock Ridge Substation.

Contact us

We are available to address any questions or concerns you may have. Please contact us at stakeholderrelations@altalink.ca or 1-877-267-1453. Further information about this project and maps are available at <http://www.altalink.ca/projects/view/143/riverview-wind-power-facility-interconnection>.

Sincerely,

Dave Lee
Manager, Stakeholder Engagement

RECEIVED

SEP 10 2018

M.D. OF PINCHER CREEK

Notice of application Castle Rock Ridge Phase II

Enel Alberta Wind Inc. has filed an application for a wind power plant in the Pincher Creek area

Proceeding 23753
Application 23753-A001

The Alberta Utilities Commission (AUC), the independent utilities regulator, will be considering the power plant development application in Proceeding 23753. If you feel you may be affected by this application you can provide input to the AUC to review before it makes its decision.

Written submissions are due October 4, 2018.

Enel Alberta Wind Inc. has applied to amend its approval to construct and operate a power plant designated as Castle Rock Ridge Wind Power Project. Phase I of the project has already been constructed. Phase II was originally approved to consist of 14 wind turbines, each rated at 2.31 megawatts. Enel is now proposing that Phase II consist of seven wind turbines, each rated at 4.2 megawatts. The application has been filed under the *Hydro and Electric Energy Act*. The seven wind turbines are proposed to be located within the Municipal District of Pincher Creek within Sections 14 and 15, Township 7, Range 30, west of the Fourth Meridian.

	Original application	Amended application
Number of turbines	14	7
Turbine capacity	2.31 megawatts	4.2 megawatts
Total capacity	32.34 megawatts	29.4 megawatts
Height of turbines	64 metres	82 metres

Enel Alberta Wind Inc. has also applied for Riverview Wind Power Plant which will be considered along with its interconnection in Proceeding 2402.

Additional information about the application

Basic information about the Castle Rock Ridge Phase II Project can be found on the AUC website under "Projects" - Featured project summaries. The application and any associated documents are publicly available and can be accessed from the eFiling System on the AUC website www.auc.ab.ca.

Alternatively, for more information about what is being applied for, or for a copy of the application, please contact:

Enel Alberta Wind Inc., attention Victor Engel
Phone: 603-496-3251
Email: victor.engel@northamerica.enel.it

Participant information session

The AUC will be holding an information session to provide information about how you may become involved in this proceeding and the funding which may be available to you to support your position, which includes costs for legal representation and expert witnesses. The project and its merits will not be discussed at this session.

Ramada by Wyndham Pincher Creek
1132 Table Mountain St., Pincher Creek, Alberta
Thursday, September 27, 2018 at 6:30 p.m.

If you cannot attend the information session but want to learn more about the review process please contact us or visit our website and review the information under “Have your say” and under “Review process.”

Submissions

If you wish to participate in this proceeding, please visit our website and log in to the eFiling System, go to Proceeding 23753, and register to participate under the “Registered parties” tab. Alternatively, please contact us at 310-4AUC or info@auc.ab.ca for more information or assistance with filing your submission. The lead application officer, Trevor Richards, can also be contacted at trevor.richards@auc.ab.ca or 403-592-4469.

The AUC may make its decision without further notice or process if no written submissions are received.

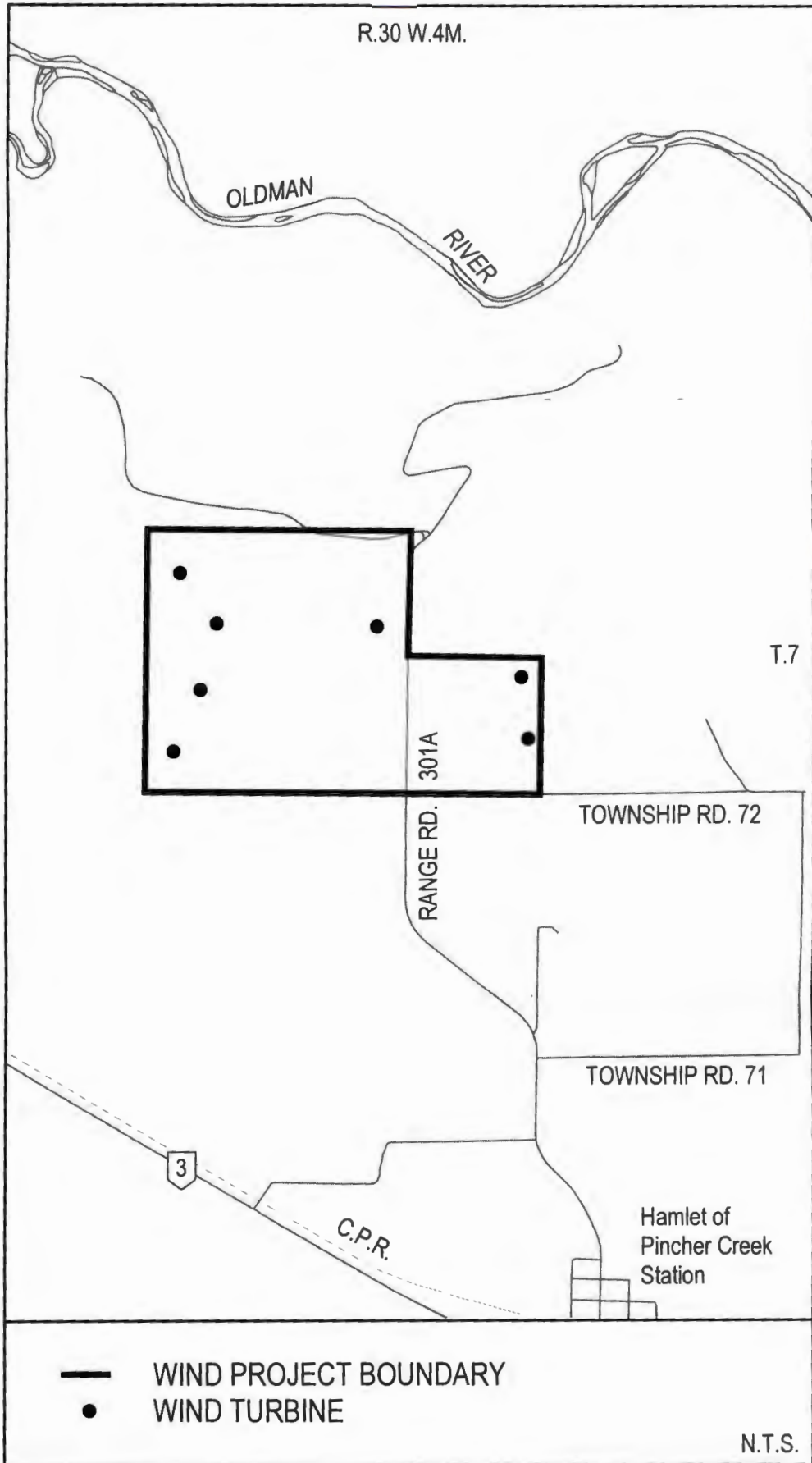
Submissions must include your name, address, phone number, legal land location, description of your land in relation to the proposed development and a description of your interest in the land, your business, or your activities which may be affected by the proposed project. Please also briefly describe the issues you would like the AUC to consider when making its decision.

Privacy

To support an open and transparent process, information you send to the AUC will be publicly available through the AUC’s eFiling System. If there is confidential information you would like to file, a request must be made in advance of filing your submission.

Issued on September 4, 2018.

Alberta Utilities Commission
Douglas A. Larder, QC, General Counsel



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SEP 10 2018
M.D. OF PINCHER CREEK

Notice of application Riverview Wind Power Plant and Interconnection

Enel Alberta Wind Inc., AltaLink Management Ltd. and the Alberta Electric System Operator have filed applications for construction, operation and interconnection of a wind power plant in the Pincher Creek area

**Proceeding 2402
Applications 1609252-1, 1609252-2, 1609661-1 and 1609664-1**

The Alberta Utilities Commission (AUC), the independent utilities regulator, will be considering the electric transmission and power plant development applications in Proceeding 2402. If you feel you may be affected by these applications you can provide input to the AUC to review before it makes its decision.

Written submissions are due October 4, 2018.

Enel Alberta Wind Inc. has applied to construct and operate the Riverview Wind Power Plant under the *Hydro and Electric Energy Act*. Enel previously applied for the project but has amended its application and is now proposing that the project consist of 28 wind turbines, each rated at 4.2 megawatts, an underground collector system and a collector substation designated as the Riverview Project Collector Substation. The power plant would have a total generating capability of 117.6 megawatts. The 28 wind turbines are proposed to be located within the Municipal District of Pincher Creek within Sections 4, 5, 6, 7, 8 and 18, Township 7, Range 29, west of the Fourth Meridian.

The Riverview Project Collector Substation is proposed to be located in the southeast quarter of Section 14, Township 7, Range 30, west of the Fourth Meridian. It will share a common fence with the existing Castle Rock 205S Substation, as well as the Castle Rock Ridge Wind Power Plant Project Collector Substation.

The Alberta Electric System Operator has applied for approval of the need to connect the Riverview Wind Power Plant to the Alberta Interconnected Electric System.

AltaLink Management Ltd. has applied to construct the facilities to meet the need identified by the Alberta Electric System Operator by adding one 240-kilovolt circuit breaker to the Castle Rock Ridge 205S Substation. The Castle Rock Ridge 205S Substation is located in the southeast quarter of Section 14, Township 7, Range 30, west of the Fourth Meridian. The applications have been filed under the *Electric Utilities Act* and *Hydro and Electric Energy Act*.

Additional information about the applications

Basic information about the Riverview Wind Power Plant can be found on the AUC website under “Projects” - Featured project summaries. The applications and any associated documents are publicly available and can be accessed from the eFiling System on the AUC website www.auc.ab.ca. Alternatively, for more information about what is being applied for, or for a copy of the applications, please contact:

Enel Alberta Wind Inc.
Victor Engel
Phone: 603-496-3251
Email: victor.engel@northamerica.enel.it

Alberta Electric System Operator
Brenda Hill
Phone: 403-539-2850
Email: need.applications@aeso.ca

AltaLink Management Ltd.
Michelle Lemieux
Phone: 403-267-5909
Email: projects@altalink.ca

Participant information session

The AUC will be holding an information session to provide information about how you may become involved in this proceeding and the funding which may be available to you to support your position, which includes costs for legal representation and expert witnesses. The project and its merits will not be discussed at this session:

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Submissions

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The AUC may make its decision without further notice or process if no written submissions are received.

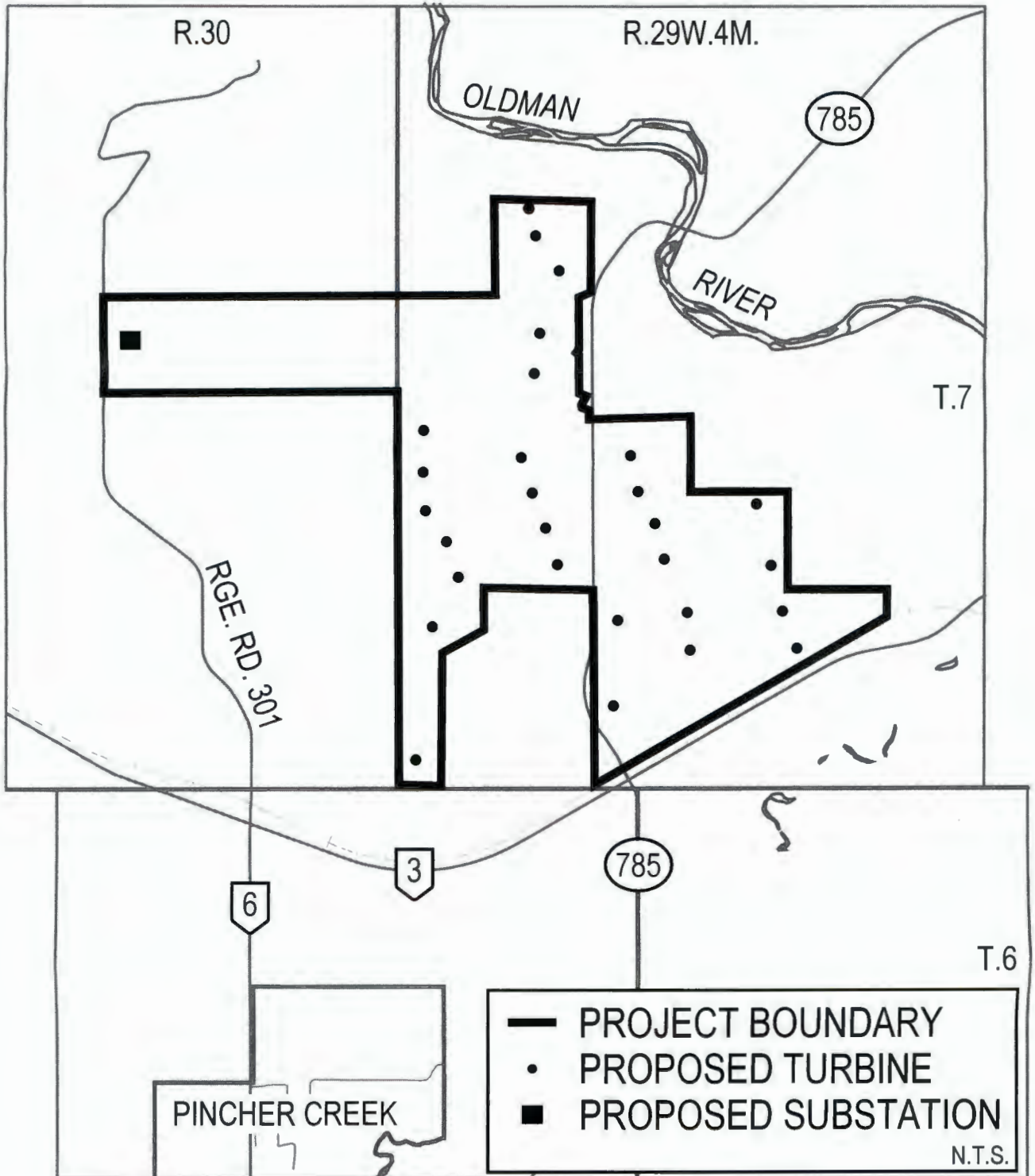
Submissions must include your name, address, phone number, legal land location, description of your land in relation to the proposed development and a description of your interest in the land, your business, or your activities which may be affected by the proposed project. Please also briefly describe the issues you would like the AUC to consider when making its decision.

Privacy

To support an open and transparent process, information you send to the AUC will be publicly available through the AUC's eFiling System. If there is confidential information you would like to file, a request must be made in advance of filing your submission.

Issued on September 5, 2018.

Alberta Utilities Commission
Douglas A. Larder, QC, General Counsel



**CASTLE MOUNTAIN RESORT INC.
NOTICE OF SHAREHOLDERS MEETING**

RECEIVED

SEP - 6 2018

M.D. OF PINCHER CREEK

TAKE NOTICE THAT the annual meeting of the Shareholders will be held:

Place: Day Lodge at Castle Mountain Resort Inc.
Date: Saturday, September 29, 2018
Time: 2:30 p.m. (shareholder registration)
3:00 p.m. (meeting start time)

Business to be conducted at the meeting shall include:

1. Approval of Agenda
2. Approval of Scrutineer Report
3. Adoption of Minutes – AGM – September 30, 2017
4. Financial Report
5. Auditor's Report
6. Approval of Financial Statements
7. Appointment of Auditors
8. Nomination of Directors from the Floor
9. Other Matters - None
10. Election of Directors
11. Adjournment of the Annual General Meeting
12. Post Meeting Information Session
 - a. President's Remarks
 - b. Manager's Report
 - c. Questions Submitted

Any Shareholder wishing to add an item to the Agenda is requested to provide written notice no later than September 15, 2018, of such item to:

Castle Mountain Resort Inc.
c/o 807, 400 - 4th Avenue South
Lethbridge, Alberta T1J 4E1
Fax: (403) 329-0395

Proxies – Shareholders who are unable to attend the meeting are encouraged to provide a signed proxy to a nominee who will attend the meeting. This will help to ensure a quorum for the transaction of business.

CASTLE MOUNTAIN RESORT INC
SHAREHOLDER PROXY

I appoint _____ as my proxy to act on my behalf as a shareholder of Castle Mountain Resort Inc. for the purpose of business arising at the shareholder's meeting on September 29, 2018.

Signature

Name of Shareholder

INFORMATION CIRCULAR

ITEM 1 - REVOCABILITY OF PROXY

1. The person or company giving a Proxy has the power to revoke it.
2. Revocation of a Proxy must be in writing to be delivered to the registered office of the Corporation no later than 24 hours prior to the meeting.
3. Proxies are to be presented at the meeting. Electronically reproduced documents without an original signature may be rejected at the discretion of the scrutineers.

ITEM 2 - PERSONS OR COMPANIES MAKING THE SOLICITATION

1. This meeting has been called on behalf of the management of Castle Mountain Resort Inc.
2. No Director has informed management in writing that he/she intends to oppose any action intended to be taken by the management.
3. This solicitation is to be made directly at a meeting of the Shareholders in attendance on September 29, 2018, at 3:30 p.m. – Daylodge – Castle Mountain Resort.

ITEM 3 - INTEREST OF CERTAIN PERSONS AND COMPANIES IN MATTERS TO BE ACTED UPON

1. None.

ITEM 4 - VOTING SECURITIES AND PRINCIPAL HOLDERS OF VOTING SECURITIES

1. There is one class of Common Voting Shares of the Corporation which have been issued of which there are 56,370 Shares outstanding as of July 5, 2018. Each Share is entitled to one vote.
2. Additional Preferred Shares have been issued and are outstanding, however, these are Non Voting Shares.
3. The record date for which security holders shall be entitled to vote shall be September 5, 2018.

ITEM 5 - ELECTION OF DIRECTORS

There are 5 positions open for election to the board of Directors.

The corporate bylaws provide that Directors are elected for a 2 year term. 4 of the 9 Director's positions are up for election in 2018. The 4 Directors who were elected for a 2 year term in 2017 and accordingly will continue to sit as Directors of the Corporation until the next Annual General Meeting in 2019 are:

ROD LANIER
ADAM JUDD
CHERYLE DE LEEUW
IAN MILLER

The following individuals have agreed to allow their names to stand for election as Directors:

NAME	POSITION HELD	PRINCIPAL OCCUPATION(S)	TERM OF PREVIOUS SERVICE	SECURITIES HELD OR CONTROLLED
Brian McGurk	Secretary/Director/Chairman	Executive	10 years	270 common
Kevin Wright	Director	Engineer	6 years	340 common
Gayle Weeks	Treasurer/Director	Retired Accountant	2 years	270 common
Karen Harker	Director	Education Administrator	2 years	2090 common
George Koch	-	Businessman	0 years	100 common
Steve Mundell	-	Businessman	0 years	85 common
David Carmichael	-	Engineer	0 years	85 common

Further nominations for directors will be accepted prior to the meeting (by written notice sent to 807 Lethbridge Centre Tower, 400 4th Avenue South, Lethbridge, Alberta, T1J 4E1) or from the floor at the annual meeting.

The 5 positions will be for a term of 2 years.

ITEM 6 - EXECUTIVE COMPENSATION

No compensation has been paid or is contemplated to be paid to the Directors.

ITEM 7 - INDEBTEDNESS OF DIRECTORS AND SENIOR OFFICERS

No indebtedness requiring disclosure.

ITEM 8 - INTEREST OF INSIDERS IN MATERIAL TRANSACTIONS

The following Directors are leaseholders or have a material interest in a lease at the Resort:

Brian McGurk
Kevin Wright
Rod Lanier
Cheryl Deleeuw
Adam Judd
Ian Miller
Gayle Weeks
Karen Harker

ITEM 9 - APPOINTMENT OF AUDITOR

The current auditor of the corporation is:

Auditor: Avail CPA (formerly Young Parkyn McNab Chartered Accountants)
Appointed: 1996

The appointment of an auditor for the next financial year end will be determined by the direction of the Shareholders at the meeting.

ITEM 10 - NOTICES OF MOTION

None at this time. Any shareholder wishing to bring a matter forward must do so in writing no later than September 15, 2018, as per the Notice of Shareholders meeting.

ITEM 11 - PARTICULARS OF MATTERS TO BE ACTED ON

The meeting Agenda is enclosed, on page 1 of this Notice.

No action is contemplated to be taken at the meeting on any item other than those previously described.

ITEM 12 - CERTIFICATE

The foregoing contains no untrue statement of a material fact and does not omit to state a material fact that is required to be stated or that is necessary to make a statement not misleading in the light of the circumstances in which it was made.



Brad Brush
General Manager

CASTLE MOUNTAIN RESORT INC.
SUMMARY BALANCE SHEET
As at April 30, 2018

	2018	2017
ASSETS		
Current assets	\$ 1,793,579	\$ 1,067,422
Capital assets	11,000,382	10,842,152
Total assets	\$ 12,793,961	\$ 11,909,574
LIABILITIES AND SHAREHOLDERS' EQUITY		
Current liabilities	\$ 1,484,975	\$ 1,119,072
Callable debt	1,102,957	1,072,872
	2,587,932	2,191,944
Capital lease obligation	-	1,428
Deferred revenue	4,228,988	4,084,539
Preferred shares	469,900	485,000
Future income taxes	396,823	339,879
	5,095,711	4,910,846
Total liabilities	7,683,643	7,102,790
Shareholders' equity		
Common shares	3,089,380	3,089,380
Retained earnings	2,020,938	1,717,404
Total shareholders' equity	5,110,318	4,806,784
Total liabilities and shareholders' equity	\$ 12,793,961	\$ 11,909,574

REPORT OF THE INDEPENDENT AUDITOR ON THE SUMMARY FINANCIAL STATEMENTS

To the Board of Directors of Castle Mountain Resort Inc.

The accompanying summary financial statements, which comprise the summary balance sheet as at April 30, 2018, the summary statements of income and retained earnings and cash flows for the year then ended are derived from the audited financial statements of Castle Mountain Resort Inc. for the year ended April 30, 2018. We expressed an unmodified audit opinion on those financial statements in our report dated August 24, 2018.

The summary financial statements do not contain all the disclosures required by Canadian accounting standards for private enterprises. Reading the summary financial statements, therefore, is not a substitute for reading the audited financial statements of Castle Mountain Resort Inc..

Management's Responsibility for the Summary Financial Statements

Management is responsible for the preparation of a summary of the audited financial statements in accordance with the criteria as described in note 1.

Auditors' Responsibility

Our responsibility is to express an opinion on the summary financial statements based on our procedures, which were conducted in accordance with Canadian Auditing Standard (CAS) 810, "Engagements to Report on Summary Financial Statements."

Opinion

In our opinion, the summary financial statements derived from the audited financial statements of Castle Mountain Resort Inc. for the year ended April 30, 2018 are a fair summary of those financial statements, in accordance with the criteria described in note 1.

Lethbridge, Alberta
August 24, 2018


Chartered Professional Accountants

CASTLE MOUNTAIN RESORT INC.
SUMMARY STATEMENT OF INCOME
For the year ended April 30, 2018
Page 2 of 3

	2018	2017
Revenue		
Day lift tickets	\$ 2,689,779	\$ 2,147,136
Food services	1,353,239	1,108,184
Lot leases and maintenance	754,387	738,134
Season passes	679,290	546,524
Other	385,688	379,884
Ski school and rental shop	386,534	294,849
	6,248,917	5,214,711
Expenses		
Wages and benefits	2,758,820	2,463,765
Other	1,188,941	1,022,232
Food services	530,185	497,639
Repairs and maintenance	452,011	374,333
Advertising and promotion	313,615	242,021
Interest on callable debt	64,024	55,035
Amortization	541,455	418,107
	5,849,051	5,073,132
Income from operations	399,866	141,579
Other expenses (income)		
Dividends	74,929	5,760
2011 fuel spill remediation	-	1,049
(Gain) loss on disposal of capital assets	(35,541)	46,686
	39,388	53,495
Income before income taxes	360,478	88,084
Income taxes		
Future income taxes	56,944	16,733
Net Income	303,534	71,351
Retained earnings, beginning of year	1,717,404	1,646,053
Retained earnings, end of year	\$ 2,020,938	\$ 1,717,404

CASTLE MOUNTAIN RESORT INC.
SUMMARY STATEMENT OF CASH FLOWS
For the year ended April 30, 2018
Page 3 of 3

	2018	2017
Cash flows from operating activities		
Net income	\$ 303,534	\$ 71,351
Adjustment for items which do not affect cash		
Amortization	541,455	418,107
Future income taxes	56,944	16,733
(Gain) loss on disposal of capital assets	(35,541)	46,686
	866,392	552,877
Changes in non-cash working capital items	290,487	(31,038)
	1,156,879	521,839
Cash flows from Investing activities		
Purchase of capital assets	(720,642)	(139,371)
Proceeds on disposal of capital assets	56,500	-
	(664,142)	(139,371)
Cash flows from financing activities		
Proceeds of debt	443,500	-
Repayment of debt	(404,259)	(155,382)
Redemption of preferred shares	(15,100)	(18,000)
Deferred revenue	158,957	(201,868)
	183,098	(375,250)
Net increase in cash and cash equivalents	675,835	7,218
Cash and cash equivalents, beginning of year	615,996	608,778
Cash and cash equivalents, end of year	\$ 1,291,831	\$ 615,996

1. Summary financial statements

Management prepared these summary financial statements using the following criteria:

- (a) the summary financial statements include a statement for each statement included in the audited financial statements;
- (b) information in the summary financial statements agrees with the related information in the completed set of audited financial statements;
- (c) major subtotals, totals and comparative information from the audited financial statements are included; and
- (d) the summary financial statements contain the information from the audited financial statements dealing with matters having a pervasive or otherwise significant effect on the summary financial statements.

The summary financial statements are derived from the audited financial statements, prepared in accordance with Canadian accounting standards for private enterprises, as at April 30, 2018 and for the year then ended.

The audited financial statements of the company are available on request by contacting the administration office.

MEETING MINUTES
ANNUAL GENERAL MEETING OF COMMON SHAREHOLDERS
OF CASTLE MOUNTAIN RESORT INC.
HELD ON THE 30TH DAY OF SEPTEMBER, 2017

CALLED TO ORDER 2:10PM

Formal part of agenda:

Welcome to AGM for CMR Inc.

Chairman: My name is **Brian McGurk**. I am The Chairman of the Board of Castle Mountain Resort and I will be chairing this meeting. The meeting will be in two parts, the formal business of the meeting followed by an information report to the shareholders by management and the board and questions. I would like to introduce the current members of the Board that are present **Ian Miller Vice Chair, Gayle Weeks Treasurer; Directors, Dennis Miller, Cheryl de Leeuw, Kevin Wright, Adam Judd, Karen Harker, and Rod Lanier**. I would also like to Introduce **Darren Adamson, CA** representing the corporation's auditor Avail CPA.

1. Shareholder Registration and Voting

Chairman: "I would like to remind all present that those persons who are common shareholders or proxy holders should have registered with the Scrutineer.

Please be advised that pursuant to the Company's by-laws only those persons who are common shareholders or are validly appointed proxy holders, who have registered with the Scrutineer, are entitled to be at the meeting, or entitled to ask questions and vote at the meeting. With the consent of the meeting and at the invitation of the Board, I would propose admitting all the guests who are present. Welcome to all. In terms of voting, we will be conducting the election of directors using the

ballots distributed when you registered with the Scrutineer. Any individuals nominated from the floor will need to be added to your ballots prior to voting.

2. Formalities

Chairman:

"The annual meeting of Castle Mountain Resort Inc. [CMR] will now come to order pursuant to the Corporation's By-Laws, I will act as Chairman of this meeting and with your approval I shall ask Cheryl De Leeuw to act as secretary of the meeting. Nancy Brush and Roger and Dixie McAdam of our office to act as Scrutinizers of the meeting".

3. Agenda

The agenda for this meeting was circulated with the meeting notice; copies of the agendas are available at the door. This was done to expedite the business portion of the meeting.

For record keeping purposes can you **please state your first and last name if you are making or seconding a motion.** May I have a motion to adopt the Agenda?

Moved - Fraser Stewart

Second - Goldie Weeks

Vote – Motion carried

4. Notice & Scrutineer's Report

Chairman:

"The Notice calling this meeting was mailed or e-mailed to common shareholders included an agenda, a copy of last year's minutes, an abbreviated financial report, the resolution and form of proxy, in accordance with the requirements of the Corporation's By-Laws and the Business Corporations Act of Alberta.

"Pursuant to the By-Laws of the Corporation, shareholders present in person or represented by proxy representing 35% of the outstanding Common Shares of the Corporation constitutes a quorum for the transaction of business at this Annual Meeting of shareholders of Castle Mountain Resort Inc. I have been advised that a quorum is present. The Scrutineer's report shows that there are at least 21,160 common shares present in person or by proxy representing a total greater than 19,700 common shares or 35% of the 56,285 issued and outstanding common shares of the Corporation."

May I have a motion to adopt Scrutineer's, report:

Moved - Ian Miller

Second – Doug Loughead

Vote – Motion carried

"The notice of the meeting having been given as required by the By-Laws of the Corporation and by the Business Corporation Act and a quorum being present, I declare this Annual Meeting of the shareholders of Castle Mountain Resort Inc. to be properly called and duly constituted for the transaction of business that may properly be brought before it in accordance with the notice of meeting.

"The minutes of the Corporation's last shareholders meeting are available for inspection, they were in the package which was mailed or e-mailed to all shareholders. I now ask for a motion to dispense with the reading of the minutes of the last shareholders meeting and that the minutes be taken as read and adopted."

May I have a motion to adopt minutes?

Moved – Michele Fraser

Second - Glenn Armstrong

Vote – Motion carried

Chairman: Is there any business arising from those minutes? No business arising.

5. Financial Statements

Chairman: The first item of business is the matter of the financial statements of the Corporation for the year ended April 30, 2017 and the report of the auditors thereon. The abbreviated audited financial statements of the Corporation for the year ended April 30, 2017 were in the package that was mailed or e-mailed to all shareholders. We will dispense with the reading of those financial statements but we will review the highlights. If anyone present did not receive a copy or would like a copy, extra copies are available. Anyone with a question with respect of the financial statements may ask it immediately following the end of the more formal portion of this meeting.

Financial Report: - Darren Adamson from Avail CPA reviewed the financial statements

6. Auditors Report

Chairman: The second item of business is the auditor's report. Auditors report has been submitted from Darren Adamson of the firm Avail CPA.

May I have a motion to adopt financial statements for the year ended April 30, 2017?

Moved – Kevin Finn

Second - Larry Cooper

Vote – Motion carried

7. Appointment of Auditors

Chairman: The next item of business is the appointment of auditors of the Corporation. It is proposed that Avail, Chartered Professional Accountants, be re-appointed as the auditors of the Corporation and that the directors be authorized to set the auditor's remuneration for the

ensuing year. May I have a motion to appoint Avail, Chartered Professional Accountants, as auditors of the Corporation for the ensuing year and to authorize the directors to set the auditor's remuneration.

Moved – Dean Prodan

Second – Gerry Perry

Vote – Motion carried

I declare that the motion is carried, Avail CPA has been appointed the Corporation's auditors for the ensuing year and the directors are authorized to set the auditors' remuneration."

8. Election of Directors

Chairman: The next item of business is the election of directors. As Nominating Chair I will share the nominations.

Brian McGurk Nominating Chair

Nominating chair: We have four vacancies on the board of directors this year.

As chair of the nominating committee I would like to nominate the following directors standing for re-election:

Rod Lanier

Cheryl de Leeuw

Adam Judd

Ian Miller

Nominating Chairman: The persons nominated are management's nominees for election as directors, as stated in the notice of meeting circular sent to shareholders. Are there any further nominations?

Are there any further nominations from the floor?

Are there any further nominations from the floor?

Are there any further nominations from the floor?

Nominating Chairman: "I declare nominations closed. Four persons have been nominated to fill the four positions for Directors. Mr. Chair, there is no need to request a brief adjournment of the meeting to complete and count the Ballots.

Chairman: Results of the election:

Rod Lanier - elected

Cheryl de Leeuw - elected

Adam Judd - elected

Ian Miller – elected.

Chairman: May I have a single motion approving the election of Rod Lanier, Cheryl de Leeuw, Adam Judd and Ian Miller as Directors of the Corporation to hold office for the ensuing 2 years or until their successors are appointed or elected?

Moved – Karen Perry

Second - Carolyn Armstrong

Vote – Motion Carried

Chairman: I declare that Rod Lanier, Cheryl de Leeuw, Adam Judd, and Ian Miller have been elected as Directors of the Corporation for the ensuing 2 years, until the next annual meeting of the shareholders of the Corporation or until their successors have been elected or appointed.

"Is there any further business to come before the meeting?

There being none, the meeting is concluded."

Can I have a motion to adjourn?

Moved – Fraser Stewart

Second – Goldie Weeks

Vote – Motion carried

I declare that the 2017 Annual meeting of the common shareholders of Castle Mountain Resort Inc. is concluded.

RECEIVED

SEP 19 2018

Leo Reedyk

Subject: Fwd: Hwy 3:02_04 FPS - Public Open House
Location: Bellevue MDM
Start: Thu 2018-11-29 3:00 PM
End: Thu 2018-11-29 8:00 PM
Recurrence: (none)
Meeting Status: Accepted
Organizer: HWY 3 Functional Planning Study

FYI

Sent from my iPhone

Begin forwarded message:

From: "HWY 3 Functional Planning Study" <hwy3fps@islengineering.com>

"

Subject: Hwy 3:02_04 FPS - Public Open House

The Hwy 3 functional planning study public information session is anticipated to be held on Thursday November 29 at the Bellevue MDM. We will present the recommended plan for the project area (Sentinel to Pincher Station). Members of the project team will be available to answer your questions. PRC members are requested to invite council to arrive an hour in advance of the public session.

Council Special Session 3-4pm
Public Info Session 4-8pm

Thank - You
For Supporting
The Pincher
Creek High
School Rodeo.

Martyna
Lively
Sarah Kirby
Waci Thomson
Danielle
Hann
Ben W
Jackson
Baithwaite
Ryatt
Thomson
Morgan
Linselle

Hallmark

RECEIVED

SEP 19 2018

M.D. OF PINCHER CREEK

MADE WITH PAPER FROM
WELL-MANAGED FORESTS







MINUTES – 2 (2018)
ANNUAL GENERAL BOARD OF DIRECTORS' MEETING
Thursday, June 7, 2018 – 7:00 p.m.
ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge)

BOARD OF DIRECTORS:

Kevyn StevensonVillage of Arrowwood
 Delbert Bodnarek (absent).....Village of Barnwell
 Ed Weistra..... Village of Barons
 Tom Rose (absent)..... Town of Bassano
 Dan Klein - CouncillorCity of Brooks
 Jim Bester Cardston County
 Richard Bengry..... Town of Cardston
 Peggy Hovde..... Village of Carmangay
 Jamie Smith..... Village of Champion
 Doug MacPherson..... Town of Claresholm
 Butch Pauls Town of Coaldale
 Heather Caldwell Town of Coalhurst
 Tanya Smith Village of Coultts
 Warren Mickels (absent)Village of Cowley
 Dave Filipuzzi..... Mun. Crowsnest Pass
 Dean Ward Mun. Crowsnest Pass
 Gordon Wolstenholme.....Town of Fort Macleod
 David Rolfson (absent) Village of Glenwood
 Barin Beresford (absent)..... Town of Granum
 Suzanne French..... Village of Hill Spring
 Morris Zelnstra (absent)..... Lethbridge County

Brad Koch (absent)..... Village of Lomond
 Russ Barnett - MayorTown of Magrath
 Peggy Losey Town of Milk River
 Louis Myers..... Village of Milo
 Dan McLelland Town of Nanton
 Clarence Amulung..... County of Newell
 Marinus de Leeuw..... Village of Nobleford
 Henry de Kok (absent)..... Town of Picture Butte
 Bev Everts..... M.D. of Pincher Creek
 Lorne Jackson - Councillor Town Pincher Creek
 Ronald Davis (absent)M.D. of Ranchland
 Greg Robinson Town of Raymond
 Don Norby (absent) Town of Stavely
 Matthew Foss..... Village of Stirling
 Jennifer CrowsonM.D. of Taber
 Margaret Plumtree (absent)..... Town of Vauxhall
 Jason Schneider Vulcan County
 Lyle Magnuson..... Town of Vulcan
 David Cody County of Warner
 Eric Burnis Village of Warner
 Maryanne Sandberg - Alternate..... M.D. Willow Creek

STAFF:

Lenze KulperDirector
 Bonnie Brunner Senior Planner
 Mike Burla Senior Planner
 Steve Harty..... Senior Planner
 Diane Horvath Senior Planner
 Gavin Scott..... Senior Planner
 Ian MacDougallPlanner

Cameron Mills Planner
 Stacy Olsen.....Assistant Planner
 Mladen Kristic..... CAD/GIS Technologist
 Yueu Majak CAD/GIS Technologist
 Kaylee Sailer CAD/GIS Technologist
 Jennifer MaxwellSubdivision Technician

AGENDA:

1. Approval of Agenda – June 7, 2018

2. **Approval of Minutes** – March 1, 2018.....(attachment)
 3. **Business Arising from the Minutes**
 4. **Reports**
 - (a) Executive Committee Report.....(attachment)
 5. **Business**
 - (a) Draft ORRSC Annual Report and Financial Statements 2017.....(attachment)
 - (b) Draft Policy – Intellectual Property/Copyright.....
 - (c) Cannabis Update.....
 6. **Accounts**
 - (a) Summary of Balance Sheet and Statement of Income for the 3-month period:
January 1 - March 31, 2018.....(attachment)
 7. **Adjournment** – September 6, 2018
-

CHAIR GORDON WOLSTENHOLME CALLED THE MEETING TO ORDER AT 7:00 P.M.

1. APPROVAL OF AGENDA

Moved by: Doug MacPherson

THAT the Board of Directors approve the agenda of June 7, 2018, as presented. **CARRIED**

2. APPROVAL OF MINUTES

Moved by: Ed Weistra

THAT the Board of Directors approves the minutes of March 1, 2018, as presented. **CARRIED**

3. BUSINESS ARISING FROM THE MINUTES

None.

4. REPORTS

(a) **Executive Committee Report**.....(attachment)

- Chair Gordon Wolstenholme reviewed the Executive Committee Report for the meetings of February 15, April 12 and May 10, 2018, for information.

5. BUSINESS

(a) Draft ORRSC Annual Report and Financial Statements 2017

- Lenze Kuiper presented the Board with the ORRSC Annual Report and Financial Statements for 2017. Highlights included a breakdown of revenues and expenses which show an increase in total equity for 2017. Subdivision activity has remained consistent over the last few years and accounted for \$347,974 in revenue. Staff salaries and benefits are the largest expense and accounted for 91% of the expenses. The remaining 9% of expenses included staff travel, training, equipment and office supplies.
- There was a question whether the staff travel expenses could be reduced by doing more teleconferences and video calls. Lenze confirmed that teleconferences are being utilized more but there is still need for the planners to travel and attend meetings in person.

Moved by: Greg Robinson

THAT the Board of Directors have reviewed and ratified the Executive Committee approval of the ORRSC Annual Report and Financial Statements for the year ending December 31, 2017.

CARRIED

(b) Draft Policy – Intellectual Property/Copyright

- Lenze Kuiper presented the Board with a Copyright / Intellectual Property issue. Plagiarism is the "wrongful appropriation" and "stealing and publication" of another author's "language, thoughts, ideas, or expressions" and the representation of them as one's own original work. Plagiarism is not in itself a crime, but can constitute copyright infringement.
- Recently, one member municipality hired a private consultant to prepare a planning document. The planning document contained maps with the ORRSC logo and were used without consent. The maps within the document are copyrighted by AltaLIS Ltd. The member municipality involved in the document containing the maps presented their side of the issue and expressed frustration on how this had been dealt with. There was a request for ORRSC to provide education on AltaLIS copyright requirements to the municipalities.

PRINCIPLES OF END-USER REDISTRIBUTION RIGHTS

AltaLIS Ltd., Alberta Data Partnerships (ADP) and their partners always retain ownership and copyright to the base map data.

The license and use of extractable AltaLIS datasets in their original or value added format remain with the licensed end user. It is the end user's responsibility to ensure that there is no unauthorized use of the licensed data by others.

Redistribution of an extractable format is prohibited except as provided below:

- Redistribution of both extractable and non-extractable data is permitted with any other end-user who has an ADP/AltaLIS subscription license for the defined area.
- Third party contractors are permitted to work with extractable datasets on behalf of the licensed end user upon completion of Schedule 'B' of the end user license, the Written Undertaking.

A third party contractor is not permitted to use extractable data supplied by an end user for another project. If a contractor provides a service for another client, that client must purchase the data and attain their own end user License.

- The same private contractor is now using policies from ORRSC planning documents word for word in other documents being prepared in the Edmonton region. None of the policies are

properly sourced and ORRSC has not been given credit for the work. Lenze presented examples of how works are to be properly sourced in documents.

- There was some discussion among the board members and representatives from the municipalities. There was a consensus that this issue has become larger than intended and could have been dealt with differently. Several municipalities pointed out that they share information with their neighbors and don't want to lose that ability, but plagiarism is not acceptable. Lenze reassured the municipalities that they own their planning documents and they are available anytime and can be provided in Word format, if requested.
- ORRSC has received legal advice to create an Intellectual Property/Copyright Policy. A draft of this policy will be prepared and sent out prior to the next Board meeting in September.

(c) Cannabis Update

- Gavin Scott presented the Board with a Cannabis Update. With the legalization of Cannabis there are three options that municipalities can choose from for their Land Use Bylaws:
 - Option 1: You could do nothing but then you risk needing to deal with future applications without any regulations in place.
 - Option 2: Use the Direct Control zoning district to leave the approvals in the hands of Council.
 - Option 3: Amend the Land Use Bylaw in your municipality to create setbacks/buffers from Schools, Health Facilities or other uses
- In addition to the Land Use Bylaw, municipalities will need to examine their Smoking Bylaw and Business License Bylaw. AUMA recently came out with an article on why you can't establish a total ban on cannabis. When it comes to the signage for retail locations of Cannabis, municipalities can limit the size and colors of the signs but cannot control the content due to the Charter of Rights. Edibles will continue to be illegal for another year.
- It was recommended to start discussions regarding Cannabis with your planner, if you have not done so already.

6. ACCOUNTS

(a) Summary of Balance Sheet and Statement of Income for the 3-month period: January 1 - March 31, 2018

Moved by: Lorne Jackson

THAT the Board of Directors accept the Summary of Balance Sheet and Statement of Income for the 3-month period: January 1 - March 31, 2018, as information. **CARRIED**

7. ADJOURNMENT

Moved by: Peggy Losey

THAT we adjourn the Annual General Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:12 p.m. until Thursday, September 6, 2018 at 7:00 p.m. **CARRIED**

/bj

CHAIR: 

Beaver Mines Community Association
Annual General Meeting
September 8, 2018 – 10:00AM

In attendance: Bert Nyrose, Marley Nyrose, Edna Layton, Lynn Calder, Pat Black, Bob Black, Ken Fast, Marie Everts, Sam Schofield, Dave McNeill, Linde Farley, Cathy Scrimshaw, Gord Peterson, Jolaine Kelly, Kevin Kelly, Jeff McLarty, Steph McLarty, Mark Pinard, Tyler Pereverziff, Breanne Pereverziff, Mike Morley, Brandy Fisher, Matthew Fisher, Bernie Bonertz, Pete Falkenberg, Bev Everts, Carolyn McLaurie, Wayne McLaurie

i. Call to order

Meeting called to order at 10:05AM by Pete Falkenberg.

ii. Approval of Agenda

Pat Black approves agenda, Ken Fast seconds.

iii. Reading and adoption of last years AGM minutes

Clarifications about the previous AGM minutes were captured during the September 23, 2017 BMCA board meeting. Clarifications included change in treasurer position and signing authorities (see September 23, 2017 Minutes under item #1). AGM minutes approved by Mark Pinard and seconded by Lynn Calder.

iv. President's Report

Presented by Pete Falkenberg. Pete discussed last years AGM and the eligibility of voters; this resulted in the BMCA deciding to review the current bylaws and make some revisions. Pete highlighted committees formed throughout the year: FireSmart, Park Planning, Sewer & Water Advisory Committee, & Bylaw Review Committee. Pete spoke about the request put in to the MD to build a replica miners cabin.

v. Treasurer's Report

Presented by Lynn Calder. Lynn discussed the financial statement, receiving grant money from Joint Council Funding/Landfill Grant/ Co-op Dividend \$2,260.65 and FireSmart \$1,050.00. Some money was made on events. Drink prices were increased this year so the BMCA breaks even, and doesn't lose money on the bar. BMCA has \$2,447.97 in the bank. A question from Jeff McLarty was presented about BMCA using a lawyer for annual return, however it was confirmed the Treasurer does this. Treasurer report approved by Jeff McLarty and seconded by Breanne Pereverziff. Lynn discussed BMCA financial year-end is September 30 in the bylaws, but changed (not in bylaw) to August 31 to present the audited financial statement for the AGM. Dave McNeill and Mark Pinard audited report this

year. Lynn brought up requirement to nominate a member of the board for auditing annual returns; Dave McNeill volunteered, all in favor.

vi. Secretary Report

Presented by Breanne Pereverziff. Breanne discussed BMCA hosted events and importance of attendance. In total, 6 events were held. Grants were applied for last year and received. Currently we are applying for this years grants. Dave McNeill asked what the Pincher Creek/Crowsnest Landfill \$250 was for, response: it was for Pickle ball equipment. Marie Everts asked if the BMCA uses the grant writer resources. Breanne responded no; there has not been a need as of yet, Marie offers to assist with the grant writing. Sam Schofield discussed grants available for historical preservation. Secretary report approved by Linde Farley, seconded by Lynn Calder.

vii. MD Report

Presented by Bev Everts. Next regular MD meeting scheduled for September 11, 2018 at 1:00PM.

- Sewer and Water update: Thanks to the BMCA for all they are doing in regards to questions and advisory committee. Terms of Reference are in draft and will be sent to BMCA once approved. There are currently 2 locations for the wastewater site, both are undergoing geotechnical analysis. This is a priority of the MD. The crossing for the Castle River is unapproved at this time; MD is pressuring the Environment Minister for approval.
- In regards to the current rental agreement for the Beaver Mines Gazebo, the MD is working on an Owner/Operator Agreement between the MD and BMCA – this will be brought to the next council meeting for discussion.
- Permanent CAO position recruitment is underway.
- Cannabis Legislation – Two areas of focus for the MD Council are retail stores and production facilities. A draft bylaw for public input will be posted prior to council approval.

viii. Review and Adoption of Bylaw Changes

Presented by Pete Falkenberg. Pete discussed plan for changes in the bylaws; opened the floor for discussion and plan to vote on the changes. Pete suggests voting on the changes to the bylaws as a whole, not item per item. Questions were raised on how these changes were determined. Jeff motions to vote on the document as presented, Pat Black seconds – not all in favor. The group then decided to amend item #1 of the bylaws and vote on change. Amendment reads: *"We establish a 2nd tier of members who do not own land within the boundaries of the hamlet, such members would have voting rights for social activities only – no boundaries are set around hamlet"*. This amendment was voted on, and passed. Current Vice-President Jeff McLarty

resigns from BMCA. A vote for the adoption of the entire document is held, the vote passes.

ix. Election of Officers

The new BMCA executive for 2018-2019 is:

President – Pete Falkenberg

Vice-President – Tyler Pereverziff

Honorary Past President – Mike Morley

Treasurer – Lynn Calder

Secretary – Rob Bronson

BMCA Directors – Ken Fast, Bernie Bonertz, Sam Schofield, Breanne Pereverziff, Jolaine Kelly, Linde Farley, Bert Nyrose

x. New Business

- a. Sewer and Water Advisory Committee will be meeting with Leo from the MD on Monday at 2:00PM. Suggested MD to include in tender the landowner service hook – ups on one contract.
- b. Beaver Mines Contact List – Currently in Jeff McLarty's hands, this will need to be followed up on. Distribute to everyone on BMCA email list then provide to community.
- c. Laneway & Bike Path – Landowners suggested to MD that landowners could purchase the laneway prior to Sewer and Water installation to reduce service set up costs of the MD. No discussion about bike path.

xi. Next Regular Board Meeting

September 29, 2018 at 10:00AM

xii. Adjournment

Linde Farley motions to adjourn meeting, Ken Fast seconds. Meeting adjourned at 11:53AM.

**THE CROWSNEST/PINCHER CREEK LANDFILL ASSOCIATION
MINUTES
August 15, 2018**

The regular meeting of The Crowsnest/Pincher Creek Landfill Association was held on Wednesday, August 15, 2018 at 9:00 a.m. at the Landfill administration office.

Present: Terry Yagos, Municipal District of Pincher Creek #9
Dean Ward, Municipality of Crowsnest Pass
Dave Filipuzzi, Municipality of Crowsnest Pass
Gord Lundy, Municipality of Crowsnest Pass
Mary Kittlaus, Village of Cowley
Emile Saindon, Landfill Manager
Jean Waldner, Office Administrator

AGENDA

Dave Filipuzzi

Moved the agenda be adopted as presented. Carried. 08.15.18-1073

MINUTES

Dean Ward

Moved the minutes of July 18, 2018 be adopted as circulated Carried. 08.15.18-1074

MANAGER'S REPORT

1. MSW volumes are steady over the last month with summer volumes.
2. The Industrial cell volumes have increased for the month of July with August expected to be the same.
3. Storm water pond excavations completed and water being pumped into them.
4. Cardboard recycling has doubled in July.
5. Grass mowing 75% completed.
6. Devon clean up on going.
7. Preparing site for new NSW cell construction this fall.
8. Plan in place to install landfill gas monitoring wells and trench.
9. WRAP audit completed in the past few weeks.
10. Landfill tours completed with 7 sites visited, report and pictures to follow.
11. Landfill amendment approval received, discussion on next steps required.

Mary Kittlaus

Moved that the Manager's report be accepted for information. Carried. 08.15.18-1075

FINANCIAL REPORT

The Income Statement and Balance sheet to August 2nd, 2018 was reviewed. And an update on the All West accounts receivable issue was discussed.

Dave Filipuzzi

Moved that the financial reports be accepted for information. Carried. 08.15.18-1076

INCINERATOR AMMENDMENT APPROVAL

We finally received approval from Environment Canada on our amendment to our landfill operator's approval to include operating an incinerator here at our landfill. It must go through an appeal process first. If everything goes well our next steps will be meeting with all the community organization that would benefit from bringing carcass's here, the CFIA, and putting together a business plan to submit for government funding.

Mary Kittlaus

Moved this correspondence be accepted for information: Carried. 08.15.18-1077

DONATION REQUEST

A Donation request from the Town of Pincher Creek for their Children's Festival.

Dean Ward

Moved that \$200.00 be donated for the Children's Festival. Carried. 08.15.18-1078

A Donation request from the Friends of the Library for their Alberta Cultural Day September 28th, 2018.

Dave Filipuzzi

Moved that \$350.00 be donated for their Alberta Cultural Day Event. Carried. 08.15.18-1079

SCHOLARSHIP REQUEST

A scholarship request from Natalie Krizan from St Michael's School was presented to the board. It was decided that she meets all our scholarship qualifications, and once we receive her 1st semester passing marks a cheque will be forwarded to her.

Dave Filipuzzi

Moved Natalie Krizan receive our Landfill Scholarship. Carried. 08.15.18-1080

Correspondence:

A Thank you letter was distributed from the York Creek Lodge.

NEXT MEETING DATES

September 12, 2018

November 21, 2018

October 17, 2018

December 19, 2018

Tabled Items

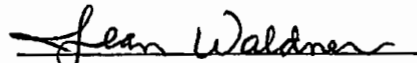
ADJOURNMENT

Mary Kittlaus

Moved the meeting adjourn at 9:55 a.m.

Carried. 08.15.18-1081


CHAIRMAN


SECRETARY